

TOWN OF ALLENSTOWN  
BOARD OF SELECTMEN  
MEETING MINUTES  
January 10, 2011

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**I. Call to order:**

The Allenstown Board of Selectmen Meeting for 1/10/2011 was called to order by Chairman Tardiff at 6:03PM.

**II. Roll Call:**

Members present on the Board:

Chairman Jason Tardiff  
Selectman Roger LaFleur  
Selectman Jeff Gryval

Town Administrator Paul Apple

Audience: Please see attached sign-in sheet.

**III. Citizens' Comments**

Sandra McKenney said she wanted to thank the board for their presence at the budget meeting on Saturday. No other citizen comments were forthcoming.

**IV. Sewer Warrant Bond Proposal**

Sewer Commissioner Jim Rodgers said he was going to let Michael Trainque present information on the Sewer Improvement Project and the proposed bond. Mr. Trainque presented the board with an overview of the Sewer Improvement Project. He indicated the difference in cost originated through the design process with a lot of unknown variables unfolding. He stated this project is the first of its kind in the nation and because of that, there was no "true cost" as they navigated through a learning curve. He said 1.6 million dollars was just to purchase the equipment and indicated this was almost the entire warrant article. He said cost reduction measures were investigated but none would bring the entire expense down to what was approved through the warrant article. Mr. Trainque noted that stimulus fund money has been researched and is available through the NH DES for application.

Administrator Apple noted that the Budget Committee will conduct a hearing, on this particular warrant article, on Thursday, January 13<sup>th</sup> at the Allenstown Elementary School at 6PM (with a snow

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date scheduled for Saturday, January 15<sup>th</sup>, at 9AM). He also said that the Board will hold a public hearing regarding this issue on Monday, January 17, 2011 at 6PM.

Chairman Tardiff asked if this was something that someone should have caught and addressed as it was happening. Michael Trainque said 'no' because it is the first, full-scale application of this particular process and the vendor had no idea there would be additional costs encountered. Selectman LaFleur asked what exactly the \$360,000.00 was covering. Mr. Trainque provided a breakdown of costs-mainly construction services-and an update on the current project status. Chairman Tardiff asked how long the Sewer Commissioners knew of this overrun issue. Jim Rodgers stated that they knew for about six months. Chairman Tardiff asked why this wasn't mentioned to the board before, when they were coming to the board for disbursements. Selectman Gryval said this hasn't been brought up once in the times the board was approached on a monthly basis.

Selectman LaFleur stated that the cost overrun was 22% and even though a different process was implemented, it should have come before the board and town for approval. He said it took a lot to get the towns of Allentown and Pembroke to agree to this project initially and he wants to make sure that this \$360,000.00, if approved, will be the end of the costs. Chairman Tardiff agreed with this point and added that no other funding would be provided, "not a penny more", for this project. Selectman LaFleur noted that in 2009, operating costs were never discussed with the taxpayers. Jim Rodgers reviewed the costs related to the project with the board and Mr. Trainque said he agreed with the board's view 100% adding that the different process selected was only to try to work within the budgeted money. Selectman LaFleur said the taxpayers of Allentown deserved an answer from the Sewer Commissioners, elected officials, regarding the cost overruns and the alternative plans that were derived. Mr. Rodgers said the Bio-Mag was supposed to entail less labor. Mr. Trainque stated that the Bio-Mag process *is* a better process to which Chairman Tardiff asked how they had this information if this project was the first of its kind in the nation.

Selectman Gryval verified with the Sewer Commissioners where the additional funding would come from to total the approximately \$360,000.00 required. \$180,054.00 would come from available federal stimulus money and the matching \$180,054.00 would come from septage revenues. The Sewer Commissioners confirmed that these revenues could be used for the project payment and the money would be transferred into the account tomorrow with the Trustees' oversight.

