

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

Minutes of Regular Meeting  
September 17, 2012

**Call to Order.**

The Allenstown Select Board Meeting for September 17, 2012 was called to order by The Chair at 6:03 p.m.

**Roll Call.**

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

**Others Present.**

Residents of Allenstown: Gary Martin

Others Present: Dana Pendergast

Other Public Officials: Larry Anderson, Sewer Commissioner/Trustee of Trust Funds/Budget Committee; Ron Pelissier, Road Agent; Diane Demers, Town Clerk;

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

**Citizens Comments:**

Gary Martin introduced himself to the Board. He explained that he is presenting a Warrant Article for Bus Transportation for high school students. He stated that he spoke with the School Board and they said that they would not do it. He asked for further instruction on how to go about the Warrant Article process and correct petition procedures.

The Board informed Mr. Martin of how to go about the petition process and explained that he needs to get at least 25 registered voters to sign off on the petition. Mrs. Demers offered to give him a copy of an older warrant article so that he can format his properly. The Board further discussed with Gary Martin what information could or could not be included in the Warrant Article.

Mr. Gryval asked if he could make a couple of comments before they got started with the agenda. He started with informing the Board about the six fire fighters who are being recognized for their service on Feb 13, 2011 for saving a woman's life. There will be a ceremony at the Capital Center on Monday, September 24, 2012 at 6pm. Chief Martin stated that he has a letter with the names and information about the ceremony and that he will be attending that ceremony.

Mr. Gryval also discussed the annual race, Reach the Beach, which goes through Allenstown out to Hampton Beach. He stated that there were a lot of Allenstown Fire Fighters preparing for the fundraiser. He also stated that all the proceeds to go fire equipment and materials that the Allenstown Fire Fighters need. There was discussion of other fundraisers the Fire Department will be doing.

**Meeting with Dana Pendergast regarding Building Inspector position.**

Mr. Apple stated that the Board received information prior to this meeting and that it is the committee's recommendation that they appoint Mr. Pendergast as Building Inspector at 24 hours per week.

Mrs. McKenney asked Mr. Pendergast to tell the Board a little bit about himself. Mr. Pendergast explained that he lives in Gilford with his wife, Deb, who is the Deputy Fire Chief in Laconia. He stated that before that he lived in Derry, NH. He also stated that he worked in the Fire Department in Derry for 18 years, owned his own construction company for 10 years and then was the Gilford Building Inspector for the last 6 years.

Motion. Mrs. McKenney made a motion to appoint Dana Pendergast as the Town's Building Inspector at 24 hours week at rate of \$23.00 per hour effective October 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.

**Meeting with Road Agents regarding sanders and sheds at Transfer Station.**

Mr. Apple stated that the bids are reproduced in the Boards materials. Mr. Pelissier stated that the materials list came from the state and is for two bays more than what they will be doing, so it will be about 20% less expense. Mr. Pelissier stated that the total is about \$26,000. He informed them that there is one bid for materials and three bids for labor. The Board reviewed the bids for labor.

Mr. Gryval asked Mr. Pelissier if he has a purchase order for this. Mr. Pelissier stated that he does not but can get them one very quickly. He also stated that the problem with getting a bill is that he does not have an exact amount. He stated that he is positive that they will stay under the \$30,000 that the Board approved. Mr. Gryval asked about the roof and catwalk that they

discussed and if this quote includes all of those things. Mr. Pelissier stated that everything they discussed previously is included in the quote.

Mr. Pelissier recommends that they go with Mihachik Construction because he is competent and does not use a subcontractor. He also stated that Mihachik gave the lowest bid. Mr. Gryval asked Chief Mulholland about the quality of work Mihachik did on his roof. Chief Mulholland did a good job on his roof and came in considerably lower than other roofers. The Board discussed getting an exact number from the contractor.

Mr. Pelissier said that he would like the Board to consider using the building (20 x 30 footage) from 1 Albin Drive at the Highway Garage. He explained that they need a concrete pad foundation for the building. He stated that it will cost them \$2,900 which is from Roy's Concrete and was the lowest of three bids. Mr. Pelissier explained different uses for the building and that he thinks this is a great opportunity for the Highway Department.

