

TOWN OF ALLENSTOWN
Select Board
16 School Street
Allenstown, New Hampshire 03275
May 2, 2016

Call to Order.

The Allenstown Select Board Meeting for May 2, 2016 was called to order by Mr. Tardiff at 6:01p.m.

Roll Call.

Present on the Board: Jason Tardiff, Dave Eaton, and Kate Walker.

Others Present

Residents of Allenstown: Gail Currier, Lisa Toule, Sandy McKenney, Steve Paul, Mike Frascinella, and Pat Longoel.

Others Present:

Other Public Officials: Larry Anderson, Sewer Commission; Claudette Verville, OAMH; Armand Verville, OAMH; Denis Fowler, OAMH; and Chad Pelissier, Budget Committee.

Allenstown Staff: Shaun Mulholland, Town Administrator; Dana Pendergast, AFD; Kathleen Rogers, Town Clerk; and Michael Stark, APD.

Citizens Comments:

Mrs. McKenney stated she had asked a question at the last meeting. She stated the answer she received was not really an answer. She asked if there is a town policy which prohibits a town employee or official from supervising or evaluating a husband/wife, boyfriend/girlfriend, or any other family member who is a town employee. The Chair stated there is no policy. Mrs. McKenney asked if it is something they are going to work on. The Chair asked if this is something she is concerned about. Mrs. McKenney stated she is concerned about it. The Chair stated they have had nothing at the moment which would say there is an issue. He stated they can run it by Town Council to see if they think the Town should.

Mrs. McKenney stated there is a situation in the Town Hall which she thinks everyone is aware of and they need to know if the Select Board is going to create a policy or not. She stated the

concern she has is a supervisor supervising an employee in a boyfriend/girlfriend situation when they are in charge of a lot of things in town. The Chair stated there is nothing in place. The Chair asked if there is something which has gone wrong which the Select Board is not aware of it. Mrs. McKenney stated she is concerned about the money as the Town has had past employees and officials who stole money. The Chair stated the Town Clerk and Deputy Town Clerk are the only ones who take in money. He stated they can look into and see if there is something they need to do about it. He stated he needs to know if something is being done wrong or not correct.

Mrs. Towle stated in other businesses, supervisors are not allowed to go over payroll or give employees raises if they are related. She stated she thinks it should be the same here. The Chair stated the raises are done by the Board itself. Mrs. Towle asked if they do any of the review. Mr. Mulholland stated the Board is the Senior Rater for most of the evaluations. The Chair stated they do not do the reviews but they review the reviews. Mrs. Towle stated she thinks there has been some mistreatment as to job placements. She stated a person left this town and came back and a job was created for her. She asked how much money of the tax money has gone to this person's position. The Chair stated he believes they are saving money from when they were contracting out the position. He stated the position did exist, however, he doesn't remember if it was posted at the time.

Mrs. Towle stated they were talking about him [Mr. Mulholland] and Ms. Demers. She stated the townspeople are very unhappy about the situation. She stated they are questioning where the money is going, why it is going like it, and what right did Mr. Mulholland have to hire somebody. The Chair stated Mr. Mulholland did not hire her, the Board of Selectmen did. He stated they hired her based on a recommendation which they take recommendation of the Department Heads 99% of the time.

Mrs. Towle stated she works for the school system and Mrs. Demers was hired without any qualms; however, the school was told they had to cut funds. The Chair stated they can't compare the School Budget and the Town Budget. Mrs. Towle stated Mr. Mulholland went to the School Board and told them they couldn't afford to hire teachers. The Chair stated the Town has no control over the School budget. Mrs. Towle stated the Town seems to have the money to play with and yet the School doesn't have any money to play with. The Chair stated they have been decreasing the Town budget by at least 1% each year. Mrs. Towle stated if they had hired outside they could have brought someone in for a lot less money than what they are paying Mrs. Demers. The Chair stated for what they were paying at the time, they did hire someone for less money.

The Chair thanked Mrs. Towle for her concerns and will bring them to the Town Council. He stated if there is a concern which the residents see, they need to inform them because the selectmen are not around all the time to see what is going on.

Mrs. McKenney stated she thinks the Board knows what they should do and it should have never have come to this point. The Chair stated there is nothing against the town policy saying they are doing anything wrong. He stated Mrs. McKenney agreed to this section of the Personnel Policy and voted for them.

Harold ? stated when he first moved here, they had one person who was an insurance person who took care of a lot of town stuff. He asked how they got to the point of having all these people in the town. The Chair stated they have decreased staffing. He stated there have always been a deputy town clerk and Town Administrator. He explained some positions have been combined such as building inspector with fire chief. He stated they have a town clerk and deputy, administrative secretary, town administrator, finance director, and assessing clerk. He stated the assessing clerk has reduced her hours. Ms. Rogers stated the deputy position is mandated by law. The Chair stated the way it was before; they couldn't see many of the staff when they came in here.