Sandra McKenney inquired as to whether the overrun was legal or not considering this was an approved bond. Chairman Tardiff said if the article isn't approved, the Sewer Department will have to pay for the costs. The Sewer Commissioners also stated that sewage rates would not increase due to this project. Mrs. McKenney asked for an understanding of the board's actions because the Budget Committee will be meeting on Thursday. Selectman LaFleur replied that the Budget Committee needs to formulate their own recommendations and response based upon the circumstances before the town. He said the board has to conduct the public hearing first and after its close, come to their conclusion. The Sewer Commissioners and Mr. Trainque then responded to additional, repeat inquiries from Carl Caporale and Larry Anderson. Selectman Gryval asked what "Plan B" would be if the warrant article isn't passed. Jim Rodgers said the Sewer Commission would shoulder the entire \$360,000.00. Selectman LaFleur asked why \$77,000.00 was added to the Default Budget and the engineering costs of \$114,240.00 are being protected under default status. He said it raises questions about the whole process and he reiterated he isn't comfortable with the situation. Chairman Tardiff asked the Sewer

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Commissioners where those default numbers where derived. Andrea Martel stated some of this was in case the warrant article bond passed and some was for existing engineering contracts that have already been signed. Selectman LaFleur asked if the contracts had been disclosed to the public and questioned the legality of placing the money as protected under the default. He said it should fall under the warrant article and contract that was signed for \$1.625 million dollars. He said the engineering default line went from \$24,000.00 to \$114,000.00 and he questioned the line item changes. The Sewer Commissioners said they didn't have the answer at this time. Chairman Tardiff said there is no action to take this evening and asked the Sewer Commissioners to have answers for the next board meeting/public hearing. The board then discussed with Sandra McKenney the details of posting the warrant and timing in regards to the Budget Committee's scheduled hearing.

**V. Proposed Highway Department Warrant Article**

Administrator Apple presented the board with information on proposed Highway Department Warrant Article number 18. The Road Agent reviewed the proposal with the board which asked to replace a loader. He said this is used frequently and there are several safety concerns that have arisen with the current equipment. The board asked how the proposed loader compared to the current one. The Road Agent said there was no additional operator training needed and the controls are similar. He said the current one is still functioning but at a reduced capacity. This will be brought before the public hearing on 1/17/11.

**VI. Town Hall Photocopier Fund**

Administrator Apple advised the board of the proposed Warrant Article which asks to close out the Town Hall Photocopier Capital Reserve Fund. He said this fund has been in existence since 1996, is considered 'old business', and there is a zero balance.

**VII. Transfer Station Groundwater Monitoring Permit**

Administrator Apple provided the board with information on the Transfer Station Groundwater Monitoring Permit. He said two tests are done per year and the permit expires this year. The application presented from Novus proposed one test per year as contaminants haven't been determined to be on site over the last few surveys. The board unanimously approved Administrator Apple to sign the application. Administrator Apple said he will have this filed tomorrow.

**VIII. USGS Proposal for River Gauge on the Suncook River**

Administrator Apple introduced the topic of a proposed River Gauge for the Suncook River. Chief Mulholland provided an overview of the proposal which would provide a gauge to monitor the river. He said it would be much more accurate than the established, manual system and would provide earlier

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information to allow for effective evacuations and other preparedness. He stated the costs involved would include installation and maintenance for three years. He furthered that the costs could be covered 50% by the EMPG Grant.

Richard Kiah from the USGS also spoke with the board regarding the gauge. Chairman Tardiff asked what the life expectancy of the gauge would be. Mr. Kiah said the devices are swapped out routinely as function warrants and this wouldn't present any additional charges to the town. He said this would also include replacement if the device was removed. Mr. Kiah explained how the data is recorded and broadcast to the monitoring site. Selectman Gryval added that when he started meeting with the designated group and the state regarding the Suncook River issues, five components were cited as key for citizen protection. This gauge was right at the top of the list and Selectman Gryval reminded the board of said list and when he brought it before them in a prior meeting.

The board reviewed the costs with Chief Mulholland and where matching funds would be acquired. Richard Kiah also expounded upon the benefits of this particular gauge over other reporting means which track projected river elevation. He said the proposed gauge relates immediate, accurate measurements without conjecture. He stated it will also retain historical data for comparison. Selectman LaFleur asked how real-time data would be beneficial to emergency operations if it couldn't predict what the measurements would be going forward. Chief Mulholland responded saying the monitoring will facilitate a record of how fast the levels are rising and if it's continuing to rain, officials could determine when to evacuate based on the rate of elevation and levels which historically proved detrimental to homeowners in that area. The board then discussed the methods used in Chichester and compared this to the proposed gauge for Allenstown. They also queried on Pembroke's position on the matter and the properties that would be impacted.

