

**TOWN OF ALLENSTOWN**  
**Selectboard Meeting Minutes**  
**Allenstown Town Hall**  
**16 School Street, Allenstown, NH 03275**  
**September 20, 2021**

**Call to Order**

The Allenstown Selectboard Meeting of September 20, 2021 was called to order at 6:00 PM by Chair McDonald.

Chair McDonald called for the Pledge of Allegiance.

**Roll Call**

Present on the Board: Scott McDonald, Jim Rodger, Sandy McKenney, Maureen Higham, Keith Klawes

Allenstown staff: Derik Goodine (Town Administrator), Brian Arsenault, Town Enforcement Officer (online), Nick Thibedeau, Jacob Weisenborn, Paul St. Germaine (Fire Chief), Mike Frascinella, Mike Stark (Chief of Police), Chad Pelissier, Road Agent

**Citizens Comments**

Mr. Frascinella said he sent a notice to the Board as a concerned citizen regarding the SAU redesigned website. He said that he noticed that there is a vision statement on the main Allenstown website that differs from the new school website. He said he is bothered by the use of the word equity on the new website. His concern is the term is not defined and equity has become a term for equal outcome or concept of "you are the oppressor" which has been taken from Marxist theology. Mr. Frascinella said there is not mention of equity in the Declaration of Independence, and the more appropriate word would be equality. He would like the Board to take this under consideration to and question what the school district is trying to accomplish by this second vision statement.

Mr. Goodine said the Superintendent said the decision was made by a Committee made up of 21 people and they came up with the four words that were all agreed upon. He said it did not have anything to do with a curriculum. Mr. Klawes recommended that Mr. Frascinella voice his concerns to the School Board as it is a separate entity from the Town and the Selectboard has no governing authority over the school.

Mr. Frascinella said the Selectboard is a governing body equal to the School Board and they have more influence and a better platform to question what they are trying to do. He said the school should be concerned with reading, writing and arithmetic and that teaching life skills and philosophy to the children should be up to the parents.

Mr. Goodine said that they will have the Superintendent come to an upcoming meeting.

Chair McDonald said the Superintendent remarked there will be no "Convention on the Rights of the Child" in the schools.

## **REGULAR AGENDA**

- **Fire Department New Member Introduction**

Fire Chief St. Germaine introduced the two new members of the department: Nick Thibedeau and Jacob Weisenborn. They both introduced themselves to the Selectboard.

- **Police Department Personnel Update**

Chief Stark said he placed an ad for police officer candidates because he has two officers that are moving on to the Sheriffs' offices. He has one or two candidates already.

Ms. McKenney asked when they are leaving. Chief Stark said October 4<sup>th</sup> and the other would be mid to end of October. He is hoping to get some certified candidates to get back to full staff.

Ms. McKenney asked if the Court case was resolved. Chief Stark said not yet, but they will be excused from everything shortly.

## **OTHER BUSINESS**

Mr. Pelissier said that there was a resignation on the Highway Department and he would like to put an ad out for another hire. He said this Thursday would be his last day, and he would like to find someone before Winter. He said the employee that is resigning is a driver/ laborer and he does not have a CDL (Commercial Driver's License), so his replacement would not need one. Mr. Pelissier said he would like a candidate that is willing to obtain his CDL sooner than later. Mr. Pelissier said they could request that in the advertisement but has to recognize the difference in pay.

Mr. Klawes asked if they require the CDL, will the Town have to pay for it. Mr. Pelissier said once it becomes mandatory, the cost will more than double. He said they do not have the money to pay to train but their pay scale is better than a lot of municipalities. He would like to put the ad out and see what they get for candidates.

There was further discussion amongst the Board regarding the budget and Winter road salting.

Mr. Pelissier said Granite Street is going well, and the final grade is imminent, and pavement will be soon after. He said that Theodore Street will be shortly after.

