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

Minutes of Regular Meeting
October 10, 2011

Call to Order.

The Allenstown Select Board Meeting for October 10, 2011 was called to order by the Chair at 6:00 p.m.

Roll Call.

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

Others Present.

Residents of Allenstown: None

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; Representative from Concord Monitor; Representative from Union Leader.

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

Citizens Comments.

The Chair called for citizens' comments. Mr. Anderson had no comments that time.

Revision of the Solid Waste Ordinance

Mr. Apple asked the Board to review the 5th (fifth) revision of the Solid Waste Ordinance that he had sent them earlier that week. The Chair expressed that he believed all the necessary changes had been made but that they were holding off on approving it until the curb-side recycling had been determined. The board discussed the proposed changes to the 5th (fifth) revision of the Solid Waste Ordinance. Mrs. McKenney stated that she found several changes that needed to be done to the revision.

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Mrs. McKenney expressed concern that the Road Agent had authority to create and modify policies which she believed to be the Selectman's responsibility. Mr. Apple responded that in this ordinance, the responsibility had been given to the Road Agent; the responsibility was on how to manage curb-side collection of recycling.

Mr. Apple asked the Board when it would be appropriate to vote on the Solid Waste Ordinance. The Chair expressed that approving the Solid Waste Ordinance needed to be determined by the curb-side recycling. The Board instructed Mr. Apple to put the approval of the Solid Waste Ordinance on the agenda for the next week, October 17, 2011.

Consideration of Meeting with Concord Co-op

Mr. Apple received an email from Jim Prescher at the Concord Co-op regarding meeting with Allenstown to discuss the proposal drawn. Mr. Apple asked the Board if he and Mr. Pelissier should meet with them to discuss the proposal and if one of the Selectman should join them. The Board determined that Mr. Pelissier and Mr. Apple should go to the meeting and that they will decide which Selectman will also attend the meeting.

Update on Boat Ramp

Mr. Apple stated that the Boat Ramp is in the process of being redesigned to fit in the space available.

Building Inspector

Mr. Apple expressed that they have not heard from Chichester or Pittsfield regarding sharing arrangements. Mr. Apple recommends posting an ad on the LGC website and hiring their own Building Inspector. The Board gave Mr. Apple permission to post an ad and to pursue the hiring of a building inspector.

Minutes

Mr. Apple distributed minutes from August 29th, 2011 and September 12, 2011 for the Board to approve.

Motion. Mrs. McKenney made a Motion to approve the minutes from August 29, 2011. The Chair seconded the Motion. There was no additional discussion.

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

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Motion. Mrs. McKenney made a Motion to approve minutes from September 12, 2011. The Chair seconded the Motion. There was no additional discussion.

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

Mr. Apple distributed non-public minutes for August 29, 2011 Session One, Two and Three to be approved by the Board.

Motion. Mrs. McKenney made a Motion to approve the non-public minutes from Session One on August 29, 2011 at 7:33pm. The Chair seconded the Motion. There was no additional discussion.

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

Motion. Mrs. McKenney made a Motion to approve the non-public minutes from Session Two on August 29, 2011 at 8:28pm. The Chair seconded the Motion. There was no additional discussion.

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

Mr. Apple expressed that the sound quality is much better with the new recorder. Also, the IT department has set up an ftp site for the transcriptionist to retrieve the minutes because the files are too large to send in other formats.

Motion. Mrs. McKenney made a Motion to approve non-public minutes Session Three for August 29, 2011 at 8:48pm. The Chair seconded the Motion. There was no additional discussion.

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

Meeting with Representative from Cross Country Appraisal Group

The Board met with Mr. Jeff Earls from Cross Country Appraisal Group to discuss proposal. Mr. Apple asked Mr. Apple requested Mr. Earls to review the flat fees arrangement with the Board. Mr. Earls stated that the proposal is based on fifty-two (52) days, one hundred and fifty (150) pickups, and three hundred eighty (80) parcels for sicklicles; which would put the overall proposal at \$44,000. The proposed amount breaks down to one day a week. The flat fee rate would change significantly if the number of days in which a supervisor needed was greatly

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exceeded. All items that were listed in the Scope of Services were included in Cross Country's bid with the flat rate of \$44,000. Mr. Earls informed the Board more about Cross Country Appraisal Group's history and experience.