Mrs. McKenney asked if they got the No Outlet Signs for Pine Acres. Mr. Pelissier stated that they have the signs and that he believes they will be up within the next day or two.

Mrs. McKenney also asked about the Ferry and Canal St. Mr. Pelissier stated that they feel that the Sewer Commission has to move it. He stated that if they can get the materials and then have the Sewer Commission replace it because they would be digging in the middle of a live brook and he does not want to be the one doing that. Mrs. McKenney stated that she only brought it up because she thought that it was a safety issue. Mr. Pelissier stated that it is a safety issue but not as much as some other areas.

Mr. Apple informed them that they had a complaint today from a resident of Cross Street, who has some concerns with a curb near an assisting living home. He stated that Mr. Pelissier thinks he can fix it quickly.

**Meet with Town Clerk/Tax Collector about Deputy Town Clerk coverage.**

Mrs. Demers stated that she is making a recommendation that they borrow the Deputy Town Clerk/Tax Collector from Epsom for 15 hours a week for about 3 to 6 months. Mrs. Demers stated that this would be to help Mrs. Rogers get some more experience before she goes out and hires her own deputy. She stated that this would also get someone in the door with experience for helping Mrs. Rogers.

Mrs. McKenney asked what rate they would be hiring her at since she has experience. Mrs. Demers stated that she is willing to take the \$14.70 per hour. Mr. Gryval asked if the deputy has to live in the town they work in. Mrs. Demers stated that the deputy does not have to be a resident of the town but that the town clerk has to be because they are elected. She also stated that the Epsom Town Clerk would be starting in October.

Mr. Apple asked the Board to indicate what procedure they would like to follow for hiring her. Mr. Gryval stated that they would like to meet with her next week if possible. Mrs. Demers stated that she will have the appointment ready for next week and will start the background check started.

Mrs. McKenney asked Mrs. Demers about doing an audit before she leaves. Mrs. Demers stated that Mr. Smith was gone last week but that she will speak with him about getting that done shortly.

### **Review and Approve the Operating Budgets for 2013**

#### **Fire Department**

Mr. Apple stated that the new budget was sent to them last Thursday and is reproduced in their materials. Mrs. McKenney stated that she has not reviewed the new budget yet. Chief Martin stated that the amount for Dispatch is not the final number and that they won't have that until October. Mr. Apple stated that it doesn't change the equation because it will be below default and they can always change that if needed.

Mrs. McKenney asked how they calculate the overtime coverage. Chief Martin stated that they are paid on their hourly rate for the overtime hours. Chief Martin also stated that the radio purchases come from grants and that they shouldn't need to purchase any more of those unless something brakes.

Mrs. McKenney asked about the physical shots and if they are required. Chief Martin stated that they aren't required but recommended that they do one every couple of years. He explained that they need a base line for that because when they hire a new employee, they give them a physical. The Chair stated that the final operating budget for the Fire Department is \$306,459.

Motion. Mrs. McKenney made a motion to accept the Fire Department Highway Budget for 2013 for the amount of \$306,459. 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.

#### **Forestry**

Chief Martin stated that there is no change for the Forestry budget and that it remains at \$4,000.

Motion. Mr. Gryval made a motion to accept the Forestry budget at \$4,000. 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 and Executive**

Mr. Apple stated that the budget in their packages is the one that they will be considering however, he is distributing the budget with changes made to bring it back under default.

Mr. Apple stated that he spoke to the Minutes Clerk and that she entered into an agreement to do the minutes. He stated that this allows them to put it in the default so that she can do minutes. He stated that the new default is \$159,573.

Mr. Apple stated that the other changes he had made was to reduce the amount of the supply line back to \$5,000; the mileage line to \$500; and computer training to \$300.

The Chair stated that the budget committee's budget is included in this default. Mr. Apple stated that they are pretty close to their budget but they are sending three people to training. Mr. Gryval stated that the Budget Committee knew that it would tax their budget but were pretty agreeable about attending training.