## **REGULAR AGENDA (Continued):**

- **Fire Trucks Auction Results**

Chief St. Germaine said with regard to the two vehicles they auctioned, they were amazed at how much money the vehicles were sold for. He said the older vehicle with over 50 years of service received a winning bid of \$13,350. He said there were all kinds of different bidders for different reasons. Chief St. Germaine said the 1986 Ford went for \$9,450. He said that he needs the Board's authorization to move forward with the sales. He said the older vehicle does not need a title to sell.

Ms. Klawes made a Motion for the sale of the two vehicles through Municipal Due Process and authorize Chief St. Germaine, Derik Goodine, the Town Administrator to issue Bills of Sale as follows: 1952 Dodge 37 for \$13,350 to Daniel Webb and the 1986 Ford F350 Diesel for \$9,450 to Paul Boise. Ms. McKenney seconded the Motion.

Roll Call vote was taken.

Maureen Higham- Aye

Scott McDonald- Aye

Sandy McKenney- Aye

Keith Klawes- Aye

Jim Rodger, Aye

The Motion passed unanimously.

Chief St. Germaine said they spoke earlier in the month about the status of the 2003 Engine 3 with the pump. He said they are only using it in training, and not emergencies and if the Board sees fit, they could use the funds from the auction to get it fixed. He said the estimate to fix it was approximately \$14,000 but they have estimates as high as \$25,000.

Chair McDonald asked how they would rebuild the pump. Chief St. Germaine said that they go in and replace the repellers, seals, etc. and it is a major overhaul. He said the \$14,000 should get them through another few years. He said as soon as it passes a pump test, it will be back on the road.

- **COVID 19 Update and American Rescue Funds**

Mr. Goodine said he does not have anything new at this time.

### **TOWN ADMINISTRATOR'S REPORT**

Mr. Goodine said he attended a conference that was informative and they did an assessment on their organizations, etc. and it may have a continuation to it.

He said he is still waiting for the Sheriff from Merrimack County to get back to him, as he had made a request to visit the Selectboard.

Mr. Goodine said coming up at their next meeting, the audit will be presented for the last fiscal year and also they will have a discussion regarding the Economic Revitalization Zone designation which is up for renewal. He said he does not believe they have anyone currently using that designation but knows the Mill was looking at that possibility. He just needs to make sure they do not need public hearings.

Mr. Goodine said they hired a project manager for the new school and the Superintendent wants to know if he can meet with them because to discuss the sewer and water situation (extending the line vs. leach field). He said they had previously discussed using Covid funds to help offset those costs associated with this work. Ms. McKenney said she would like to see if there are any town related projects that they could use that money for first. There was a discussion regarding this amongst the Board.

Mr. Goodine said they were supposed to close on the school property last Friday.

Mr. Goodine said he and Ms. McKinney went to the new Senior Living Open House, and other Town Personnel. He said they appear to be on schedule to open in Summer of next year.

He said Ms. McKenney met with Armand Verville regarding the Blueberry Express Park sign and it will now be double sided.

Mr. Goodine said there are a couple of abatements that the Board needs to review and discuss regarding mobile homes that were replaced under the agreement. He said one is at 19 Cheryl Drive and the other is at 24 Lane Drive.

Mr. Goodine said there are a couple of budget related items to be discussed. He said that the BSP program (eye program) sent out a solicitation for renewal as of January 1<sup>st</sup>. Mr. Goodine said the other thing is a memorandum that the Finance Director provided regarding the US Consumer Index which was 5.3% and was starting to go down. He said the suggestion they came up with, they have the 2% step already and the 2% cost of living adjustment would be what they are recommending, so 4% total.

He provided the Board with the Gatsas report.

Mr. Goodine said they received an invitation to go to Bethlehem on October 2 and they will be giving tours of their landfill.

He also provided the Board the minutes for September 13<sup>th</sup>.

