

TOWN OF ALLENSTOWN
Select Board Meeting
16 School Street
Allenstown, New Hampshire 03275
April 22, 2019

Call to Order

The Allenstown Select Board Meeting of April 22, 2019 was called to order by Vice Chair Sandy McKenney at 6:00 pm.

Ms. McKenney called for the Pledge of Allegiance.

Roll Call

Present on the Board: Sandy McKenney, Maureen Higham

Excused: Ryan Carter

Allenstown staff: Derik Goodine, Town Administrator; Police Chief Michael Stark; Trish Caruso, Welfare, Human Resources

Others present: Holly Riley, Michael Frascinella

Citizens' Comments

Ms. Holly Riley stated that the Highway Department has cleaned up a bit on the town-owned property next to her parents' home but there is still more trash there, including a broken television and a white plastic fence which is falling down. She asked when the cleanup might be complete as she wants to sell her parents' home.

Ms. McKenney said that a time frame could not be given, but the Highway Department would do it when it fits into their schedule.

Ms. Riley then asked about the road.

Ms. McKenney said that it is not a town road and therefore must be maintained by the residents of the road.

Ms. Riley asked about the process of making it a town road.

Police Chief Stark said that for the town to adopt the road would require a warrant article on the ballot at the Town Election in March. He added that it would have to be up to town standards. The alternative is to attempt to have the road declared an Emergency Way, which would require proof that doing so would be more beneficial to the town than to the residents of the road.

Mr. Goodine said that a petition would be required.

Regular Agenda

▪ Town Welcome Sign Presentation and Approval

Mr. Frascinella stated that the Economic Development Committee, which he chairs, obtained quotes from three vendors for town welcome signs. These were from Advantage Signs in Concord, Barlo Signs in Hudson, and ProSource in Derry. The Committee decided to go with ProSource in Derry, which will make and install three, double-sided signs for \$11,000. There's was the lowest cost and the Committee is pleased with the proposed materials, construction and installation plans. The front of the signs will include the name of the town, a slogan, and the town's web address. The back of the signs will say, 'Thank you for visiting the home of Bear Brook State Park.' A woodcarver from Salisbury, operating as Clayton's Creations, has agreed to carve six bears to hang on the sides of the signs at an estimated cost of \$300 per bear. They will be 2.5 feet high. Mr. Frascinella plans to bring one of the posts to the woodcarver so that he can be sure they will support the weight of the bears.

Ms. McKenney asked how long it will take for the signs to be ready.

Mr. Frascinella said that it would be between two and four weeks.

Ms. McKenney made a motion to approve the purchase of the signs, including \$11,000 for ProSource to construct and install the signs and \$1,800 for Clayton's Creations to carve the bears. Ms. Higham seconded the motion, which carried unanimously.

Town Administrator's Report

Mr. Goodine said that Mr. Matt Monahan of the Central NH Regional Planning Commission will be at the next meeting, at which time they will take up the MS4 Illicit Discharge Ordinance. He said that copiers have been ordered for Town Hall and the Police Department. He reminded the Board that an Active Shooter session for Town Hall employees is scheduled for May 1st.

Mr. Goodine stated that he would like the Board to consider a most favored nation clause for Allenstown, which would allow local vendors to be used as long as their bids are within ten percent of the lowest bid. This, he said, is a way to support local businesses.

Ms. McKenney asked if the Building Inspector Steve Paquin might be overworked because of the proposed development at China Mill.

Mr. Goodine said that Mr. Paquin could probably handle it with proper scheduling, but he will check into it.

Ms. McKenney then said she serves on the Bear Brook State Park Steering Committee, and there have been some concerns about the proposed eight-site camping area for campers with horses on Deerfield Road because it might be too close to the Old Allenstown Meeting House. She asked if the Board had any input for her to bring to the Committee.

Police Chief Stark said that horses could be there even without the camping area.

Ms. McKenney said that the concern is fire.

Consent Calendar, Minutes and Manifests

Ms. McKenney made a motion to ratify the Consent Calendar of the April 22, 2019 meeting. Ms. Higham seconded the motion, which carried unanimously.

Ms. McKenney made a motion to approve ACH Manifests 1044 and 1047, Check Manifest 1046, and Non-Check Manifest 1045. Ms. Higham seconded the motion, which carried unanimously.

Ms. McKenney made a motion to approve the minutes of the April 15, 2019 Public Session as amended. Ms. Higham seconded the motion, which carried unanimously.

