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

Minutes of Regular Meeting
January 9, 2012

Call to Order.

The Allenstown Select Board Meeting for January 9, 2012 was called to order by the Chair at 6:00 p.m.

Roll Call.

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

Others Present.

Residents of Allenstown:

Others Present:

Other Public Officials: Larry Anderson, Trustee/Budget Committee; Carl Schaeffer, Parks & Recreation Commission; Richard Merrill, Sr., Planning Board; Carol M. Merrill, Budget Committee; Carl Caporale, Budget Committee; Ron Pelissier, Road Agent;

Allenstown Staff: Rob Martin, Chief, APD; Shaun Mulholland, APD; Paul Apple Town Administrator

Citizens Comments.

The Chair called for citizens' comments. There were no comments that time.

Public Hearing for Highway Safety Funds

Mr. Apple distributed two grants for law enforcement traffic and safety. The first Grant in the amount of \$8,250 is for the operations related to alcohol, traffic safety, and drunken driving prevention programs. The Chief Mulholland clarified that the prevention programs are DUI controls. The Chief explained in more detail what the grant will cover. The Grant covers one hundred (100) percent of overtime and benefits costs of police officers up to one hundred twenty (120) hours of patrol. The Chair opened the hearing to the public for discussion.

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The Chair asked if the public had any questions regarding the grant. The public had no questions.

Public Hearing for Traffic Enforcement

The Chief stated that the second grant is for a Traffic Enforcement Officer regarding traffic lights, signs, and distracted driving. The cost includes all personnel funds. The Chair opened the hearing to the public for discussion. The public had no questions.

Meeting with Mr. Corcoran regarding Municipal Assessment Data Sheet

Mr. Gryval asked why the Town is about one hundred (100) percent on the assessments and also why the trend is increasing. Mr. Corcoran expressed that the assessments haven't changed however that the market has and therefore, the trend increased by five (5) percent. Mr. Corcoran distributed some examples to the Board of how the ratio works and some statistics to help understand the ratio. The State Standards state that the assessments cannot be below ninety (90) percent or above one hundred and ten (110) percent; therefore, the Town is still in good standings.

The Chair asked how this affects the tax rates for the Town. Mr. Corcoran expressed that the State uses the one hundred and five (105) percent ratio to determine the State School portion of the rate. The Town's school rate is lower than it usually is. Mr. Corcoran discussed more scenarios that would affect the assessing ratio.

Mr. Gryval asked what the strategy was for making sure the assessments do not go above the one hundred and one (110) percent threshold. Mr. Corcoran expressed that in June or July, the Board will be presented with the assessment ratio at that time. IF the ratio continues to increase, he would recommend adjusting the segment of the market that are causing the increase.

There was no further discussion.

Closure of Public Hearings

The Chair closed the Public Hearing for Highway Safety to the public.

Motion. Mr. Gryval moved to accept the NH Highway Safety Agency's Alcohol, Traffic Safety and Drunk Driving Prevention Program Grant in the amount of \$8,250. 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 closed the Public Hearing for Traffic Enforcement to the public.

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Motion. Mr. Gryval moved to accept the NH Highway Grant in the amount of \$8,250 for State and Community Highway Safety Programs. 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.

Meet with Road Agent Regarding Trash and Recycling Removal

Mrs. McKenney expressed concern that trash with recycling was being picked up and no stickers were on them. Mr. Apple responded that they had larger stickers that didn't work properly and that the new smaller ones hadn't arrived until earlier in the day. Mrs. McKenney's concern was the lack of constancy with picking up recycling.

Mr. Pelissier was not able to attend; however he passed on numbers to Mr. Apple to review with the Board. Mr. Apple stated that the numbers for December 2010 versus the numbers for December 2011 had reduced by sixty-four (64) tons for the month.

Consider the Approval of 2012 Warrant Articles

Mr. Apple asked for further guidance on Warrant Articles. He also distributed a warrant article with suggested changes. Mr. Apple asked the board to review each article in the Warrant Articles and if they approved of the suggested changes. The Board determined that more time was needed to review Warrant Articles.

Public Service Midnight Rates

Mr. Apple spoke with a PSNH representative regarding the Midnight rates if lights were to be turned off. The Board asked for more information. Chief Martin recommended first looking at the cost-benefit analysis before deciding to turn off lights at midnight. The Board also asked about possibly meeting with a PSNH representative to further discuss the rates.