Ms. McKenney had a person call her asking if they could have a list of the 27 people who are behind on their taxes and she wasn't sure if they could do that. Mr. Goodine said it is technically public knowledge but Ms. McKenney wanted to find out for sure.

Ms. McKenney made a Motion to approve the abatements for Map 107 Lot 12-2 in the amount of \$616.59 for the 2018 lien and Map 107 Lot 12-40 \$1,196.74 which is \$592.74 for the 2019 lien and \$604.00 for the 2020 lien. Ms. Higham seconded the Motion.

Roll Call vote was taken.

Maureen Higham- Aye

Scott McDonald- Aye

Sandy McKenney- Aye

Keith Klawes- Aye

Jim Rodger, Aye

The Motion passed unanimously.

**CONSENT CALENDAR, MINUTES AND MANIFEST**

- **Ratify Consent Calendar: September 20, 2021**

Ms. Higham made a Motion to approve the Consent Calendar of September 20, 2021. Mr. Klawes seconded the Motion.

Roll Call vote was taken.

Maureen Higham- Aye

Scott McDonald- Aye

Sandy McKenney- Aye

Keith Klawes- Aye

Jim Rodger, Aye

The Motion passed unanimously.

**Approve Payroll and Accounts Payable Manifests:**

- **ACH Manifest 1102 and 1103, Check Manifest 1104, Non-Check Manifest: N/A and Town P/R Manifest 09-09-21**

Ms. Higham made a Motion to approve the ACH Manifest 1102 and 1103, Check Manifest 1104, Non-Check Manifest N/A, and Town P/R Manifest 09-09-21. Mr. Klawes seconded the Motion.

Roll call vote was taken.

Maureen Higham- Aye

Scott McDonald- Aye

Sandy McKenney- Aye

Keith Klawes- Aye

Jim Rodger, Aye

The Motion passed unanimously.

- **Review Minutes:**
  - **Non-Public: September 7, 2021, One Session, Two Items, and September 13, 2021, One Session, One Item**
  - **Public: September 7, 2021, and September 13, 2021**

A few minor changes were made to the public minutes dated September 7, 2021.

Ms. Higham made a Motion to approve the Public Meeting Minutes for of September 13, 2021. Mr. Klawes seconded the Motion.

Roll call vote was taken.  
Maureen Higham- Aye  
Scott McDonald- Aye  
Sandy McKenney- Aye  
Keith Klawes- Aye  
Jim Rodger, Aye

The Motion passed unanimously.

Ms. Higham made a Motion to approve the Public Meeting Minutes for of September 7, 2021 as amended. Ms. McKenney seconded the Motion.

A roll call vote was taken.  
Maureen Higham- Aye  
Scott McDonald- Aye  
Sandy McKenney- Aye  
Keith Klawes- Abstained  
Jim Rodger, Aye

The Motion passed.

Ms. Higham made a Motion to approve the Non-Public Meeting Minutes for September 7, 2021, One Session, Two Items. Ms. McKenney seconded the Motion.

A roll call vote was taken.  
Maureen Higham- Aye  
Scott McDonald- Aye  
Sandy McKenney- Aye  
Keith Klawes- Abstained  
Jim Rodger, Aye

The Motion passed.

Ms. Higham made a Motion to approve the Non-Public Meeting Minutes, One Session, Two Items for of September 13, 2021. Mr. Klawes seconded the Motion.

A roll call vote was taken.  
Maureen Higham- Aye  
Scott McDonald- Aye  
Sandy McKenney- Aye  
Keith Klawes- Aye  
Jim Rodger, Aye

The Motion passed unanimously.

### **Non-Public Agenda Items**

Chair McDonald made a Motion to enter into non-public session at 7:43 pm in accordance with the provisions of RSA 91-A:3, II (c). Mr. Klawes seconded the motion.

A roll call was taken.  
Maureen Higham- Aye  
Scott McDonald- Aye  
Sandy McKenney- Aye  
Keith Klawes- Aye  
Jim Rodger, Aye

The motion passed unanimously.

