

TOWN OF ALLENSTOWN
Selectboard Meeting
Town Hall - 16 School Street
Allenstown, New Hampshire 03275
January 11, 2021

Call to Order

The Allenstown Selectboard Meeting of January 11, 2021 was called to order by Chair Sandy McKenney at 6:11 pm.

Chair McKenney called for the Pledge of Allegiance.

The following statement, authorizing the Selectboard to hold a virtual meeting and providing the guidelines for participation, was read for the record.

As Chair of the Allenstown Board of Selectmen, I, Sandra McKenney, find that due to the State of Emergency declared by the Governor as a result of the COVID-19 pandemic and in accordance with the Governor's Emergency Order #12 pursuant to Executive Order 2020-04, this public body is authorized to meet electronically. Please note that there is limited seating for observing and listening contemporaneously to this meeting, which was authorized pursuant to the Governor's Emergency Order. However, in accordance with the Emergency Order, I am confirming that we are utilizing a Conference Call Line (603-485-7321, password 1234), which is the official connection, and Zoom Video Conferencing. We will also be using Facebook Live, although it has a 20 second lag, and we do not follow the Facebook comments. All members of the Board of Selectmen have the ability to communicate contemporaneously during this meeting through one of these platforms. If Facebook Live gets shut off, it cannot be restored, so listeners would have to tune in through ZOOM or call the Conference Line, which is the official platform. We previously gave notice to the public of the necessary information for accessing the meeting, including how to access the meeting using Zoom or telephonically. Instructions have also been provided on the website of the Town of Allenstown Board of Selectmen page attached to the agenda for the Meeting. If anybody has a problem, please call 207-595-0310 or email at: dgoodine@allenstownnh.gov. If the video begins to lag, or there are rare audio issues, then please call the conference line to listen to the meeting. In the event the public is unable to access the meeting via the conference line, the meeting will be adjourned and rescheduled. The meeting will only be adjourned if the Conference Line fails to work. The meeting may be paused if the video links fail and a quorum of the Selectboard is needed on the conference call.

Roll Call

Present on the Board: Sandy McKenney, Scott McDonald, Maureen Higham

Allenstown staff: Derik Goodine, Town Administrator

Others present: Michael Frascinella, EDC Chair; Paul St. Germain, Fire Chief; Michael Stark, Brian Arsenault, CEO and Building Inspector

Citizens' Comments

Mr. Frascinella shared with the Select Board the website rev.com, saying that it has transcripts of the speeches by Trump and by those in support of him. He noted that a Georgetown University Professor stated that nothing in the speeches is impeachable. Mr. Frascinella said that the company from which the Welcome Banners were ordered has sent the hardware; they are now waiting for the banners to arrive. He said he has met with Bob Kelly of Optimus about his plan to write an in-depth article about the development of the facility in Allenstown.

Regular Agenda

▪ Fire Department Fee Schedule for Inspections after Public Hearing - Tabled

Chair McKenney said that she met with Captain McIntosh of the Fire Department and now better understands the Fee Schedule. She said she is concerned about the prices, and is especially concerned about the fact that both Brady Sullivan and Optimus know what the fees were at the time they began their projects. She said she hopes they can be grandfathered. She said that she disagrees with Captain McIntosh when he says that population doesn't matter. She said they should look at communities of comparable size to Allenstown, not Salem, and they should start low and build up the fees.

Mr. Goodine suggested creating an example.

Chief St. Germain said that the Board could create a fictional property and calculate the fees. He cautioned that there would be a lot of variables.

Mr. Frascinella said they could use Sully's and calculate Fire Department fees, hypothetically.

Mr. Arsenault stated that he is looking into the Building fees. He noted that Allenstown does not have a demolition fee.

▪ COVID19 Update

Mr. Goodine reported that the number of COVID cases is growing. The public safety personnel will be getting their second shots soon. Seniors in residential facilities are next.

Town Administrator's Report

Mr. Goodine announced that the Public Hearing will be held on Saturday, January 19, 2021 at St. John's Parish Hall. The New York Zoom number will be posted soon. He said the current plan is for the Public Hearing, Deliberative Session and the Town Meeting to be in-person activities. He explained the virtual option and said that, for those communities using the virtual option, the first question on the ballot at Town Meeting would ask if the voter agrees with the process. He said he could use the FM transformer obtained for the drive-in movies so that people could watch and listen from their cars and come inside briefly if they wished to speak or vote.

