

TOWN OF ALLENSTOWN
Select Board Meeting
16 School Street
Allenstown, New Hampshire 03275
January 8, 2018

Call to Order

The Allenstown Select Board Meeting of January 8, 2018 was called to order by Chairman Jason Tardiff at 6:00 p.m. Chair Tardiff called for the Pledge of Allegiance.

Roll Call

Present on the Board: Ryan Carter, Dave Eaton, Jason Tardiff

Allenstown staff: Shaun Mulholland, Town Administrator;

Others present: Michael Stark, Paul Paquette, Chad Pelissier, Trisha Caruso, Sandy McKenney, Michael Frascinella, Ron Pelissier, Melissa Proulx (Union Leader)

Citizens' Comments

There were no citizens' comments.

Public Hearing – Warrant Article proposing tax exemptions for industrial and commercial development

Mr. Frascinella presented the EDC's proposed text for the explanation of the tax exemption warrant article in the Town Voter's Guide. He said that the first paragraph is the strongest recommendation for voting in favor of this proposal, and a simple example is included.

Mr. Mulholland said that this item is on the agenda for the purpose of allowing for public input, although no members of the public are present to speak. The BOS has already approved this article. Mr. Frascinella should be prepared to present this warrant article at the Deliberative Session on February 3, 2018. This will be an opportunity to inform the public and encourage a positive response.

Discuss landfill testing results in regards to PFAS (Polyflouroalkyl Substances)

Mr. Stark presented PFAS test results. He said that, because of problems with other landfills, the DES now requires this testing. This is the first time Allenstown has tested for PFAS, so there is no baseline for comparison. Three wells were tested. One well had 210 parts per trillion, which is over the allowed amount. Yet, a well 30 feet away was well under the allowed amount. In order to reduce the risk to public health, he recommends proceeding with the testing of seven drinking water wells within a 1,300-foot radius, without waiting to hear from the DES.

Mr. Mulholland said that they believe there is only the one well with an issue, but they have no knowledge of the magnitude or source of the contamination. He provided a list of many items which may contain PFAS, and he encouraged testing the seven wells as proposed, in the interest of public health.

Mr. Ron Pelissier said that the old well near the Highway Department building was well below the allowed amount; this well is not in use.

Mr. Carter asked if any of the seven wells to be tested are active.

Mr. Mulholland said that they are all active, as the homes are not connected to Town water.

Mr. Eaton said that it is good to be proactive.

Accept the resignation of the Town Administrator

Mr. Mulholland said that his resignation as Town Administrator is effective March 8, 2018, including vacation time. He is also resigning as the Emergency Management Director.

On motion of Mr. Eaton, duly seconded by Mr. Carter, it was voted to accept the resignation of Shaun Mulholland as the Town Administrator and the Emergency Management Director.

Appoint Interim Town Administrator

Mr. Mulholland proposed the appointment of Michael Stark as the Interim Town Administrator. Mr. Stark will serve in this position until a permanent replacement is found. This could take four to five months.

Ms. McKenney asked if there would be a pay increase for Mr. Stark because he is taking on a lot of responsibility.

Chair Tardiff said there will be a pay adjustment.

On motion of Mr. Eaton, duly seconded by Mr. Carter, it was voted to appoint Mr. Stark as the Interim Town Administrator.

On motion of Mr. Carter, duly seconded by Mr. Eaton, it was voted to appoint Mr. Stark as the Emergency Management Director, term expiring June 1, 2018.

Town Administrator's Report

Mr. Stark reported that search interviews for a Finance Director were held for a full day on Saturday, June 6, 2018. There were a number of good candidates.

The members of the Board okayed the ad for the Town Administrator, so that process can begin.

Mr. Mulholland reported on the progress with water damage repairs at the Community Center. There is a difference of \$3,000 between the cost estimate of the contractor and the amount the insurance company is willing to pay. Negotiations will continue. Repair of the Town Hall cement steps will begin soon.

Mr. Stark said that tomorrow, January 9th, is the deadline for petition warrant articles. He confirmed that the BOS will meet to deal with any petition warrant articles after the public hearing on the budget on Saturday, January 13, 2018.

Mr. Mulholland said that the last Monday of the month is the deadline for posting the Town warrant. The warrant is normally posted well ahead of this legal deadline; however, because of the Planning

Board's public hearing on the proposed zoning ordinance warrant article scheduled for January 24th, they will have to post a draft Town warrant, minus that one warrant article. The BOS will have to schedule a meeting for January 25th for the single purpose of dealing with this warrant article. He added that if any petition warrant articles involve appropriations, the BOS will have to deal with them before the public hearing on the budget.

On motion of Mr. Eaton, duly seconded by Mr. Carter, it was voted to approve the discharge of the lien on the property designated 106-38-37.

Mr. Mulholland presented for approval the hiring of Hannah Hangi as an on-call firefighter. Mr. Mulholland said that the applicant is qualified.

On motion of Mr. Eaton, duly seconded by Mr. Carter, it was voted to approve the hiring of Hannah Gangi as an on-call firefighter.

CONSENT CALENDAR, MINUTES AND MANIFESTS

On motion of Mr. Eaton, duly seconded by Mr. Carter it was voted to ratify the Consent Calendar of January 8, 2018, excluding the payroll change form for Mr. Mulholland.

On motion of Mr. Eaton, duly seconded by Mr. Carter, it was voted to approve the Payroll and Accounts Payable Manifests listed on the January 8, 2018 agenda.

Mr. Frascinella asked when Mr. Stark would take over as the Town Administrator.