Mrs. McKenney asked Mr. Apple if he spoke to the Trustees about their budget line. Mr. Apple stated that he spoke to them a while ago but not recently. Mr. Anderson stated that the budget will be the same as last year. Mrs. McKenney asked if they could reduce it down to \$300. Mr. Apple stated that they would like to keep a little extra in there in case expenditures go up.

Motion. Mr. Gryval made a motion to accept the Executive Budget in the amount of \$159,572. 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 Mrs. McKenney if she would like them to take a five to ten minutes recess so she can review the rest of the budgets. Mrs. McKenney stated that it is not necessary and that she can review them as they go along.

### **Accessing Department**

Mr. Apple stated that he changed the mapping as they previously discussed. He also stated that the utility evaluation work can be done for \$5,000. Mr. Apple stated that the bottom line on that is \$93,400.

Motion. Mr. Gryval made a motion to accept the Accessing Budget in the amount of \$93,400. 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.

### **Elections and Registrations**

Mr. Apple stated that Elections and Registrations are on page 94 of their materials. He stated that there are no changes to that budget.

Motion. Mr. Gryval made a motion to accept the Elections and Registrations budget in the amount of \$10,300. 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.

### **Finance Budget**

Mr. Apple stated that there are two separate budgets for the Finance and Treasurer even though they are presented together. Mrs. McKenney stated that she thought the payroll processing and had it at \$82,500. Mr. Apple stated that he got a message from Mr. Smith whom informed him that the payroll company stated that there will be an increase of about 5%.

Mr. Gryval asked Chief Mulholland when they would see his budget. Chief Mulholland stated that it is in staff review right now but that he will have it to them tomorrow.

Motion. Mr. Gryval made a motion to accept the Finance budget in the amount of \$48,663. 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.

Mrs. McKenney asked about the increase for Carol as it is quite a bit higher than everyone else's. Mr. Apple explained that she did not get a raise last year when everyone else had. He also stated that there is no salary increase for the Health Officer as well. Mrs. McKenney stated that she didn't think it was fair that Carol gets such an increase and that others are not getting those types of increases. There was discussion of others whom did not get a raise and how they should proceed with that.

Mr. Apple stated that if they gave Carol a 3% increase like everyone else, it would come up to \$3,380. Mr. Gryval stated that if they gave her the 5% raise that everyone else got two years ago and then the 3% increase they are discussing, then it would be \$3,555. Mrs. McKenney stated that she does do a good job and is worth the money, but she isn't happy with the increase. She

also stated that Ms. Welch hasn't gotten a raise and isn't getting a raise and doesn't think that is fair.

Mr. Grvyal asked about the fact that the increase was to allow for what other treasurer are making and did they want to give a straight increase as well. He also stated that if they want to be fair, then they might want to give others that same increase. Mr. Apple stated that he would like to ensure that they don't lose Carol and would like to give her a raise but that the decision is up to the Board. The Chair stated that if they have to justify the raise to others, he would rather go with the 5% and 3% increases as Mr. Grvyal discussed. Mr. Apple stated that the total for that line would be \$4,005.

Mr. Grvyal asked Mrs. McKenney if she was okay with this increase. Mrs. McKenney stated that she thinks the 5% increase is a lot and that they should have been given raises when everyone else got raises. Mr. Grvyal asked if she wanted to do Health Officer and the Fire Chief as well. Mrs. McKenney stated that anyone who gets a stipend hasn't gotten a raise. Mr. Apple stated that they would have to go back and refigure the Elections and Registrations budget. Mrs. McKenney stated that Carol deserves more but that she is okay with Mr. Grvyal proposed raise. There was further discussion of keeping the raises fair for everyone and who should get raises.

Motion. Mr. Grvyal made a motion to accept the Treasurers budget for \$4,005. 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 asked Mrs. McKenney if she was sure she didn't want to review the budgets before they continue with them. Mrs. McKenney stated that she was just worried about the Treasurer and that she is ready to continue.

### **Legal Budget**

The Chair stated that Legal is the same as last year. Mr. Grvyal asked how they are doing on that budget. Mr. Apple stated that they are within budget and they will finish the year in budget. He stated that he doesn't talk to Legal very often and they don't charge for email communication unless it is significant.

