

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

Minutes of Regular Meeting
October 15, 2012

Call to Order.

The Allenstown Select Board Meeting for October 15, 2012 was called to order by The Chair at 6:11 p.m.

Roll Call.

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

Others Present.

Residents of Allenstown:

Others Present: Cheryl Pratt and Kate Sanderson of Plodzik and Sanderson.

Other Public Officials: Representative John Reagan; Larry Anderson, Trustee of Trust Funds/Budget Committee/Sewer Commissioner; Carol Merrill, Budget Committee; Richard Merrill, Sr., Planning Board; Ron Pelissier, Road Agent;

Allenstown Staff: Chief Shaun Mulholland, APD; Chief Rob Martin, AFD; Doug Smith, Finance Director; Paul Apple, Town Administrator.

Citizens Comments.

Mrs. McKenney stated that yesterday was the Making Strides against Breast Cancer event. She stated that Lt. Paquette organized a group of 15 people from Allenstown and they are able to raise \$2,000. Mrs. McKenney stated that the walk went very well and overall they were able to raise \$613,000 for the fundraiser.

Public Hearing #1: Unanticipated funds NH Highway Safety Agency funds representing an award in of a Highway Safety Grant in the amount of \$5,040 for the purpose of operation Safety Commute Patrols.

Chief Mulholland stated that these funds are passed through the States and communities and is 100% funded. He stated that it is done one day a month during the morning and afternoon commute hours. Chief Mulholland stated that it is designed for looking for speeders, traffic violations, and distracted driving from texting during the morning and afternoon commutes. He stated that the hours are 6am to 9am in the morning and 4pm to 7pm in the afternoon.

The Chair asked the Board if there were any questions. There were none. Without objection, the public hearing was opened to the public at 6:14 p.m. There were no questions from the public, and the Chair stated that the Board would leave the public hearing open for a period of time in case there were questions.

Public Hearing #2: Review and take input on adoption of the Record Retention Policy.

Mrs. McKenney asked Mr. Apple about a policy number for this. Mr. Apple stated that he doesn't have a policy number for them yet but that if they adopt it tonight then he will get them a number. Mrs. McKenney also stated that the date of issue and the adopted date should be changed to October 15, 2012.

Mrs. McKenney explained that this is a policy that they established to take care of records of the town as to how they are to be maintained and shredded. She stated that Mrs. Demers was going to be in charge of this but now it will be Mrs. Rogers. She also explained of how boxes will be marked according to guidelines as to when they could be shredded.

Chief Mulholland explained that other towns do not have policies for this but there is a state law with regulations with how long records need to be kept. He explained the issues associated with electronic files and how those are to be handled.

The Chair asked the Board if there were any questions. There were none. Without objection, the public hearing was opened to the public at 6:15 p.m. There were no questions from the public, and the Chair stated that the Board would leave the public hearing open for a period of time in case there were questions.

Meeting with Republican Nominee for NH Senate Representative Reagan.

Rep. Reagan stated that he is a three-term State Representative seeking the District 17 Senate seat. He stated that he has been the Committee Chairman, served on the Fiscal Committee and served on the Performance Audit Oversight Committee. He also stated that he currently chairs the House Committee on Health and Human Services and also chairs the committee called the Oversight of Health and Human Services.

Rep. Reagan stated that he knows how things work in the State and is ready to fill the position and do things that Allenstown needs done. The Chair asked Rep. Reagan if he thinks he will be able to fill Senator Barnes' shoes. Rep. Reagan stated that he will be able to and is ready.

The Chair asked Rep. Reagan what his position is on the Northern Pass. Rep. Reagan stated that a lot of people seem to be opposed of it without really knowing what they are opposing. He stated that the State needs electricity and that there is a strong argument that power line is not needed. He also explained that the state is at a major disadvantage competitively for electric rates and explained the Ethan Allen situation. He stated that a lot of the Northern Pass is out of the towns' control and that he will do everything he can to prevent it but feels that it's going to happen.

