

TOWN OF ALLENSTOWN
Select Board
16 School Street
Allenstown, New Hampshire 03275
April 7, 2014

Call to Order.

The Allenstown Select Board Meeting for April 7, 2014 was called to order by The Chair at 6:00p.m.

Roll Call.

Present on the Board: Jason Tardiff, Jeff Gryval, and Kate Walker.

Others Present.

Residents of Allenstown: Jim Rodgers, Chris Tarsen, Mr. DuBlois, and Mrs. Sanders.

Others Present: Brian Warburton, APD Candidate; Steve Haight and Kyle Townsend, Haight Engineering

Other Public Officials: Andrea Martel, Sewer Commission

Allenstown Staff: Shaun Mulholland, Town Administrator; Diane Demers, Finance Director; Ron Pelissier, Road Agent; Dana Pendergast, AFD; Mark Boisvert, AHD; Dawn Chabot, APD; and Paul Paquette, APD.

Citizens Comments:

N/A

Appointing Brian Warburton as Police Officer

Chief Paquette stated that Mr. Warburton made it through the process, they have done a complete background check on him and that he is an excellent candidate.

Ms. Walker asked Mr. Warburton if he has any experience. Mr. Warburton stated that he does not have any in the police force but that he has military experience. He stated that he was in the military for four years working in Germany doing Anti-terrorism and then at Ft. Worth.

Mr. Gryval asked Mr. Warburton if he is from the Allenstown area. Mr. Warburton stated that he currently lives in Brewster, MA. He stated that they would be moving up to the area. He explained that his family spends a lot of time up in NH going camping and snowboarding.

The Chair asked Mr. Warburton how he made the change from his current occupation to being a police officer. Mr. Warburton stated that currently he owns a garden shop business that he will be handing over to his brother. He explained the desire to do what he is really interested in and to show his children to go for their dreams.

Mr. Gryval asked Mr. Warburton if he was in other processes before Allenstown. Mr. Warburton stated that he had various other processes but that none of them were quite right. He explained that there were issues with people not wanting to hire someone from MA.

Mr. Gryval asked Mr. Warburton if he thinks that he will want to be living in Allenstown or immediately around Allenstown when he is looking at moving up to NH. Mr. Warburton stated that it will depend on the availability around the area but that if not in Allenstown, definitely nearby it.

Motion. Mr. Gryval made a motion to appoint Brian Warburton as a patrol officer for the Allenstown Police Department at a rate of \$19.01 effective April 7, 2014. Ms. Walker seconded the Motion. There was no additional discussion.

A Roll Call Vote was taken: Mr. Tardiff-Yes, Mr. Gryval – Yes, and Ms. Walker -Yes. The Chair declared the Motion passed.

Discussion of the refinement of the Accounts Payable process

Mr. Mulholland stated that they have a LEAN team that examined the efficiency of the accounts payable system. He explained that he, Mrs. Demers, Mrs. Chabot, and Mrs. Baird all attended the training.

Mr. Mulholland gave a brief history of LEAN. He stated that their primary process is to eliminate waste such as wasted time. He stated that it is used by many manufacturing companies and that State government is very fond of using LEAN. He stated that Durham and Bedford have used LEAN and have been able to save a significant amount of money. He further explained the complications in the billing process between the departments and how the new system will change that.

Mr. Mulholland stated that some of the key components of the system include the cloud server, electronic signatures, electronic documents, and electronic payments. He stated that the goal is to reduce or eliminate paper, create electronic records that are easily searchable, faster, and more accountable processing by departments.

Mr. Mulholland stated that there are two parts to how an invoice starts. He stated that Mrs. Chabot is going to explain how an invoice is started at the Police Department. Mrs. Chabot explained that

they receive an invoice via mail or email at which time they match it up with the shipping information. She stated that they then have to take an invoice and create a voucher for the department head to sign off on.

Mrs. Chabot explained that with the new system, they will take the invoice and scan it in. She stated that they will be able to attach a voucher to the invoice which at that point, Chief Paquette can review the invoices, sign off on the vouchers and send them off to the town hall.

Mr. Mulholland stated that each department will have a folder on the Cloud which will have the invoice and a voucher. He explained that each department will move the invoice and voucher from their file to the Accounts Payable folder.

Mr. Mulholland stated that Mrs. Baird will explain what happens with invoices that come directly to the town hall. Mrs. Baird stated that when the invoices come in, she will scan it to the respective folders. She stated that for some departments, like the Old Meetinghouse, she will create the invoice herself and put in the folder for Mr. Mulholland to review. She stated that if an invoice comes in for the Police, Highway or Fire Department, she will put them in their department folder to manage.

