

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

Minutes of Regular Meeting
March 14, 2011

Call to Order.

The Allenstown Select Board Meeting for March 14, 2011 was called to order by the Chair at 6:03 p.m.

Roll Call.

Present on the Board: Jason Tardiff and Sandra McKenney. Jeff Gryval was absent because of illness.

Others Present.

Residents of Allenstown: None.

Others Allenstown Officials: Gerry McKenney, Budget Committee/Trustee of Trust Funds; Larry Anderson, Budget Committee/Trustee of Trust Funds; Armand Verville, Old Allenstown Meeting House Steering Committee; Claudette Verville, Old Allenstown Meeting House Steering Committee.

Other Public Officials: Dennis Fowler, Moderator.

Allenstown Staff: Paul Apple, Town Administrator, Shaun Mulholland, Chief of Police; Rob Martin, AFD Chief, Keith Lambert, AFD.

Welcome New Select Board Member.

Administrator Apple and Mr. Tardiff congratulated Sandra McKenney on her election to the Select Board.

Citizens' Comments.

The Chair called for citizens' comments. Mr. Anderson asked when the Sewer Commissioners would be in attendance to address outstanding issues. Mr. Apple said that although it was not yet confirmed he believed they would be attending the March 28 Select Board meeting as there would not be a meeting on March 21.

Discuss Meetinghouse Renovation Contract.

Mr. Apple suggested that in the absence of Mr. Gryval, it might be best to begin by going over the contract for the partial interior rehabilitation of the Meetinghouse. Referring to the copies provided, he explained that there was work to be done in two areas: the interior wall plaster and wainscoting, and the reconstruction of the pews.

He said the Meetinghouse Renovation Steering Committee had seen a pew door design as proposed by Mr. Blazon which they were satisfied with, and soon thereafter had begun drawing up the contract. He went on to say that both parts of the reconstruction work had been combined into one Agreement, with Mr. Blazon's bid and the grant information from the Secretary of the Interior attached. He reviewed the fact that the Steering Committee had appointed Mr. Verville as their "point person" of sorts, making him the contact for Mr. Blazon. Mr. Apple said Mr. Blazon had seen and signed the Agreement and that if the Board approved, they could authorize him to sign on behalf of the Town.

Mr. Verville offered that following the completion of creating the contract, the Steering Committee had met to review it and to ensure its accuracy. Their only concern was that they felt it important to bring certain critical points to the attention of the NH Division of Historical Resources and to the Grantors of the LCHIP money. There was minimal discussion while the Board took a minute or two to review the contract.

Mrs. McKenney made a Motion to authorize Paul Apple, Town Administrator, to sign the Agreement on behalf of the Town. Mr. Tardiff seconded the Motion. A Roll Call Vote was taken: Mr. Tardiff-Yes, Mrs. McKenney-Yes. The Chair declared the Motion passed.

Town Administrator's Report.

Mr. Apple first presented the Select Board with several Abatement Requests for their approval and signatures.

Regarding the first, Mrs. McKenney made a Motion to abate the 2010 taxes for 43 Woodlawn Drive in the amount of \$252.84. Mr. Tardiff seconded the Motion. A Roll Call Vote was taken: Mr. Tardiff-Yes; Mrs. McKenney-Yes. The Chair declared the Motion passed.

Mrs. McKenney then made a Motion to abate the 2010 tax lien for 43 Woodlawn Drive in the amount of \$820.11. Mr. Tardiff seconded the Motion. A Roll Call Vote was taken: Mr. Tardiff-Yes, Mrs. McKenney-Yes. The Chair declared the Motion passed.

Mrs. McKenney made a Motion to abate the 2009 tax lien for 43 Woodlawn Drive in the amount of \$808.55. Mr. Tardiff seconded the Motion. A Roll Call Vote was taken: Mr. Tardiff-Yes, Mrs. McKenney-Yes. The Chair declared the Motion passed.

