

TOWN OF ALLENSTOWN
Select Board Meeting
16 School Street
Allenstown, New Hampshire 03275
January 28, 2019

Call to Order

The Allenstown Select Board Meeting of January 28, 2019 was called to order by Vice Chair Sandy McKenney at 6:02 pm. Vice Chair McKenney called for the Pledge of Allegiance.

Roll Call

Present on the Board: Sandy McKenney, Dave Eaton

Allenstown staff: Derik Goodine, Town Administrator; Debbie Bender, Finance; Kathleen Pelissier, Town Clerk/Tax Collector; Mike Stark, Acting Police Chief & Lieutenant

Others present: Michael Frascinella, Chad Pelissier, Representative Alan Turcotte

Citizens' Comments

None.

Regular Agenda

- **CWSRF Disbursement Authorization to sign**

Mr. Goodine explained that this is a Clean Water State Revolving Fund (CWSRF) disbursement request for the Library Street pump station. He said that there would be many of these in the coming months as the project progresses and he will simply place them on the Consent Agenda if the BOS gives him permission to sign this one and all others going forward.

Vice Chair McKenney asked how many there might be.

Mr. Goodine said that there could be several each month.

Mr. Eaton made a motion to authorize the Town Administrator to sign the current disbursement authorization and all others for this project going forward. Ms. McKenney seconded the motion, which carried unanimously.

- **Tax Deeds**

Mr. Goodine reported that the tax deed list is down to three or four, as many residents have signed payment agreements. The agreements with the Holiday Acres cooperatives are not yet in place. The concern is that if deeded, the town might be on the hook for more money than is owed in back taxes if the delinquent amount is not substantial and the town is required to pay rent. He said he would report back when he has more information.

Budget Related Agenda

- **Deliberative Session, February 2, 2019**

Mr. Goodine announced the Deliberative Session set for February 2, 2019. It will begin at 9:00 am.

Mr. Frascinella asked about the order of events.

Vice Chair McKenney responded that the School goes first; they have a separate warrant. She asked who would handle the Parks & Rec warrant articles.

Ms. Bender said that would be Mr. Goodine.

Mr. Goodine added that probably Kris Raymond and Jeffrey Venegas of the Budget Committee would want to say something because they were advocating for it at the Budget Committee meetings.

- **Sign Warrant Certificate of Service**

Mr. Goodine said that the Warrant was posted at the Police Station, Town Hall, St. John the Baptist Church, and on the Town website. This Warrant Certificate of Service can be displayed next to the Warrants which have been posted and also added to the website.

Mr. Eaton made a motion to sign the Warrant Certificate of Service. Ms. McKenney seconded the motion, which carried unanimously.

- **Meet the Candidates Sessions: February 28, 2019 @ 7:00 pm and March 3, 2019 @ 2:00 pm.**

Mr. Goodine said that these sessions were scheduled by the Town Moderator and would be held at the Boys & Girls Club in the second-floor lounge area.

Other Business

Vice Chair McKenney asked if all departments, boards and committees had submitted their individual reports for the Town Report.

Ms. Pelissier said that most have, but a few have not.

Vice Chair McKenney said that the term expiration dates for all boards and committees should be included.

Ms. Pelissier said that she would get that information to Patricia Caruso.

Vice Chair McKenney said that information about trash pick-up should be on the back page, including holiday schedules.

Ms. Bender recommended that information about the extra cost to the town if residents don't properly separate trash from recyclables.

Ms. Bender reported receipt of the 2017 Audit Report and said she would give a copy to Patricia Caruso for the Town Report and copies to others who would like to have one.

Vice Chair McKenney said she received a phone call asking why the town was hiring an Assistant Road Agent. She said she told the caller she knew nothing about it. She continued, saying that the BOS is

looking for Chief St. Germaine's work schedule and some information regarding the fire boxes. The BOS needs him to set a deadline.

Mr. Goodine said that Chief Germaine claims to have nothing to do with the boxes. Mr. Goodine cautioned that the fire boxes must be removed by a contract.

TOWN ADMINISTRATOR'S REPORT

Mr. Goodine said that the Town Clerk's office will be open on Friday, February 1, 2019 from 3:00 pm until 5:00 pm, per State law, for last minute filings.

Ms. Pelissier said that she would bring pizza and soda, and she encouraged everyone to stop in.

Mr. Goodine referred to a communication from Anita Proulx regarding tax exemptions and credits. Nashua and other communities have raised the amount of some credits and exemptions.

Ms. Pelissier confirmed that Allenstown only has Elderly and Veteran credits. It does not offer blind or disabled credits.

Mr. Goodine outlined some of the possibilities for tax rate increases if exemptions and credits are increased and/or if new credits and exemptions are offered.

Mr. Eaton said that these would have to be warrant articles.

Mr. Goodine agreed, saying that he just wanted to begin discussions on the topic.

State Representative Alan Turcotte informed the Board that two bills have been introduced at the State House on exemptions and credits. One would cap the tax bill of residents over 65 with no children in school. The other would offer a 50% deduction on the School tax for residents over a certain age.