Motion. Mr. Grvyal made a motion to accept the budget for Legal Services in the amount of \$20,000. 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.

### **General Government Buildings**

Mr. Apple stated that the budget is reported on page 49. Mrs. McKenney asked if the Old Allenstown Meetinghouse is included in the General Government Buildings. Mr. Apple stated only as it is reported on the MS-7 and with regards to this report Old Allenstown Meetinghouse will be a separate budget. He stated that the bottom line is \$23,500.

The Chair asked Mr. Anderson if he could bring it back to the Sewer Commission about the Town getting a break on their sewer bill. Mr. Anderson stated that he will bring it to them and report back.

Motion. Mrs. McKenney made a motion to accept the General Government Buildings for the amount of \$23,500. 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.

### **Cemetery Budget**

Mr. Anderson asked what the money in that budget can be used for. Mr. Apple stated that they use that for laying out the plots.

Motion. Mr. Gryval made a motion to accept the Cemetery budget in the amount of \$3.00. 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.

### **Advertising and Regional Associations.**

Mr. Apple stated that this is for the fee for Central NH Regional Planning.

Motion. Mrs. McKenney made a motion to accept the Advertising and Regional Associations in the amount of \$4,322. 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.

### **Building Inspector**

Mr. Apple stated that his budget isn't under default and he wanted to ask the Board about investigations. He stated that they don't have a line for investigations and included one in their budget with \$1,200 because of their experience this year with investigations. He stated that he could take that out but wanted to leave that up to the Board. Mrs. McKenney stated that she is okay with taking that \$1,200 out of the budget.



Motion. Mr. Grvyal made a motion to accept the Building Department's budget in the amount of \$31,081. 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.

### **Capital Outlay**

Mr. Apple stated that he left a dollar in there in case they want to transfer funds.

Motion. Mr. Grvyal made a motion to accept the Capital Outlay budget in the amount of \$1.00. 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.

### **Health Agency Budget**

Mr. Apple stated that the budget is on page 50 of their materials. There were no questions or comments.

Motion. Mr. Grvyal made a motion to accept the Health Agency budget in the amount of \$20,207. 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.

### **Health Department Budget**

Mr. Apple asked if they wanted to add the stipends in for those two people they previously discussed. He stated that if they add in the 3% increase, then the figure for the Health Officer then the figure would be \$4,182 and the Deputy Health Officer figure to \$2,118. Mr. Grvyal stated that if they treat the Health Officer like they did with the Treasurer, giving her the 5% increase and then the 3% increase it would bring her up to \$4,380 and that the deputy treasurer did not get a raise so they would leave the deputy health officer alone. There was further discussion of whether to give the Health Officer a raise and for what amount. The Chair stated that he is fine with leaving the bottom line as it is.

Motion. Mr. Grvyal made a motion to accept the Health Department Budget in the amount of \$7,305. 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.

### **Parks and Recreation**

Mr. Apple stated that the budget is the same as last year and is exactly at default.

Motion. Mr. Gryval made a motion to accept the Parks and Recreation budget in the amount of \$31,650. 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.

### **Patriotic Budget**

Motion. Mr. Gryval made a motion to accept the Patriotic Budget in the amount of \$2,351. 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.

### **Conservation Budget**

Motion. Mr. Gryval made a motion to accept the Conservation Budget in the amount of \$9.00. 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.

### **Economic Development**

The Chair asked what they plan on doing with the budget. Mr. Apple stated that there has been discussion of contributing it to a website development scheme but that they need to have a meeting about it first. Mr. Gryval stated that Thursday night's meeting was canceled because several of the members could not attend.

Motion. Mr. Gryval made a motion to accept the Economic Development budget in the amount of \$1,050. 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.

### **Welfare Budget**

Mrs. McKenney asked who would be the deputy welfare officer once Mrs. Demers leaves. Mr. Apple stated that they are not going to have a deputy welfare officer and that they will all be helping out with those tasks until they have a new Deputy Town Clerk/Tax Collector.

Motion. Mr. Grvyal made a motion to accept the Welfare Budget in the amount of \$68,525. 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.

### **Debt Budget**

Mr. Grvyal asked about a rumor he heard this weekend about the reason why they asked each department to come under default was because they had overspent the budget by \$139,000 and that we were in debt.