Next, Mrs. McKenney made a Motion to abate the 2010 taxes for 36 Riverside Drive in the amount of \$3,145.92. Mr. Tardiff seconded the Motion. A Roll Call Vote was taken: Mr. Tardiff-Yes, Mrs. McKenney-Yes. The Chair declared

the Motion passed.

Mr. Apple informed the Board that although the filing deadline for Taxpayer Abatements is March 1, an application had been received on March 3. He said that this was the first untimely application he had ever received during his tenure as Administrator, and that in this case, it was up to the Select Board to make a decision as to whether or not to accept it.

He said he had reviewed the Town's guidelines regarding such an event, and that in summary, if the Select Board found the untimely filing an "act of mistake or misfortune", they indeed have the right to accept the application. Further, he informed the Board that if they did not deem it an act of mistake or misfortune, it could still be considered later under the basis of "Hardship". Also, he mentioned that as far as he could tell from his research, traditionally, if an application was received late, it was denied.

Select Board members took a moment to discuss and decide, and then Mrs. McKenney made a Motion to deny the Abatement Request for 200 River Road. Mr. Tardiff seconded the Motion. A Roll Call Vote was taken: Mr. Tardiff-Yes, Mrs. McKenney-Yes. The Chair declared the Motion passed.

Public Hearing I; LCHIP Grant.

Mr. Apple outlined the topic of the first Public Hearing, regarding the receipt of the LCHIP grant in the amount of \$10,220.00, of which one half had been received (\$5,110.00), with the other half to be received very soon, once they received certification from the Town that the Contract was approved and work had begun. He explained that the first Public Hearing was to accept the full amount of those funds.

To begin, Mrs. McKenney made a Motion to open the first Public Hearing regarding the LCHIP grant in the amount of \$10,220.00. Mr. Tardiff seconded the Motion. A Roll Call Vote was taken: Mr. Tardiff-Yes, Mrs. McKenney-Yes. The Chair declared the Motion passed.

There were no questions from the Board, so at this time the Public Hearing was opened up to the Public after a motion by Mrs. McKenney. This was seconded by Mr. Tardiff, and a Roll Call Vote was taken: Mr. Tardiff-Yes, Mrs. McKenney-Yes. The Chair declared the Public Hearing open to the public. There were no questions or discussion from the Public at this point, so Chairman Tardiff stated that Public Hearing I would remain open to the Public for 30 minutes, but the Board would move on to the second Public Hearing.

Public Hearing II; Emergency Management Performance Grant.

Mrs. McKenney made a Motion to open the second Public Hearing regarding the NH Department of Safety, Homeland Security, and Emergency Management grant for new emergency alert and traffic detour signs in the amount of \$6,043.00. Mr. Tardiff seconded the Motion. A Roll Call Vote was taken: Mr. Tardiff-Yes, Mrs. McKenney-Yes. The Chair declared the Motion passed.

Mr. Tardiff inquired about the basis of this discussion. Mr. Apple explained

that the State was requiring detour signs to redirect traffic away from River Road during flooding situations, this being based on the last flooding event in which traffic was diverted onto River Road, resulting in significant damage to the road. It had been determined that there were better road alternatives to utilize in another such event, thus the creation of the new signs, which would be stored at the DOT until such time that the Town requested their placement.

There was some discussion between the Board and Mr. Apple about what roads would be involved in the proposed alternate routes.

At this time Mrs. McKenney made a Motion to open the Public Hearing to the Public. Mr. Tardiff seconded the Motion. A Roll Call Vote was taken: Mr. Tardiff-Yes, Mrs. McKenney-Yes. The Chair declared the Public Hearing open to the public.

There were no questions or discussion from the Public at this point, so Chairman Tardiff stated that Public Hearing II would remain open to the Public for 30 minutes, but the Board would move on to other business.

Public Hearing III; Emergency Management Performance Grant.

Mrs. McKenney made a Motion to open the third Public Hearing regarding an Emergency Management Performance Grant from the NH Department of Safety, Homeland Security, and Emergency Management in the amount of \$24,520.00. Mr. Tardiff seconded the Motion. A Roll Call Vote was taken: Mr. Tardiff-Yes, Mrs. McKenney-Yes. The Chair declared the Motion passed.

