

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

Minutes of Regular Meeting  
June 18, 2012

**Call to Order.**

The Allenstown Select Board Meeting for June 18, 2012 was called to order by the Chair at 6:05 p.m.

**Roll Call.**

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

**Others Present.**

Residents of Allenstown: Debbie Lee; Richard Bertel;

Others Present: Howard Pearl, Republican candidate for NH Senate; Brian Randlett, The Way Home; Levi Kafka, The Way Home, Mary Sliney, The Way Home;

Other Public Officials: Larry Anderson, Sewer Commissioner/Trustee of Trust Funds/Budget Committee; Armand Verville, OAMH Steering Committee; Claudette Verville, OAMH Steering Committee; Beth Houllis, Parks & Recreation Commissioner; Carl Schaeffer, Parks & Recreation Commissioner; Rep. Dan McGuire, NH House of Representatives; Rep. Carol McGuire, NH House of Representatives; Rep. Jon Richardson, NH House of Representatives; Richard Merrill, Planning Board Chair; Carol Merrill, Budget Committee; Rep. John Reagan, Republic candidate for NH Senate;

Allenstown Staff: Chief Robert Martin, AFD; Chief Shaun Mulholland, APD; Paul Apple Town Administrator.

Mr. Apple introduced Rep. John Richardson, Reps. Dan and Carol McGuire, and Howard Pearl to the audience. Mr. Apple then asked Mr. Verville to give an update of the Old Allenstown Meetinghouse. Mr. Verville stated that he is a member of the steering committee for Allenstown which was established 8 years ago to bring life back to the Meetinghouse.

He explained that there had been a major fire in 1985 and that had nearly destroyed the building. He also discussed repairs and improvements that have been made to the building in the last eight years and further repairs they hope to make. He stated that they are appreciative of the Board in recognizing the importance of the meetinghouse and for holding their meeting here today.

**Citizens Comments.**

Mr. Anderson stated that when he was elected for Sewer Commission, he was asked to have the meetings changed to 6pm and that last Tuesday's meeting was changed to such time. However, only one Selectman, Mrs. McKenney, showed up. He asked that the other selectmen attend the meetings now that the time has changed.

**Meeting with Richard Bertel regarding Abatement Application.**

Mr. Apple stated that Mr. Bertel contacted the Assessing Clerk and himself regarding his exemption. Mr. Bartell explained that he hasn't paid taxes for five years and that he thought was already eligible for the exemption. He stated that he didn't realize that he must complete the form to renew his exemption.

He also stated that he wasn't prepared to pay the tax because of being out of work. Mr. Bertel distributed a correspondence between himself and the Assessing Clerk to the Board regarding the matter. Mr. Bertel explained that he was accepted at Suncook Pond and expects to be moving into an apartment soon and will be retiring from his current Meals on Wheels job.

Mr. Gryval asked if he had completed the form with the Assessing Department. Mr. Bertel stated that he had not done anything with the form as of yet. He also stated that the Park will be taking over his house when he moves into the apartment.

Mrs. McKenney stated that she would like to abate the first half taxes but that if Mr. Bertel is still in his home when the next bill comes out, he will have to come before the Board again. Mr. Gryval stated that since he would have qualified if he had completed the form, he would like to abate the taxes for the year. The Board discussed how much of the taxes to abate.

Motion. Mr. Gryval moved to abate the taxes for 1 Parkwood Drive in the amount of \$776.45. 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.

The Board advised Mr. Bertel to complete the forms and file them with the Assessing Clerk. They stated that they will notify the assessing clerk of the abatement.

**Meeting with Mary Sliney, Executive Director of The Way Home regarding proposed CDBG Project Application**

Ms. Sliney introduced Mr. Brian Randlett, project manager, and Mr. Levi Kafka who works with her at The Way Home. Ms. Sliney explained the commitment they made to the Ferry St properties and the ongoing challenges of sustaining them for the long-term. She stated that one of the challenges has been the problem with water and further explained those issues to the Board. She stated that a colleague had determined that the properties would be eligible for a small grant with the CDFA. She discussed how the grant could help to solve the water problems at the properties.

Ms. Sliney stated that Mr. Kafka would be able to explain the process for applying for the grant if needed and that Mr. Randlett can answer specific questions of issues they have run into on the properties and possible solutions.

