

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

Minutes of Regular Meeting
January 07, 2013

Call to Order.

The Allenstown Select Board Meeting for January 7, 2013 was called to order by The Chair at 6:01p.m.

Roll Call.

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

Others Present.

Residents of Allenstown: Gary Martin

Others Present:

Other Public Officials: Carol Merrill, Budget Committee; Larry Anderson, Sewer Commissioner/Trustee of Trust Funds/Budget Committee; Deb Moreshead, Library Trustee; Kim Carbonneau, Library Trustee; Claudette Verville, OAMH Steering Committee; Armand Verville, OAMH Steering Committee; Beth Houlis, Recreation Committee; Carl Schaeffer, Recreation Committee.

Allenstown Staff: Ron Pelissier, Road Agent; and Paul Apple, Town Administrator; Rob Martin, AFD Chief; Lt. Paul Paquette, APD; Deputy Chief Paul St. Germain, AFD

Citizens Comments:

Mr. Anderson asked if now that they won't be having Mr. Apple as the Town Administrator and a lawyer, can they raise the \$2,000 line on the budget for the attorney. The Chair stated that he does not see any reason to. Mr. Anderson stated that they had it at \$45,000 before he came. The Chair stated that he would think that had to do with the last board they have. Mrs. McKenney stated that they LGC to use for legal matters if needed.

Mr. Anderson asked about rather they were paying Chief Mulholland the Town Administrator's as well since he's doing both jobs. Mr. Gryval stated that Chief Mulholland will only be doing

the Town Administrator job and Lt. Paquette will be running the day to day job for the Police Department. The Chair stated that a big factor for why they did it this way was because of the cost associated with hiring a new Town Administrator.

Mr. Gary Martin presented a Petition Article and signatures required to do so. Mr. Apple stated that he needs to see the Town Clerk for that. He stated that she will make sure he has all his registered votes and then it will get on the warrant. Mr. Martin asked how he will get the Board's approval for it. The Chair stated that generally the Select Board does not form an opinion on that.

Meet with Armand Verville regarding Old Allenstown Meetinghouse

Mr. Verville stated that they sent out three bids for the repairs for the ceiling which is the last major project out there. He stated that they only had one response and that it is in the bounds of what needs to be done. He stated that they would like to recommend to the Board that they accept the bid and that it is for \$12,850 from Robert Blazon Contractor.

Mr. Gryval stated that the bid was for a little over \$12,000 and that the Moose Plate Grant was for \$10,000 and that the remainder of the cost will come from Friends of Allenstown Meetinghouse through the Historical Society and will not cost the Town any money.

Motion. Mrs. McKenney made a motion to accept the bid of \$12,850 for the repairs for the Old Allenstown Meetinghouse by Robert Blazon. Mr. Gryval seconded the Motion.

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

The Chair asked how the last dig went up at the Meetinghouse. Mr. Verville stated that it was canceled due to the storm and that it will be rescheduled for some time in the spring.

Review proposed 2013 Warrant

Mr. Apple stated that both draft one and two are in their materials and that he sent an email with the changes. He stated that one change is that they have to set out all of the offices and what their terms are. He stated that there are also two articles from draft one that had the Town's Operating Budget and the Sewer's Operating Budget. He stated that the Sewer Department article had a default in it to which the DRA rejected. He stated that DRA told them they cannot put the default language in there.

Mr. Apple stated that it creates a risk for the Town because if they were to keep the article in without default language and include the Sewer default in the Town's budget and the problem with that is if the Sewer Department passed and the Town's budget defaulted, then the Town would double appropriated. Mrs. McKenney asked what the changes were of that happening. Mr.

Apple stated that he does not know and that the other towns that have done this haven't had the Sewer article fail however; Allentown does have a history of voting no on money articles.

Mr. Apple stated that another concern is that it is all good this year but that if the Sewer default is put in the Town budget and they don't have the Sewer numbers in their operating, next year the Town can't put the Sewer in the budget because they won't have the Sewer numbers in their operating. He stated that he understands that the Sewer Department is operating until a Federal mandate but that he doesn't think it is politically wise where they create a situation where the voters say no and the Town is trying to say yes. Mr. Apple stated that Senator Regan sat in on the staff meeting today and that he is trying to get the law changed for us on that. Mr. Apple recommended that they should back away from it and continue doing it the way they have always done it. Mr. Apple stated that draft two returns to the traditional way of combining both the Sewer and Town budgets into one budget.