Mrs. Baird explained that once the department heads send the invoice back to her, she will check for errors again and if there is an error it goes back to the department's folder. She stated that if there are no errors, it will go into the BMSI system and she'll create the manifest and Mr. Mulholland will review it.

Mr. Mulholland stated that he will review it and if he agrees with it, he will electronically sign it in that folder and if he disagrees with it, he will send it back to Mrs. Baird. Mr. Mulholland stated that once he reviews them, it is the Board of Selectman's job to review them like they do now. He stated that they will review and sign electronically.

Mr. Mulholland stated that once the Board of Selectman approves the manifest, two things can happen. He stated that there is the option of the ACH transaction which is an electronic deposit into the vendor's bank account once the Treasurer approves it. He stated that the vendors can also receive payment via check in which case, he would sign the checks. He explained that all of the documents will be put in each folder by week. He stated that the department heads can go in and see where the invoices are at. He stated that this will streamline things and allow departments to know where things are at without having to ask Mrs. Baird, bring a paper copy over or requiring multiple scanning and printing of a document.

Mr. Gryval asked if there is an electronic way to ping a document in a folder to notify the correct person to review the documents. Mr. Mulholland stated that it is their responsibility to check the folders each day. Chief Paquette stated that he asked the same question but that as it is now, he

spends an hour a day to bring bills over to the town hall and that this new system allows him to check it on his computer.

Mr. Gryval asked if they have the software and capacity to do this. Mr. Mulholland stated that there is no software needed but that they do have the capacity to do it. He stated that they are creating folders in an Accounts Payable folder. He stated that they are going to use SharePoint which tracks history of where the documents have been and who touched it last.

Ms. Walker asked if the Selectmen will have to come in on a daily basis. Mr. Mulholland stated that they do have to do that now but that they will have to with the new system because they will need to be using a computer at the town hall. He explained that this is the process that the staff will go through every day but that the selectmen don't have to do every day.

Mr. Gryval asked what part of the process they will be assigning to account numbers that each of the bills gets charged to. Mr. Mulholland stated that the department heads will be doing that except for the bills that come into the town hall. Mrs. Demers stated that certain bills, like the Liberty Utilities bill, she will have the bills electronically sent to her, she creates the check request, and then emailing the department heads their bills. She stated that getting the invoices emailed allows them to come to her sooner which could alleviate some late fees.

Ms. Martel asked if they will create bills for the Sewer Commission as well. Mr. Mulholland stated that they will not because the Sewer Commission chose not to go with the cloud system.

Mrs. Chabot asked if they will be able to see what line it is posted to and that they wouldn't have to track the line at the PD as well. Mr. Mulholland stated that is not part of the Accounts Payable process but that it is part of a different project.

The Chair asked how all the department heads are with this system. Mr. Mulholland stated that they gave the same presentation to the department heads a month ago. He stated that the main thing is that they want it to get up and running to see how things work and if there are any issues with it.

Mr. Gryval asked the department heads and staff what they think of the process. Mrs. Baird stated that she thinks that it is going to be a lot quicker and cleaner. Mrs. Chabot stated that she thought that it was a great training. She stated that by using the cloud system, they eliminate the need to transport documents from different departments to the town hall.

Mr. Gryval asked if the team looked at what the cost savings of doing this is going to be. Mr. Mulholland stated that they didn't have enough time during the training to figure out the exact savings. Mrs. Demers stated that they will be saving money on the late fees for bills. The Chair

asked what the time savings will be on this. Mr. Mulholland stated that in some cases it will go from 11 weeks to 1 week.

Mr. Mulholland stated that as pieces get implemented they will come before the Select Board as they may need Board approval for some of them.

Mr. Anderson asked if the Sewer Commission can have access to the Cloud just for the purpose of paying their bills. Mr. Mulholland stated that they could have to access to the Cloud to pay the bill and that the plan was just to have the PCs at the sewer plant hooked up to the Cloud. He stated that the server serves the PCs and the plant. He explained that in order for them do access the cloud, they would have to take the PCs off that server and be on the cloud server from the plant.

The Board gave them permission to continue with their plans for implementing the Accounts Payable System.

Public Hearing on proposed Safe Routes to School project on Granite Street Phase II

Mr. Mulholland stated that they Steve Haight from Haight Engineering here. He stated that this is Phase II of the grant project. He stated that they sent registered mail out to the various property owners along the route that would be impacted by it.

