

TOWN OF ALLENSTOWN
Select Board
16 School Street
Allenstown, New Hampshire 03275
February 24, 2014

Call to Order.

The Allenstown Select Board Meeting for February 24, 2014 was called to order by The Chair at 6:00p.m.

Roll Call.

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

Others Present.

Residents of Allenstown: Dave Eaton

Others Present:

Other Public Officials: Larry Anderson, Sewer Commission.

Allenstown Staff: Shaun Mulholland, Town Administrator, Chad Pelissier, AHD; Joyce Welch, Health officer; and Ron Pelissier, Road Agent.

Citizens Comments:

N/A

Review Department Head January Status Reports

Mrs. McKenney asked the Road Agent if they pick up the volunteers on snow days. The Road Agent stated that they do if they are picking up trash but that it also depends on how much snow that there is. Mrs. McKenney asked when there is a snow day, do the employees stay overnight at the Highway Department when they have to work into the night. The Road Agent stated that they do not stay overnight at the Highway Department.

Mrs. McKenney asked if there were any other complaints about the plowing. The Road Agent stated that there was one complaint a few weeks ago about an area they hadn't gotten to yet but no other complaints.

Mrs. McKenney stated that there was an article in the Banner about pot holes on Deerfield Road. She asked the Road Agent what the process is for filling the holes. The Road Agent stated that

they fill them with the cold patch. There was further discussion of the pot holes and trying to maintain them.

Mrs. McKenney asked if they wanted to discuss the collapse of the shed top. She asked the Road Agent what happened with it and why it collapsed. The Road Agent stated that there must have been too much snow on it and that they hadn't gotten to it to clear the snow off in time. He stated that they are going to look at it and determine the best option to repair it.

Mr. Gryval asked Mr. Mulholland if they have a timeline for the MS-4 project and each task that needs to be done. Mr. Mulholland stated that there are timelines in the regulation which are from the date the permit is issued. He stated that Mr. Monahan spoke to EPA and that they are looking at the summertime.

Mr. Mulholland stated that he met with Mr. Monahan and Mr. Tardiff about getting the project going. He stated that he also spoke with Mr. Trainque about an updated quote for the testing. He stated that the quote is a little more than it was last year and a bit over budget. He stated that there will probably be a purchase order at the next meeting for that.

Mr. Gryval asked about the PSNH abatements and if the pole tax was going to become a lawsuit. Mr. Mulholland stated that the Town Administrators' chat site lit up about the requests being received by other towns. He stated that he forwarded it to the town attorney to start that process. He stated that they did not include the Fire Department in this. He stated that he thinks this will be like the Fairpoint litigation. There was further discussion about the potential lawsuit and outcomes.

Mr. Gryval stated that in Mrs. Demers' monthly report, there was mention of starting to update the Welfare files and asked if they have a secure place for that. Mr. Mulholland stated that there is a place in the hard drive that only Mrs. Demers has access to which is where they will go.

Mr. Mulholland stated that Ms. Welch received a call from Ms. LeBlanc regarding sewage backup in her house on West Street. He stated that they need to find a resolution to it as there are four property owners that tie into the private main for the property. He also stated that a health investigation has been started on this. He further explained the details of the condition and age of the sewage main.

Mr. Mulholland distributed copies of a site plan from 1977 that the Planning Board approved to allow the construction for three houses which shows the sewer main. He stated that there was no records that the Sewer Department approved the tie ins. He stated that there are no man hole covers out there and that they don't know where the tie ins are.

Mr. Mulholland stated that there are a couple RSAs that apply under the Health Department. He stated that the first is that they could issue an order to house 3 stating that they need to vacate the property as they don't have a working septage system. He stated that the other option is that they can order the owners of the property as it exists to fix the lines. He stated that if they fail to do that, the town can go in, fix the issue and then put liens on the houses until they pay for the expenses to fix it.

Mr. Mulholland stated that the Sewer Department has offered to scope the line with their camera system. He stated that they are going to try to do it tomorrow morning from Ms. LeBlanc's house and try to determine where the clog is, however there may be more than one clog. He stated that Mr. Rogers and Mr. St. Germaine state that none of their properties have the issues and that it indicates that it may be just the few homes. He stated that if the Sewer Department cannot get in and do the scope, they will have to break into the pipe and then scope it out.

Mrs. McKenney asked if they will know where the clog is after the Sewer Department does the scope. Mr. Mulholland stated that they won't know what is causing it but that they will know where the clogs are and can continue investigating it. He stated that he met with Mr. Rogers, Mr. St. Germaine and Ms. LeBlanc today and discussed everything with them and what they intend to do. Mr. Anderson stated that the Sewer Department is going to work on finding where the clog is coming from and that they will absorb the cost to do so.

Designate the Road Agent as authorized agent to issue pole licenses in accordance to the revision RSA 161:1a

Mr. Mulholland stated that he sent the board members a revision of the RSA that authorizes the Road Agent to issue pole licenses. He stated that there are some towns that do this but that it's up to them what they want to do. He stated that it would be valuable for the Road Agent to do it because he is the person that goes out there and inspects them and that he is more available to meet with people regarding the poles.