The Chair asked Ms. Rogers how many hours they are at the window. Ms. Rogers stated she does 40 hours and then the deputy does 20 hours. She stated there are times when she does conferences at which time the deputy will cover for her. She stated most weeks there are two of them at the window for 20 hours a week. The Chair stated all of their departments need more staff but they run with what they have. He stated a lot of the staff is doing multiple tasks. Ms. Walker stated when they opened the office more it made people more visible whereas before the staff had offices which couldn't be seen.

The Chair stated the fire chief has three positions he holds within the town where in the past they would have had separate people for each position. The Chair stated there are many people who sit on the various boards however it is only the residents who sit on the boards.

Mr. Paul asked about the sidewalks he discussed with the Board at the last meeting. The Chair stated he spoke to the road agent who is waiting for numbers to repair the sidewalks. Mr. Paul stated he had a resident with a baby walk by him this weekend complaining about the sidewalks. The Chair stated they did fill in the hole by the telephone pole. Mr. Paul asked if this will go out to bid. The Chair stated if they go forward with the project they will put it out to bid and then they have to go through the RFP process. He stated they can see the policies on the website to become familiar with the process.

Mrs. Towle asked Mr. Mulholland about the organization coming in September to do Main Street. Mr. Mulholland stated it is not just Main Street but the entire downtown area. He stated the big concern is the mill building downtown. He stated it would include infrastructure, businesses and houses in the area. Mrs. Towle asked if it covers the Pembroke area as well. Mr.

Mulholland stated it just covers the Allenstown downtown area. He stated it is everything on this side of Route 3. He stated right now there is no plan and this would help the residents develop a plan. The Chair stated they can subscribe to the Town website to find out about these things or go to the Planning Board part of the website. Mr. Mulholland stated they need about 30 volunteers to participate in the process.

Mrs. Currier asked about the numbering on Ferry St. The Chair stated it is a little further down on the agenda which they can discuss more then.

Consider appointments to various boards and positions; Planning Board (2), Zoning Board of Adjustment (1 primary and 2 alternates), Conservation Commission, Parks & Recreation Commission, Emergency Management Director, Deputy Emergency Management Director (2), Building Inspector, Deputy Town Treasurer, Health Officer, Deputy Health Officer, Old Allenstown Meeting House Committee, Tax Collector, Welfare Fair Hearings Board (3), Public Works Facilities Study Committee, and Tri-Town EMS Board of Directors

Motion. Mr. Eaton made a motion to appoint to Diane Adinolfo to the Welfare Fair Hearings Board. Ms. Walker seconded the Motion. There was no additional discussion.

A Roll Call Vote was taken: Mr. Tardiff – Yes; Mr. Eaton –Yes; and Ms. Walker – Yes. The Chair declared the Motion passed.

Motion. Mr. Eaton made a motion to appoint to Robert Bergeron to the Zoning Board of Adjustment. Ms. Walker seconded the Motion. There was no additional discussion.

A Roll Call Vote was taken: Mr. Tardiff – Yes; Mr. Eaton –Yes; and Ms. Walker – Yes. The Chair declared the Motion passed.

Motion. Mr. Eaton made a motion to appoint to Kathleen Rogers as Tax Collector. Ms. Walker seconded the Motion. There was no additional discussion.

A Roll Call Vote was taken: Mr. Tardiff – Yes; Mr. Eaton –Yes; and Ms. Walker – Yes. The Chair declared the Motion passed.

Motion. Mr. Eaton made a motion to appoint to Carl Caporale to the Welfare Fair Hearings Board. Ms. Walker seconded the Motion. There was no additional discussion.

A Roll Call Vote was taken: Mr. Tardiff – Yes; Mr. Eaton –Yes; and Ms. Walker – Yes. The Chair declared the Motion passed.

Motion. Mr. Eaton made a motion to appoint to Dennis Fowler to the Welfare Fair Hearings Board. Ms. Walker seconded the Motion. There was no additional discussion.

A Roll Call Vote was taken: Mr. Tardiff – Yes; Mr. Eaton –Yes; and Ms. Walker – Yes. The Chair declared the Motion passed.

Motion. Mr. Eaton made a motion to appoint to Larry Anderson to the Planning Board. Ms. Walker seconded the Motion. There was no additional discussion.

A Roll Call Vote was taken: Mr. Tardiff – Yes; Mr. Eaton –Yes; and Ms. Walker – Yes. The Chair declared the Motion passed.

Motion. Mr. Eaton made a motion to appoint to Chad Pelissier to the Planning Board. Ms. Walker seconded the Motion. There was no additional discussion.

