

**TOWN OF ALSTEAD, NEW HAMPSHIRE**  
**Select Board**  
**Approved Minutes for Meeting of June 28, 2022 at 5:00 p.m.**  
**Town Hall, 9 Main Street, Alstead, NH 03602**

**SELECT BOARD PRESENT:** Joe Levesque, Joel McCarty, Matthew Saxton

**STAFF PRESENT: In person:** Penny Gendron, PD Administrator; Mary Schoppmeyer, Office Administrator; Prescott Trafton, Highway Agent; Bobbie Wilson, Ambulance Lieutenant. **Google Meet:** None.

**COMMUNITY MEMBERS: In person:** Ben Howard, Laurence Howard, Gordon Kemp, Rich Nalevanko, Marge Noonan, Mark Mastrocinque, Barb Viegner. **Google Meet:** None.

**PLEDGE OF ALLEGIANCE**

**CALL TO ORDER:** The Board Chair called the Select Board meeting to order at 5:00 p.m.

**ACTION ITEMS:** Signed 3 approved applications for current use (M3L4, M63 L13, M66 L13). Signed PA-16 for Reimbursement to town by State of NH for Feuer State Forest. Signed payroll, payables, and liabilities, manifests for this week's payroll and billing cycles. Signed 7 Vilas Pool expenditures. Signed timber cut intent 22-009-10 T.

**MINUTES FROM PREVIOUS MEETINGS:** Minutes of June 21, 2022, Minutes of NPS II(c) June 21, 2022, Minutes of NPS II(e) June 21, 2022. On a motion made by Matt and seconded by Joel, ***the Board voted to approve all sets of minutes as written. The motion passed unanimously.***

**VILAS POOL:** **Bobbie** reported that 3 swimming docks arrived and Gordon and Louis had fun rowing them out into position. There are no special events planned for the holiday weekend but Animal Adventures will be back on Sunday July 10<sup>th</sup>.

**HIGHWAY DEPARTMENT:** **Prescott** reported that the Highway Department would be shutting down as usual for the July 4<sup>th</sup> holiday week. Culverts arrived at last and the supply will be stockpiled. Work on installing culverts on Gilsum Mine Rd will begin after the holiday. The Town Clerk is working on registering the new sign trailers so they can be put into service. The question of what kind of data these signs collect was reintroduced but is not yet answered pending study of the accompanying literature. The department has been working on much needed ditching and drainage in the Newell Pond area. They are trying to contact the power and phone companies to arrange for them to raise their low-hanging lines in that area. Prescott presented a monthly fuel usage update and indicated that the department continues to be frugal about idling and other practices that minimize consumption. When Prescott returns, he will meet with the new FEMA representative at 9 AM on Tuesday July 12th. The Board wished the team a great vacation.

**ADMIN:** **Mary** provided the Board with her notes from a conversation with the Town of Lyme, who uses the Payroll Matters payroll service the town is considering. The reference was a glowing one covering 20 years of experience with the service. The Board was satisfied with the reference and instructed Mary to get contract information. On a motion from Matt that was seconded by Joel, **the Board voted to take the necessary steps to proceed with engaging the service. The motion passed unanimously.**

**CEMETERY RAISE REQUESTS:** The Board considered raise requests submitted by the Cemetery Trustee for the trustee and one employee. There were no raises in the Cemetery budget for 2022. The Board determined that they cannot approve the pay increase for the Trustee because the Trustee is an elected official and that requires a warrant article; but for the employee, a raise can be approved provided that the employee does not work more hours at the new rate than the 2022 budget can support. The Board signed the employee's pay rate increase and declined to sign the trustee's pay rate increase.

**SHEDD-PORTER LIBRARY:** **Matt** reported that the library trustees voted to remove the dead elm tree in front of the library. In addition, the trustees are developing a calendar of regular maintenance tasks, and they would like to increase the rate of the library roof inspection and gutter cleanout tasks from once to twice per year.

**BOARD REPORTS:** **Matt** reported that a resident has offered to pay for installing a solar-powered electric vehicle charging station in town. There was considerable discussion about where it might be installed, whether there would be a charge

for using it, what liability issues it poses, whether it would be tied into a larger solar array project we had postponed until warrant article time, and what ongoing costs to the town might need to be added to the town budget. The Board plans to explore the idea further. **Joel** reported that he spent time at Well Hill this week and continues discussions with Community Loan Fund representatives. He indicated that the town is considering enrolling in a program called the NH Energy Choice Program whereby the town chooses a different supplier for power delivered by Liberty Utilities at a fixed rate for a contract term (5 years, in this case); the agreement was given to Mark Mastrocinque to review and advise given his expertise in the power industry.

**PUBLIC COMMENTS:** Rich Nalevanko indicated that some of the information for his Right to Know request should be immediately available and that the 7 weeks cited in the Board's response to his request seems unreasonable. The Board invited him to submit his objections in writing and he agreed to do that. Marge Noonan noted that long-time Alstead public servant Gloria Seddon passed away and that a service was planned at West Cemetery, citing the obituary in the Keene Sentinel. The Board instructed the Admin to consult the obituary and post a notice on the web site. Rich Nalevanko asked if anyone is responsible for contract management (the answer was no). He suggested that the Town consider compiling a list of contracts that the Town has entered into along with the key dates associated with them, for continuity purposes and as a best management practice, to help keep the information at the operational forefront and to reduce loss of knowledge due to time and attrition.

**INFORMATIONAL:** The next regular meeting of the Select Board is scheduled for Tuesday, July 12, 2022 at 5:00 p.m. at the Town Hall. There is no meeting on July 5th.

On a motion made by Matt and seconded by Joel, ***the Board voted by roll call (Joe – y; Joel – y; Matt – y) to enter non-public session at 5:50 p.m. pursuant to RSA 91-A:3, II(c).***

Before exiting the non-public session, the Board reviewed and signed the non-public session minutes.

On a motion made by Matt and seconded by Joel, ***the Board voted to leave non-public session and return to public session at 6:05 p.m. The motion passed unanimously.***

There being no further business, on a motion made by Joel and seconded by Matt ***the Board voted to adjourn the public meeting at 6:06 p.m. The motion passed unanimously.***

Respectfully submitted,



Mary Schoppmeyer, Office Administrator (incoming)