Motion. Mr. Grvyal made a motion to accept the Debt Budget in the amount of \$83,424. 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. Apple stated that next week they will be going through the Police and Highway Departments and a couple other smaller budgets. He also stated that they will see that the retirement contribution amounts are significantly higher rates. Mr. Grvyal asked if they have the budgets for the departments that they will review and approve next week. Mr. Apple stated that they have the Highway Departments and that they will get the Police Department tomorrow.

Mrs. McKenney asked if they are going to get new sheets on the budgets they approved tonight. Mr. Apple stated that he usually doesn't give those out but that he can if they would like him to. He also stated that he will do new sheet when it is ready to go to the Budget Committee and he will copy the Board on those.

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

Mr. Apple stated that in their materials there is a draft copy of the Intermunicipal Agreement for Tri-Town. He informed the Board of a sentence being added to the agreement stating that "notice shall also be provided to the office of the Attorney General's Charitable Trust unit at one year prior to expiration of the term." He stated that they are looking for notice within one year if someone is going to opt out of the agreements.

Motion. Mr. Gryval made a motion to approve the amendment to the Intermunicipal Agreement for ambulance service between the towns of Allenstown and Pembroke. 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. Apple stated that he has just received notice that Allenstown, along with many other towns in the state, that they are being sued by Fairpoint alleging that the pole taxes are unconstitutional. He informed them that he has sent a copy to Will Corcoran. He stated that he would like the Board to authorize him to execute the acceptance of service and waiver which will make it unnecessary for the petitioners to serve a member of the Board and the Town Clerk and will save them the cost of that in the event that they should lose the litigation. He also asked that the Board give him permission to refer this to counsel as they have to file an appearance by December. The Board granted permission on his two requests.

Mr. Apple stated that he has a Veteran's Credit that needs the Boards signature. The Board executed the Veteran's Credit.

Mr. Apple stated that he needs motions to approve the manifests from September 4<sup>th</sup> and 6<sup>th</sup> respectively.

Motion. Mr. Gryval made a motion to approve the manifest from September 4, 2012 in the amount of \$74,603.33. 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.

Motion. Mr. Gryval made a motion to approve the manifest from September 6, 2012 in the amount of \$16,874.87. 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 Minutes**

Mr. Apple stated that he has one set of minutes from September 5, 2012. He stated that the minutes for September 10<sup>th</sup> came in over the weekend so he didn't have time to send them to the Board. Mrs. McKenney stated that there was one grammatical error.

Motion. Mr. Grvyal made a motion to accept the minutes for September 5, 2012 as amended. Mrs. McKenney seconded the Motion. There was no additional discussion.

### **Committee Updates**

#### **Planning Board**

The Chair stated that the Planning Board had a meeting last week that was basically for the public hearing for the CIP. He stated that it went smoothly and that there weren't very many questions. He stated that it was all done and accepted and they will be bringing it before the Select Board.

The Chair stated that Mr. Rogers is no longer involved in the representation of Allenstown at Central NH Regional Planning Commission. He also stated that Ms. Martel and Mr. Merrill are going back and forth over who will be taking that position. The Chair stated that Ms. Martel did attend the last meeting and will be attending the meeting this week.

The Chair stated that Chris Roy expressed interest in joining the Zoning Board. Mr. Apple stated that he will prepare an appointment form for him.

#### **Budget Committee**

Mr. Grvyal stated that the Budget Committee Chairman sent out a letter last week saying that they are going to push back their meetings because the Select Board is having a difficult time completing their budgets. He also stated that they still want to get the Department Heads together on either one Saturday or two evenings.

#### **SVRTA**

Mrs. McKenney stated that they have a meeting scheduled for September 27, 2012.

#### **Old Allenstown Meetinghouse**

Mr. Grvyal stated that the meeting for last Thursday was rescheduled because the Chairman couldn't attend. The Chair stated that Mr. Verville spoke to him at the elections and was very thankful for the Board approving the grant.

#### **Tri-Town**

Mrs. McKenney stated that there hasn't been a meeting and she doesn't know about the Joint Board.