Rep. Reagan stated that he supported the recently-enacted eminent domain restriction. He also stated that right-of-ways have been narrowed and they didn't do it the right way. He explained a situation with a homeowner whose home was immediately adjacent to the new right-of-way to have the house moved to a different part of the property.

Mrs. McKenney stated that back when they were trying to put in ATV rails in Bear Brook, there were a lot of neighbors and people from up north who organized together against that. She stated that the communities now should get together and support our neighbors up north on the Northern Pass issue.

Mrs. McKenney asked Rep. Reagan what his position is on the retirement system, if he was in favor of the defined contribution or the defined benefit plan and how would that impact the communities. Rep. Reagan stated that he has been fighting to try to get the retirement system into sound footing for the last six years. He stated that he chaired the special committee to try to fix it this year but that the union was so opposed to him that he was taken off of the committee.

Rep. Reagan stated that he favored the defined contribution because public employee pension systems can't exist like they are today. He stated that the burden is going to fall on the employers because that will be the only place they can get money. He explained that they are trying to craft legislation now to establish a defined contribution which is being resisted heavily by public employees. Rep. Reagan stated that they have to go to defined contributions in order to get it under control. He stated that someday the payrolls are going to be the same size they are now but for a lot less people.

The Chair stated that the State keeps cutting things and puts it back on the towns. He stated that this makes the State budget look great but does damage to the town budgets. Rep. Reagan stated that he has worked on the town sides so he knows what it does to them. He stated that something has to happen in the future because these things have to be paid for. He explained that he is looking for the best way to do that.

Mr. Gryval stated that the previous legislation passing a law regarding gun control and now towns have no control on regulating where people can have fire arms. He asked Rep. Reagan if he was a part of this and how he feels about all of it. Rep. Reagan stated that he was not part of this at all but that he is a second amendment defender. He explained a situation there a resident of a town who was in the Highway Department and the town trying to regulate when he carried a fire arm. Mr. Gryval stated that there is an RSA that prevents the Town from barring 12 year old kids from carrying arms on their parks. Rep. Reagan stated that he was not part of that.

Mr. Anderson asked Rep. Reagan about Senate Bill 373 that allows the schools being able to hold a portion of their money back from their budget. Rep. Reagan stated that he was not involved in that. He stated that they should not be able to hold anything back but that it should go to reducing the next tax bill.

Mr. Gryval asked about the State trying to privatize some of the traditional tasks that they usually carry out such as the prisons. Rep. Reagan stated that if it produces the same result for fewer dollars then he will be in favor of it. He explained that he's involved in the Managing Medicaid Program which has had some great results in states that already have it. He stated that it has been delayed about a year to get it up and running but once it's up and running it will be a privatization.

The Chair asked about Rep. Reagan's position of the funding of State Parks, particularly Bear Brook. Rep. Reagan stated that he would like to see people support themselves if they can. He stated that he drives by the shack at Bear Brook and he doesn't see a lot of activity and wonders if that is the best way to manage that.

The Chair asked about the park in general as it is half of the town and they get little to nothing back to the town. Rep. Reagan stated that the parks would have to pay for all of that. The Chair stated that residents can't go and use the beach without having to pay to do so. Rep. Reagan stated that it seems inequitable that they are denying the people who are paying the bill their services.

Mrs. McKenney asked if anything could be done about the penalty assessment funds that used to be used for the police standards and fire standards and training are not going there anymore and pushing the cost back on the committees. Chief Mulholland stated that now it is all syphoned off for other purposes. Rep. Reagan stated that they have to request it in the budget as a budget item.

Mrs. McKenney asked Rep. Reagan if he is in favor of allowing the budgets for Libraries and Sewer Commissions appear on the ballot for the budget as separate warrant articles. She explained that right now they are part of the town's budget. The Chair stated that right now they are included on the town's warrant article and pushing the town's budget up by their budget

amount. He stated that if they took that off, it makes the town's budget look better and puts it back to the Sewer being paid by the users.