Mr. Apple stated that Article III is the Fire Truck and that the numbers have been changed to reflect revised numbers of the Fire Department. He stated that Article IV is designed to permit the Town to list the estimated tax impact of particular articles and that Article V allows you to put the vote tally.

Mr. Apple stated that Article VI and VII establish revolving funds. He stated that Article VI would allow fees to be retained in an account that would not be part of the General Fund and that they could move from year to year. He stated that Article VII is a recycling revolving fund which would allow fees received from recyclables will be placed into the fund and not lapse into the General Fund.

Mr. Apple stated that Article VIII is the language to change the income qualification for elderly exemptions. He stated that Article IX and X are both for the library. He stated that Article IX allows the library to pursue grants and accept them as the town accepts unanticipated grants. He stated that Article X allows it to retain money from income such as the copy machine. He stated that the language in Article IX and X is statutory so that comes straight from the statute.

Mr. Apple stated that up until this evening they had not received any petition warrant articles however, he understands that Mr. Martin has just filed a petition warrant article and it that qualifies they will be adding that as Article XI.

The Chair asked about Article VI and the funds that they get now, where do they go now. Mr. Apple stated that they come into the General Fund as any revenue would. Mrs. McKenney asked where they are getting the revenue and what events they are holding. Mr. Schaefer stated that it is just a way for them to use the money instead of it going to the General Fund and losing it forever. He stated they will be able to put into a separate account for the Recreation Programs.

He stated that there are fees for the different programs that they have which would be put into this account.

Mrs. McKenney asked what kind of fees they would be charging. Mr. Schaefer stated that they don't know at the moment. It was explained that this would allow them to open the doors to do programs and accept those fees. Mrs. McKenney asked if it was a fundraiser. Mr. Apple stated that they are programs like aerobics and zumba where the recreation charges a fee. Mr. Schaefer explained that it won't go to their budget line but that it goes to a separate account.

Mr. Gryval asked if the original article contained language that covered grants and donations as well. Mrs. Houlis stated that it didn't but that they would love to be able to receive donations as well. Mr. Apple stated that the original draft does not state that and that it comes from DRA. Mr. Schaefer stated that they often have people who want to make a donation in some way and that he tells them they can do things like put grass out on the baseball field.

Mr. Gryval asked if they are familiar with establishing this account and how to handle it. Mr. Schaefer stated that he has done some research on how to handle it and that he would ask someone for help if they needed so.

Mr. Apple asked if they wanted to take position on the articles prior to the Public Hearing. Mrs. Touchette stated that that is the way they usually do it. Mr. Gryval stated that they usually vote on them before the Deliberative Session.

The Chair asked if there were any questions on Article VI. There were no questions from the Board.

The Chair asked if there were any questions on Article IX and X for the Library. Mr. Gryval stated that he knows what it is but that he does not understand what the actual relationship is between the RSA that governs it. Ms. Carbonneau stated that they had attended meeting and were told that they needed to include language passed by the Town that would allow them to take money they get from the copy machine into an account.

The Chair asked if the money from the copy machine is supposed to cover the maintenance of the machine. Ms. Moreshead stated that the money is to cover the cost of the materials and the amount of money they get from it per year is not very much at all. Ms. Carbonneau stated that they don't have a high amount of copies that they run for people but that this is for them to be in compliance. Ms. Carbonneau stated that they would charge for copies and faxes.

Mr. Apple stated that Article IX would allow the Library trustees to accept and spend money from unanticipated sources like grants and gifts like the Town does. He stated that they have to accept the grant and if it's over \$5,000 they will need to do a Public Hearing. Ms. Carbonneau

stated that Ms. Cushing will be looking into it to see if they can get some money for things. Ms. Moreshead stated that they have gotten some small grants in the past.

Ms. Carbonneau asked the Board if they know if their budget was cut. The Chair stated that on the Select Board side it was not cut but they would have to speak to the Budget Committee.

The Chair asked if there were any questions on Article I from the Board. The Chair stated that about half the Budget Committee on the list of appointments. Mr. Gryval stated that a lot of the members are on there for one year. He stated that two of them are from members that have resigned.

Mr. Anderson asked if on Warrant Articles, the Select Board recommends them and then the Budget Committee recommends them and if they are doing that tonight. Mr. Gryval stated that they are getting input from people before they vote on them. Mr. Apple stated that the Select Board will be doing the Public Hearing on the Warrant Articles and that the Budget Committee does the Public Hearing on the Budget so the Budget Committee can vote on the Warrant Articles on Saturday at the Deliberative Session. There was further discussion of the role of the Budget Committee on the Warrant Articles.

