

TOWN OF ALSTEAD, NEW HAMPSHIRE
Select Board
Approved Minutes for Meeting of June 6, 2023 at 6:00 PM
Town Hall, 9 Main Street, Alstead, NH 03602

SELECT BOARD PRESENT: Joel McCarty, Matthew Saxton, Gordon Kemp

STAFF PRESENT: In person: Dave Crosby, Highway Department; Kim Kercewich, Fire Chief; Mike Kercewich, Deputy Fire Chief; Hans Mayer, Fire Lieutenant; Jesse Moore, Ambulance Chief; Steve Murrell, Police Chief; Mary Schoppmeyer, Office Admin. **Google Meet:** Bobbie Wilson, Ambulance Lieutenant.

COMMUNITY MEMBERS: In person – Jim Gordon, Mark Mastrocinque, Joe Levesque & Jude Willis, Rich Nalevanko, Marge Noonan, Scott Schaedler, others; Library Trustees Susan Norlander, Carol Reller, Kathy Torrey. **Conference Call:** Library Treasurer Karn McShane. **Google Meet** – none.

PLEDGE OF ALLEGIANCE and CALL TO ORDER: The pledge was recited and the Board Chair called the meeting to order at 6:00 PM.

ACTION ITEMS: Signed Payroll Manifest for the 6/2 payroll (no changes, just a different document for the files); Signed a Temporary Speed Limit reduction for Gilsum Mine Road to minimize damage and reduce dust. Signed the revised Accident Reporting and Workplace Searches policies from the Employee Manual. Signed a new Holiday Week Meetings policy for the Town Policies book.

ANNOUNCEMENTS: Cyanobacteria alert: The alert advising against swimming and wading in Lake Warren has been lifted. **Maplewood re-opening:** Maplewood Nursing Home is newly renovated and holding a Grand Re-Opening on June 26th at 1 PM. RSVP to Courtney Gouger (cgouger@co.cheshire.nh.us or 603-283-9415). **Solicitation license** – The office received a request about whether the town requires a solicitation license for door-to-door peddling activity. There is no license, but the office will request that the inquirer notify the Police Department. **Fundraiser** - Distant Hill Gardens is holding a 24-hour fundraiser to raise money for NH Gives, an organization that contributes to several causes including the Fall Mountain Scholarship Fund – distanthillgardens.org. **Town Office Closures:** Monday June 19th, Juneteenth holiday. Select Board meeting that week will be Thursday night 6/22, instead of Tuesday 6/20. **Pizza Night** – at Orchard Hill is 6 PM on Tuesday nights. **Tax bills** – First issue tax bills were mailed Tuesday 6/6.

MINUTES FROM PREVIOUS MEETINGS: Minutes of June 1, 2023 6 PM meeting; Minutes of June 1, 2023 non-public meeting (reputational). No changes were requested. On a motion from Mr. Saxton that was seconded by Mr. Kemp, ***the Board voted unanimously to approve all sets of minutes as submitted.***

OLD BUSINESS: Retirement plan in-service withdrawal age – The age at which participants can withdraw money from the town's 457 retirement plan without retiring was set at 70.5 when the plan was first offered (initially ICMA-RC, now MissionSquare). Last year, an act was passed by Congress allowing companies to change that age. Companies who want to change the access age must sign forms to make that happen; the town signed no forms at that time. An Alstead employee would like to withdraw funds from his plan but could not because of the age on the plan. After discussion, on a motion from Mr. Kemp that was seconded by Mr. Saxton, **the Board voted unanimously to lower the in-service withdrawal age limit on the 457 employee retirement plan from 70.5 to 62.** The Select Board office will follow up on submitting the request. **Library agreement:** Two plans are on the table, one submitted by the Shedd-Porter Memorial Library (SPML) Library Trustees and one submitted by Mr. Kemp. The Trustees asked what reply NHMA made to the town's inquiries; Mr. Kemp read the response to his question. Mr. Saxton read the question he sent to NHMA, no reply received yet. Mr. McCarty read the NHMA attorney's explanation of the statute governing library requests for appropriations to towns. SPML currently submits a one-line appropriation request each year. By comparison, Walpole's library submits an appropriation request that is broken out into line items. Ms. Reller noted that the Trustees based their document on an example from another town. A lengthy discussion followed that included Trustee responsibilities, Town responsibilities, library participation in the town capital improvement plan, the terms of the will that donated the library to the town, Landgon's contribution to SPML, the building's status as a historic building, the oaths that Library Trustees take, Library Treasurer responsibilities, the Library's position in the town hierarchy (separate entity, not a department), related case law, access to data, and other subjects. Primary differences between the two proposals are the citation of statutes and the list of responsibilities, which is negotiable. Ms. Reller will share the documents she used as a base for the Trustee's document. The conclusion is that more information is needed before finalizing an agreement. The Board will seek answers