Mrs. McKenney asked the Road Agent what the procedure is that requires him to inspect the poles. The Road Agent stated that they work hand and hand with the companies when they want to put new poles in. He stated that they have to check where the poles are being placed and making sure they are on the backside of sidewalks so that they can move the poles to redo sidewalks if needed later on. He stated that they have to work with the companies if the poles are going to be out of the right of way and on the landowners' property. There was further discussion of poles that need to be changed.

Motion. Mr. Gryval made a motion to designate the Road Agent to be the authorized person to issue pole licenses. Mrs. McKenney seconded the Motion.

Mr. Mulholland stated that these only apply to pole licenses and that he did not put in a provision for underground licenses because it is a bit more complicated. The Chair asked if they have a lot of underground. Mr. Mulholland stated that they have a lot of gas lines and sewer pipes.

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

Discuss the status of proposed Solid Waste Contract

The Chair asked how many numbers they have received. The Road Agent stated that there is no rock solid numbers except for how many residents that they have that can get curbside pickup under the current ordinances. He stated that they were asked how many houses they pickup which is an estimated of 875 homes because not every house always puts out trash. Mrs. McKenney stated that the homes will still get a tote. The Road Agent stated that they will be included in the totes but that they are looking for numbers of how many people they are collecting from weekly.

Mr. Mulholland explained that the reason that they need the actual number of houses they are picking up is because Casella wants to do it in one day and that they need to determine if that is possible. He stated that they also need to determine if the number is calculated by separating the apartments as one home each or the actual house as one home. There was further discussion of how many totes, the people that aren't going to be eligible for pickup, and the time it takes to pickup. There was also discussion of whether or not to pickup commercial properties and what makes a property commercial.

The Board determined to have trash pickup be for all noncommercial properties comprising of three or less families in one home to cover the apartments.

Mr. Mulholland stated that they need to discuss the mechanics of the timeline. He stated that he can go back and get the proposal out to Casella but that they haven't made the change in the ordinance yet. He stated that they would need to have a public hearing to change the ordinance and if they change their minds about it after the public hearing; they are stuck with the changes.

The Board determined to have Mr. Mulholland go ahead and present those numbers to Casella, schedule a public hearing, and notify the residents. They also determined that there are a total of 1038 stops that would be eligible for curbside pickup. Mr. Mulholland stated that the public hearing will probably be after the elections.

Discuss and Approve the release on the bond for Chestnut Drive

Mr. Mulholland stated that he received a call from Mr. Donigian in regards of how he goes about getting his money in the bond. He stated that the bond is being held by Ransmeier & Spellman

where it would be held for a year. He stated that the Road Agent wrote a letter in regards to the road.

The Road Agent stated they went up there last year and walked the road to see what repairs needed to be attended to. He stated that they sealed the cracks found and that they feel the road is adequate at this time. He stated that Mr. Dongian gave them about \$6,000 to maintain it over the next several years.

Motion. Mrs. McKenney made a motion to release the bond that was put up by Mr. Donigian for the Chestnut Drive and Spring Street roadways. Mr. Tardiff seconded the Motion. There was no additional discussion.

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

Discuss Overtime issue with the Highway Department

Mr. Mulholland stated that they need to research that some more so that they are going to table that for not.

EBSC/SVRTA

Mr. Mulholland stated that it is the Employee Benefit Study Committee for the Suncook Valley Regional Town Association. He stated that four of the towns have agreed to sign on with the study and that each town will send a town representative.

Town Administrator's Report

Acceptance of the Fire Truck

Mr. Mulholland stated that the Chair needs to sign the paperwork saying that they accept it.

Closing for four properties

Mr. Mulholland stated that the closing for the four properties is going to be done electronically. He stated that they would have to authorize him to sign the settlement statement but that they do have to sign the deeds.

Motion. Mr. Gryval made a motion to execute the land transfer of the four properties; maps 409, 109, 109.1, 115 and 116. Mrs. McKenney seconded the Motion. There was no additional discussion.

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

Motion. Mr. Gryval made a motion to authorize Mr. Mulholland to be the signor of the tax declaration. Mrs. McKenney seconded the Motion. There was no additional discussion.

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

Mrs. McKenney asked if they were going to sell any more properties. Mr. Gryval asked if she had any properties in mind. Mrs. McKenney stated that she didn't but that she was pleased with how well they did on these sales.

Purchase Orders, Abatements, and Other legal business

Mr. Mulholland distributed a purchase order for the lease agreement for a police vehicle.

Mrs. McKenney stated that the interviews went well on Thursday. She stated that candidate #1 seems to be an excellent candidate. Mr. Gryval asked how many people they interviewed. Mrs. McKenney stated that they interviewed about fourteen people.

Deputy Emergency Management Director Position

Mr. Mulholland stated that they have an opening for a Deputy Emergency Management Director and that there is someone who is interested in that position. He stated that Ms. Lorenz, who interned at the Town Hall, has put an application in for the position and that he thinks she would be very good at the position. He stated that the appointment would only be until April when the Board re-appoints officials.