Mr. Haight introduced himself and Kyle Townsend from Haight Engineering to the Select Board. He stated that they started the project in 2009 and recently completed Phase I on Main Street. He explained that the Federal Highway Administration has grant funding which they provide to the NH Department of Transportation and the municipalities then apply for funding. He stated that it is promoting walking and bicycling to and from school for middle school and elementary students. He stated that the first grant was already completed and that they are onto the second phase.

Mr. Haight explained that phase two would include the area by Rite Aid across Route 3 down to Parkwood Drive. He stated that they go through the planning process which includes alternatives analysis, identify the purpose and need, and public hearings to get feedback from the public.

Mr. Haight explained the three different alternatives that they have showing them the routes on the map. He explained that Alternative 1 is stays on the North side of Granite Street going all the way down to Parkwood Drive only crossing Granite Street once. He stated that the issue with Alternative One is that once they get down to Chester Turnpike there is a drainage issue at Chester Turnpike. He stated that whatever they do on that side of the road, they would have to address that drainage issue. He stated that if they touch that, they would have to touch it all the way down to the river. He stated that cost wise, this would be the major cost associated with the alternative. He stated that the biggest con with this one is that if they come down this side of the road, they will be impacting the existing drainage ditch opening a can of worms with that.

Mr. DeBlois, co-owner of Olympus Pizza, asked Mr. Haight about the small entrance way near his restaurant will be become a sidewalk. Mr. Mulholland stated that all legal access points that exist today will be maintained. He stated that was closed up for a while and it was opened up but that he is not sure that they have a driveway permit for it. He advised Mr. DeBlois that if they do not have a driveway permit, he may want to apply for one so that they will maintain that access way. He explained the permit process to Mr. DeBlois.

Mr. DeBlois stated that right now the town snow blower on the side of Rite Aid up the street and would that be an issue now with the sidewalks. Mr. Boisvert, acting Road Agent, stated that they would keep the entry way clean and do snows bank on the side of it.

He explained that Alternative 2 is similar except that at the intersection of Chester Turnpike they would make a ninety degree turn onto it and meet up with Parkwood Drive. He stated that this gets the kids a place to cross at the intersection. He stated that it eliminates some of the issues associated with the drainage.

Mr. Szanto expressed concern of the sidewalk that they are proposing and that her property goes right on the corner and that there is not much land between her property and the roadway. He stated that right now he spends money to build up his hot top so that the rain would runoff properly and he is concerned it will interfere with his drainage. Mr. Haight stated that the sidewalk would be on the town property and that they would elevate the sidewalk. He also stated that they are going to do a survey starting next week to help define the right of way. He stated that the primary goal is to provide safe pedestrian access from Parkwood Drive down. He stated that what is occurring with the drainage now will be maintained but that if there is a way to accommodate, they will try to do so. He stated that they will be looking at his concerns with that corner.

Mr. Szanto asked if they have considered putting a sidewalk on the South side of the street. Mr. Haight stated that they looked into that and that there is no existing sidewalk on that side so that they would have to cross over. He stated that by staying on the North side of the street, they are tying into the existing sidewalk.

He explained that Alternative 3 would begin on the North side of Granite Street with two crossings at the intersection of Granite Street and Route 3 to end up on the South side of Granite Street down to Chester Turnpike then to Parkwood Drive.

Mr. Haight stated that it is their recommendation that they go with Alternative 2 which would allow them to a lot of access to the different locations that people are getting to. He stated that with this option, there is only one punch button that would only shut down traffic once.

Mr. Anderson asked Mr. Haight about making the punch buttons and crosswalk go diagonally across the intersection. Mr. Haight stated that if you do that you have to shut down traffic from all directions and that it takes longer to cross that way.

Mr. Szanto expressed further concern with the drainage issue on Chester Turnpike. Mr. Mulholland stated that the problem at that intersection is that the goal is to build a sidewalk and that once they start with that intersection they run into drainage issues. He stated that the engineering will exist all the way to Parkwood Drive but that they don't think that will get all the way down because of the drainage issues.

Ms. Walker stated that she lives in the area that they are discussing. She stated that where they are thinking of building the sidewalk is right where she migrates to because the other side has a big ditch. She stated that she would have concern of the sidewalk being on the other side because of that ditch and children could fall into it.