A motion was made by Selectman Gryval to authorize Chief Mulholland to apply for an EMPG Grant in the amount of \$24,520.00 for the purchase of an SLW. Chairman Tardiff seconded the motion.

- Roll Call Vote:
- Chairman Tardiff – Yes
  - Selectman LaFleur – No
  - Selectman Gryval – Yes
  - Motion Passed

**IX. Electricity Supply Providers**

Administrator Apple presented the board with information on switching electricity supply providers. Chief Mulholland expounded upon this presentation and noted that because of deregulation, the town can choose their preferred provider. Administrator Apple said this is and would continue to be closely monitored for cost effectiveness. The board unanimously agreed that switching was the correct action to take.

**X. Municipal Assessment**

Administrator Apple presented the board with information on the Municipal Assessment Data Sheets Certificate. He reviewed the cover letter with the board and explained the regulatory procedures set forth by the DRA. The board provided the necessary signatures.

**XI. Homeland Security Exercise and Evaluation Program**

Chief Mulholland provided the board with information on the grant for the Homeland Security Exercise and Evaluation Program. He explained to the board what this training entailed and answered to how this differed from real life scenario, citing this is another level of preparedness. Chairman Tardiff asked why other towns didn't participate in this to educate themselves. Administrator Apple added that other towns don't routinely encounter the same level of challenges that Allenstown does.

A motion was made by Selectman Gryval to apply for a \$45,150.00 grant from the NH Department of Safety, Homeland Security, and Emergency Management for the State Homeland Security Exercise and Evaluation Program; and to authorize the Town Administrator to sign the application. Selectman LaFleur seconded this motion.

Roll Call Vote:  
Chairman Tardiff – Yes  
Selectman LaFleur – Yes  
Selectman Gryval – Yes  
Motion Passed

**XII. Town Report Dedication**

Administrator Apple reminded the board of a discussion a few weeks back regarding a joint dedication of the Town Report to both Mr. Letendre and Mr. Chevrette, former Fire Chiefs. Selectman LaFleur asked if the Chevrette family had been consulted. Administrator Apple said he hadn't spoken with the family. Selectman Gryval said he spoke with Mr. Chevrette's son and his wife, Ann, who were both fine with the dual dedication. The board unanimously approved the dedication decision and authorized Administrator Apple to go forward with the narrative.

**XIII. Non-Public Session**

A motion was made by Selectman Gryval to enter into non-public session pursuant to RSA 91A:3, II (c) at 7:48PM. Selectman LaFleur seconded this motion.

Roll Call Vote:  
Chairman Tardiff – Yes  
Selectman LaFleur – Yes  
Selectman Gryval – Yes  
Motion Passed

**XIV. Public Session**

A motion was made by Chairman Tardiff to reconvene the public session at 8:31PM. Selectman LaFleur and Selectman Gryval both seconded this motion.

Roll Call Vote:  
Chairman Tardiff – Yes  
Selectman LaFleur – Yes  
Selectman Gryval – Yes  
Motion Passed

A motion was made by Selectman Gryval to seal the prior non-public session’s minutes that ended at 8:31PM. Selectman LaFleur seconded this motion.

Roll Call Vote:  
Chairman Tardiff – Yes  
Selectman LaFleur – Yes  
Selectman Gryval – Yes  
Motion Passed

**XV. Snow Closure Policy**

Administrator Apple presented the board with a need to streamline the Snow Closure Policy. The board said this makes sense given the experience of the Christmas week storm and authorized the Chairman, in consultation with the Town Administrator, to make decisions regarding inclement weather closures.

**XVI. Tax Abatements**

Selectman LaFleur made a motion to abate the 2010 taxes pursuant to a veterans’ exemption for Dennis Lord, 10 Betty Lane, in the amount of \$21.06. Selectman Gryval seconded this motion.

Roll Call Vote:  
Chairman Tardiff – Yes  
Selectman LaFleur – Yes  
Selectman Gryval – Yes  
Motion Passed

Selectman LaFleur made a motion to abate the 2010 taxes pursuant to a veterans' exemption for Leo St. Germain, 8 Betty Lane in the amount of \$8.18. Selectman Gryval seconded this motion.