A Roll Call Vote was taken: Mr. Tardiff – Yes; Mr. Eaton –Yes; and Ms. Walker – Yes. The Chair declared the Motion passed.

Motion. Mr. Eaton made a motion to appoint to Dana Pendergast as Deputy Health Officer. Ms. Walker seconded the Motion. There was no additional discussion.

A Roll Call Vote was taken: Mr. Tardiff – Yes; Mr. Eaton –Yes; and Ms. Walker – Yes. The Chair declared the Motion passed.

Motion. Mr. Eaton made a motion to appoint to Claudette Verville to the Old Allenstown Meeting House Committee. Ms. Walker seconded the Motion. There was no additional discussion.

A Roll Call Vote was taken: Mr. Tardiff – Yes; Mr. Eaton –Yes; and Ms. Walker – Yes. The Chair declared the Motion passed.

Motion. Mr. Eaton made a motion to appoint to Joyce Welch to the Health Officer. Ms. Walker seconded the Motion. There was no additional discussion.

A Roll Call Vote was taken: Mr. Tardiff – Yes; Mr. Eaton –Yes; and Ms. Walker – Yes. The Chair declared the Motion passed.

Motion. Mr. Eaton made a motion to appoint to Keith Klawes to the Zoning Board of Adjustment as an alternate. Ms. Walker seconded the Motion. There was no additional discussion.

A Roll Call Vote was taken: Mr. Tardiff – Yes; Mr. Eaton –Yes; and Ms. Walker – Yes. The Chair declared the Motion passed.

Motion. Mr. Eaton made a motion to appoint to Michael Stark as Deputy Emergency Management Director. Ms. Walker seconded the Motion. There was no additional discussion.

A Roll Call Vote was taken: Mr. Tardiff – Yes; Mr. Eaton –Yes; and Ms. Walker – Yes. The Chair declared the Motion passed.

Motion. Mr. Eaton made a motion to appoint to Dana Pendergast as Building Inspector. Ms. Walker seconded the Motion. There was no additional discussion.

A Roll Call Vote was taken: Mr. Tardiff – Yes; Mr. Eaton –Yes; and Ms. Walker – Yes. The Chair declared the Motion passed.

Motion. Mr. Eaton made a motion to appoint to Priscilla Lemaire as Deputy Town Treasurer. Ms. Walker seconded the Motion. There was no additional discussion.

A Roll Call Vote was taken: Mr. Tardiff – Yes; Mr. Eaton –Yes; and Ms. Walker – Yes. The Chair declared the Motion passed.

Motion. Mr. Eaton made a motion to appoint Shaun Mulholland as Emergency Management Director. Ms. Walker seconded the Motion. There was no additional discussion.

A Roll Call Vote was taken: Mr. Tardiff – Yes; Mr. Eaton –Yes; and Ms. Walker – Yes. The Chair declared the Motion passed.

The Chair asked what they have left for open positions. Mr. Mulholland stated they have an alternate on Zoning Board, Conservation Commission, all three positions on Parks & Recreation, and Public Works Facilities Committee.

Mr. Verville stated there were some recommendations in March for people to be appointed to the Public Works Facilities Committee. He stated the committee is dormant because they don't have members. He stated he feels they need people from the Highway Department on the committee because they know what is needed. He stated there was Mark Boisvert, David Bouffard, and Chad Pelissier. He suggested the Town look into it again.

The Chair stated he assumed the Road Agent would have meetings with his department to find out what they needed and bring it to the committee. He stated it may not work to have the appearance of it just being the Highway Department. He stated they are looking for people outside of the Highway Department to bring different perspectives. He stated the Highway staff has very valuable information for the committee however he would like to see some members from the public.

The Chair asked Mr. Verville how many of the members on the past Space Needs Committee had the major of the department on the committee. Mr. Verville stated for the Fire Department, most of the members were from the Fire Department with members from the public coming and going. He stated it was a five or six year process. The Chair stated they don't have five or six years to work on the space for the Highway Department.

Ms. Rogers stated she thinks by not having the members on the committees, it is going to drag out the process. She stated the residents may not know what the space needs are in the same way as the Highway staff would be. The Chair agreed the Highway staff would be very valuable; however, he doesn't want an outside person to look at the committee and think it is just the Highway Department.

Mr. Verville stated there is going to be people unhappy with whatever they do and he thinks if the committee gets going they may be some more interest. Ms. Walker stated she would like to see the committee formed and people appointed. The Chair stated they have four people on the committee right now so they have something to start with. Mr. Paul asked if they could take one person from the Public Works Service.