CONSENT CALENDAR, MINUTES AND MANIFESTS

Mr. Eaton made a motion to ratify the Consent Calendar of January 28, 2019. The motion was seconded by Ms. McKenney and carried unanimously.

Mr. Eaton made a motion to approve the Payroll and Accounts Payable Manifests. The motion was seconded by Ms. McKenney and carried unanimously.

Mr. Eaton made a motion to approve the re-signing of the four non-public sessions of the December 3, 2018 meeting. The motion was seconded by Ms. McKenney and carried unanimously.

Mr. Eaton made a motion to approve the minutes of the non-public session of January 14, 2019. The motion was seconded by Ms. McKenney and carried unanimously.

Mr. Eaton made a motion to approve the minutes of the January 3, 2019 public session. The motion was seconded by Ms. McKenney and carried unanimously.

Mr. Eaton made a motion to approve the minutes of the January 14, 2019 public session. The motion was seconded by Ms. McKenney and carried unanimously.

Non-Public Agenda Item

- **Non-Public Session in accordance with the provisions of RSA 91-A:3, II (a)**

Mr. Eaton made a motion to enter non-public session in accordance with the provisions of RSA 91-A:3, II (a) at 7:04 pm. The motion was seconded by Ms. McKenney. A roll call vote was taken: Mr. Eaton, aye; Ms. McKenney, aye.

Mr. Eaton made a motion to return to public session at 7:24 pm. Ms. McKenney seconded the motion. A roll call vote was taken: Mr. Eaton, aye; Ms. McKenney, aye.


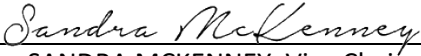

Mr. Eaton made a motion to seal the minutes of the non-public session because they might adversely affect someone not a member of the Board. Ms. McKenney seconded the motion. A roll call vote was taken: Mr. Eaton, aye; Ms. McKenney, aye.

Mr. Eaton made a motion to adjourn at 7:25 pm. Ms. McKenney seconded the motion, which carried unanimously.

TOWN OF ALLENSTOWN
SELECTBOARD
PUBLIC MEETING MINUTES

JANUARY 28, 2019

Signature Page

Original Approval:	
 RYAN CARTER, Chair	03/04/2019 DATE
 SANDRA MCKENNEY, Vice Chair	02/25/2019 DATE
 DAVID EATON, Member	02/20/2019 DATE

Amendment Approvals:		
Amendment Description:	Approval:	Date:
	RYAN CARTER, Chair	DATE
	SANDRA MCKENNEY, Vice Chair	DATE
	DAVID EATON, Member	DATE

Signature Certificate



Document Reference: JSMRH8ILEJ35DJF48875VC

RightSignature
Easy Online Document Signing



David Eaton

Party ID: EXMEP6J8ILZ8UN6YIKFRK2

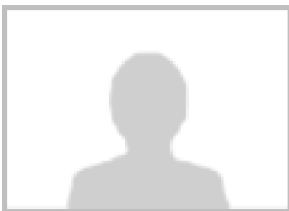
IP Address: 162.220.42.26

VERIFIED EMAIL: deaton@allentownnh.gov

Electronic Signature:

Multi-Factor
Digital Fingerprint Checksum

cff745008828fad4abdb3c44070b48655481a449



Sandra McKenney

Party ID: 48AJHWJ495GUSAT8KNBMFW

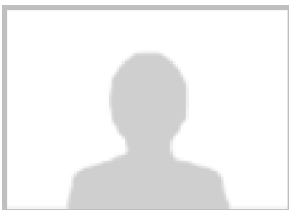
IP Address: 64.222.96.214

VERIFIED EMAIL: smckenney@allentownnh.gov

Electronic Signature:

Multi-Factor
Digital Fingerprint Checksum

19bf745d7382061dd739666a80c8cad727c832f



Ryan Carter

Party ID: 264RNAI693L6AIBPCS2SIB

IP Address: 24.62.156.240

VERIFIED EMAIL: rcarter@allentownnh.gov

Electronic Signature:

Multi-Factor
Digital Fingerprint Checksum

5832eed6247395adb957263099d32330e317058f



Timestamp

2019-03-04 15:59:44 -0800

2019-03-04 15:59:44 -0800

2019-03-04 15:59:27 -0800

2019-02-25 09:39:57 -0800

2019-02-25 09:39:57 -0800

2019-02-25 09:39:19 -0800

2019-02-20 04:29:19 -0800

Audit

All parties have signed document. Signed copies sent to: David Eaton, Sandra McKenney, Ryan Carter, and Derik Goodine.

Document signed by Ryan Carter (rcarter@allentownnh.gov) with drawn signature. - 24.62.156.240

Document viewed by Ryan Carter (rcarter@allentownnh.gov). - 24.62.156.240

Document signed by Sandra McKenney (smckenney@allentownnh.gov) with drawn signature. - 64.222.96.214

Document signed by Sandra McKenney (smckenney@allentownnh.gov) with drawn signature. - 64.222.96.214

Document viewed by Sandra McKenney (smckenney@allentownnh.gov). - 64.222.96.214

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2019-02-20 04:27:00 -0800

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2019-02-19 13:31:20 -0800

Document created by Derik Goodine (dgoodine@allentownnh.gov). -
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