Chair McDonald made a Motion to return to public session at 8:10 pm. Ms. McKenney seconded the motion.

A roll call was taken.  
Maureen Higham- Aye  
Scott McDonald- Aye  
Sandy McKenney- Aye  
Keith Klawes- Aye  
Jim Rodger, Aye

The motion passed unanimously.

Chair McDonald made a motion to seal the minutes of the non-public session as they might adversely affect someone not a member of the Board. Ms. Higham seconded the motion.

A roll call was taken.  
Maureen Higham- Aye  
Scott McDonald- Aye  
Sandy McKenney- Aye  
Keith Klawes- Aye  
Jim Rodger, Aye

The motion passed unanimously.

Chair McDonald made a Motion to give the Fire Chief permission to discuss offering the position to Steve Laporte. Mr. Klawes seconded the Motion.

A roll call was taken.  
Maureen Higham- Aye  
Scott McDonald- Aye  
Sandy McKenney- Aye  
Keith Klawes- Aye  
Jim Rodger, Aye

The motion passed unanimously.

Ms. McKenney made a Motion to accept the resignation of Evan McIntosh as Captain of the Allenstown Fire Department, effective September 21, 2022. Mr. Klawes seconded the Motion.

A roll call was taken.

Maureen Higham- Aye

Scott McDonald- Aye

Sandy McKenney- Aye

Keith Klawes- Aye

Jim Rodger, Aye

The motion passed unanimously.

Chair McDonald made a Motion to enter into non-public session at 8:17 pm in accordance with the provisions of RSA 91-A:3, II (c). Mr. Klawes seconded the motion.

A roll call was taken.

Maureen Higham- Aye

Scott McDonald- Aye

Sandy McKenney- Aye

Keith Klawes- Aye

Jim Rodger, Aye

The motion passed unanimously.

Chair McDonald made a Motion to return to public session at 8:39 pm. Ms. McKenney seconded the motion.

A roll call was taken.

Maureen Higham- Aye

Scott McDonald- Aye

Sandy McKenney- Aye

Keith Klawes- Aye

Jim Rodger, Aye

The motion passed unanimously.

Chair McDonald made a motion to seal the minutes of the non-public session as they might adversely affect someone not a member of the Board. Mr. Klawes seconded the motion.

A roll call was taken.

Maureen Higham- Aye

Scott McDonald- Aye

Sandy McKenney- Aye

Keith Klawes- Aye  
Jim Rodger, Aye

The motion passed unanimously

Chair McDonald made a Motion to enter into non-public session at 8:42 pm in accordance with the provisions of RSA 91-A:3, II (c). Mr. Klawes seconded the motion.

A roll call was taken.  
Maureen Higham- Aye  
Scott McDonald- Aye  
Sandy McKenney- Aye  
Keith Klawes- Aye  
Jim Rodger, Aye

The motion passed unanimously.

Chair McDonald made a Motion to return to public session at 9:22 pm. Ms. McKenney seconded the motion.

A roll call was taken.  
Maureen Higham- Aye  
Scott McDonald- Aye  
Sandy McKenney- Aye  
Keith Klawes- Aye  
Jim Rodger, Aye

The motion passed unanimously.

Chair McDonald made a motion to seal the minutes of the non-public session as they might adversely affect someone not a member of the Board. Mr. Klawes seconded the motion.

A roll call was taken.  
Maureen Higham- Aye  
Scott McDonald- Aye  
Sandy McKenney- Aye  
Keith Klawes- Aye  
Jim Rodger, Aye

The motion passed unanimously

Chair McDonald made a Motion to continue the discussion of the Interim Fire Chief hiring process until the next Selectboard meeting on October 4, 2021. Ms. McKenney seconded the Motion.