The Chief explained that the purpose of this grant is to purchase a stream gage for the Suncook River. This would provide early warning to residents and first responders with regard to any threat of flooding.

Mrs. McKenney made a Motion to open the Public Hearing to the Public. Mr. Tardiff seconded the Motion. A Roll Call Vote was taken: Mr. Tardiff-Yes, Mrs. McKenney-Yes. The Chair declared the Public Hearing open to the public.

A resident asked what the flow meter looked like, and the Chief said it consisted of a metal box as the main component. He added that it detects water pressure to determine the level of the river's flow, and then reports back via satellite to a data center which is accessible via the World Wide Web at any time. It can also be programmed to send reports at intervals to a deemed recipient. Further, it only takes a couple of days to install once the funds are accepted.

There were no further questions or discussion from the Public at this point, so Chairman Tardiff stated that Public Hearing III would remain open to the Public for 30 minutes, but the Board would move on to other business.

Town Administrator's Report.

Mr. Apple had some Purchase Orders for the Board to review and sign, so this was the next order of business.

Analysis of Buck Street Bridge Ownership.

Mr. Tardiff asked Mr. Apple what new information there was with regard to

the Buck Street Bridge. Mr. Apple stated that the main concern is about the structural integrity of the bridge, and the main question is which town should take responsibility for repairing it. He said the Legislature had changed the town boundary line back in 1798 to the Eastern side of the river when the town of Pembroke had petitioned for the change, citing that the town of Allenstown was not properly maintaining the bridge. With this change, the bridge fell under the ownership of Pembroke; therefore they need to be made aware that it is their responsibility to fix it. Further, he said they had consulted several different maps, a couple of which were created by DOT land agents back in the 1950s. These maps show the boundary running parallel down the center of the Suncook River, and this is the "general rule;" however, he did not feel that those maps would "trump" an act of Legislature. He advised that although there was minimal ambiguity about the issue, he did not feel it was worth putting to Town Counsel for an opinion at this point, because it would be expensive and time-consuming.

Mr. Tardiff asked if there had as yet been any feedback as far as what Pembroke's response would be, and Mr. Apple said they hadn't expressed any intention to object. Thereafter, he assured the Select Board that ultimately, it was up to them whether or not to further pursue a concrete answer about the ownership of the bridge.

Update on Suncook River Testimony before the Legislature.

Mr. Apple explained that he, Chief Mulholland, and Mr. Gryval had attended a meeting at the Legislature the prior week at which Mr. Gryval had testified before the Public Works and Highways Committee in support of HB 25. This bill would appropriate two million dollars for a remediation project along Suncook River. He said the testimony went very well and a member of the committee had thanked Mr. Gryval for adding to a topic he was very interested in. Unfortunately, he went on to say that they were not particularly optimistic that this money would come through, as it is currently a hard economic climate in which to receive funding.

Mr. Apple said the next Suncook River Remediation Committee meeting was slated for March 31.

Renewal of Novis Engineering Contract.

Mr. Apple asked the Board if they wanted to go ahead without Mr. Gryval to discuss the annual contract renewal with Nobis Engineering, who does the required groundwater monitoring at the Transfer Station. The two Board members in attendance had no objections, so Mr. Apple presented the application to renew the permit. He said the numbers are the same as previously, and Allenstown is testing well. Further, he said part of Nobis' proposal is that if any change needs to be made, they will make it when the State approves the application. He said the Capital Reserve Fund for this purpose had a balance of \$20,126.00 as of March 3, more than enough to cover the contract costs. The Board members in attendance decided to go

ahead with this issue in Mr. Gryval's absence.

Mrs. McKenney made a Motion to accept the Groundwater Monitoring Proposal in the amount of \$6,225.00 and to grant permission to Mr. Apple to sign the contract on the town's behalf. Mr. Tardiff seconded the Motion. A Roll Call Vote was taken: Mr. Tardiff-Yes, Mrs. McKenney-Yes. The Chair declared the Motion passed.