Mr. Kafka explained that the application is due by July 30, 2012 and that they cannot submit it; that it must be submitted by a municipality. He distributed a flow chart of the process to apply for the grant. Mr. Kafka stated that they are looking for the Board to get clearance to pursue the project so that they can schedule necessary hearings as part of the process. Ms. Sliney explained that they would be working under the oversight of the Town on the process. Mr. Kafka stated that they would receive a decision at the end of the third quarter. He explained that the grant can include 5-8% of administration costs if needed.

The Chair asked what they planned to do with the grant if they get it. Mr. Randlett explained that there are serious water issues of water coming through the basement. He explained the steps of repairing the basement drainage system to work properly. Ms. Sliney stated that the dollar amount ranges from \$40,000 to \$50,000 for all of the drainage repairs and improvements they would like to do to the properties. She also stated that this project would give them the opportunity to learn more about working with CDFA to make housing affordable and improving economic development.

The Chair asked if this is the first grant they are applying for or if they have successfully applied for one before. Ms. Sliney stated that this is the first Community Develop Block Grant but that they did successfully apply for a similar grant last year. Mr. Kafka stated that he believes they can get the grant application done by the deadline. Ms. Sliney discussed the capabilities that they have to compile documents required. She also stated that once the grant was opened by the Town, they would know within 10 days if they will in fact meet the deadline.

There was discussion of when they would need to have the hearing and if they would have enough time to make notice. Mr. Apple asked about CDFA requiring them to hire a consultant for the grant. Mr. Kafka stated that the administrators would be able to give an estimate for costs within the range that would be covered under the grant. Ms. Sliney also stated that she knows

that the Community Improvement staff in Manchester would provide advice and expertise without charge.

Mr. Gryval expressed concern with the timeframe they have to do this and not knowing the responsibilities or liabilities that the Town would have. Mr. Kafka suggested that the Board not necessarily commit but give them permission to get started and they can come back in July with a proposal and the Board can then vote to proceed or not.

The Chair asked Chief Mulholland his opinion on the grant. Chief Mulholland stated that these grants are like the sidewalk grants and that they will need to hire a consultant. He also stated that the Board should let them try to apply now and if they don't meet the July deadline, they can try for the January deadline.

The Chair suggested giving them the blessing to start the process and come back with rather its feasible and also information on Town's responsibility. Mr. Gryval asked Mr. Apple if there is time to do the grant. Mr. Apple stated that they don't have the time but that he doesn't see the harm in letting them start the process and that the Board will have to be hardnosed about the level of detail and time to complete the process. The Board determined to let The Way Home begin the process and come back before them on July 9<sup>th</sup>.

**Meeting with Parks and Recreation Commissioners regarding licensing for Blueberry Park Concert on June 28, 2012.**

The Parks & Rec Commissioner stated that they would like to bring back concerts in the park and that they need a permit for the concert. Mr. Mark Wydom would be playing. She stated that the concert would be from 6 to 8pm. She also stated that there will be volunteers from Liberty Mutual coming to clean up the park a bit before the concert.

Mrs. McKenney expressed concern of some of the railings and the need for a step for the gazebo. The Parks & Recs Commissioner stated that she spoke to the Road Agent about looking into those things and repairing them before the concert. She also stated that they plan to use flyers and the town newspaper to advertise. Chief Mulholland stated that they have done this in the past and that it has gone well. There was further discussion of different activities they could do such as a bake sale, at future concerts. Mr. Apple stated that they needed to move to approve the permit for the concert.

Motion. Mr. Gryval made a motion to grant the Parks and Recreation Commission a license for a concert on June 28, 2012 between 6-8pm. 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.

**Continue Discussion of Budget Guidance for Department Heads for Fiscal Year 2012 and discussion of a merit increase system.**

Mr. Apple stated that page three of the materials shows the cost of the 3% raise for a half year, which is \$24,400. He also stated that they had asked for a reporting of an estimate of what the default budget would be and explained how they came up with the budget. Mr. Apple also thanked the Sewer Commissioner for getting him an estimate of their default budget today so that he could finish the budget today. Mr. Apple stated that they estimate a default budget of about \$5.5 million for next year, including the Sewer Department.