Mr. Verville stated they only had one meeting. He stated it was very successful. He stated they all had a task and meant to meet again. He stated they were mostly members of the Highway Department. The Chair stated he is not questioning if they will do a good job; he is looking at it from the outside looking in and have someone think it's the Highway Department wanting the facility.

The Chair asked if nonresidents can be on the committee. Mr. Mulholland stated the resolution written says employees can be on the committee for technical assistance. Ms. Walker stated she thinks Mr. Pelissier would be an incredible asset for the committee. The Chair stated the entire Highway Department is supposed to be part of the process. He stated doing so adds two more people on the committee. Mr. Verville stated if Ron Pelissier, Mark Boisvert, and Dave Buffard they could have a good meeting. Mr. Mulholland stated it is the Road Agent's call on how many employees can participate. Mr. Verville stated Chad Pelissier is from the outside so it would add another member.

Mr. Frascinella suggested having one or two Highway Department members on the committee would be minimal detriment if they make a majority of the members not from the department. He stated he doesn't think there is any harm having one or two Highway Department members on the committee.

A resident asked who they get in touch with the committee. The Chair stated they can get in touch with Mr. Mulholland about the committee. The resident stated her father-in-law ran the Highway Department in Hooksett for 30 years and would be helpful to the committee. The Chair stated he would leave it to the committee to bring in the Highway Department staff members in. He stated he will notify the Road Agent.

Motion. Ms. Walker made a motion to appoint Chad Pelissier to the Public Works Facility Study Committee. Mr. Eaton seconded the Motion. There was no additional discussion.

A Roll Call Vote was taken: Mr. Tardiff – Yes; Mr. Eaton –Yes; and Ms. Walker – Yes. The Chair declared the Motion passed.

Develop 2017 Budget guidance and schedule.

Mr. Eaton suggested they move the schedule up and start in the middle of August. Mr. Mulholland stated they will not get Retirement or Health Insurance until the middle to end of October. The Chair asked how the Budget Committee did it last year. Mr. Eaton stated they waited until they had everything. The Chair stated he thinks the schedule is fine as is and the direction of the one percent is good as well. Mr. Mulholland stated the timeframe is already pretty tight.

Mr. Eaton asked about the schedule for this year. Mr. Mulholland stated they have three meetings in October. He stated the same time window exists. Mr. Eaton stated the last date would be November 7, 2016 and the Budget Committee would get it the next Thursday. He stated his concern is last year they got the Schools and voted on it the same night. Mr. Mulholland stated the budget will be available for the public on starting August 31, 2016.

Mr. Eaton asked if for 2016 they did a COLA increase of 1% and if it was based on the CPI. Mr. Mulholland stated they did the one percent and it was based on the CPI which right now it is between 1.2% and .9%.

Mr. Mulholland asked for guidance on the amount the departments can go with. The Chair stated it should be 1% of the individual department budgets. Mr. Mulholland stated he will generate the guidance and have the Board sign off on it.

Approve proposed street number changes for Ferry St, Whitten St., Reynolds Ave., Webster St.

Chief Pendergast stated they are proposing to renumber a number of houses on Ferry St in accordance to the Town Ordinance in reference to the standards. He stated they renumbered the whole left hand side of Ferry St, a house on the right side of the street, and a few houses on Whitten St and Reynolds Ave. He stated the standard says each house should have one number. He stated he did meet with some of the residents after the last meeting and explained things to them further. He stated once he explained it there seemed to be no issue.

Mrs. Currier stated she has the E911 listing for NH and all the ones dark green are under maintenance and are fine. She stated Allenstown and Pembroke are dark green. She stated her address has been listed the same for 150 years and they know how to find her. She stated the map is from the listing of the newsletter from 911. She stated the white requires 911 has to be mapped, the light green is waiting for approval of the numbering and the dark green is fine.

Chief Pendergast stated he had a lengthy conversation with 911 last week and the Town doesn't meet the standard. Mrs. Currier stated Chief Pendergast stated they did one on the right-hand side however there was three buildings taken down from there. He stated there was an issue with a duplex and it is when they starting looking back up the hill. Mrs. Currier expressed further concern of changing her address and having to pay for a new license. Chief Pendergast stated the process for changing their address is fairly simple and only requires filling out a form or completing it online. He stated he has a package ready for the residents should the Board determine to change the addresses.

Ms. Walker stated she can attest to having to change her address. She stated she lives in the same house. She stated she had to change her address with the DMV and creditors and she still gets mail for her old address. She stated when she had to call the ambulance for her father, they had an issue finding her old address; however, when she had to call the ambulance for his heart attack they were able to find the new address without an issue.

Mrs. Currier asked how they are going to determine what unit on a house will be A,B, or C. Chief Pendergast stated he will go out and meet with any resident to discuss unit numbers.