Roll Call Vote:  
Chairman Tardiff – Yes  
Selectman LaFleur – Yes  
Selectman Gryval – Yes  
Motion Passed

Selectman LaFleur made a motion to abate the 2010 taxes for pursuant to a veterans’ exemption for Adrien Pacquette, of 4 New Yorker Drive, in the amount of \$19.56. Selectman Gryval seconded this motion.

Roll Call Vote:  
Chairman Tardiff – Yes  
Selectman LaFleur – Yes  
Selectman Gryval – Yes  
Motion Passed

**XVII. Minutes**

A motion was made by Selectman Gryval to accept the meeting minutes from 12/6/10, as written. Chairman Tardiff seconded this motion.

Roll Call Vote:  
Chairman Tardiff – Yes  
Selectman LaFleur – abstained  
Selectman Gryval – Yes  
Motion Passed

A motion was made by Selectman Gryval to accept the meeting minutes from 12/29/10, as written. Chairman Tardiff seconded this motion.

Roll Call Vote:  
Chairman Tardiff – Yes  
Selectman LaFleur – abstained  
Selectman Gryval – Yes  
Motion Passed

Selectman LaFleur said he was concerned about the number of recesses that were taken during 12/29/10’s meeting. Administrator Apple stated these were to allow him to retrieve paperwork from his office, pertinent to that evening’s deliberations.

The board deferred approval of 12/13 and 12/20/10’s minutes to the next meeting.

**XVIII. 2011 Revenue**

Administrator Apple presented the board with revenue information and projections for 2011. He said the figures are mostly the same as 2010, remaining conservative. Selectman Gryval asked what was left over from 2010. Administrator Apple said it was approximately \$200,000.00 with 2009's at \$244,000.00. He also updated the board on the status of year-end expenditures and purchases noting progress is being made.

**XIX. Goals and Objectives**

Administrator Apple consulted with the board regarding Goals and Objectives slated for presentation on 1/17/11. The board discussed the timing of the presentation given the civil holiday and suggested need of review of the most current CIP to measure definitive goals and progress. Selectman Gryval said he struggled last year with prioritizing issues noting that more immediate issues that arise take precedence. He cited the aforementioned loader as a perfect example of such a situation. Administrator Apple said the Department Heads are looking for direction. Selectman LaFleur said the recommendations and proposals have been received. He suggested hearing from the Department Heads, taking it in, and coming back the following week with an informed direction. Selectman Gryval said the departmental needs have already been put forth; it's up to board to set the course. He said that's where it's helpful to refer to the CIP. The board discussed items that don't carry a dollar value and their need to be addressed. Administrator Apple said they are seeking direction of even policies from the board. He said each point should be addressed and approved or disapproved. He stated that after that, the board needs to go department by department prioritizing goals and objectives. The board asked if Administrator Apple could compile the data into a spreadsheet to review with this information. Administrator Apple said he would put this together for the board.

**XX. Adjournment**

A motion was made by Selectman Gryval to adjourn the 1/10/11 Board of Selectmen meeting at 9:01PM. Selectman LaFleur seconded this motion.

Roll Call Vote:  
Chairman Tardiff – Yes  
Selectman LaFleur – abstained  
Selectman Gryval – Yes  
Motion Passed

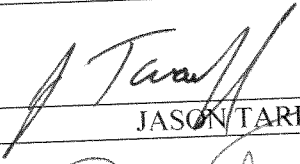
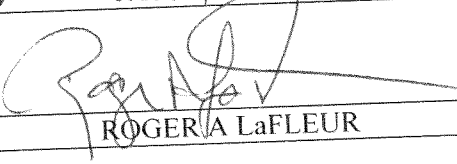

Meeting adjourned at 9:01PM.

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Signature Page

Original Approval:	
 JASON TARDIFF	2-7-11 DATE
 ROGER A LaFLEUR	2/7/11 DATE
 JEFF GRYVAL	2-7-11 DATE

Amendment Approvals:		
Amendment Description:	Approval:	Date:
	JASON TARDIFF	DATE
	ROGER A LaFLEUR	DATE
	JEFF GRYVAL	DATE

### Attendance List

NAME

Attach to minutes