Mr. Apple stated that they had been asked to do some research on the merit system and that he sent a copy of one merit system that exists to the budget. Mr. Apple explained that the police department evaluation forms as well as proposed evaluations forms for the Town Hall are included in their materials. He further discussed how he came up with an estimate for the 2% merit increase under the assumption that not every employee would receive the 2% raise. He proposed that a line budget be added that would appropriate a sum to the Personnel Budget that would be used to give merit raises. Mr. Apple stated that the estimated cost for the merit raises in 2013 would be \$23,500.

Mr. Apple recommends that they finalize a policy and make sure that there is a rater, senior rater, and reviewer for all of the raises to make sure the Board maintains its role as a supervisor of the program. He stated that they would need to revise the timelines so that the Board could act on proposed merit increases to be effective for July 1<sup>st</sup>. He also stated that they would need to appropriate in their budget for their increases. Mr. Apple stated that LGC is available to do training for supervisors, reviewers, and employees.

Mr. Apple stated that he is waiting on evaluation forms from other departments. Mr. Apple stated that if the Board was prepared to go forward with the merit system, they would prepare a policy and come before them on July 9th. He stated they had questions for the Board; if they are going to do the cost-of-living 3% increase for 2013, are they doing the merit system for 2013 or wait until 2014, and do they like the policy and evaluation forms. Mr. Apple further explained the importance of having a merit system for their employees.

Mr. Gryval brought up his concerns of how they are going to manage and oversee the raises and how will they know who's taking what from the budget line. Mr. Apple stated that the Board will be reviewing and approving the merit raises and will be able to regulate this raises. Mr. Apple explained the process of the merit raises starting with reviews by the raters that would come before the Town Hall for approval. He stated that it is not spelled out in their materials right now but that they can draft it up for the Board for the next meeting.

Mrs. McKenney expressed concern of losing employees and the cost of replacing them and having steps in place to keep from losing them. She also stated that the merit raise system needed to be consistent. The Chair stated that he believed that if the merit raises got approved it would transfer to default. Mr. Apple stated that it is not a collective bargaining agreement and that they would have to commit to the idea of regular increases and move money if the raises weren't approved.

The Board determined that the Department Heads could move forward with a policy for the Board to approve and that there will be a more accurate timeline of the review process. The Board also determined that all Department Heads need to submit evaluation forms and if they do not do so at the July 9<sup>th</sup> meeting, that department will not receive merit raises.

Mrs. McKenney asked Mr. Apple about getting together to discuss the default budget because she does not feel some items should be there. Mr. Apple stated that it is difficult to rely on the default budget that is in their materials because it is too soon to have accurate numbers at this time but that he would be happy to meet with her. There was also discussion of giving the Department Heads guidance for their budgets. Mrs. McKenney stated that she didn't think they could do that tonight. Mr. Gryval stated that the Department Heads should be required to stay under the default number that Mr. Apple came up with.

The Chair asked if the Sewer Department needed to be included in their default budget. Mr. Apple stated that it doesn't have to be in the budget but it does have to be on the ballot because it has to be approved by the legislation. There was further discussion of the DRAs requirements for the Sewer Department budget being included in the default budget.

#### **Meet with the Department Heads regarding the Status of On-going Projects.**

The Chair stated that this is something new that they are going to start doing monthly to see what's being worked on and if there is anything the Board needs to do.

#### **Highway Department**

Mr. Pelissier distributed a list of projects to the Board. He stated that the entire department has completed their NH Department of Environmental Services Transfer Certification Training. Mr. Pelissier explained the certification was for the proper way to run a transfer department. He stated that they all also have their CPR and First Aid certifications.

Mr. Pelissier also explained that they are babying the loader because it is running out of power. He stated that they will probably be looking at renting one for the winter months. Mr. Pelissier stated that the body of the 1990 Ford Truck needs to be painted, that he thinks the cost will be up up to \$2,000 and that they are looking to take it out of their repairs budget line. He stated that they are over \$1,200 on their maintenance budget line.

Mrs. McKenney stated that she would like all of the Department Heads to bring three years of their repairs and things that need to be repaired. Mr. Pelissier stated that he could get that to her. Mr. Pelissier stated that the transfer station had a DES inspection last Thursday and are waiting for the final report but that there are no major issues.