Rep. Reagan stated that he has not taken a position on this but that if it is something that they want to do they should put a request for it. Mr. Apple stated that the DRA has stated that they can't do it because there is no statute that would allow for a separate default budget yet they have found that Milford is allowed to do this. Rep. Reagan stated that he would be willing to argue their case on this. The Board thanked Rep. Regan for coming in and answering their questions.

Meet with Cheryl Pratt from Plodzik and Sanderson regarding 2011 Financial Statement.

Mrs. Pratt introduced Mrs. Sanders to the Board and informed them that she is the Senior Auditor for them. Mrs. Pratt stated that she was going to go over the numbers and then the management letter comments. She stated that they have two Opinion Letters in the Auditor's report because of the grant money that was received in the Sewer Department.

Mrs. Pratt explained that they have received a revised report because there was some wording change in the back of the report from an "adverse opinion" to an "unqualified opinion". She stated that this is the best opinion that can be received.

Mrs. Pratt also said they have noted that the Town did not present the Management's Discussion and Analysis which is the Board's presentation of what happened in the year. Mrs. Pratt explained that while that report is required to be done, a lot of people don't do it and does not affect their opinion. Mr. Smith explained to the Board that there is no cost associated with this report but that it is time consuming. He suggested that they look into doing it for the 2012 Budget Report.

Mrs. Pratt stated that GASB 54 changed up the types of fund balance language to make it easier for everyone to understand. She stated that it is clearly defined what each type of fund balance is and discussed the different fund balance types with the Board.

Mrs. Pratt stated that at the start of the year, they had a beginning fund balance of \$930,245 of which \$250,000 were used to reduce the 2011 taxes. She also stated that they added the revenue surplus to that balance which showed that they took in an overall amount of \$40,419 more than projected. Mrs. Pratt stated that they underspent their budget by \$199,600 which does factor in their prior year and current year encumbrances.

Mrs. Pratt stated that there was an increase of non-spendable fund balance of \$952 which was the prepaid items. She explained that a prepaid item is considered as a non-spendable fund balance. She stated that this could be from prepaid, inventory or a tax deeded property which will either

increase or decrease their non-spendable fund balance and takes away from the unassigned. Mrs. Pratt stated that when that was backed out, their ending 2011 unassigned fund balance \$918,718.

Mr. Gryval asked Mrs. Pratt if she would recommend that they keep that fund balance. Mrs. Pratt stated that DRA and National Governor Finance Officer's Association recommend that they retain fund balance about 7-15% the average of three months expenditures. Mr. Apple stated that they have always been somewhere in the middle of that range.

Mrs. Pratt explained a situation where a client had surplus in the unassigned fund balance and had to use some of the funds because of damage to the town hall roof during a snow storm. She explained that they didn't have the money in the budget to pay for it and had to petition the DRA to use the unassigned funds. Mrs. McKenney asked if they have to get permission from the residents first in order to do that. Mrs. Pratt stated that in case of an emergency, they just need to get the permission from the DRA. She stated that this is a good example of why they want to have that surplus money in the unassigned balance funds.

Mrs. Pratt discussed the Balance Sheet with the Board. She stated that things are categorized by major funds and non-majors funds and all other funds fall under other governmental funds. She explained that the other governmental funds can be seen in detail on page 37. She stated that the total column on page 37 comes forward on the main page of the balance sheet.

Mrs. Pratt explained that GASB 54 also redefined what a special revenue fund is. She stated that it now states that if a fund receives its primary funding source from a transfer from another fund, it's no longer a special revenue fund and it should be blended back with the fund from where the fund came from. She explained that since the Library and the Capital Reverse funds always receive their funding from transfers from the General Fund, they have been blended back into the General Fund. She stated that they show the Library as restricted fund balance and the expendable trust funds are shown as a committed fund balance because the town's people have the authority to move that money.