Mrs. Currier asked if the 2006 vote was on the ballot. The Chair stated the Town Ordinance was voted on by the town voters but the E911 was voted on by the Board of Selectmen.

Motion. Ms. Walker made a motion to approve the resolution before them on May 2, 2016 to make the address changes as indicated and effective July 2, 2016. Mr. Eaton seconded the

Motion. There was no additional discussion.

A Roll Call Vote was taken: Mr. Tardiff – Yes; Mr. Eaton –Yes; and Ms. Walker – Yes. The Chair declared the Motion passed.

A resident asked what their reasoning was for approving it. The Chair stated he went down to Ferry St with Chief Pendergast and was confused by the numbers, read the Town Ordinance, and read the E911. Ms. Walker stated she personally knows what it is like to change her address and having an emergency. Mr. Eaton stated he looked through the Standard and felt for 911 reasons it was a good thing to do.

A resident asked why they held a meeting to find out what the residents felt if they weren't going to take into consideration of what the residents said about it. The Chair stated it was brought to their attention and then he did his homework and looked into this which is why they didn't vote on it two weeks ago. The resident stated if they are going to do this, she wants it done right. She stated the house at the end of Webster St has a Canal address and should be Reynolds Ave.

Chief Pendergast stated himself and the Chair went down Ferry St a couple days after the last meeting. He stated he pointed out all the issues with the numbers on the street. He stated the house on Canal St has a Canal St address. He stated the front door for the house was on Canal St. The resident agrees the numbers have been screwed up for a long time; however, she does not agree emergency services can't find the houses. She stated they should have had a meeting for the entire town and not just their streets. Chief Pendergast stated it was a public hearing. He stated the Select Board made a decision and it is on a case by case decision.

The resident asked if this comes up again for other streets. The Chair stated if it adheres to what they just talked about with the Town Ordinance and E911, then he would make the same decision. He stated in his opinion, if it doesn't meet Town Ordinance then they need to change. He stated they do get information from the public hearing. The resident stated the Select Board has already made their choice in regards to E911. The Chair stated a resident brought something up at the last meeting about her number and they need to make the change to the number.

A resident asked if it would be easier to have done the entire town at once. The Chair stated it is a lot of work. The resident stated they waited so many years after the 2006 vote to fix the numbers again. Chief Pendergast stated he can't change the past. He stated the whole thing came about because of one resident asking about his number. He stated it is now on the radar to take another section in the fall. He stated it is going to be a big job but they will work their way through the whole town.

A resident stated there were things which were said at the last meeting. He stated a lot of them are upset because when they left they knew the Board wasn't going to change and listen to what

the residents said. He stated the voters said not to do it and it seems like they went through the motions of having a meeting. He stated the voters should be able to tell the Board what they want. The Chair stated if he had made up his mind at the end of the meeting then he wouldn't have taken his time to meet with Chief Pendergast and read the Town Ordinance and E911 Standard. The resident stated it was the appearance of the Board going to make the decision they did tonight.

Chief Pendergast stated there were 25 buildings which were impacted by the change. He stated there were 10 people who were okay with the change. He stated those who didn't come, they were showing they were in favor of the change or didn't care.

Lt. Stark stated they may find the house but not in the timeframe they wanted to. He stated he has gone down Whitten St and not given paperwork to someone because he didn't know it was the house on Reynolds. He stated he may know where the house is but he may not be the one coming and someone else would look for the numbers. Chief Pendergast stated they get told by Dispatch they have passed the house a number of times because of the numbering on the street.

The resident asked about every fifty feet needing to be numbered and if every street will start with the number one. Chief Pendergast stated according to 911 it has to be every fifty feet. He stated the numbering depends on what is there. He stated the exact layout is not going to be the same for every street. He stated they have to make sure they get as close as they can to the Standard.

The resident asked about a house behind the house. Chief Pendergast stated it goes by the driveway. He invited the resident to come along with them sometime and see how difficult it is to find a number.

Lt. Stark stated the numbers are the first problem because as they go down the street they count numbers and if they don't match up they can't find the house. He explained if it doesn't go with the 50 feet, then it is difficult for them to count ahead and find the correct house. A resident stated it is difficult to find houses in the daytime as well.

Ms. Walker stated while it appears the Board is not taking them into consideration, the safety of the residents take priority. She stated it may not be like it now but they don't know what it will be like in the future.

Discuss adoption of ordinance prohibiting smoking on Town property.

Mr. Mulholland stated the Community Center will be opening in June. Licensing requirements for the Boys & Girls Club require prohibition on the property where they are conducting their

programs. A resident stated the law is 50 feet from the building. Ms. Rogers expressed concern for people having to stand on the street to abide by the law and having safety issues.