Chair McKenney suggested having an overflow room in the Parish Hall basement.

Mr. Goodine said he would send information via an email blast and a Facebook posting when the details have been confirmed.

Mr. Goodine next presented a resolution for the Board members to sign for encumbrances already approved.

Mr. Goodine next reported that Mr. Pelissier will be taking down a clump of trees across from the entrance to Suncook Pond. The bark is peeling off and the they are losing their branches.

Mr. Goodine reported that eight people have confirmed that they will attend the Mill tour this Wednesday beginning at 2:30 pm. The Sewer Department is working on the sewer credits for the China Mill project. This will require that Hoyle Tanner Associates conduct a peer review.

Mr. Goodine continued, reporting that new call in/monitoring devices will be installed for the generators at Town Hall and the Police Department. The existing ones are no longer certified.

Mr. Goodine announced that the filing period for local offices would begin on January 20th and end on January 29th at 5:00 pm.

Mr. Goodine presented his last item, saying that the BOS would have to hold a brief Special Meeting to sign the Town Meeting warrant. Since January 25th is the last day to post the warrant, he suggested meeting on January 20th at 6:00 pm to sign the warrant.

Ms. Higham made a motion to hold a Special Select Board meeting on January 21, 2021 at 6:00 pm for the purpose of signing the Town Meeting Warrant. Mr. McDonald seconded the motion.

A roll call vote was taken.

Maureen Higham – Aye

Scott McDonald – Aye

Sandy McKenney – Aye

The motion carried unanimously.

Chair McKenney asked about insurance for the use of the Parish Hall.

Mr. Goodine said that the rent is \$100 and the insurance is \$300.

Consent Calendar, Minutes and Manifests

Ms. Higham made a motion to ratify the Consent Calendar of the January 11, 2021 meeting. Mr. McDonald seconded the motion.

A roll call vote was taken.

Maureen Higham – Aye

Scott McDonald – Aye

Sandy McKenney – Aye

The motion carried unanimously.

Ms. Higham made a motion to approve the minutes of the December 28, 2020 meeting as amended to correct a typing error on page three (3). Mr. McDonald seconded the motion.

A roll call vote was taken.

Maureen Higham – Aye

Scott McDonald – Aye

Sandy McKenney – Aye

The motion carried unanimously.

Ms. Higham made a motion to approve the Accounts Payable and Payroll Manifests listed on the January 11, 2021 agenda. Mr. McDonald seconded the motion.

A roll call vote was taken.

Maureen Higham – Aye

Scott McDonald – Aye

Sandy McKenney – Aye

The motion carried unanimously.

Non-Public Agenda Items

Chair McKenney made a motion to enter non-public session at 7:20 pm in accordance with the provisions of RSA 91-A:3, II (c). Mr. McDonald seconded the motion.

A roll call vote was taken.

Maureen Higham – Aye

Scott McDonald – Aye

Sandy McKenney – Aye

The motion carried unanimously.

Chair McKenney made a motion to return to public session at 7:44 pm. Mr. McDonald seconded the motion.

A roll call vote was taken.

Maureen Higham – Aye

Scott McDonald – Aye

Sandy McKenney – Aye

The motion carried unanimously.

Chair McKenney made a motion to seal the minutes of the non-public session as they might adversely affect someone not a member of the Board. Mr. McDonald seconded the motion.

A roll call vote was taken.

Maureen Higham – Aye

Scott McDonald – Aye

Sandy McKenney – Aye

The motion carried unanimously.

Ms. Higham made a motion to approve the change in accumulated vacation time for the Building Inspector. Mr. McDonald seconded the motion.

A roll call vote was taken.

Maureen Higham – Aye

Scott McDonald – Aye

Sandy McKenney – Aye

The motion carried unanimously.

Chair McKenney made a motion to enter non-public session at 7:45 pm in accordance with the provisions of RSA 91-A:3, II (c). Mr. McDonald seconded the motion.

A roll call vote was taken.

Maureen Higham – Aye

Scott McDonald – Aye

Sandy McKenney – Aye

The motion carried unanimously.

Chair McKenney made a motion to return to public session at 8:43 pm. Mr. McDonald seconded the motion.

A roll call vote was taken.

