

**TOWN OF ALSTEAD, NEW HAMPSHIRE**

**Select Board**

**Unapproved Minutes for Meeting of August 13, 2024 at 5:00 PM**

**Town Offices, 15 Mechanic Street, Alstead, NH 03602**

**SELECT BOARD PRESENT:** Joel McCarty, Chair, Gordon Kemp (arrived at 5:27pm) and Matthew Saxton.

Name	Position	In Person	Google Meet
Misty Gratacos	Town Administrator	•	•
Shelley Steuwe	Recording Secretary	•	•
Jesse Moore	Director of Sanitation, EMS & Grounds	•	
Nick Wright	Fire Fighter	•	

**STAFF PRESENT:** **COMMUNITY MEMBERS:** **In person:** Richard Nalevanko, Barbara Viegner, Marge Noonan, and Judith Willis; **Google Meets:**

**PLEDGE OF ALLEGIANCE**

**CALL TO ORDER:** Mr. McCarty called the Select Board meeting to order at 5:00 PM and then proceeded with leading the agenda-based discussion.

**GUESTS:**

**ACTION ITEMS:** Review emails from Stephens Associates; review email from NH DOS, Homeland Security Emergency Management; review “backup internet” email from Director Reynolds; review email from Jack & Martha Walsh, Drewsville; review Operation and Maintenance information sheet from NHDES for Lake Warren; review & sign new hire packet for Jessica Jarvis, Land Use Clerk, Planning & Zoning Administrative Assistant.

**MINUTES FROM PREVIOUS MEETINGS:** 8/6 meeting minutes were reviewed, amended and approved as amended by the Board.

**OLD BUSINESS:**

- A. **Washed-out glass** – Director Moore reports that Connecticut Valley Yardworks has agreed to walk the washout and provide an assessment. He needs the Selectboard to

propose some options for a meeting with them to review the scope of work, and they will then provide a quote. Mr. McCarty asks him to forward the company's contact information to the Board. Mr. Saxton asks if there is anything else they need to know from the landowners, and Mr. McCarty thinks it will be important to invite Mr. Landry and Charlie Haynes to the above mentioned meeting. Mr. McCarty thanks Director Moore for making this connection.

- B. **Thayer Brook bypass** – Mr. McCarty reports that we have received the final report but not the final bill. The purpose of the report is to make us eligible for FEMA reimbursement for 2023 flood damage.
- C. **Bridge projects** – No updates.
- D. **Dams** – Mr. McCarty reports that we are still waiting on the final report from Dubois and King.
- E. **Status of property at M11 L2 (abuts Town Hall)** – No updates.
- F. **Model T MOU** – No updates.
- G. **Langdon Library Fees** – No updates.
  - a. As an aside, Mr. McCarty asks for a status update on the invoice for the Library's roof repairs. Mrs. Gratacos reports that the statement was brought in, and the payment will go out on 8/20.
- H. **Employee Health Insurance** – No updates.
- I. **Fire Dept Policies** – No updates.
- J. **Pine Cliff Road information/updates** – Mr. McCarty reports that on 8/8 he met with Garrett Graaskamp from NH Fish & Game, Jeff Marcoux from NH DES, Sara Webb from the Alstead Conservation Commission, and Annie Hess, Lisa Tusveld, and Beth Porter from the Lake Warren Preservation Association. They assessed the erosion at the boat landing, and there has been an ongoing conversation about who actually owns it. The deed and tax documents clearly state that the Town owns it, however Mr. Graaskamp is adamant that NHFG does. Mr. McCarty has sent information to the Town attorney to review so they can weigh in on the matter. He also asked Chief Murrell to start checking in on the boat landing to crack down on residents parking illegally (primarily in the area reserved for vehicles loading and unloading boats). From there, the group went to the Warren Dam and down Pine Cliff Road to Arbor Way. After assessing these areas, Mr. Marcoux strongly recommended that the Town pursue a Watershed Assistance Section 319 Grant via NH DES. Mr. McCarty received the pre-application for the grant and will send this to the LWPA Board for reference. They also discussed the State Revolving Loan Fund, which can be converted to a grant upon work completion. Ms. Viegner asks if Mr. McCarty has followed up with Greg Bath, who offered to assist the Town in fixing Arbor Way at the 7/16 public hearing. Mr. McCarty said he has reached out and is awaiting a reply from Mr. Bath.
- K. **210 Gilsum Mine Road land merger talks** – No updates.
- L. **Lighting upgrade for Village Station** – Director Moore reports that a check from Resilient Building Solutions is forthcoming.
- M. **Department & Board**

**NEW BUSINESS:** Update on wage study, full informational presentation on 8/27/24 by Mary Ann Wolf

**OTHER ITEMS:** The Select Board Administrative Office will be closed on 8/14 & 8/15 and the week of 8/26-8/29. REMINDER to Dept. Heads: Payroll will be due on August 30th due to the Labor Day holiday.

**DEPARTMENT REPORTS:**

**Town Office Administrator** – Mrs. Gratacos reports that she will be out of the office 8/14-15, and that the office will be closed. She also reminds Dept. Heads that Payroll will be due on August 30th due to the Labor Day holiday.