Review Proposed Service Contracts for Emergency Management

Chief Martin asked that the Board approve an agreement with Aerial Surveillance, Security & Intelligence Systems Technologies. The Chief explained that the purpose of the agreement would be to produce aerial photos of a major disaster.

Motion. Mr. Gryval moved to approve the Master Services Agreement with Aerial Surveillance, Security & Intelligence Systems Technologies-US, LLC and to authorize the Town Administrator to sign on behalf of the Town. 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.

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Prepare for Budget Public Hearing

Mr. Apple stated that he needed to know what role they wanted to take in the Budget Presentation and what role did they want to see the Administration take for Budget Presentation. Mrs. McKenney stated that the Department Head should be there if any citizens should have questions. The Board further discussed the exact role they wanted to take at the Budget Public Hearing on the upcoming Saturday at 9am.

Discuss Representation to the Central NH Regional Planning Commission

Mr. Gryval asked Mr. Apple if Don Chaput had written a letter to Central NH regarding his resignation. Mr. Apple stated that he had not received a copy of such letter. Mr. Gryval also spoke with Jim Roger who seemed reluctant to resign from Central NH Regional Planning Board. Mr. Gryval distributed a copy of an email from Mr. Roger disputing the fact that he hadn't communicated with Allenstown Planning Board. The Board reviewed the email further and determined that they would work with Mr. Roger until April and would require him to report to the Planning Board. The Chair will be attending the Allenstown Planning Board meeting and plans to discuss the Representation for Allenstown at Central NH.

MRI: Building Inspector

Mr. Apple stated that the person from MRI who had been working for the Town was no longer available to provide services. MRI would be sending someone to him as Building Inspector. Mr. Apple also received a letter from the Turner Group that they would be reducing their rates to forty-five (45) dollars per hour. Mr. Apple asked the Board if they wanted to stay with MRI or consider working with The Turner Group. MRI's rates are at sixty-five (65) dollars per hour. Mr. Apple also recommends appointing Bob Flanders as Code Enforcer in the interim.

Motion. Mrs. McKenney moved to approve Bob Flanders as the Code Enforcement Officer starting on January 10, 2012 to expire on April 1, 2012. Mr. Gryval 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.

Electric Permit Application

Mr. Gryval received a comment from an Electric Contractor regarding the wording of the Electric Permit Application. The electrician expressed that there were no place to list fees on the application. The Board determined that the current application was acceptable.

Update on Budget Committee.

Mrs. McKenney reported that she had attended the previous weeks' Budget Committee meeting. Mrs. McKenney said that they had passed the School Budget with the cuts that had been suggested to them. She also expressed concern of the contracts for the teachers. The Budget

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Committee had cut the one (1%) percent for the town employees; however had passed the Warrant Article for the teachers' raises.

Update on SVRTA

Mrs. McKenney stated that she is still waiting to hear from Bruce Dyke as to when this month's meeting will be.

Update on Suncook River

Mr. Gryval reported that he had attended the previous weeks' meeting. He also stated that there is another Nomination Committee meeting scheduled for the upcoming Wednesday. Mr. Gryval stated that the Suncook River Committee meetings have been going well and he hopes for more participation from the Allenstown citizens.

Update on Allenstown Meetinghouse

Mr. Gryval stated that the Meetinghouse had held one meeting in December. He also stated that they were looking at possible Moose Plate Grant to finish the ceiling. Allenstown Meetinghouse Committee will be addressing the Board with the application in the near future.

Update on Tri-Town Committee

Mrs. McKenney stated that she received an email from George Calligandes regarding moving the meeting from Thursday to Tuesday this week; however that has not been confirmed. She also said that Tri-Town was asking CAD to attend the meeting to discuss money flow. Mrs. McKenney recommends paying for six months. The Chair and Mr. Gryval recommended paying for the first quarter.

Update on Co-op Withdrawal

Mr. Apple had sent a draft of the agreement to the Co-op representative based on the last meetings' discussion. He is expecting an answer by Saturday. Mr. Apple believes that the negotiations are complete with exception to minor changes the Co-op may make.

Consider application for Pawn Broker License

Mr. Apple stated that Log House Antique Center is still not in compliance for a Pawn Broker License and recommends that the Board deny the application. Mr. Apple had been in contact with the applicant's attorney and advised that they request a hearing. The applicant is not willing to give his employee's information on the account that they will not be buying or selling merchandise. Mr. Apple has reason to believe that the applicants' employees will be buying or selling and therefore is required to provide such information. Chief Mulholland stated that if the Board approved the application he would execute a citation to the applicant because he isn't in compliance.