Ms. Walker asked if people's cars are exempt if they are parked in the parking lot. Mr. Mulholland stated they are not exempt. Ms. Walker stated she comes in to the parking lot and puts it out; however, there is a potential of residents getting fined because they don't know about this policy. She gave an example of people smoking in the town hall parking lot on Old Home Day. A resident stated they usually give warning if they caught someone smoking in the area.

Mrs. McKenney asked who would enforce this. The Chair stated the police department would enforce it. Mrs. Towle stated she doesn't think the police department would fine anyone on Old Home Day. She suggested they put up signs saying "No Smoking on Premises".

Mr. Pelissier asked if it is all town building or town property. The Chair stated it is for all town property. Mr. Pelissier suggested they change the wording to be so many feet from a building and not particular town properties.

Mr. Frascinella asked how they would handle it if a resident went to the transfer station and was smoking when they arrived. The Chair stated it would be the same thing and they could not smoke at the highway department. There was further discussion of whether or not someone's car parked in town property was considered town property.

Mrs. McKenney asked if they could just start with the community center and then if it works add buildings. She stated it is going to be a problem for a lot of people who are smokers.

A resident asked how many properties they own in town which don't have a building. The Chair stated they own a lot of property in town. The resident asked if they are going to put signs on all those properties. Mr. Eaton suggested they allow a designated smoking area.

Ms. Walker stated no everyone is going to abide by what the town tells them because they won't like being told what to do. She stated when they changed the law for no smoking in the restaurants most abided by it. She stated she understands not smoking at the community center but she is not for the rest of the town properties.

Mrs. Towle stated there are a lot of parents who drop off children at the school and are still smoking. She stated it would probably bother her if someone was smoking on the property but she has no problem with people smoking in their car. The Chair stated it bothers him when people throw their cigarettes out the windows.

Mr. Frascinella stated it seems more like they are getting into heavy handed government if they regulate smoking beyond the proximity to the building. The Chair asked how many fires are

there each year from people throwing cigarettes out the window. Chief Pendergast stated there are numerous fires from it but he doesn't have an extra number.

The Chair stated they will be holding a public hearing and listen to everyone's concerns on June 6, 2016 at the Old Meetinghouse.

Mr. Verville stated they have a policy with the State there is no smoking on the grounds at all.

Consider applicant to be hired for the Highway Dept. Summer Intern position.

Mr. Mulholland stated the Road Agent has recommended Derek Lovasco.

Motion. Mr. Eaton made a motion to hire the summer intern, Derek Lovasco at a rate of \$10.00 for eight weeks. Ms. Walker seconded the Motion. There was no additional discussion.

A Roll Call Vote was taken: Mr. Tardiff – Yes; Mr. Eaton –Yes; and Ms. Walker – Yes. The Chair declared the Motion passed.

TOWN ADMINISTRATOR'S REPORT.

Community Center Project

Mr. Mulholland stated the project is on schedule with a move in date of June 6, 2016. He stated the grand opening will be on June 14, 2016.

LED Light Conversion Project-Town Buildings

Mr. Mulholland stated the samples have been installed.

Solar Energy Project-Fire Station

Mr. Mulholland stated they haven't heard anything back.

Emergency Operations Plan Update Project 1

Mr. Mulholland stated the project is in the final stages.

Emergency Management Exercise Project

Mr. Mulholland stated they have not received anything back from the State.

Strategic Plan Development-Administrative Functions

Mr. Mulholland stated they are looking at the action items and task items.

Fire Department Risk Assessment

Mr. Mulholland stated it has been progressing and they should have a report by the end of the summer.

Plan NH Charette Project (downtown re-development planning)

Mr. Mulholland stated the Board has the dates on the project.

2016 SVRTA Heath Insurance Review

Mr. Mulholland contacted the other towns. He stated the towns have to submit their claims history. He stated once they get the claims history they will send out the RFP and schedule a meeting.

Legislative Update- HB 1244, HB 1395

Mr. Mulholland stated HB 1244 passed the House and Senate. He stated HB 1395 was supposed to go to the executive session of the Senate committee on Wednesday.

Legislative Policy Positions-NHMA

Mr. Mulholland stated the due date has come and gone for submissions. He stated there were a lot of new proposals they are going over.

MS4 EPA Stormwater permit status update.

Mr. Mulholland stated there was nothing new on the MS4 Permit.

CONSENT CALENDAR, MINUTES AND MANIFESTS**Approve Abatements, Payment Applications, & Property Lien**

Motion. Ms. Walker made a motion to approve the abatement for Map Lot 105-18. Mr. Eaton seconded the Motion. There was no additional discussion.

A Roll Call Vote was taken: Mr. Tardiff – Yes; Mr. Eaton –Yes; and Ms. Walker – Yes. The Chair declared the Motion passed.