The Chair asked if there were any questions with Article II from the Board. Mr. Apple stated that Article II is the traditional approach that they have used in the past. The Chair asked that if they go with Article II and III that is the new way of doing it. Mr. Apple stated that it is a presentation issue and that Article II is the way they have always done it. He stated that the Sewer Commission has asked for them to separate out the Sewer budget and that if they do that it will be difficult due to the state of the law.

The Chair asked what the worst case was for Article II and III. Mr. Apple stated that the worst case scenario is if Article II fails, the votes adopt a default budget and Article III passes, they will have double appropriated for the Sewer because in Article III the voters will have appropriated the sum and then they will have a default in their default budget. Mr. Apple stated that there are three significant risks; double appropriate, if they do it this year they can't do it next year because there won't be any Sewer to default, and that if they do this they open themselves up to the possibly of litigation. There was discussion of the risk if they were to split the budgets out and a review of the two drafts.

Mrs. McKenney asked Mr. Anderson if the Sewer Commission is okay waiting a year to see the budgets to be split. Mr. Anderson stated that they don't want to but it looks like they are going to have to because they need a bill to make it possible. He stated that if DRA is going to complain about not putting a default budget in their default budget then they should just leave it out. Mr. Anderson stated that if this gets approved and it gets turned down, the plant is going to run anyways.

Mr. Gryval asked why the Sewer Department is so interested in this. Mr. Anderson stated that their interest is running on its own. Mr. Anderson stated that Gilmanton does it and that they have their attorney come to the Deliberative Session and tell the residents what would happen. Mr. Apple stated that they have been doing it for several years and have not had a problem.

The Chair asked how they can put these two different issues into the public hearing. Mr. Apple stated that you can put both drafts into the warrant articles and explain the wisdom of them. Mr. Apple stated that DRA would be perfectly happy with Article II and if they removed the one statement from Article III they would be fine with it. The Board determined to go with option two and have Article II to present to the public.

The Chair asked if there were any questions on the Fire Truck from the Board. There were no questions from the Board. Chief Martin stated that he is trying to campaign the new for the truck to the residents. Mr. Gryval asked who would be there Saturday to represent the Fire Department to answer questions. Chief Martin stated that both he and the Deputy Chief will be there.

The Chair suggested that if he could, to how the area of repair so that people can see the issue. Deputy Chief St. Germain stated that they thought about that but the trucks look good on the outside and it's just the fact of how old it is.

The Chair asked if the Board had any questions on Article III. There were no questions from the Board.

The Chair asked if the Board had any questions on Article IV and V. The Chair stated that IV would show the dollar amount that the article passed will cost per \$1,000. There were no questions on this article.

The Chair also stated that Article V would show the tally of the Board so that they can see the way it is vote. He stated that he does not like this one because the board is supposed to vote as one board and this shows that not all of the members wanted it to pass. Mrs. McKenney stated that it will show the residents that the board had issues and may have questions of why they voted a particular way. Mr. Gryval stated that all of the members are elected officials and the people can call upon them anytime to explain their vote. He also stated that it will be difficult to tally the vote and put it together and that it will make the warrant article longer which the residents are already unhappy about. There was further discussion of putting the tallies on the articles. Mr. Gryval stated that he would like to see it off the ballot but that they should see what the residents say. It was determined to take Article V off the ballot.

The Chair asked if the Board had any questions for Article VII. Mr. Pelissier stated that he doesn't think it should say Recyclable Revolving Fund but that it should say Solid Waste

Revolving Fund. Mr. Apple stated that they have to say Recyclable because that is the purpose for the revolving fund exists under the current statute. Mr. Pelissier asked what recycling fees they have. Mr. Apple stated any revenue they get that is paid to the Town from anyone who takes their recyclables. Mr. Pelissier stated that he is not in favor of signing it with the way it is written. Mr. Apple stated that the statute is clear and says recycling not solid waste.

Mr. Gryval asked Mr. Pelissier how they could change the article to meet his needs. Mr. Pelissier stated that they spend money and time and everything comes out of his budget. He stated that a lot of the monies that he pays out of the department there are revenues come in for it.

Mr. Apple stated that he thinks Mr. Pelissier is thinking about a Special Revenue Fund instead of a Revolving Fund. He stated that the Special Revenue Fund provides special revenue funds from appropriate revenues such as block grants, motor vehicle permit fees, parking fines, and any other revenues not designated by law. He stated that he can do the revenue fund if that's what they want to do. Mr. Apple stated that it is not a revolving fund and that it would continue year to year and requires the Select Board to vote to expend.