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Motion. Mrs. McKenney moved to accept Mike Donell's Log House Antique Center License Number HP1201 as a Second Hand & Pawn Broker. Mr. Gryval seconded the Motion. There was no additional discussion.

A Roll Call Vote was taken: Mr. Tardiff- No; Mr. Gryval-No; Mrs. McKenney-No. The Chair declared the Motion passed.

Meet with Chief Mulholland regarding Promotion of Jeffery King to Master Patrolman

Chief Mulholland stated that Mr. King is eligible for Master Patrolman position and meets all of the requirements.

Motion. Mrs. McKenney moved to promote Jeffery King to Master Patrolman. Mr. Gryval seconded the Motion.

Motion. Mrs. McKenney moved to amend her motion to include an hourly rate of \$19.97 effective January 9, 2012. 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.

Abateements & Elderly Exemptions

Mr. Apple distributed three items from the Assessing Department. The first two items included abateements that have veterans' exemptions that are higher than the assessed values. Therefore the value would be the difference between the assessment amount and the veterans exemption amounts.

Motion. Mrs. McKenney moved to abate taxes of \$48.04 at 10 Betty Lane. 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. There was no additional discussion.

Motion. Mrs. McKenney moved to abate taxes of \$52.90 at 4 New Yorker Drive. Mr. Gryval 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. Mrs. McKenney moved to approve elderly exemption for 7 Valley Street in amount of \$20,000. Mr. Gryval seconded the Motion. There was no additional discussion.

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

Update on Boat Ramp

Mr. Apple sent the Board a copy of an email he received regarding the Boat ramp. The design that had been drawn up for the Boat Ramp has been approved. Mr. Apple proposes meeting with Mike Trainque and with the land owner regarding any concerns. If not, he recommends determining the cost of property acquisition.

Minutes

Mr. Apple would like to schedule time to review and possibly approve past minutes on January 23rd or January 30th. He would also like to determine a way to review existing non-public minutes as there is no current procedure to do so. The Statute requires only to keep them sealed for a minimal time.

Year-End Purchases.

Mr. Apple stated that everything except the radios has been purchased. The Board has already encumbered the expenditures for the radios. Not all purchases have been entered at this time; therefore, the ending amount is misleading.

Consider approving Exercise Grant Application

Chief Mulholland asked the Board to approve an application for an Exercise Grant. The grant includes workshops, seminars and exercises. The grant also covers one hundred (100%) percent of the cost. The Board approved the application for the Exercise Grant.

Other Business

Mrs. McKenney expressed concern of allowing children of fire fighters to be in the Fire Department for extended periods of time. Chief Martin expressed that children have been allowed as long as they are supervised by the parent.

Mrs. McKenney asked who in the Town was bonded. It was determined that members of the Board, the Town Clerk, and the Tax Collector were all bonded. Mr. Apple and Ms. Baird are not currently bonded.

Mr. Gryval distributed a copy of what a Charter for Economic Development Committee would look like. The Charter will be coming up soon at another meeting.

Motion. Mr. Gryval moved to go non-public under 91A:3 Section 2E at 8:12pm. Mrs. McKenney seconded the Motion. There was no additional discussion.

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

Motion. Mrs. McKenney moved to go back to public at 8:50pm. Mr. Gryval 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 moved to seal the previous non-public minutes. 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.

Adjournment

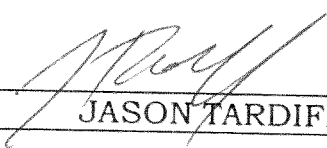
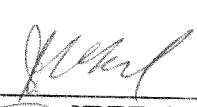
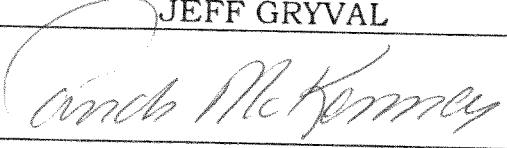
The Chair asked for any other business. There were no additional items.

Motion. Mrs. McKenney moved to adjourn. The Chair seconded the Motion. There was no additional discussion.

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

The Chair adjourned the meeting at 8:52pm.

Signature Page.

Original Approval:	
 JASON TARDIFF	2-27-12 DATE
 JEFF GRYVAL	2-27-12 DATE
 SANDRA MCKENNEY	02-27-12 DATE

Amendment Approvals:		
Amendment Description:		
	JASON TARDIFF	DATE
	JEFF GRYVAL	DATE
	SANDRA MCKENNEY	DATE