Mr. Haight stated that this will not solve everyone's problem and that there is only so much money. He stated that if they get to a situation where there is a major concern with the intersection that has to be addressed, they have to look at where the money is going to come from. He stated that this option is the best because they think they have enough money to complete that option.

Mr. Haight stated that they will be using granite curbing on the sidewalks. He stated that they will be using it because while it may cost money up front, they can be hard on it and then reset it if needed. Mr. Mulholland stated that the other reason for the granite is that it has a ninety degree angle whereas the asphalt burns won't slow a vehicle down.

Mr. Gryval asked Mr. Boisvert what the Highway Department's recommendation regarding the three proposals. Mr. Boisvert stated that he is going to go over the three proposals that were presented today. He stated that the elevation issue is a problem on the intersection of Chester Turnpike and Granite Street. Mr. Gryval stated that with the Road Agent being the lead on this project, they really need his recommendation on this.

Mr. Boisvert stated that they have maintained the sidewalks that were put in during Phase I and that for the most part the children are using them. He stated that they need to brainstorm on the best way to maintain the sidewalks but that once they figure something out, they will have a good handle on it. There was further discussion of the Chester Turnpike intersection and the issues along with it.

Mr. Anderson stated that regardless of which side of the street they put a sidewalk on, people are going to use the sidewalk once it's there. Mr. Haight stated that they are trying to keep people on one side of the street if possible to make it safer to walk and that most of the traffic is on the side

they are proposing. Mr. Mulholland stated that they did an analysis in 2008 and saw that most people walk on that side.

Mr. Gryval asked Chief Paquette what his take is on the proposals. Chief Paquette stated that he thinks that the people are going to go back on that side of the street but that he is waiting to see what the surveying shows them.

The Select Board took a five minute recess at 7:25pm.

Vote to approve amendments to the Solid Waste Ordinance

Motion. Mr. Gryval made a motion to approve the amendment to the Solid Waste Ordinance effective May 31, 2014. Ms. Walker seconded the Motion.

Mr. Mulholland stated that now that has passed, he can continue their discussions with Casella. The Chair stated that one of the other companies they were looking at is now bringing their trash to Casella.

Mr. Anderson asked if they could charge those with four or more units the same rating as the town gets. The Chair stated that they had a long discussion on that at the meeting last week. He explained that there is some concern of being double billed for that.

A Roll Call Vote was taken: Mr. Tardiff-Yes, Mr. Gryval – Yes, and Ms. Walker -Yes. The Chair declared the Motion passed.

Discuss the process for Department Head performance evaluations

Mr. Gryval explained that last year they sent out self-evaluation form for each of the department heads, then the Select Board individual evaluated each of the department heads before getting together to discuss their thoughts and determined goals for each of the department heads. The Board determined to use the same process as they did last year.

Mr. Mulholland asked what they wanted to do for the timeline since the merit raises take effect July 1, 2014. He stated that the department heads are required to get their evaluations done by April 30th so that he can look at them and make sure that nothing was done that would cause any problems. The Board determined that the self-evaluations would be due in two weeks and put it on the agenda to start discussing them on April 21, 2014.

The Chair asked Mr. Mulholland why they signed appointments for people who were elected to positions. Mr. Mulholland stated that they are supposed to approve their appointments and that it is a formality that they are supposed to do but haven't been doing.

Town Administrator Report

Administrative Professionals Day

Mr. Mulholland stated that Administrative Professionals Day is April 23, 2014. He stated that they will be recognizing people and doing it at Makris Restaurant.

NH Fishercats Game

Mr. Mulholland stated that he sent out an email regarding the game. He stated that he did it last year with the Chiefs of Police Association and that it was a great thing to do. He stated that there seems to be a lot of interest among the employees. He stated that there was a range of dates to choose from on a Friday or Saturday night. He stated that they would be in the den area not the regular seating.

Mr. Gryval stated that he and his wife will attend the Fishercats game as long as they can fit it into their schedule. Ms. Walker stated that she will be going to that as well as to the Administrative Professionals Day.

Cloud Server

Mr. Mulholland stated that the Cloud server will be up and running next week.

March Status Reports

Mr. Mulholland stated that March Status Reports are due so they will be in the Selectmen's folder for next week's meeting. He also reminded the Department Heads that department evaluations are due April 30th and are to be sent to himself before going to the employees.

Insurance Inventory

Mr. Mulholland stated that the insurance inventory has been sent out and that he copied them on that email.

Health and Safety Classes

Mr. Mulholland stated that there would be classes on nutrition, physical fitness and other health topics to enhance the quality of health of the employees.