Following the vote, Mr. Apple took a moment to point out a letter which had been sent to the town commending the Allenstown Fire Department for their assistance in rescuing a woman in Hooksett who fell through the ice into a beaver pond.

Next, Mr. Apple presented an informational Memo for Board members regarding the partial Abatement of 2008 taxes for a contested case at the BTLA.

Discuss Appointments to Town Offices, Boards, and Committees.

Mr. Apple began by letting Mrs. McKenney and Mr. Tardiff know that there were several positions coming due for renewal in 2011. Further, he said the Select Board had to make decisions about their meeting schedule and make their appointments by April 1. There were still several people who were up for reappointment who had not yet expressed whether or not they desired to continue in their positions. Mr. Apple requested that Select Board members contact those committee members in question to inquire about their intentions and to do a bit of "politicking" to gain volunteers. They spent a few minutes going over the list of appointments for which they needed to ensure coverage. Mr. Apple said he planned to create a special newsletter for active volunteers with regard to the issue in order to try to gain new participants.

The Board is not meeting on March 21, so they made a plan to meet instead on March 24 to further discuss this issue.

Public Hearing I; LCHIP Grant (revisited).

Chairman Tardiff ensured that there were no further questions or comments from the Public regarding this matter, and there were not. Mrs. McKenney made a Motion to close the Public Hearing for LCHIP. Mr. Tardiff seconded the Motion. A Roll Call Vote was taken: Mr. Tardiff-Yes, Mrs. McKenney-Yes. The Chair declared the Public Hearing closed.

Board members had nothing further on this, and Mrs. McKenney made a Motion to accept the LCHIP grant in the amount of \$10,220.00. Mr. Tardiff seconded the Motion. A Roll Call Vote was taken: Mr. Tardiff-Yes, Mrs. McKenney-Yes. The Chair declared the Motion passed.

Public Hearing II; Emergency Management Performance Grant (revisited).

Chairman Tardiff ensured that there were no further questions or comments from the Public regarding this matter, and there were not. Mrs. McKenney made a Motion to close the Public Hearing for EMPG. Mr. Tardiff seconded the Motion. A Roll Call Vote was taken: Mr. Tardiff-Yes, Mrs. McKenney-Yes. The Chair declared the Public Hearing closed.

Board members had nothing further on this, and Mrs. McKenney made a Motion to accept the NH Department of Safety, Homeland Security, and Emergency Management grant in the amount of \$6,043.00. Mr. Tardiff seconded the Motion. A Roll Call Vote was taken: Mr. Tardiff-Yes, Mrs. McKenney-Yes. The Chair declared the Motion passed.

Public Hearing III; Emergency Management Performance Grant (revisited).



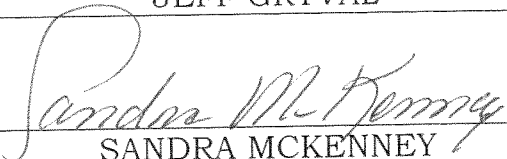
Chairman Tardiff ensured that there were no further questions or comments from the Public regarding this matter, and there were not. Mrs. McKenney made a Motion to close the Public Hearing for EMPG. Mr. Tardiff seconded the Motion. A Roll Call Vote was taken: Mr. Tardiff-Yes, Mrs. McKenney-Yes. The Chair declared the Public Hearing closed.

Board members had nothing further on this, and Mrs. McKenney made a Motion to accept the NH Department of Safety, Homeland Security, and Emergency Management grant in the amount of \$24,520.00. Mr. Tardiff seconded the Motion. A Roll Call Vote was taken: Mr. Tardiff-Yes, Mrs. McKenney-Yes. The Chair declared the Motion passed.

Adjournment.

Mrs. McKenney made a Motion to adjourn the meeting at 9:14 p.m. Mr. Tardiff seconded the Motion. A Roll Call Vote was taken: Mr. Tardiff-Yes, Mrs. McKenney-Yes. The Chair declared the meeting adjourned.