Mr. Gryval suggested that Mr. Apple put the language together on a Special Revenue Fund and circulate it to the Board and they will let him know if they want to present it on Saturday or not. Mr. Apple stated that he can read it to them right now. He stated that the only thing the Board would have to decide is the percentage of revenue that goes into the Special Revenue Fund. Mrs. McKenney asked Mr. Pelissier what percentage he would want. Mr. Pelissier stated that he would let them decide on that but obviously he would like 100%.

The Chair asked the Board if there were any questions on Article VIII. Mrs. McKenney asked Mr. Apple what changed on that. Mr. Apple stated that instead of five years for a NH resident it is now three years. Mr. Gryval stated that the intention was to raise the amount of money that an elderly person can earn and still apply for the exemption and that it changed where it talks about net income. The Chair stated that another question is how that is going to impact the town.

Discussion of Public Hearing, Warrants and Budget

Mr. Apple stated that he and Mr. Gryval will get together and work on the preparation of Saturday's meeting. Mr. Gryval stated that they will conference in Chief Mulholland if they need to but that they have discussed this with him.

Discuss the application to accept Chestnut Drive

Mr. Apple stated that they have a statutory provision that requires a Public Hearing before they vote to accept the street. The Chair stated that they have everything they need and that the Planning Board has already voted on this and asked the Board if there are any objections of scheduling a Public Hearing. Mr. Apple will schedule the Public Hearing for January 28, 2013.

Purchase Orders, Abatements, and Other Business

Mr. Apple stated that the first abatement is for 52 Riverside Drive which the town now owns.

Motion. Mr. Gryval made a motion to abate the taxes of 52 Riverside Drive for \$506.24. 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 abate the taxes of 33 Riverside Drive in the amount of \$693.16. 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 Chief Martin if he has any plans to burn these two properties down. Chief Martin stated that he does not.

Mr. Apple stated that the elderly exemption is to correct a processing error for 36 Riverside Drive in the amount of \$2,781.73. He stated that the exemption was given but it did not come off the roll.

Motion. Mr. Gryval made a motion to abate the taxes for 36 Riverside Drive in the amount of \$2,781.73. 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.

Committee and Project Updates

Planning Board

The Chair stated that there was no meeting last week and that there is a meeting coming up this week.

Budget Committee

Mr. Gryval stated that there are all kinds of stuff going on but that they have already been updated. He stated that there will be a meeting this Thursday night and that they are only discussing the School Board budget not any other town budgets. Mrs. McKenney stated that Mr. Irzyk and Mr. LaFleur have been are discussing who's responsibility it is to determine where cuts need to be made if the bottom line is cut.

SVRTA

Mrs. McKenney stated that they are meeting on Wednesday. She stated that they will be discussing general things and that she made some suggestions of other things to discuss. The Chair asked if that group is falling apart. Mrs. McKenney stated that she does not know and that she has only been on this committee a year and they have only had a couple of meetings.

Old Allenstown Meetinghouse

Mr. Gryval stated that the biggest thing they were working on was the Moose Plate Grant which they received. He stated that they will be working on the ceiling and the biggest part of that is getting everything out of there and storing it for several months. He stated that they are still working with the Girl Scouts to get the fence up.

Tri-Town Ambulance

Mrs. McKenney stated that there is nothing scheduled at this point. The Chair asked if they still need a Tri-Town Ambulance. Mrs. McKenney stated that there are a few things to clean up but that she doesn't know if they are having a meeting. Mr. Apple stated that the Joint Board is meeting January 15th.

Record Retention

Mrs. McKenney stated that Mrs. Rogers will be scheduling a meeting for next week.

Safe Routes to School

Mr. Apple stated that he will be meeting with the Interim Town Administrator and the Road Agent to pass that on to them.

Economic Development Committee

Mr. Gryval stated that there hasn't been a meeting but that they will be scheduling something.

Welfare Committee

Mrs. McKenney stated that they were not able to meet today and that they are setting something up for Thursday. The Chair asked that Ms. O'Callaghan send out the information for her list of volunteers.

Town Administrator Report

Manifests

Mr. Apple stated that he has three manifests for them ratify.

Motion. Mr. Gryval made a motion to ratify the manifest for December 13, 2012 in the amount of \$36,867.09. 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 ratify the manifest for December 17, 2012 in the amount of \$800.00. 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 ratify the manifest for December 20, 2012 in the amount of \$24,360.33. 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.