Yard Cleanup

Mr. Mulholland stated that he has arranged with the Highway Department for at the Police Department and the town hall.

Time & Labor

Mr. Mulholland stated that all of the town hall staff are using the electronic time clocks. He stated that the Fire Department and some of the Highway are on it and that they are working on the Police Department.

Mr. Mulholland stated that he made it clear to the department heads that employees need to put in for sick time when they are on sick leave.

Sewer Line

Mr. Mulholland stated that there is a sample of the sewer line letter that will be sent out tomorrow. He stated that one of the property owners has already hired an attorney so there may be some litigation on that.

Employee Matter

Mr. Mulholland stated that there is an employee situation that they will deal with next week.

The Chair asked the Select Board if they should have Mr. Mulholland send out a letter to the Department Heads on behalf of the Board of when they want material on the agenda so they don't have an issue like they did this evening. Mr. Mulholland stated that there is a whole package of material that needs to be reviewed before a decision is made.

The Chair explained to Ms. Walker that department heads are supposed to notify the Select Board the Wednesday before a meeting when they want to add something to the agenda.

Mr. Mulholland stated that someone should be reviewing the packages before they come before the Board to make sure that policy has been followed. Mr. Gryval stated that there are two issues going on here; one is the issue of bringing something to the Board in the timeframe that they have laid out and the other is that they should be reviewing things when someone is hired.

Mr. Mulholland stated that he is not going to deny the department head to come before the Board but that he is going to notify the Board that they did not follow policy on it so that the Board can determine if they want to go forward with it.

Hiring Process of Custodian position

Mr. Mulholland stated that they did interviews for the custodian last Thursday. He stated that they made an offer conditional on employment. He stated that it will probably be after April 14th before he brings the candidate before the Select Board to approve.

Review and Approve Minutes

Mr. Mulholland stated that there are minutes from March 17, 2014. He explained that the Minutes Clerk had a problem accessing the minutes from last week so there has been a delay in those.

Motion. Mr. Gryval made a motion to approve the Minutes from March 17, 2014. Ms. Walker seconded the Motion. There was no additional discussion.

A Roll Call Vote was taken: Mr. Tardiff-Abstain, Mr. Gryval – Yes, and Ms. Walker -Yes. The Chair declared the Motion passed.

Motion. Mr. Gryval made a motion to approve session one non-public minutes of March 31, 2014. Ms. Walker seconded the Motion. There was no additional discussion.

A Roll Call Vote was taken: Mr. Tardiff-Yes, Mr. Gryval – Yes, and Ms. Walker -Yes. The Chair declared the Motion passed.

Motion. Mr. Gryval made a motion to approve the session two non-public minutes of March 31, 2014. Ms. Walker seconded the Motion. There was no additional discussion.

A Roll Call Vote was taken: Mr. Tardiff-Yes, Mr. Gryval – Yes, and Ms. Walker -Yes. The Chair declared the Motion passed.

Employee Benefits Study

Mr. Mulholland stated that they have had two meetings so far and that the meetings have been very productive. He stated that all the towns have representation except for Strafford and Pittsfield.

Mr. Mulholland stated that both HealthTrust and Interlocal Trust have decided that they will continue to offer the plans that are subject to the excise tax but that their plan is to put that right into the fees. He stated that it is unclear who is going to be taxed; either the insurance company or the town. He explained that if they have a plan that exceeds the excise tax, they will be taxed either way and that it is a forty percent tax. Mr. Gryval asked if this excise tax will take effect in 2018. Mr. Mulholland stated that is correct but that the committee is looking at how to avoid that. There was further discussion of the excise tax and how that will affect the cost of healthcare to their employees.

Mr. Mulholland explained that right now, Allenstown offers a Point of Service Plan to their employees. He stated that their employees have been asking why they don't offer multiple types of plans for them to choose from.

Mr. Gryval explained to Ms. Walker that they have been working to get raises for the employees to try to retain the employees that they have. He stated that they can't afford to lose employees but that one of the reasons they lose them is because of the pay. He stated that if they scale back their insurance plans, that is another way of affecting their pay rate.

The Chair stated that it sounds like they want to be able to choose between the higher or lower plans. Mr. Mulholland stated that is the representation of the employees.

Ms. Walker asked if they offered the three types of plans, do they have to pay because they are offering those three. Mr. Gryval stated that the plan they have now is considered a cadillac plan by the government which is above the average that they want to see people get. He stated that this means they will impose a tax on it. He stated that if they offer three different plans that are below that amount, they wouldn't have to pay the tax.