from internal and legal sources and the Trustees will explore breaking out the budget. The item was tabled until after the next Library Trustees meeting on 6/15. **Broadband** – Mr. Kemp touched base with Consolidated and they are working on the engineering side of the project. They expect to schedule a public meeting after a month or so. **Vilas Dam** – Mr. McCarty applied for technical assistance from NHMA asking how to figure out what the town can do with the dam and its concrete infrastructure. In addition, Wayne Ives of NH Dept of Env Svcs will present the Cold River Water Management Plan draft on Monday 6/19, 10 AM at a public meeting, for the purpose of soliciting input to the plan. The meeting will be held in the Town Offices conference room. **Ambulance housing** – Temporary storage container for the antique fire apparatus arrives end of next week. Road Agent Prescott Trafton provided a map showing two placement options and described the pros and cons of both sites. The Board agreed by consensus that site 1, which is least visible and requires no site work, is the best option. Mr. Levesque noted that his investigations for grants for displaying the antique apparatus did not include glass, he will revise his study. Additional discussion followed about where and how to display the antique fire apparatus in a permanent structure. Mr. Kemp indicated that the ambulance is being delivered Thursday and will spend time at the company that will decal it. **Realtors for selling town property** – Mr. Saxton has two realtors in mind, both from Masiello in Keene. They would like a list of town properties to work from. Ms. Schoppmeyer observed that Avitar is the best source of accurate information. **Rotating summer SB meetings:** Mr. Kemp is abandoning that idea. **Policies** – The Board signed the approved Accident Reporting and Workplace Searches policies in the Employee manual; and a Holiday Week Meeting policy that lists holiday weeks when no meeting will take place and moves the Tuesday meeting to later in the week when the Tuesday follows a Monday holiday. **Land Use Change Tax** – Mr. Kemp described how in this instance the assessor calculated the tax on the full size of the undivided lot because the owner's survey revealed the acreage discrepancy that disqualifies the full lot. If the discrepancy had not been discovered and the lot had been subdivided and one lot sold, the sale would have triggered removal of both lots from Current Use assessment, and both owners would have been billed for a land use change tax according to the size of their lot UNLESS some agreement had been worked out during the course of the sale. Mr. Kemp proposes charging the landowner only for the size of his subdivided lot. Mr. Saxton observed that he spoke with someone who said they purchased the second lot (unverified). Mr. McCarty wants to be sure that the second lot has indeed sold and that the Board has the authority to make a decision that is contrary to the assessors' evaluation. The matter was tabled pending more information.

NEW BUSINESS: Fire Department practices and procedures – the Board seeks to assure our insurer that the town employs appropriate policies and procedures. Mr. McCarty explained how Primex works as a non-profit municipal insurance company. In reviewing the statutes governing the FD and the current by-laws, Mr. Kemp realized that a prior Board took steps in a 2018 revision by attempting to change the term of the Chief, but this must be done by warrant article so the changes are unenforceable. Board sought and received input from the members present with an eye toward revising the list of officers and members and their roles. There was additional discussion about who owns the Fire Department by-laws (Select Board) and the correct process for changing them. Additional discussion regarding personnel is needed, but was deferred to a non-public session at the end of this meeting.

DEPARTMENT REPORTS: Admin – Ms. Schoppmeyer reported that she has received instructions from the auditor with regard to how to set up the books for processing bridge invoices and reimbursements and that the Board has requested the withdrawal of a portion of the 2022 approved funds from the Bridge capital reserve fund to assist with cash flow as the Engineering Study phase of these projects proceeds. **Highway** – Mr. Trafton reported that the magnesium chloride solution and tank has arrived and he had to request emergency overtime to deal with it. The vendor offers training that the department will take advantage of. Gilsum Mine Road work proceeds toward paving, which is scheduled for the week after the July 4th holiday. A temporary speed limit policy is being posted on Gilsum Mine Road to reduce damage and lower the dust; the Police Department will enforce it beginning 6/9. **Police** – Chief Murrell circulated a policy to Fire and Ambulance requesting that they contact Alstead PD directly if they are needed when off duty, instead of going through dispatch. He requested discretion with regard to personal contact info. Call volume is at 440 to date. **Fire** – Chief Kercewich reported a quiet week and a call volume of 52 to date. **Ambulance** – Chief Moore reported a call volume of 75 calls to date, and expressed heartfelt thanks to Alstead Fire, Alstead Ambulance, and Surry Fire Departments and Rescue Inc. for working together to provide 79 minutes of effective CPR. Additionally, the chief has a list of vehicles that have AEDs in them, and a list of locations where AED boxes will be installed. Signage is needed. He will provide the list to Mr. Kemp who will work on getting the installation process started.

BOARD REPORTS: Library – Melanson inspected the library roof and identified a spot that needs attention; quote expected shortly.

PUBLIC COMMENTS: Mr. Levesque seeks information from NHMA with regard to zoning for Well Hill Co-op. Seeking information about what other towns do. One tenant seeking to do a large addition to their trailer; trying to answer questions. Mr. McCarty expressed gratitude to Hollie Kemp for the dinner provided.

INFORMATIONAL: The next regular meeting of the Select Board is scheduled for Tuesday, June 6th, 2023 at 6:00 p.m. Acworth will host the next Five-Town Select Board meeting on Friday July 28, 2023, time to be determined. The next Fall Mountain School Board meeting is Monday, June 12th at 6 PM at the high school (second Monday of the month). The next Fall Mountain Budget Committee Meeting is Wednesday, June 21st at 6 PM at the high school (third Wednesday of the month). A public meeting to solicit feedback on the Cold River Water Management Plan will be held Monday June 19 at 10AM at the Town Offices conference room. A public meeting to solicit input from interested parties re: Bridge projects will be held Tuesday, August 22, 2023 at 6 PM at Town Hall.

NON-PUBLIC SESSIONS: On a motion made by Mr. McCarty and seconded by Mr. Saxton, ***the Board voted by roll call (McCarty– y; Saxton – y; Kemp – y) to enter non-public session at 7:46 PM pursuant to RSA 91-A:3, II(c).***

Before leaving the session, the Board reviewed and approved the session minutes.

On a motion made by Mr. McCarty and seconded by Mr. Saxton, ***the Board voted to leave non-public session and return to public session at 8:31 PM. The motion passed unanimously.***

On a motion made by Mr. Saxton and seconded by Mr. McCarty, ***the Board chair adjourned the public meeting at 8:32 PM.***

Respectfully submitted,



Mary Schoppmeyer, Office Administrator