The Chair asked Mrs. Pratt in a nutshell how the town did on the audit. Mrs. Pratt stated that they did very well. She stated that they got the best opinion that they could receive which is very good. Mrs. Pratt stated that they got an eight out of ten with ten being the best. She stated that five years ago they would have rated a four or five and they have progress greatly over the years. Mrs. Pratt explained that to get a ten, they don't want to have any findings so they need to clear those up. She also stated that there was an issue with payroll entries so they just need to tighten up their procedures to make sure that doesn't happen.

Mrs. Pratt stated that she believes Allentown is doing a great job with their budget and that Mr. Apple and Mr. Smith are doing a great job with giving them information and cooperating with them. The Chair asked if in the auditor's opinion, is having Mr. Smith in the position he is in a

good decision for the town. Mrs. Pratt stated that she thinks it's a great idea that they have him and that if they didn't, the town would be back down to a three or four rating.

Mr. Anderson asked Mrs. Pratt with they have given the Sewer Department their problems with the audits. The Chair stated that the auditor should be talking to the Sewer Commissioners instead of discussing it hear when the auditors have been discussing it with the Sewer Department and apparently Mr. Anderson doesn't know. Mrs. Pratt stated that they didn't include the Sewer's issues in the audit because it was a one-time issue with combining the Sewer Department's three trial balances that they combined into one. Mr. Anderson stated that he would like her to come down and discuss this with the commissioners as she has come to the Select Board.

Mrs. Pratt stated that there was only one finding that is kind of considered a Federal Ward Finding is the finding of the approval of the manifests because there were some federal fund payments that could be on the manifests. She also stated that with the Sewer Department's lack of the purchase order policy that would the costs be allowable and there needs to be a policy in place to make sure the proper procedures are in place.

Mr. Gryval asked Mr. Anderson if they have a purchasing policy now and stated that they could share the Town's policy with them if needed. Mr. Apple stated that he thought he had sent a draft of the purchasing policy for the Town to all the departments and can resend it to him tomorrow. Mr. Anderson stated that the Commissioners have told them to do a purchase order first unless there's an emergency and then they can do one after they purchase the item.

Review and Execute the MS-5.

Mr. Apple stated that the MS-5 was prepared by the auditors and reviewed by Mr. Smith and himself. He stated that neither Mr. Smith nor he has any issues with it and it is their recommendation that the Board sign it. Mr. Apple stated that there are four originals that need to be signed. The Board did not have any questions on the MS-5.

Mr. Smith stated that there is an important number that comes from the MS-5 which helps to formulate the town's tax rate. He stated that Mrs. Pratt showed them in her report the reconciliation of the unassigned fund balance where in the prior year the town committed \$250,000 to help reduce the tax rate. He stated that they need to be very careful about using that to adjust the tax rate because if there was an emergency they may or may not be in the acceptable range for such a day. He further explained that they need to be careful to have that range in the fund balance.

Mr. Apple stated that he will be submitting the MS-5s to DRA and that as of tomorrow they will have submitted everything that is necessary to calculate the town's tax rate. He stated that once

everything is submitted they will go into the queue to be reviewed. Mr. Gryval asked if they still have to go to the DRA. Mr. Smith stated that they have changed it to not to have a sit down and do a face to face. Mr. Apple stated that they will be submitting everything electronically but will be circulating the worksheet so that the Board can approve it and then ratify it at the public meeting.

Mrs. McKenney asked if they need to do anything with the MS-4. Mr. Smith stated that doesn't require the Board's approval and that Mr. Apple can take care of that. Mr. Apple stated that whatever changes in their estimates, they can correct once the budget's approved.

Close Public Hearing #1: Unanticipated funds NH Highway Safety Agency funds representing an award in of a Highway Safety Grant in the amount of \$5,040 for the purpose of operation Safety Commute Patrols.

The Chair asked if there were any questions from the Board on this. There were no questions from the Board. There were also no questions from the audience. The Chairman declared the Public Hearing closed at 7:21 p.m.

Motion. Mr. Gryval made a motion to accept the Highway Safety grant in the amount of \$5,040. 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.