Ms. McKenney made a motion to approve the minutes of non-public sessions I, II, III, IV and V of the April 15, 2019 meeting. Ms. Higham seconded the motion, which carried unanimously.

Non-Public Agenda Items

Ms. McKenney made a motion to enter non-public session at 6:50 pm in accordance with the provisions of RSA 91-A:3, II (c). Ms. Higham seconded the motion. A roll call vote was taken: Ms. McKenney, aye; Ms. Higham, aye.

Ms. McKenney made a motion to return to public session at 7:02 pm. Ms. Higham seconded the motion. A roll call vote was taken: Ms. McKenney, aye; Ms. Higham, aye.

Ms. McKenney made a motion to seal the minutes of the non-public session as they might adversely affect the reputation of someone not a member of this Board. Ms. Higham seconded the motion. A roll call vote was taken: Ms. McKenney, aye; Ms. Higham, aye.

Ms. McKenney made a motion to enter non-public session at 7:03 pm in accordance with the provisions of RSA 91-A:3, II (c). Ms. Higham seconded the motion. A roll call vote was taken: Ms. McKenney, aye; Ms. Higham, aye.

Ms. McKenney made a motion to return to public session at 7:45 pm. Ms. Higham seconded the motion. A roll call vote was taken: Ms. McKenney, aye; Ms. Higham, aye.

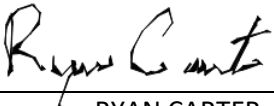


Ms. McKenney made a motion to seal the minutes of the non-public session as they might adversely affect the reputation of someone not a member of this Board. Ms. Higham seconded the motion. A roll call vote was taken: Ms. McKenney, aye; Ms. Higham, aye.

Ms. McKenney made a motion to adjourn at 7:55 pm. Ms. Higham seconded the motion, which carried unanimously.

TOWN OF ALLENSTOWN
SELECTBOARD
PUBLIC MEETING MINUTES

APRIL 22, 2019

Signature Page

Original Approval:	
	05/19/2019
RYAN CARTER, Chair	DATE
	05/08/2019
SANDRA MCKENNEY, Vice Chair	DATE
	05/15/2019
MAUREEN HIGHAM, Member	DATE

Amendment Approvals:		
Amendment Description:	Approval:	Date:
	RYAN CARTER, Chair	DATE
	SANDRA MCKENNEY, Vice Chair	DATE
	MAUREEN HIGHAM, Member	DATE

Signature Certificate



Document Reference: 4HUPCBIUK92AD7252ECMX

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Maureen Highham

Party ID: 7LYJCBJMX4ZZM4F5747SWV

IP Address: 64.222.96.214

VERIFIED EMAIL: mhigham@allentownnh.gov

Electronic Signature:

Maureen Highham

Multi-Factor
Digital Fingerprint Checksum

de825696f90de38b19e6064f8a83697383bacf6d



Sandra McKenney

Party ID: EL6YLNJJ45H2492PV5DM7V

IP Address: 72.65.127.230

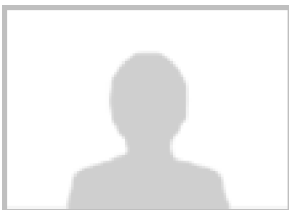
VERIFIED EMAIL: smckenney@allentownnh.gov

Electronic Signature:

Sandra McKenney

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Digital Fingerprint Checksum

f56631aee936c3ac2cb84b29e54d5d4a9a4ea021



Ryan Carter

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Ryan Carter

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cac02f44caf9883c07d6ec38377ea9dd8e4ee710



Timestamp

2019-05-19 19:41:48 -0700

2019-05-19 19:41:48 -0700

2019-05-19 19:40:50 -0700

2019-05-15 11:58:00 -0700

2019-05-15 11:55:23 -0700

2019-05-08 15:47:32 -0700

2019-05-08 15:46:58 -0700

Audit

All parties have signed document. Signed copies sent to: Maureen Highham, Sandra McKenney, Ryan Carter, and Derik Goodine.

Document signed by Ryan Carter (rcarter@allentownnh.gov) with drawn signature. - 24.62.156.240

Document viewed by Ryan Carter (rcarter@allentownnh.gov). - 24.62.156.240

Document signed by Maureen Highham (mhigham@allentownnh.gov) with drawn signature. - 64.222.96.214

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Document signed by Sandra McKenney (smckenney@allentownnh.gov) with drawn signature. - 72.65.127.230

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