Maureen Higham – Aye

Scott McDonald – Aye

Sandy McKenney – Aye

The motion carried unanimously.

Chair McKenney made a motion to seal the minutes of the non-public session as they might adversely affect someone not a member of the Board. Mr. McDonald seconded the motion.

A roll call vote was taken.

Maureen Higham – Aye

Scott McDonald – Aye

Sandy McKenney – Aye

The motion carried unanimously.

Chair McKenney made a motion to enter non-public session at 8:45 pm in accordance with the provisions of RSA 91-A:3, II (d). Mr. McDonald seconded the motion.

A roll call vote was taken.

Maureen Higham – Aye

Scott McDonald – Aye

Sandy McKenney – Aye

The motion carried unanimously.

Chair McKenney made a motion to return to public session at 9:03 pm. Mr. McDonald seconded the motion.

A roll call vote was taken.

Maureen Higham – Aye
Scott McDonald – Aye
Sandy McKenney – Aye
The motion carried unanimously.

Chair McKenney made a motion to seal the minutes of the non-public session as they might adversely affect someone not a member of the Board. Mr. McDonald seconded the motion.

A roll call vote was taken.

Maureen Higham – Aye
Scott McDonald – Aye
Sandy McKenney – Aye
The motion carried unanimously.

Adjournment

Chair McKenney made a motion to adjourn at 9:04 pm. Ms. Higham seconded the motion.




A roll call vote was taken.

Maureen Higham – Aye
Scott McDonald – Aye
Sandy McKenney – Aye
The motion carried unanimously, and the meeting was adjourned.

**TOWN OF ALLENSTOWN
SELECTBOARD
PUBLIC MEETING MINUTES**

JANUARY 11, 2021

SIGNATURE PAGE

Original Approval: 01 / 25 / 2021	
	03 / 05 / 2021
SANDRA MCKENNEY, Chair	DATE
	03 / 07 / 2021
MAUREEN HIGHAM, Vice Chair	DATE
	04 / 05 / 2021
SCOTT MCDONALD, Member	DATE

Amendment Approvals:		
Amendment Description:	Approval:	Date:
	SANDRA MCKENNEY, Chair	DATE
	MAUREEN HIGHAM, Vice Chair	DATE
	SCOTT MCDONALD, Member	DATE

TITLE	BOS Minutes 01-11-21
FILE NAME	BOS 01.11.2021 Minutes.pdf
DOCUMENT ID	4be7f623a63a9a4ed14078da47c8603f7d7fd216
AUDIT TRAIL DATE FORMAT	MM / DD / YYYY
STATUS	● Completed

Document History



SENT

03 / 04 / 2021

02:11:58 UTC

Sent for signature to Sandra McKenney (smckenney@allentownnh.gov), Maureen Higham (mhigham@allentownnh.gov) and Scott McDonald (smcdonald@allentownnh.gov) from dgoodine@allentownnh.gov
IP: 64.222.96.214



VIEWED

03 / 05 / 2021

16:35:20 UTC

Viewed by Sandra McKenney (smckenney@allentownnh.gov)
IP: 174.196.209.12



SIGNED

03 / 05 / 2021

16:35:42 UTC

Signed by Sandra McKenney (smckenney@allentownnh.gov)
IP: 174.196.209.12



VIEWED

03 / 07 / 2021

22:14:56 UTC

Viewed by Maureen Higham (mhigham@allentownnh.gov)
IP: 64.222.96.214



SIGNED

03 / 07 / 2021

22:15:12 UTC

Signed by Maureen Higham (mhigham@allentownnh.gov)
IP: 64.222.96.214

TITLE	BOS Minutes 01-11-21
FILE NAME	BOS 01.11.2021 Minutes.pdf
DOCUMENT ID	4be7f623a63a9a4ed14078da47c8603f7d7fd216
AUDIT TRAIL DATE FORMAT	MM / DD / YYYY
STATUS	● Completed

Document History



04 / 05 / 2021
13:27:35 UTC

Viewed by Scott McDonald (smcdonald@allentownnh.gov)
IP: 162.95.216.225



04 / 05 / 2021
13:29:16 UTC

Signed by Scott McDonald (smcdonald@allentownnh.gov)
IP: 162.95.216.225



04 / 05 / 2021
13:29:16 UTC

The document has been completed.