Close Public Hearing #2: Review and take input on adoption of the Record Retention Policy.

The Chair asked if there were any questions from the Board on this. There were no questions from the Board. There were also no questions from the audience. The Chairman declared the Public Hearing closed at 7:22 p.m.

Motion. Mrs. McKenney made a motion to accept the town of Allenstown's File Retention policy. 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.

Meet with Diane O'Callaghan, Welfare Director, to discuss the Welfare Guidelines.

The Chair stated that they are supposed to meet with Mrs. O'Callaghan to discuss the Welfare Guidelines but that she is out on sick leave. Mr. Apple stated that she will be coming in on

October 18, 2012 and he will ask her for a status report at that time. He stated that the proposed guidelines are included in their materials. Mrs. McKenney stated that she does have a few questions for her and will email the questions. The Board determined to table this until next week.

Review and Approve Fiscal Year 2013 Operating Budgets.

Town Clerk/Tax Collector.

Mr. Apple stated that those are reproduced in their materials. He stated that there have not been any changes from the draft that they saw in the last budget package. He also stated that he did report this budget to the Budget Committee with a note that it is subject to approval from the Board today.

Mrs. McKenney asked what the reason for the dues in the budget under Town Clerk. Mr. Apple stated that was because Mrs. Demers anticipated that Mrs. Rogers would need to go to additional training and conferences.

Motion. Mr. Gryval made a motion to accept the Town Clerk's 2013 budget in the amount of \$37,379. 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 Tax Collector's 2013 budget in the amount of \$44,629. 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 sent the Board the Ambulance Budget as well as sending that to the Budget Committee. He asked the Board if they wanted to set a separate date to meet with the Representatives of the Joint Board and if so, he would suggest to do so on October 22nd or 29th. Mr. Gryval asked if there was any reason to have the representatives in or if they could just ask Mr. Apple. Mrs. McKenney stated that she would prefer to have them in when they review the budget. The Board determined to have the representatives from the Joint Board come in and Mr. Apple would find out which day they could come in.

Review and Consider Steven Paul's resignation from the Tri-Town Board.

Motion. Mr. Gryval made a motion to accept Steven Paul's resignation effective October 15, 2012. 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.

Mrs. McKenney stated that she had received a phone call after Mr. Paul was appointed from a Ralph Prince regarding interest in the position. She stated that she tried to call him this week but was not able to get through to him and would like to see if he is still interested. Mr. Gryval stated that he would like to advertise the position as they usually do and see who's interested.

Review and Consider 2012 Election Warrant.

Mr. Apple stated that the Warrant is produced in their materials and that it is his recommendation that they sign the warrant. He stated that it will be posted at the Town Hall and at the polls station.

Motion. Mr. Gryval made a motion to approve the 2012 Election Warrant. Mrs. McKenney seconded the Motion. There was no additional discussion.

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

Review and Consider the offer on purchase of Town owned property on Route 28.

Mr. Apple stated that the amount owed for taxes on the property is approximately \$25,000 and the offer is for \$18,000 therefore, he recommends that they reject the offer.

Motion. Mr. Gryval made a motion to reject the proposal to buy the town owned property on Route 28. 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.

Develop Goals for Department Heads.

Mrs. McKenney stated that she spoke to Mr. Apple in regards to reviewing the Goals for Department Heads and his suggestion was that they do a workshop. She stated that she thinks they should do a workshop for about an hour and then do their meeting. Mr. Apple stated that he

was going to try to have the Ambulance come in but that they could do some active work first at next week's meeting. There was further discussion of rather or not this would be a non-public or public session. The Board determined that it would be a public session unless they began discussing disciplinary issues.

Purchase Orders, Abatements, and Other Business.

Mr. Apple stated that he does not have any purchase orders or abatements for them. He also stated that the material in their package that is between green paper is confidential and is just for their review.