The Board had no further questions.

Community Updates

Mrs. McKenney had found out from Trisha Nadahlmy that they have started working on removal of the Park St dam on Route 28 which was supposed to be started in September 2011.

There were no other community updates.

Debt Budget

Mr. Apple expressed that the Judgment Note that the Town has been paying has been paid off. In 2012, the Town will be free of the \$35,000 principle and interest. Mr. Apple has made provision for the Tax Anticipation Notes even though they haven't been used because of setting the tax rates.

Motion. Mrs. McKenney made a Motion to approve the Debt Budget for \$86,256. The Chair seconded the Motion. There was no additional discussion.

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

Capital Outlay

Mr. Apple stated that there is no anticipated grant money for 2012 which includes the Safe Routes to School Program. Last year EPO upgrade is done. Mr. Apple had proposed making some repairs to the interior of the Town Hall. Specifically shatter resistant glass on the Town Clerk window and narrowing the window.

Motion. Mrs. McKenney moved to accept the Capital Outlay Budget 2012 for \$15, 000. The Chair seconded the Motion. There was no additional discussion.

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

Solid Waste Budget.

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The Chair asked the Road Agent if, with implementing recycling, the Town would maintain the same number of tons. Mr. Pelissier responded that the numbers would stay the same and that the same Budget could be used for the 2012 budget. Mr. Apple expressed concern on the rate per ton increasing for the next year. Mr. Apple recommends meeting on October 11, 2011 because of the impact that will have on the Budget Committee meeting on Thursday, October 13, 2011. The Board recommended addressing the Solid Waste Budget further at the next Select Board meeting on October 17, 2011.

Meeting with Representative from MRI

Mr. Joe Lasard, Assessing Group Manager; Richard Dorset and Don Ingles, Project Managers from MRI presented to the Board a proposal for services. The Chair asked Mr. Lasard why the Town of Allenstown should go with MRI. Mr. Lasard responded because of their experience, their good relationships with the towns they work with, and the services they provide. The staff at MRI are very responsive and tries to always respond within a twenty-four hour period.

Mr. Apple asked Mr. Lasard about the flat fee proposal of \$25,000 and if that included sickle inspections and pickups. Mr. Lasard indicated that the proposal included about three hundred eighty (380) parcels and at least two hundred (200) pickups. The flat fee does not include appeals. If the expected time is more or less by fifteen (15) percent, MRI would be willing to adjust the scope accordingly. Mr. Lasard indicated that there is no out of town mileage fee. Mr. Ingles would be the day-to-day person working for the Town. Mr. Dorset would be involved if needed because of his familiarity with the Town's system.

The board has no further questions.

Planning Budget

Mrs. McKenney expressed concern regarding the consulting services in the budget however they were not in the previous budget. She expressed that the consulting services is currently done by Central NH which she believes the Planning Board could do a lot of the paperwork themselves. The Chair responded that the paperwork Central NH is doing is getting the Planning Board set up to know how to do it. Mr. Apple recommends that the Board maintain the Consultancy until the Planning Board is up to full speed. The Board will discuss the Planning Budget consulting services further next week with Mr. Gryval present.

Adjournment

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



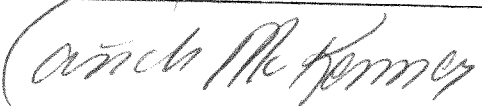
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Motion. Mrs. McKenney moved to adjourn. The Chair seconded the Motion. There was no additional discussion.

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

The Chair adjourned the meeting at 7:24pm.

Signature Page.

Original Approval:	
 JASON TARDIFF	7-27-12 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