Motion. Mr. Gryval made a motion to appoint Paige Lorenz as Deputy Emergency Management Director effective February 24, 2014 expiring April 1, 2014. Mrs. McKenney seconded the Motion. There was no additional discussion.

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

Forecast for Flooding

Mr. Gryval asked what the forecast on flooding with all the snow that they have been having. Mr. Mulholland stated that there is nothing that is ominous and that there is no compelling information other than the normal.

Northern Pass Notice

Mr. Mulholland stated that they need to send a request by the end of the week if they would like to be involved in the historical analysis of the route. He stated that they do not have any historical structures on that route. Mr. Gryval asked if Mr. Verville had any comments about this. Mr. Mulholland stated that he has not heard anything about it.

Review and Approve Minutes

Motion. Mrs. McKenney made a motion to approve the non-public minutes of February 3, 2014. Mr. Gryval seconded the Motion. There was no additional discussion.

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

Motion. Mr. Gryval made a motion to approve the meeting minutes of December 30, 2013. Mrs. McKenney seconded the Motion. There was no additional discussion.

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

Motion. Mr. Gryval made a motion to approve the meeting minutes of January 13, 2014. Mrs. McKenney seconded the Motion.

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

Mr. Gryval asked about the corrected minutes for February 3, 2014 and that he didn't see anything in red on them. Mrs. McKenney stated that there is only red if it is something that she couldn't fix.

Mr. Gryval stated that he would like to fix a spelling error on the February 3, 2014 minutes on page 4 where it reads "Mrs. McKenney asked if anyone ever responded to the resident. Mr. Mulholland responded that they couldn't because the complaint was unanimous" and that it should be "anonymous" not "unanimous".

Motion. Mr. Gryval made a motion to accept the amended minutes for February 3, 2014. Mrs. McKenney seconded the Motion. There was no additional discussion.

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

Ratify the Consent Calendar

Motion. Mr. Gryval made a motion approve the manifest of February 18, 2014. Mrs. McKenney seconded the Motion. There was no additional discussion.

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

Motion. Mr. Gryval made a motion to approve the Consent Calendar of February 24, 2014. Mrs. McKenney seconded the Motion. There was no additional discussion.

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

Other Business

Upcoming Meetings

Mr. Mulholland stated that they have two more meetings before the elections; March 3rd and 10th. He stated that on March 3rd, they have Executive Councilor Chris Pappas will be here. He also stated that the Boys and Girls Club will be here that day. He stated that on March 10th they only have a few items for that meeting.

The Chair asked Mrs. McKenney if she is going to be on the poles for the elections. Mrs. McKenney stated that she has some appointments that day so she will not be there all day. She stated that she will be present for the March 10th meeting.

Discuss concerns on Budgets

Mr. Mulholland stated that he is a little concerned about some of the items on the budget. He stated that he is concerned about the Fire Department Budget. He stated that there is concern on the Overtime Budget for the Highway Department. He also stated that the Library's budget is higher than it usually is for this time of year. Mrs. McKenney stated that they bought computers and asked if they run out of money, does the town have to pay their bills. Mr. Mulholland stated that they do not have to pay the bills.

Mr. Mulholland stated that if the Library comes back in the fall and say they need funds, there is no guarantee there would be surplus to do so. He stated that they have to operate as though they are not going to have money left over and the Department Heads need to manage that.

The Chair asked if they had a surplus, would they have to give it to the Library. Mr. Mulholland stated that they do not have to give them the money. Mrs. McKenney stated that she thinks that they need to make it clear that the town does not have the funds to cover them if they run out of money. Mr. Mulholland stated that they need to make it clear to all the Departments.

The Board determined to send out a letter to the Departments regarding the spending of the Budgets and the RSA regulations for who is responsible.

Mrs. McKenney stated that she cannot go along with the comp time. She stated that a lot of the employees for the Highway Department will not want to give up their overtime. She also stated that it will not be a true picture to the residents if they do the comp time. Mr. Mulholland stated that the Road Agent needs to come up with some options which is why they did not discuss it tonight and will present it to the Select Board when they are ready.

Selectman's Stipend

Mr. Gryval asked Mr. Mulholland about the amount he was supposed to get as he thought it was \$1,300 and while doing his taxes, he determined he received \$1,700. Mrs. McKenney stated that the Chair gets \$2000 and they get \$1,700 a piece which comes out to a total of \$5,400 which is correct.

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

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

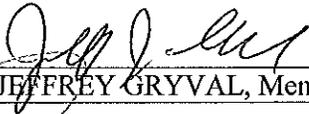
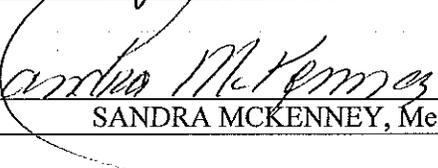
The Chair adjourned the meeting at 8:14pm.



TOWN OF ALLENSTOWN
SELECTBOARD
PUBLIC MEETING MINUTES

February 24th , 2014

Signature Page

Original Approval:	
 JASON TARDIFF, Chair	3.3.14 DATE
 JEFFREY GRYVAL, Member	3-3-14 DATE
 SANDRA MCKENNEY, Member	0303-14 DATE

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