#### **Record Retention**

Mrs. McKenney stated that they are having a meeting on September 24<sup>th</sup>. She also stated that Mrs. Rogers will be taking that over for Mrs. Demers so they thought it would be good to have a meeting to get her up to speed. She stated that everything that is ready to be shredded is going to be done on Wednesday.

**Safe Routes to School**

Mr. Apple stated that there is nothing new to report.

**EDC**

Mr. Grvyal stated that the meeting had to get rescheduled.

**CIP**

The Chair stated that that is all done and that Mr. Apple can take it off the agenda.

**Central NH Regional Planning Commission**

The Chair stated that they have already discussed this and that it can be taken off the agenda.

**2013 Budget Process**

The Chair stated that they have already done.

**Town Hall Renovations**

Mr. Apple stated that they have not gotten the bids back for that. He also stated that Mr. Martin felt that he could do them for a flat fee for whatever has been appropriated and he would like to call him about that.

**Other Business**

Mr. Grvyal reminded the Board about the upcoming meeting at Pembroke Academy for work that is going to be done along the Suncook River. He stated that the work will include people being floated down the river and that this meeting is for informational purposes.

Mr. Grvyal asked Chief Mulholland about the question to Mr. Landry about who was going to be responsible for fixtures to slow the river down. Chief Mulholland stated that Mr. Landry doesn't have an answer and that it has to go to the Attorney General. He stated that they are bemoaning installing them because it will be their responsibility and they don't want that.

Mrs. McKenney asked The Chair if they discussed the classes to the Planning Board. The Chair stated that it was not brought up but he will put it on the agenda for the next meeting.

Mrs. McKenney stated that she will be able to attend the meeting on Friday at the Local Government Center for policies and need the Boards approval. Mr. Apple stated that they need to appoint her as their representative. The Board gave Mrs. McKenney their approval to represent them at the meeting.

Mrs. McKenney stated that they have an EOC Workshop on Thursday at 5:30pm. She stated that they have to do the goals and evaluations for the merit system. Mr. Apple stated that they are not

technically doing an evaluation this year because of the changes. He also stated that they could carry forward those goals of last year into April 2013 or make new goals.

Mr. Grvyal stated that they should go back and look at the direction they gave the departments last year and make sure they were carried out properly. Mr. Apple suggested that they send out the evaluations to the department heads to see if they achieved their goals. The Board further discussed what kinds of goals they want to set at the workshop and how they want to go about it. The Board determined that the evaluations would be due on October 5, 2012.

Mr. Apple stated that October 8, 2012 is Columbus Day and that the Town Hall will be closed that day. He asked if they wanted to meet on that day. The Board determined not to have a meeting on October 8, 2012.

Mrs. McKenney asked Mr. Apple if he has sent out letters to the people whom applied for the Town Clerk's position. Mr. Apple stated that he sent out the letters.

Mrs. McKenney asked if the School turned back any money yet. Mr. Apple stated that he is not aware of any money being turned in but he will ask Mr. Smith.

Mrs. McKenney also asked about the Local Government Center and the letter about the signatures on the manifests. Mr. Apple stated that LGC stated that as long as the appropriate signatures are on the manifests, the order of in which the checks are signed is of no consequence. He explained that as long as they have signatures on the vouchers and the manifests, it doesn't matter what order of signatures the checks are signed.

Mr. Grvyal asked Chief Mulholland if the Select Board should be at the EOC Workshop on Thursday. Chief Mulholland stated that it is up to them if they want to attend but that they will be discussing field operations, some legal issues and some expense issues that if this really happened the Select Board would have to deal with. He also stated that they will be providing dinner.



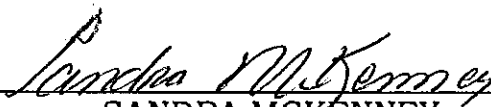
The Chair asked for any additional business. There was none.

Motion. Mr. Grvyal 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 8:21pm.

**Signature Page.**

Original Approval:	
 JASON TARDIFF	10.15.12 DATE
 JEFF GRYVAL	10-15-12 DATE
 SANDRA MCKENNEY	10/15/12 DATE

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