Mr. Mulholland explained that his last full day would be January 13th. He will be available by phone and email as needed; he will be a temporary employee, available to come into the office as needed. He said that Mr. Stark has been shadowing him and they have made the necessary adjustments for emails and telephone calls.

Mr. Stark provided the members of the Board with his cell phone number. He said that two employees at the Police Department will be filling in for him, and they all look forward to expanding their knowledge.

On motion of Mr. Carter, duly seconded by Mr. Eaton, it was voted to enter non-public session in accordance with the provisions of RSA 91 – A:3, II (a) at 6:33 p.m.

On motion of Mr. Carter, duly seconded by Mr. Eaton, it was voted to return to public session at 6:58 p.m.

On motion of Mr. Eaton, duly seconded by Mr. Carter, it was voted to seal the minutes of the non-public session, as they may adversely affect a member of the public other than a member of the Board.

On motion of Mr. Carter, duly seconded by Mr. Eaton, it was voted to enter non-public session in accordance with the provisions of RSA 91 – A:3, II (b) at 6:59 p.m.

On motion of Mr. Eaton, duly seconded by Mr. Carter, it was voted to return to public session at 7:09 p.m.

On motion of Mr. Eaton, duly seconded by Mr. Carter, it was voted to seal the minutes of the non-public session, as they may adversely affect a member of the public other than a member of the Board.

On motion of Mr. Carter, duly seconded by Mr. Eaton, it was voted to enter non-public session in accordance with the provisions of RSA 91 – A:3, II (a) at 7:10 p.m.

On motion of Mr. Carter, duly seconded by Mr. Eaton, it was voted to return to public session at 7:22 p.m.

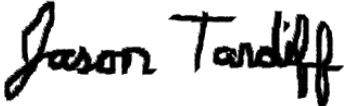

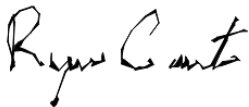
On motion of Mr. Eaton, duly seconded by Mr. Carter, it was voted to seal the minutes of the non-public session, as they may adversely affect a member of the public other than a member of the Board.

On motion of Mr. Carter, duly seconded by Mr. Eaton, it was voted to adjourn at 7:24 p.m.

TOWN OF ALLENSTOWN
SELECTBOARD
PUBLIC MEETING MINUTES

January 8, 2018

Signature Page

Original Approval:	
	01/16/2018
JASON TARDIFF, Chair	DATE
	01/17/2018
DAVID EATON, Vice Chair	DATE
	02/01/2018
RYAN CARTER, Member	DATE

Amendment Approvals:		
Amendment Description:	Approval:	Date:
	JASON TARDIFF, Chair	DATE
	DAVID EATON, Vice Chair	DATE
	RYAN CARTER, Member	DATE

Signature Certificate



Document Reference: 8EIHUPIWKJPPJHVRZJSMSN

RightSignature
Easy Online Document Signing



Ryan Carter

Party ID: FVCZRLJYHKJYMG8TAWD6IK

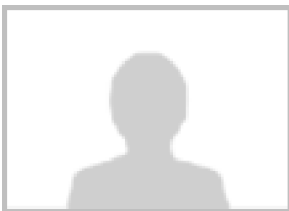
IP Address: 64.222.96.214

VERIFIED EMAIL: rcarter@allentownnh.gov

Electronic Signature:

Multi-Factor
Digital Fingerprint Checksum

59d411394239573b0dac21f114cb0675ed478095



Dave Eaton

Party ID: 9YMAUGINZ4XDLLCGSU5EXC

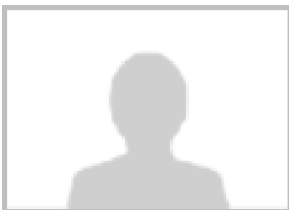
IP Address: 162.220.42.26

VERIFIED EMAIL: deaton@allentownnh.gov

Electronic Signature:

Multi-Factor
Digital Fingerprint Checksum

3ee331a7f34f75d27a203b70ea7cb5a73cff8002



Jason Tardiff

Party ID: VEG9LAJH6IGB4LFS3FCDH4

IP Address: 173.9.43.198

VERIFIED EMAIL: jtardiff@allentownnh.gov

Electronic Signature:

Multi-Factor
Digital Fingerprint Checksum

e71657e499a4d7ad8ce341362446bc5dea2c9dd8



Timestamp

2018-02-01 16:31:36 -0800

2018-02-01 16:31:35 -0800

2018-02-01 16:31:17 -0800

2018-01-17 08:53:31 -0800

2018-01-17 08:48:42 -0800

2018-01-16 13:08:31 -0800

2018-01-16 13:07:48 -0800

2018-01-16 12:59:51 -0800

Audit

All parties have signed document. Signed copies sent to: Ryan Carter, Dave Eaton, Jason Tardiff, and Michael Stark.

Document signed by Ryan Carter (rcarter@allentownnh.gov) with drawn signature. - 64.222.96.214

Document viewed by Ryan Carter (rcarter@allentownnh.gov). - 64.222.96.214

Document signed by Dave Eaton (deaton@allentownnh.gov) with drawn signature. - 162.220.42.26

Document viewed by Dave Eaton (deaton@allentownnh.gov). - 162.220.42.26

Document signed by Jason Tardiff (jtardiff@allentownnh.gov) with drawn signature. - 173.9.43.198

Document viewed by Jason Tardiff (jtardiff@allentownnh.gov). - 173.9.43.198

Document created by Michael Stark (mstark@allentownnh.gov). - 64.222.96.214



This signature page provides a record of the online activity executing this contract.