A roll call was taken.  
Maureen Higham- Aye

Scott McDonald- Aye  
Sandy McKenney- Aye  
Keith Klawes- Aye  
Jim Rodger, Aye

The motion passed unanimously

Chair McDonald made a Motion to enter into non-public session at 9:31 pm in accordance with the provisions of RSA 91-A:3, II (c). Mr. Klawes econded the motion.

A roll call was taken.  
Maureen Higham- Aye  
Scott McDonald- Aye  
Sandy McKenney- Aye  
Keith Klawes- Aye  
Jim Rodger, Aye

The motion passed unanimously.

Chair McDonald made a Motion to return to public session at 10:16 pm. Ms. Klawes seconded the motion.

A roll call was taken.  
Maureen Higham- Aye  
Scott McDonald- Aye  
Sandy McKenney- Aye  
Keith Klawes- Aye  
Jim Rodger, Aye

The motion passed unanimously.

Chair McDonald made a motion to seal the minutes of the non-public session as they might adversely affect someone not a member of the Board. Mr. Klawes seconded the motion.

A roll call was taken.  
Maureen Higham- Aye  
Scott McDonald- Aye  
Sandy McKenney- Aye  
Keith Klawes- Aye  
Jim Rodger, Aye

The motion passed unanimously

Ms. Higham made a Motion to adjourn the meeting at 10:17pm. Ms. Klawes seconded the Motion.

A roll call vote was taken.

Maureen Higham- Aye

Scott McDonald- Aye

Sandy McKenney- Aye

Keith Klawes- Aye

Jim Rodger, Aye

The Motion passed unanimously.

**TOWN OF ALLENSTOWN**  
**Selectboard Meeting Minutes**  
**Allenstown Town Hall**  
**16 School Street**  
**Allenstown, New Hampshire 03275**  
**September 20, 2021**

**SIGNATURE PAGE**

Original Approval:		
SCOTT MCDONALD, Chair	DATE	
<i>Sandra McKenney</i>	10 / 06 / 2021	
SANDY MCKENNEY, Vice Chair	DATE	
MAUREEN HIGHAM, Member	DATE	
<i>Keith F. Klawes</i>	10 / 06 / 2021	
KEITH KLAUES, Member	DATE	
<i>James Rodger</i>	10 / 08 / 2021	
JIM RODGER, Member	DATE	
Amendment Approvals:		
Amendment Description:	Approval:	Date:
	SCOTT MCDONALD, Chair	DATE
	SANDY MCKENNEY, Vice Chair	DATE
	MAUREEN HIGHAM, Member	DATE
	KEITH KLAUES, Member	DATE
	JIM RODGER, Member	DATE

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## Document History



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**10 / 05 / 2021**

20:39:51 UTC

Sent for signature to Scott McDonald (smcdonald@allenstownnh.gov), Sandra McKenney (smckenney@allenstownnh.gov), Keith Klawes (kklawes@allenstownnh.gov) and Jim Rodger (jrodger@allenstownnh.gov) from dgoodine@allenstownnh.gov  
IP: 64.222.96.214



VIEWED

**10 / 05 / 2021**

21:50:24 UTC

Viewed by Sandra McKenney (smckenney@allenstownnh.gov)  
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**10 / 06 / 2021**

10:52:06 UTC

Viewed by Keith Klawes (kklawes@allenstownnh.gov)  
IP: 50.237.188.172



SIGNED

**10 / 06 / 2021**

18:38:42 UTC

Signed by Sandra McKenney (smckenney@allenstownnh.gov)  
IP: 72.65.109.98



SIGNED

**10 / 06 / 2021**

22:12:10 UTC

Signed by Keith Klawes (kklawes@allenstownnh.gov)  
IP: 24.34.66.143

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## Document History



**10 / 08 / 2021**  
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Viewed by Jim Rodger (jrodger@allentownnh.gov)  
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**10 / 08 / 2021**  
20:05:13 UTC

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INCOMPLETE

**10 / 08 / 2021**  
20:05:13 UTC

This document has not been fully executed by all signers.