

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

Minutes of Regular Meeting  
February 13, 2013

**Call to Order.**

The Allenstown Select Board Meeting for February 13, 2013 was called to order by The Chair at 6:00p.m.

**Roll Call.**

Present on the Board: Jason Tardiff, Jeff Gryval, and Sandy McKenney.

**Others Present.**

Residents of Allenstown:

Others Present:

Other Public Officials:

Allenstown Staff: Shaun Mulholland, Interim Town Administrator.

**Citizens Comments:**

N/A

**Discussion of BTLA Decision**

Mr. Mulholland stated that they have a BTLA decision that he recommends they go with the recommendation that is on the document. He stated that they could go into non-public to discuss it if they need to. He also stated that they need to make the decision tonight because it will add interest to it every day that they don't make that decision.

Motion. Mr. Gryval made a motion to enter into the agreement as outlined in the BTLA case of Chaput versus Town of Allenstown-2010, 2011, and 2012 evaluations. Mrs. McKenney seconded the Motion.

A Roll Call Vote was taken: Mr. Tardiff-Yes; Mr. Gryval-Yes; Mrs. McKenney-Yes. The Chair declared the Motion passed.

Mr. Mulholland stated that there is a check for a Timber Tax for the trees that are going to be taken out of the State Park. Mr. Mulholland explained that Mr. Chaput is required to file a bond to make sure they get paid for the timber tax. He explained that instead of paying the bond, Mr. Chaput is paying the tax. He stated that Mr. Chaput has written a check for the amount that the Town projected for the first quarter of taxes.

**Purchase Orders, Abatements, Other Business**

Motion. Mr. Gryval made a motion to grant the abatement for 39 Parkwood Drive in the amount of \$1,237.13. Mrs. McKenney seconded the Motion. There was no additional discussion.

A Roll Call Vote was taken: Mr. Tardiff-Yes; Mr. Gryval-Yes; Mrs. McKenney-Yes. The Chair declared the Motion passed.

Mr. Gryval asked if the Board has approved a disaster recovery in the event of loss or interruption of IT functions. Mr. Mulholland stated that he does not know if they approved a plan but that it is part of the contract they have and that it is backed up off site.

Motion. Mr. Gryval made a motion to grant the abatement for 23 Brookside Terrace in the amount of \$95.69. Mrs. McKenney seconded the Motion. There was no additional discussion.

A Roll Call Vote was taken: Mr. Tardiff-Yes; Mr. Gryval-Yes; Mrs. McKenney-Yes. The Chair declared the Motion passed.

Motion. Mr. Gryval made a motion to add the levy for 23 Brookside Terrace to the warrant in the amount of \$835.25. Mrs. McKenney seconded the Motion. There was no additional discussion.

A Roll Call Vote was taken: Mr. Tardiff-Yes; Mr. Gryval-Yes; Mrs. McKenney-Yes. The Chair declared the Motion passed.

Mr. Mulholland explained that there is a contract for the software that wasn't addressed before. He stated that the contract is good through June 30<sup>th</sup>.

Mr. Gryval read the statement of "does the Board/Council review competitive reports of estimated and actual revenues and appropriations of expenditures." He asked how they do competitive revenue reports. Mr. Mulholland stated that they get a revenue report just like they get an expenditure reports, but that they have not been getting the revenue reports. Mr. Gryval stated that he misread the statement and that it says "comparative" not "competitive".

Mrs. McKenney stated that years ago the Budget Committee used to look at revenues and expenditures and the selectman that was there would tell them of anything that would happen.

Mr. Mulholland stated that that will be up to the Budget Committee representative and that they will see what happens with that.

The Chair asked if they needed to make a motion on the contract. Mr. Mulholland stated that they need to sign it but that they do not need a motion.

### **Review and Approve Minutes**

Mrs. McKenney stated that she gave them all the corrections on the minutes. The Chair stated that they should wait on the minutes.

### **Ratify Manifests**

Motion. Mr. Gryval made a motion to ratify the manifests for February 7, 2013 in the amount of \$4,050.14 for 2012. Mrs. McKenney seconded the Motion.

A Roll Call Vote was taken: Mr. Tardiff-Yes; Mr. Gryval-Yes; Mrs. McKenney-Yes. The Chair declared the Motion passed.

Motion. Mr. Gryval made a motion to ratify the manifests for February 7, 2013 in the amount of \$31,737.03 for the year 2013. Mrs. McKenney seconded the Motion.

A Roll Call Vote was taken: Mr. Tardiff-Yes; Mr. Gryval-Yes; Mrs. McKenney-Yes. The Chair declared the Motion passed.

Motion. Mr. Gryval made a motion to go into non-public under RSA 91a:3,2a at 6:15pm. Mrs. McKenney seconded the Motion. There was no additional discussion.

A Roll Call Vote was taken: Mr. Tardiff-Yes; Mr. Gryval-Yes; Mrs. McKenney-Yes. The Chair declared the Motion passed.

At approximately 6:45pm the board came out of non-public session.

Motion. Mr. Gryval made a motion to ratify the decision of the Interim Town Administrator to place Diane O'Callaghan on paid administrative leave pending receipt of documentation. Seconded by Mrs. McKenney. Motion was passed in the affirmative.

Motion. Mr. Gryval made a motion to place Diane O'Callaghan on paid administrative leave. Seconded by Mrs. McKenney. Motion passed in the affirmative.

Motion. Mr. Gryval made a motion to send the three letters to Diane O'Callaghan from the board. The first two advising Diane of the paid administrative leave, the third requesting Diane's assistance in a personnel matter. Second by Mrs. McKenney. Motion passed in the affirmative.

Motion. Mr. Gryval made a motion to seal the minutes of the previous non-public session as it would affect adversely the reputation of any person other than a member of the public body itself. Second by Mrs. McKenney. Motion passed in the affirmative.



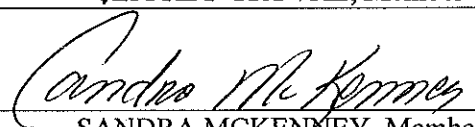
The Board spoke about the selectmens letter for the town report. Mrs. McKenney told Mr. Tardiff she would like to review the letter before it goes to the printers because all of our names are on the letter.

Motion. Mr. Gryval made a motion to adjourn. Second my Mrs. McKenney. Motion passed in the affirmative at 7:05pm.

TOWN OF ALLENSTOWN  
SELECTBOARD  
PUBLIC MEETING MINUTES

February 13<sup>th</sup>, 2013

**Signature Page**

Original Approval:	
 JASON TARDIFF, Chair	2-25-13 DATE
 JEFFREY GRYVAL, Member	2-25-13 DATE
 SANDRA MCKENNEY, Member	02-28-13 DATE

Amendment Approvals:		
Amendment Description:	Approval:	Date:
	JASON TARDIFF, Chair	DATE
	JEFFREY GRYVAL, Member	DATE
	SANDRA MCKENNEY, Member	DATE