**Transfer Station, Ambulance, and Parks –**

Director Moore reports that:

- Ambulance – Chief Murrell will join him on 8/15 at UNH for the Emergency Services Stress Consortium for Mental Health and EMS for the day. He completed a public safety risk management and development program today. He continues to work on his National Traffic Incident Management certification. He spoke with Werner Drouin about ambulance billing and found out that we've billed about \$34,000 and have received \$32,000 in payments.
- Parks – He completed most of the mowing last week before the rain, and will complete the remainder tomorrow.
- Transfer Station – He completed his waste permitting class with NHDES and was also shown how to get into the NHDES portal.
- Lighting Projects/Misc –
  - He will work on the lighting upgrade for the Village Station. He adds that Resilient Building Solutions took inventory of the Town Office building and they have a quote for the East Station as well. He would like to add another building to the ballot for next year. So far they have taken out 48 light fixtures and have replaced them with 13, and they're much more efficient.
  - He also talked to Resilient Building Solutions about converting the street lights to LEDs, which is a different program through Liberty. He asks the Board if they have interest in meeting with the representative from Liberty to discuss this.
  - He also met today with Barry Bellows about the insulation program (via NH SAVES). Mr. Bellows will work on getting a quote put together for insulating the roof of the Village Fire Station.
  - Mr. Bellows also assessed some minor issues with paint and a missing soffit board at the Town Office building.
  - Mr. Bellows also assessed and provided a quote for some rotting on the right hand side of the East Fire Station building.
  - Mr. Bellows also assessed and provided a quote for some rotting on the porch over the side entry door of the Village Fire Station.

Mr. McCarty asks Director Moore who will be prioritizing these projects, as they cannot all be completed at once. Director Moore says he is only providing information about the proposed projects, and defers to the Board to prioritize.

## **BOARD REPORTS:**

**Mr. Kemp** – The project with converting Town Comcast accounts to Fidium is progressing slowly. He is still awaiting a reply to his inquiry about painting the Vilas Pool bridge. He notes that the Board needs to get the personnel policy printed out, distributed to Department Heads, and employee signatures obtained. Mr. McCarty asks if it can wait until September, and Mr. Kemp agrees. Ms. Willis asks for an update on “Lost Alstead” (Fidium fiber work). Mr. Kemp reports that the last update he received was that engineering was to be completed by 8/1, and construction 8/15. Director Moore asks if there has been an update about Fidium at the Transfer Station, and Mr. Kemp says that it will be one of the free accounts. He adds that the service at the Village Fire Station is not free (as previously thought), and they are actually paying about \$100-\$200 for their internet service. This will be a free location going forward.

**Mr. McCarty** – An update regarding the Pratt Road property that abuts a Town-owned property known as Pratt Rock. He reviewed the deed, and it does contain a clause that says the property owners on the other side cannot allow their trees to grow tall enough to obstruct the view of Pratt Rock. He contacted the state attorney, who recommends reaching out to heirs of those who put the clause in the deed. He also reached out to the Alstead Conservation Commission as they’ve had a longstanding interest in preserving the view of Pratt Rock. He will be going to the property with a group of interested parties/experts to assess the actual level of obstruction this week. Peter Renzelman asked him about the trees on the Alstead Center common, and is particularly worried that one will fall on his power line. He offered to call a tree service to obtain a quote, and will provide that to the Board. Director Moore reports that the tree that fell has been removed, and that all of the trees are in very poor condition. He advises that the Board should start thinking about a plan for remediating this, and Mr. McCarty recommends that they place this with the Conservation Commission. Finally, Mr. McCarty reports that last month a workshop was hosted by a property owner on Pratt Road, and facilitated by the UNH Extension and Cheshire County Conservation Commission: “How Not to be a Good Logger”. Also in attendance were NRCS, Monadnock Conservancy, and Mr. Renzelman. This was in response to inappropriate logging done to the land prior to this landowner, that was actually stopped by the Town and the State. The focus was on water resources and the impact of a very heavy cut. The current landowner is eager to do what needs to be done to remediate the damage, the extent of which is yet to be determined. The remediation work has been contracted with Alex Barrett of Longview Forest.

**Mr. Saxton** – The Board received the new voter rules for elections (511 pages), to be understood and enforced by moderators and volunteers. He received a complaint about the poor condition of the flags going up Mechanic Street, and asks Director Moore if he is the person to follow up on flags up on this (he is not, but he will follow up with Mr. Trafton about that). An inquiry was

received about a property at 55 Main Street. Mr. Saxton invited them to tonight's meeting, which they couldn't attend, and so they will talk via phone.

**PUBLIC COMMENTS/QUESTIONS:**

**EXECUTIVE SESSION/S:**

RSA 91-A:3, II (c): Matters which when discussed in public, would adversely affect the reputations of any person, other than a member of this board.

RSA 91-A:3II (b): The hiring of any person as a public employee.

<b>Next regular Select Board meeting:</b>	Tuesday, August 20, 2024 @ 5:00 PM, Town Offices, 15 Mechanic Street.
<b>Next FM School Board meeting:</b>	Monday, September 9, 2024 @ 6:00 PM, High School (2nd Monday)
<b>Next 5-Town Select Board meeting:</b>	TBD – Reschedule in progress

On a motion made by Mr. McCarty and seconded by Mr. Saxton ***the Board Chair adjourned the public meeting at 6:15 PM.***

On a motion made by Mr. Kemp and seconded by Mr. Saxton, ***the Board voted by roll call (Joel – y; Gordon– y; Matt – y) to enter non-public at 6:17 PM pursuant to RSA 91-A:3, II (c) matters which discussed in public, would adversely affect the reputations of any person, other than a member of this board.***

On a motion made by Mr. Saxton and seconded by Mr. Kemp ***the Board voted to leave the non-public session at 6:21 PM. The motion passed unanimously.***

On a motion made by Mr. Kemp and seconded by Mr. Saxton, ***the Board voted by roll call (Joel – y; Gordon– y; Matt – y) to enter non-public at 6:23 PM pursuant to RSA 91-A:3, II (b) the hiring of any person as a public employee.***

On a motion made by Mr. Kemp and seconded by Mr. McCarty ***the Board voted to leave the non-public session at 7:23 PM. The motion passed unanimously.***

Respectfully submitted,

Shelley Steuwe, Recording Secretary