Motion. Ms. Walker made a motion to approve the tax payment plan for Map Lot 108-14. Mr. Eaton seconded the Motion. There was no additional discussion.

A Roll Call Vote was taken: Mr. Tardiff – Yes; Mr. Eaton –Yes; and Ms. Walker – Yes. The Chair declared the Motion passed.

Motion. Ms. Walker made a motion to approve the tax payment plan for Map Lot 409-33-24. Mr. Eaton seconded the Motion. There was no additional discussion.

A Roll Call Vote was taken: Mr. Tardiff – Yes; Mr. Eaton –Yes; and Ms. Walker – Yes. The Chair declared the Motion passed.

Motion. Ms. Walker made a motion to approve the property lien for Map 112 Lot 86 Plot 000. Mr. Eaton seconded the Motion. There was no additional discussion.

A Roll Call Vote was taken: Mr. Tardiff – Yes; Mr. Eaton –Yes; and Ms. Walker – Yes. The Chair declared the Motion passed.

Ratify Consent Calendar: May 2nd, 2016

Motion. Ms. Walker made a motion to approve the Consent Calendar for May 2, 2016. Mr. Eaton seconded the Motion. There was no additional discussion.

A Roll Call Vote was taken: Mr. Tardiff – Yes; Mr. Eaton –Yes; and Ms. Walker – Yes. The Chair declared the Motion passed.

Review Minutes: April 11th, 2016; April 18th, 2016

Motion. Ms. Walker made a motion to approve the minutes for April 11, 2016. Mr. Eaton seconded the Motion. There was no additional discussion.

A Roll Call Vote was taken: Mr. Tardiff – Yes; Mr. Eaton –Yes; and Ms. Walker – Abstained. The Chair declared the Motion passed.

Motion. Mr. Eaton made a motion to approve the minutes for April 18, 2016. Ms. Walker seconded the Motion. There was no additional discussion.

A Roll Call Vote was taken: Mr. Tardiff – Yes; Mr. Eaton –Yes; and Ms. Walker – Abstained. The Chair declared the Motion passed.

Motion. Ms. Walker made a motion to approve the non-public minutes session one for March 21, 2016. Mr. Eaton seconded the Motion. There was no additional discussion.

A Roll Call Vote was taken: Mr. Tardiff – Yes; Mr. Eaton –Yes; and Ms. Walker – Yes. The Chair declared the Motion passed.

Motion. Ms. Walker made a motion to approve the non-public minutes for April 7, 2016. Mr. Eaton seconded the Motion. There was no additional discussion.

A Roll Call Vote was taken: Mr. Tardiff – Yes; Mr. Eaton –Yes; and Ms. Walker – Abstained. The Chair declared the Motion passed.

Motion. Ms. Walker made a motion to approve the non-public minutes April 18, 2016. Mr. Eaton seconded the Motion. There was no additional discussion.

A Roll Call Vote was taken: Mr. Tardiff – Yes; Mr. Eaton –Yes; and Ms. Walker – Abstained. The Chair declared the Motion passed.

Approve Payroll and Accounts Payable Manifests: Payroll 042516, ACH 042016, CK 042016, ACH 042716, CK 042716

Motion. Ms. Walker made a motion to approve the Payroll and Accounts Payable Manifests for April 25, 2016, April 20, 2016, and April 27, 2016. Mr. Eaton seconded the Motion. There was no additional discussion.

A Roll Call Vote was taken: Mr. Tardiff – Yes; Mr. Eaton –Yes; and Ms. Walker – Yes. The Chair declared the Motion passed.

Non-Public Session in accordance with the provisions of RSA 91-A:3,II(c)

Motion. Ms. Walker made a motion to go into non-public accordance with the provisions of RSA 91-A:3,II(c) at 8:09pm. There was no additional discussion.

A Roll Call Vote was taken: Mr. Tardiff – Yes; Mr. Eaton –Yes; and Ms. Walker – Yes. The Chair declared the Motion passed.

Motion. Ms. Walker made a motion to go back into public session at 8:21pm. Mr. Eaton seconded the Motion. There was no additional discussion.

A Roll Call Vote was taken: Mr. Tardiff – Yes; Mr. Eaton –Yes; and Ms. Walker – Yes. The Chair declared the Motion passed.

Motion. Mr. Eaton made a motion to seal the previous non-public session to not impinge the reputation of a person other than a member of the Board. Mr. Tardiff seconded the Motion. There was no additional discussion.

A Roll Call Vote was taken: Mr. Tardiff – Yes; Mr. Eaton –Yes; and Ms. Walker – Abstained. The Chair declared the Motion passed.