Mr. Apple stated that the Road Agent's reports for Solid Waste and Recyclables are in their materials. He stated that they are getting good participation on recyclables so there rates are continuing to decrease.

Mr. Gryval asked the Road Agent how it went on the Saturday when Chief Mulholland was present. Chief Mulholland stated that it was pretty well organized and that there were no major difficulties. Mr. Apple stated that they created a Violation Notice for the Highway Department personnel to use if a resident causes a violation.

Mr. Gryval asked what the Violation Notice means and what does it do. Mr. Apple stated that it allows the employee to give the resident a formal notice of a violation. He also stated that the employee has the option of a resident meeting with him or if they are going to court for the violation. Mr. Apple also stated that the employee will get the resident's tag numbers if needed and then a Violation Notice will be issued. There was further discussion of the process and how it will be carried out.

The Chair asked if it was worth it to have a police car parked out there next Saturday. Chief Mulholland stated that what he thinks they should do is to park the unmarked car down there and if there are any issues address them.

The Road Agent stated that the solid waste dumpsters need covers because as of right now they will get snow and ice in them in the winter and they have to pay to have the snow and ice taken out. He stated that they will be getting prices for the covers and he thinks it will cost about \$200 per dumpster to get done.

Mrs. McKenney asked if they leave them open when the dump is open. Mr. Pelissier stated that they leave them open when the dump is open but close them all other times. He also stated that they have turkey vultures come in and tear trash all over the place. Mr. Pelissier stated that he will get prices to them shortly for this.

Mr. Pelissier stated that the paving to finish Cross Street is going to cost \$20,000 more and in the paving line he only has about \$16,000. He stated that they do have the money in the department to cover the cost and would like the Board's permission to finish the project. The Chair asked if they know where they are going to take it from. Mr. Pelissier stated that they are short because they have done a lot of projects with the Sewer Department which have taken a lot of funds. He stated that they are only short about \$3,000. The Board gave the Road Agent permission to complete the project.

Approval of Manifests and Minutes.

Mr. Apple presented manifests from October 1 and October 9 for ratification.

Motion. Jeff Gryval moved to ratify the manifest for October 1, 2012 in the amount of \$65,114.45. 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 ratify the manifest for October 9, 2012 in the amount of \$22,451.27. 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 presented draft minutes for September 17, 2012. There were minor typographical changes, which were incorporated into the draft.

Motion. Mr. Gryval moved to approve the minutes for September 17, 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.

The Chair indicated that he had not had time to review the manifest for October 15, 2012. Mrs. McKenney stated she had not reviewed the minutes for September 24.

Motion. Mr. Gryval moved to table the manifest for October 15 and the minutes for September 24, 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.

Miscellaneous.

Mr. Apple informed the Board that there would be an open house hosted by Representatives Maguire and Richardson at the Town Hall on October 16.

Committee Updates.

Planning Board.

The Chair stated that there was no Planning Board last week.

Budget Committee.

Mr. Gryval stated that there was no Budget Committee meeting last week.

SVRTA.

Mrs. McKenney stated that they have a meeting scheduled for October 24, 2012.

Old Allenstown Meetinghouse.

Mr. Gryval stated there was nothing new to report.

Tri-Town.

Mrs. McKenney stated there was nothing new to report.

Record Retention.

The Chair indicated that had approved the policy and that no further update was necessary.

Safe Routes to School.

Mr. Apple stated there was nothing new to report.

EDC.

Mr. Gryval indicated there was nothing new to report

Town Hall Renovations.

Mr. Apple indicated that he had met with Mr. Mahachik to review the work, and that the work would begin on Friday, October 19, 2012.

The Chair called for additional business. There was none.




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 meeting was adjourned at approximately 8:30 p.m.

TOWN OF ALLENTOWN
SELECT BOARD
MEETING MINUTES
October 15, 2012

Signature Page

Original Approval:	
 JASON TARDIFF	11-18-12 DATE
 JEFFREY GRYVAL	11-19-12 DATE
 SANDRA MCKENNEY	11-19-12 DATE

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