Mr. Pelissier stated that as far as the roads, they have already discussed the water issue on Ferry St. He also explained that Oak St is also having the same issues. Mr. Gryval asked if the Water Department should be taking care of the issues before money is invested on the roads. Mr. Pelissier stated that they should but that they haven't heard any plans from the Water Department.

Mr. Pelissier discussed the Highway Department is maintaining all of the Town lawns. He also stated that they are also cutting back the bushes throughout town and will be cutting brush on West Street. He stated that they have been working on Cross St and explained where they were at with the process. He explained that there are beavers at Mountain Lake and that they have been continuously cleaning out the pipe that the beavers are clogging. Mr. Pelissier stated that Al's Ave and Granite Street are in need of crack sealing and that they have one estimate of \$3,300 for both streets.

Mr. Pelissier stated that they would like to hire someone to do roadside cutting out in the north country. He stated that they have an estimate for four days in the north country and one day in town at the cost of \$2,450 for it all.

Mrs. McKenney asked Mr. Pelissier about a cone on Deerfield Drive and if they had addressed that yet. Mr. Pelissier stated that it's on Mark Pelissier's list to be done. Mrs. McKenney also asked Mr. Pelissier about the recycling rates that he had given them and having it available at the deliberative session. Mr. Pelissier stated that they could do that and that the solid waste for the past month was \$7,000 which is less than half of the amount for this time last year.

Mr. Gryval asked about cleaning up the compost that they had dumped that had some trash in it. Mr. Pelissier stated that they will have to get their volunteers to work on that. Mr. Gryval also asked about the hanger system on their spreader. Mr. Pelissier stated that the estimate for the repair is about \$5,000 but he hasn't heard what the final offer will be. Mr. Pelissier stated that they ordered a new spreader exactly like the old one.

#### Fire Department

Chief Martin discussed that status of the new fire fighter. He stated that the house burn they recently did went very well. Chief Martin stated that there are other house burns scheduled in Pembroke and Chichester that they will be assisting in.

Chief Martin stated that they are working on grants for protective gear for the amount of \$63,000. He explained that they have been successful in getting protective gear grants in the past. They are trying to get a tanker truck included in that same grant. Chief Martin discussed other grants they are working on.

Chief Martin informed the Board of other various activities such as fire inspections and that the building inspector has been assisting them with a few of the inspections. He also stated that he has two retirement letters from Aaron Lambert and Mike Stark and that they are reviewing applications for the positions at this time. Chief Martin stated that the Apparatus Committee has been meeting and working on the specs for the new engine. He stated that their goal is to have a rough price by the fall.

Chief Martin stated that they are waiting on the repairs of the Chief's office. He stated that the planning has started on the Table Top Exercise. Chief Martin informed the Board that there will be a Joint Board meeting with Tri-Town on June 21, 2012. He also informed them that they are making the necessary changes for 911 Addressing.

#### Police Department

Mr. Apple stated that the Chief's report is in their materials. Chief Mulholland stated that the hiring process is still ongoing. He stated that the goal is to have two to three candidates for the Board by August 6, 2012. Chief Mulholland stated that there is a letter of resignation that he asks the Board to approve tonight.

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Chief stated all vehicles are operational at this time and are waiting for the arrival of the new vehicle at the beginning of July. He stated that they drove the police interceptor that goes online for 2013. He explained that the police interceptor was specifically designed for police business.

Chief Mulholland explained that the computer server was replaced on Wednesday as well as the administrator assistant's computer. He explained other budget status details such as vehicle maintenance being a little higher than usual and Overtime being below the average right now.

Chief Mulholland explained that criminal activity trend continues to go down. He also explained that June's incidents doubled from May with sexual assaults being the highest. The Chair asked what caused the increase in sexual assaults. Chief Mulholland stated that it was hard to say but that it could be just due to more people reporting the assaults.

Mrs. McKenney asked about a security person who came to her home and was wondering if he had a hawker's license. Chief Mulholland stated that they issue licenses but don't report them unless asked and it was determined that the security person she met had a license.

#### Emergency Management



Chief Mulholland stated that there are a couple of people who have signed up for training in Texas next year; Diane Demers, Ed Higgins, and Officer Tower.