Non-Public Session in accordance with the provisions of RSA 91-A:3,II(a)

Motion. Ms. Walker made a motion to go into non-public accordance with the provisions of RSA 91-A:3,II(a) at 8:22pm. There was no additional discussion.

A Roll Call Vote was taken: Mr. Tardiff – Yes; Mr. Eaton –Yes; and Ms. Walker – Yes. The Chair declared the Motion passed.

Motion. Ms. Walker made a motion to go back into public session at 8:31pm. Mr. Eaton seconded the Motion. There was no additional discussion.

A Roll Call Vote was taken: Mr. Tardiff – Yes; Mr. Eaton –Yes; and Ms. Walker – Yes. The Chair declared the Motion passed.

Motion. Mr. Eaton made a motion to seal the previous non-public session because it could adversely affect a person other than a member of the Board. Mr. Tardiff seconded the Motion. There was no additional discussion.

A Roll Call Vote was taken: Mr. Tardiff – Yes; Mr. Eaton –Yes; and Ms. Walker – Yes. The Chair declared the Motion passed.

Motion. Ms. Walker made a motion to adjourn. Mr. Eaton seconded the Motion. There was no additional discussion.




A Roll Call Vote was taken: Mr. Tardiff – Yes; Mr. Eaton –Yes; and Ms. Walker – Yes. The Chair declared the Motion passed.

The Chair declared the meeting adjourned at 8:31 pm.

TOWN OF ALLENSTOWN
SELECTBOARD
PUBLIC MEETING MINUTES

May 2, 2016

Signature Page

Original Approval:	
 JASON TARDIFF, Chair	05/16/2016 DATE
 KATE WALKER, Member	05/23/2016 DATE
 DAVID EATON, Member	05/16/2016 DATE

Amendment Approvals:		
Amendment Description:	Approval:	Date:
	JASON TARDIFF, Chair	DATE
	DAVID EATON, Member	DATE
	KATE WALKER, Member	DATE

Signature Certificate



Document Reference: GCPMB7JWMKYKIZLXC52FVF

RightSignature
Easy Online Document Signing



David Eaton

Party ID: LBBX6BIY3IN8FJE3SBPYTG

IP Address: 24.91.232.121

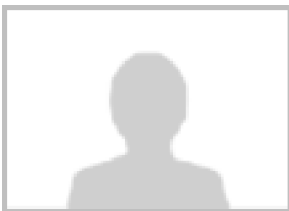
VERIFIED EMAIL: deaton@allentownnh.gov

Electronic Signature:

David H Eaton

Multi-Factor
Digital Fingerprint Checksum

7586e4b8a5941656aba167d3922759fb905761e4



Kate Walker

Party ID: 46PYM7IW3KAS9A5SVAHJWH

IP Address: 65.175.133.144

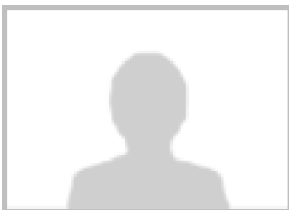
VERIFIED EMAIL: kwalker@allentownnh.gov

Electronic Signature:

Kate A. Walker

Multi-Factor
Digital Fingerprint Checksum

1c5de4cf5bb9e4f9580950cb12d165f45cd991a0



Jason Tardiff

Party ID: PN4SX4JLK428BC52X3AL25

IP Address: 173.9.43.198

VERIFIED EMAIL: jtardiff@allentownnh.gov

Electronic Signature:

Jason Tardiff

Multi-Factor
Digital Fingerprint Checksum

46f0f46a1e8a2c6f5d8c902e78f2f3115d0dc246



Timestamp

2016-05-23 06:54:45 -0700

2016-05-23 06:54:45 -0700

2016-05-20 05:46:31 -0700

2016-05-16 18:12:41 -0700

2016-05-11 04:17:03 -0700

2016-05-10 06:55:21 -0700

2016-05-09 15:55:39 -0700

2016-05-09 04:40:05 -0700

Audit

All parties have signed document. Signed copies sent to: David Eaton, Kate Walker, Jason Tardiff, and Shaun Mulholland.

Document signed by Kate Walker (kwalker@allentownnh.gov) with drawn signature. - 65.175.133.144

Document signed by Jason Tardiff (jtardiff@allentownnh.gov) with drawn signature. - 173.9.43.198

Document signed by David Eaton (deaton@allentownnh.gov) with drawn signature. - 24.91.232.121

Document viewed by Kate Walker (kwalker@allentownnh.gov). - 65.175.133.144

Document viewed by Jason Tardiff (jtardiff@allentownnh.gov). - 173.9.43.198

Document viewed by David Eaton (deaton@allentownnh.gov). - 24.91.232.121

Document created by Shaun Mulholland (smulholland@allentownnh.gov). -

64.222.96.214



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