Signature Page.

Original Approval:	
 JASON TARDIFF	5-16-11 DATE
 JEFF GRYVAL	5-16-11 DATE
 SANDRA MCKENNEY	05-16-11 DATE

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

TOWN OF ALLENSTOWN
SELECT BOARD
ABSTRACT OF MEETING MINUTES
March 14, 2011

I. Call to order:

The Allenstown Select Board Meeting for March 14, 2011 was called to order by the Chair at 6:00 o'clock p.m.

II. Roll Call:

Members present on the Board:

Jason Tardiff, Chair
Sandra McKenney, Member

Jeff Gryval, Member, was absent because of illness

Paul Apple, Town Administrator

Audience:

Please see attached sign-in sheet.

III. Public Hearing

The Board conducted a public hearing regarding accepting unanticipated funds from the New Hampshire Department of Safety, Homeland Security and Emergency Management, said funds representing an award from the Emergency Management Performance Grant in the amount of \$24,520.00 for the purchase of a stream gage on the Suncook River, which would provide early warning to the residents and first-responders with regard to any threat of flooding. The grant represents 50% of the project cost. The remaining cost will be composed of a soft match from the Town of Allenstown, Town of Pembroke and the NH Department of Environmental Services.

A Motion was made by Sandra McKenney to accept the grant funds in the amount of \$24,520.00. The motion was seconded by the Chair.

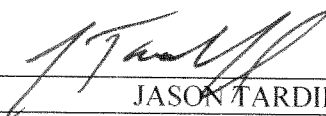
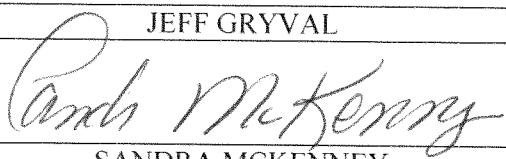
Roll Call Vote:

Jason Tardiff – Yes
Jeff Gryval – Absent
Sandra McKenney – Yes

The Chair declared the Motion passed.

TOWN OF ALLENTOWN
BOARD OF SELECTMEN
ABSTRACT OF MEETING MINUTES
March 14, 2011

Signature Page

Original Approval:	
 JASON TARDIFF	3.14.11 DATE
JEFF GRYVAL	DATE
 SANDRA MCKENNEY	3-14-11 DATE

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

TOWN OF ALLENSTOWN
SELECT BOARD
ABSTRACT OF MEETING MINUTES
March 14, 2011

I. Call to order:

The Allenstown Select Board Meeting for March 14, 2011 was called to order by the Chair at 6:00 o'clock p.m.

II. Roll Call:

Members present on the Board:	Jason Tardiff, Chair Sandra McKenney, Member
	Jeff Gryval, Member, was absent because of illness.
	Paul Apple, Town Administrator
Audience:	Please see attached sign-in sheet.

III. Public Hearing

The Board conducted a public hearing regarding accepting unanticipated funds from the New Hampshire Department of Safety, Homeland Security and Emergency Management, said funds representing an award from the Emergency Management Performance Grant in the amount of \$6,043.00 for the purchase of emergency alert and traffic detour signs. The grant represents 50% of the cost of the project. The remaining cost of the project will be composed of a soft match from the Town of Allenstown, Town of Pembroke and the NH Department of Transportation.



Sandra McKenney moved to accept the grant funds in the amount of \$6,043.00. The motion was seconded by the Chair.

Roll Call Vote:
Jason Tardiff – Yes
Jeff Gryval – Absent
Sandra McKenney – Yes

The Chair declared the Motion passed.

TOWN OF ALLENTOWN
BOARD OF SELECTMEN
ABSTRACT OF MEETING MINUTES
March 14, 2011

Signature Page

Original Approval:	
 JASON TARDIFF	3.14.11 DATE
 JEFF GRYVAL	03/14/11 DATE
SANDRA MCKENNEY	DATE

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