Mr. Mulholland stated that the big question right now is whether the other plans would go over it. He stated that right now there is no inflator built into the excise tax base level so inflation compounds the problem. He stated that if they don't increase those rates, every plan will be considered above a cadillac plan and will be subject to the 40% excise tax.

Mr. Gryval stated that they are going to have to make some decisions but that they need to be aware how this could negatively impact the ability to retain personnel. Mr. Mulholland stated that the only good thing is that every other community is in the same situation.

Mr. Mulholland stated that there are two other towns in SVRTA that have unions and that in terms for them; they have to agree with something that they can commit to with their unions. Ms. Walker stated that the unions were the concern at the meeting. Mr. Gryval stated that they need to remember that their employees are assets and that they need to do what they can to protect them. There was further discussion of the effect of the healthcare changes on the town and the employees.

Mr. Mulholland stated that he was looking at the HRA as a way to save them some money. He stated that it will save them money but that it will not get them around the excise tax. He stated that he needs to do some more research to figure out how to get around that tax.

Mr. Gryval asked if they could do stipends or bonuses. Mr. Mulholland stated that some towns are looking at giving their employees a \$5,000 raise to pay for their healthcare but that may be difficult to do. He explained that they have to raise the money and convince the voters at deliberative session to do so. Mr. Gryval asked if the bonus or stipend could come out of the insurance line. Mr. Mulholland stated that if they can reduce the insurance premium then they may be able to do so.

Ms. Walker stated that in the past, her employers have always offered some type of HSA or HRA plans which give them a health savings account where the employee and employer contributes a certain amount of money. She stated that nine times out of ten, the money from the employer doesn't make it in the account. She stated that if they choose to offer that type of plan, they need to deliver. Mr. Mulholland stated that something like that will not happen on his watch. He also stated that there are a few options of what types of plans can be offered that they will have to look at first.

Mr. Mulholland stated that there was a lot of employee interest in that. He also stated that there is another meeting coming up and more research on the different health plans.

Grappone CDFA Letter of Intent

Mr. Mulholland stated that he sent them the Grappone CDFA letter of Intent which is the first one to come in.

Driveway off of Ferry Street

Mr. Gryval asked how they are coming along with the driveway off of Ferry Street. Mr. Mulholland stated that the property owner asked a lot of questions regarding that. He stated that he explained to her that the town will be issuing orders to the property owners that they need to repair that sewer line within 30 days or ask for additional time if they need to do so.

He stated that he told the owner that he suspects that this may be litigated but if not, and the property owners refuse to do that, the town has the option to try to do it on its own expense and put liens on the four property owners. He stated that if the town finds the money to do that, the earliest they would complete the repairs would be in the late fall. He suggested to the property owner that she ask the School Board regarding the railroad bed being opened up.

Consent Calendar

Motion. Mr. Tardiff made a motion to approve the Consent Calendar for April 7, 2014. Mr. Gryval seconded the Motion. There was no additional discussion.

A Roll Call Vote was taken: Mr. Tardiff-Yes, Mr. Gryval – Yes, and Ms. Walker -Yes. The Chair declared the Motion passed.

Potential Flooding

Mr. Gryval asked Mr. Mulholland what kind of issues they are going to have with the river with tonight's rain. Mr. Mulholland stated that it should be above flood stage. He stated that as long as they continue at this pace but that if there is heavier rain, there is potential for flooding.

Mr. Gryval asked Mr. Mulholland where to find the River Gage Maps on the town's website. Mr. Mulholland stated that it was under the helpful links on the Emergency Management page.

Motion. Mr. Tardiff made a motion to adjourn. Mr. Gryval seconded the Motion. There was no additional discussion.

A Roll Call Vote was taken: Mr. Tardiff-Yes, Mr. Gryval – Yes, and Ms. Walker -Yes. The Chair declared the Motion passed.

The Chair adjourned the meeting at 8:36pm.

TOWN OF ALLENSTOWN
SELECTBOARD
PUBLIC MEETING MINUTES

April 7th , 2014

Signature Page

Original Approval:	
 JASON TARDIFF, Chair	4-28-14 DATE
 JEFFREY GRYVAL, Member	4-28-14 DATE
KATE WALKER, Member	DATE

Amendment Approvals:		
Amendment Description:	Approval:	Date:
	JASON TARDIFF, Chair	DATE
	JEFFREY GRYVAL, Member	DATE
	KATE WALKER, Member	DATE