Review and Approve Meeting Minutes

Mr. Apple stated that they have a set of minutes from December 3, 2012 which the Board has tabled and that he has drafts from Mrs. Hetu that he has not had a chance to put together yet.

Other Business

Mrs. McKenney asked Mr. Pelissier how he is doing with the mitigation. Mr. Pelissier stated that he sent an email out and hasn't heard anything back yet.

Discussion of issues with Highway Department Loader

Mr. Pelissier stated that he has a concern to discuss with the Board regarding the loader. He stated that they have some time and that he suggests that they rent one for the time being. He stated that they have prices from one guy who wants to charge \$2600 a month to rent with 100% coming back to the Town if they purchased from them. Mrs. McKenney suggested that they do a Warrant Article for the cost and to take the money out of the Unreserved Fund Balance and have the voters vote on it. She stated that there is no tax burden to them because the money is already in there so it would be a wash.

The Chair stated that his biggest problem with that is explaining it to the voters. Mrs. McKenney stated that it is easy to explain to the voters. Mr. Pelissier stated that they use the loader every day and that this is a big issue. The Chair asked what happens if the voters vote no. Mrs. McKenney stated that the voters will have to understand that their streets won't get done and if there's an emergency the Town will have to rent one and pay for that cost. The Chair stated that the Highway Department can't push for it like the Fire Department does.

Mrs. Merrill stated that she thinks that many people know that the Town needs a loader and that she has been telling people about it. Mr. Pelissier stated that it is so important that they can't take

a chance on a warrant. The Chair suggested that Mr. Pelissier get some numbers on a loader and that they rent on for now if they need it.

Mrs. McKenney stated that before vacation they discussed changing the signage on Granite St and that no one has complained and asked why they need to change it. The Chair stated that they were given from the Road Agent and the Police Chief that there is an issue. Mr. Pelissier stated that there is no parking there right now and people are parking in driveways. Mrs. McKenney stated that he is talking about the lower part of it and that it has changed with the new ordinance. The Chair stated that they had scheduled a time to discuss it and that they should wait to discuss it then. The Board determined to put it on the agenda for January 28, 2013.

Mrs. McKenney stated that they had also put the investigation off until today. She stated that it was for taking out the paragraph about not risking compromising the investigations and that they have not seen any major road blocks and doesn't see any need for changing anything. Mr. Apple stated that the Police Chief will want to be present for that. The Board determined to put it on the agenda for January 28, 2013 as well.

Mrs. McKenney asked Mr. Apple if he had a copy for the second RFP for the work at the Town Hall. Mr. Apple stated that he does and that as soon as the copy machine is back up he will send it to her because he has to scan it in first.

Mrs. McKenney asked if they are doing anything with the Weight Limits. Mr. Apple stated that it is scheduled for February 7th.

Mrs. McKenney asked Mr. Apple for a copy of the Welfare Guidelines that he could send her. Mr. Apple stated that he will send her that as well.

Mrs. McKenney asked about the letter from the resident on Turnpike Street about the fence and if she is happy now. Mr. Apple stated that she is not happy because she did not get what she wants. He stated that the Building Inspector determined that the fence does not need to be replaced.

Mrs. McKenney asked about the Casella Waste Contract. Mr. Apple stated that they do not have any clarifying information yet so that they should wait on that for now. Mr. Pelissier stated that it wasn't clear on the number for the revenues for recyclables.

Mrs. McKenney asked if they are all set on all the dates for the Public Hearings, the notices for them and all the forms. Mr. Apple stated that the notice for the Public Hearing have been posted, Mr. Smith is working on the seventh. He stated that he does not think anything will be different this year then the past two years.

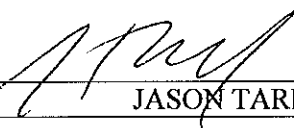

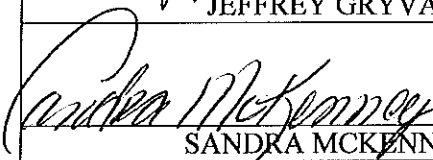
Motion. Mr. Gryval made a motion to adjourn. Mrs. McKenney seconded the Motion. There was no additional discussion.

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

The Chair adjourned the meeting at 8:04pm.

TOWN OF ALLENTOWN
SELECT BOARD
MEETING MINUTES
January 7, 2013

Signature Page

Original Approval:	
 JASON TARDIFF	2.4.13 DATE
 JEFFREY GRYVAL	2-4-13 DATE
 SANDRA MCKENNEY	2-4-13 DATE

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