He stated that as far as projects go, the 14 Riverside Dr. is the last to go which will be on August 18, 2012. He discussed other properties they are looking to acquire and which ones will be burnt down. He stated that the grants for the house burns are fully funded and that total there will be 32 homes included in this project.

Chief Mulholland stated that for the EMPG projects they are waiting for shelter and shelter supplies which should have gone before the Governing Council last week. He also stated that the Regional Shelter Agreement so far includes Bow, Chichester, Allenstown, Pembroke, Northwood and the American Red Cross. He stated that they are waiting for Loudon and Epsom to review the agreement and that Weare is also reviewing the agreement.

Chief Mulholland stated that the Board needs to make a decision soon on the Recovery Plan because the Town has to come up with their own money for that. Chief Mulholland is in the process of submitting the application of his certification for Emergency Manager with IA/EA.

#### Consideration of the Extension of the Temporary Overtime Regulation of the Police Department

Mr. Apple stated that was originally enacted for a six month period and that the Board can either extend it for an additional six months or make it permanent. The Chair asked Chief Mulholland if it was working well. The Chief stated that it is working well and everyone is happy.

Motion. Mr. Gryval made a motion to make the Personal Policy on Overtime Calculation for the Police Department permanent. 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.

#### Administration

Mr. Apple stated he did some training at LGC on employment laws and has other classes coming up this month. He also stated that they published the vacancy for Deputy Town Clerk and have received eight resumes so far. He explained that the deadline for the applications is at the end of the week and that they will be doing interviews and make recommendations to the Board.

Mr. Apple stated that he would like Mr. Gryval to come review the floor plans of the Town Hall so that they can bring the safety revisions up at the next meeting. Mr. Apple stated that he will bring estimates for sealing the parking lot as that needs to be done this year.

Mr. Apple stated that he had set a schedule for computing draft budgets and will do an overview on them on June 27<sup>th</sup> with the goal of having them done by Halloween. He also stated that he has included Spending Reports in their materials and that they are at 59%. He advised the Board to take that figure with a grain of salt because they don't always spend at the same rate.

Mr. Apple stated that Tri-Town will be meeting on June 21, 2012 and that he has a conflict as he has an Economic Development meeting that night as well. There was discussion of when each meeting will be held that day and it was determined that Mr. Apple should be able to attend both meetings.

Mr. Apple stated that the Economic Development Committee has developed three primary goals of which would include supporting existing economy, encouraging the development of a more diverse economy, and developing an Allenstown brand. He discussed possibly doing a social so that the people could get to know who is running the town and conducting a survey with business owners.

Mr. Apple stated that Safe Routes to School has some great news in that they have been given preliminary approval on the Cultural Resources Review-RPR. They need to get the sealed plans and contract documents to the Department of Transportation. He also stated that CIP has been functioning without him and that they are meeting tomorrow.

Mr. Apple updated the Board on the Boat landing in that the owner of the property does not want to enter into a long-term lease or to sell that portion of the property. He recommends asking the Sewer Commissioners if they want to acquire the whole piece of property or if they will reconsider the position of the boat ramp.

Mr. Apple stated that they have received the insurance money and that he would like to start on that process. He also explained that once the money is transferred the contractor can draw from it. Mr. Apple stated that Strategic Planning is getting help from Scott Lane who is going for his Master's Degree. Mr. Lane will be assisting them in establishing goals and objectives as part of a project for his class.

Mrs. McKenney expressed concern of Mr. Apple being the temporary secretary for the Joint Board and that she doesn't think he should be elected as the secretary due to his current work load. Mr. Apple agreed with Mrs. McKenney and stated that he has no intentions of running or accepting the position.

#### **Purchase Orders, Abatements, and Other Business**

Mr. Apple distributed two abatements that will be on the agenda for July 2<sup>nd</sup>. He also distributed a timber yield for the Board to execute.

### **Meet with Representative John Richardson**

Rep. Richardson distributed a handout to the board. He stated that there have been changes to the districts with the retirement and with the redistricting of District 17. He stated that there are two candidates Rep. Reagan from Deerfield and Howard Pearl, a farmer from Loudon, who are running for the Republicans and a Chichester school teacher who is running for the Democratic.

Rep. Richardson also stated that the House District is now made up of one representative from Allenstown and then one from Allenstown, Epsom, and Pittsfield and discussed various candidates. He explained that the Executive Council has been redistricted to Manchester with two major candidates on the Republican side and one Democratic. Rep. Richardson asked that if they have any ideas for bills for next year to let him know as well as if they have any questions for any current bills.

### **Committee Updates**

#### Planning Board

The Chair stated that they had a meeting and is working on an agreement for Chestnut Drive.

#### Budget Committee

Mr. Gryval stated that they haven't had a meeting and hasn't heard from Mrs. Touchette since speaking with her about having a meeting before August. Mr. Apple stated that he spoke with Mrs. Touchette and that she is going to do a training session sometime in July.

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#### SVRTA

Mrs. McKenney stated that there hasn't been a meeting and that she doesn't know when the next one is. She also stated that she received an email regarding the Insurance Study and that the number of employees has gone down so now the cost of participation is \$1,544. She stated that as far as she knows this is the final number and asked if they still wanted to go forward with the study. The Board determined to continue with the study.

#### Suncook River

Mr. Gryval stated that they did vote to not continue with the nomination process of Suncook River at this time. He stated that the membership also voted to disband at this time. Mr. Gryval informed the Board that the River Walk for June 21, 2012 has been cancelled due to recent events. The Board determined to take the committee update of the Suncook River off of the agenda.

#### Old Allenstown Meetinghouse

Mr. Gryval stated that he has not attended a meeting since the last Select Board meeting. Mr. Verville stated they should hear about the application for the Moose Plate Grant as to whether or not they will get it. He stated that if it goes through they will be able to go forward with the plans for the ceiling. He also explained that there will be a bake sale on June 29, 2012 from 11am to

5pm. Mr. Verville stated that the New Life Church held a service here for the second year in a row and that they are interested in making it an annual event.

#### Tri-Town Ambulance

Mrs. McKenney stated that she went to the meeting the week of June 10<sup>th</sup> and had attended the E-Board meeting. She also stated that Mr. Calligandes has been in touch with TD Bank about the Tri-Town loans and that it has been determined that Corporate needs to determine what to do with the loans. Mrs. McKenney stated that the members will not be having a membership meeting until all the paperwork is complete and that only three members had attended their last membership meeting.

Mr. Gryval asked Mrs. McKenney about the time line they had asked the Tri-Town lawyers to produce and if she had heard anything on that. Mrs. McKenney stated that she had not heard anything but would ask them about it. She also informed the Board that it is Tri-Town's 40<sup>th</sup> year in business and that they are looking at holding some sort of event.

#### Record Retention Committee

Mrs. McKenney stated that they had sent out a letter a while back asking the departments and committees for their retentions and that they only received three responses. She stated that she would like to send out a more forceful letter. There was discussion of who replied and others whom did not. The Board asked Mr. Apple about not responding to the letter. He stated that Diane Demers has been handling all the Town Hall records.

#### Safe Routes to School

Mr. Apple stated that they already previously discussed the status in tonight's meeting.

#### Economic Development Committee

Mr. Apple stated that they already previously discussed the status in tonight's meeting.

#### CIP

Mr. Apple stated that they already previously discussed the status in tonight's meeting.

#### **Review and Approve Minutes**

The Board reviewed grammatical errors for the minutes for May 21, 2012 and June 4, 2012.

Motion. Mr. Gryval made a motion to accept the minutes for May 21, 2012 as amended. 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 accept the minutes for June 4, 2012 as amended. 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.

#### **Other Business**

Mrs. McKenney asked if they were going to discuss the No Trespassing signs for Riverside Park. Mr. Apple stated that he didn't think there was a need to do it but that if the Board wants to do it they can. He also stated that he was under the impression that there was a consensus not to post the signs.

#### **Non-public Meeting under RSA 91A Section 2A**

Motion. Mr. Gryval made a motion to go into non-public session under RSA 91A Section 2A at 9:15pm. 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.

Motion. Mr. Gryval made a motion to go back into public session at 9:26pm. 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. Mrs. McKenney made a motion to seal the previous non-public minutes. 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 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 9:28pm.

**Signature Page.**

Original Approval:	
 JASON TARDIFF	7.9.12 DATE
 JEFF GRYVAL	7-9-12 DATE
 SANDRA MCKENNEY	070912 DATE

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