

TOWN OF ALLENSTOWN  
Select Board Meeting  
16 School Street  
Allenstown, New Hampshire 03275  
February 11, 2019

**Call to Order**

The Allenstown Select Board Meeting of February 11, 2019 was called to order by Chairman Ryan Carter at 6:04 pm.

**Roll Call**

Present on the Board: Sandy McKenney, Dave Eaton, Ryan Carter

Allenstown staff: Derik Goodine, Town Administrator

Others present: Chad Pelissier, Kathleen Pelissier, Town Clerk/Tax Collector; Michael Frascinella, Michael Johnson, Paul St. Germain, Fire Chief; Michael Stark, Acting Police Chief; Debbie Bender, Finance; Trish Caruso, Welfare

**Citizens' Comments**

There were no citizens' comments.

**Regular Agenda**

▪ **Tax Deeds**

Mr. Goodine presented the list of properties for tax deeding. He asked the Board to approve waivers for five properties at Holiday Acres in order to delay deeding until it is determined whether HRP or the cooperative will be taking over. These can be deeded, if necessary, during the next round of liening and deeding in June. Three other properties are on payment plans, so they will not be tax deeded.

Chair Carter expressed concern about not deeding the Holiday Acres parcels.

Mr. Goodine explained that the town might pay more in rent if the properties were tax deeded than what is owed in back taxes. He said that they would not be waiving the opportunity to take the parcels, just this deeding opportunity.

Mr. Eaton made a motion to grant a deed waiver for the property identified as 411-6-4 for non-payment of 2015 property taxes. Ms. McKenney seconded the motion, which carried unanimously.

Mr. Eaton made a motion to grant a deed waiver for the property identified as 107-12-182 for non-payment of 2015 property taxes. Ms. McKenney seconded the motion, which carried unanimously.

Mr. Eaton made a motion to grant a deed waiver for the property identified as 101-17 for non-payment of 2015 property taxes. Ms. McKenney seconded the motion, which carried unanimously.

Mr. Eaton made a motion to grant a deed waiver for the property identified as 107-12-148 for non-payment of 2015 property taxes. Ms. McKenney seconded the motion, which carried unanimously.

Mr. Eaton made a motion to grant a deed waiver for the property identified as 107-12-146 for non-payment of 2015 property taxes. Ms. McKenney seconded the motion, which carried unanimously.

Mr. Eaton made a motion to tax deed the properties identified as 407-40-6, 407-40-68, 108-33-0, and 407-40-40. Ms. McKenney seconded the motion, which carried unanimously.

#### ▪ **Fire Alarm Boxes**

Mr. Goodine said that there was a lengthy discussion about the fire alarm boxes at a recent department head meeting. He said that the one at the Highway Department cannot be removed until some work is completed there. The town has boxes at Town Hall, the Police Department, the Community Center, and the Library. The ones at the schools are owned by the School Department, so they can dispose of them as they choose.

Ms. McKenney said that Tom Irzyk wants one, so she will advise him to check with the School Department.

Chief St. Germain said that the one at the Fire Department has been repurposed as an emergency help box outside the station to be used after hours. Armand Verville has the one at the Old Allenstown Meeting House.

Ms. McKenney said that five or six residents have expressed interest in purchasing boxes.

Chief St. Germain said that they have several which were salvaged from Pittsfield; some are older than the ones in Allenstown if any collectors are interested. He added that, until the system is taken down, they would need to be removed by a professional. After that, anyone could safely do it. Several private entities have them, and they will be encouraged to have them taken down so as not to mislead anyone into thinking that they are functioning for emergency calls.

#### ▪ **Fire Chief – Status of Staffing Update**

Chief St. Germain stated that, although he has a listed staff of 21 members, in reality only five or six of the on-call staff are reliable. Between two and four actually show up for fires, on average. He said he would like permission to post an on-open-ended ad for call firefighters. He said they do not schedule at night, but when there is a fire, everyone helps. It is the small stuff which is problematic. Having a good ambulance service, he said, is helpful.

Ms. McKenney asked how many additional on-call firefighters he would like to have.

Chief St. Germain responded that they might not get any. He said that the job has changed a lot with the changing times. People commute to out-of-town jobs. Firefighting is dangerous.

Ms. McKenney asked if the pay scale is in line with other fire departments.

Chief St. Germain said that it is, which is a help.

Chief St. Germain reported that he and Captain McIntosh have been working on policy updates which Chief Murray was not able to complete. He said that he would like to officially hire two people: Tyler

Bannister, a new resident student who does chores at the Fire Station, and Zachary Ernst, an EMT. They have been approved through the system.

Mr. Eaton made a motion to hire Zachary Ernst as a temporary on-call firefighter EMT at a rate of \$18.37 per hour. Ms. McKenney seconded the motion, which carried unanimously.

Mr. Eaton made a motion to hire Tyler Bannister as a temporary employee at a rate of \$10.20. Ms. McKenney seconded the motion.

Chief St. Germain said that Tyler is in college and will be a certified EMT by the end of the school year. He may get attain Firefighter I status by the end of the summer.

Chair Carter called for a vote on the motion, which carried unanimously.

Chair Carter asked Chief St. Germain if the Fire Department could accommodate an eight-year-old boy who would like to visit the Department and perhaps attend a training session.

Chief St. Germain said that could easily be done and Captain McIntosh should be contacted.

#### ▪ **Town Report**

Mr. Goodine stated that they could save \$183.75 if they go with spiral-bound reports, so they will be ordering those if there is no objection. Regarding the cover, he suggested a blow-up of the town seal.

Ms. McKenney said they could do better than that.

Ms. Pelissier said they have used the seal often in the past and suggested pictures from Olde Home Day.

Mr. Pelissier said they could use a picture of retired Police Chief Paul Paquette.

Ms. McKenney suggested pictures from the Senior Center.

Mr. Goodine said they might feature the School Department, the Boys & Girls Club, or the new fire rescue truck.

Ms. Bender said that next year they might have a picture of the new town signs.

Ms. Pelissier suggested the Fire Explorers. She added that, for another year, they might have a photo contest for the cover.

Ms. Caruso cautioned about the need to have releases signed for children, and the need to obtain the signatures of both parents where there is a divorce with joint custody.

Mr. Frascinella suggested for next year a collage of the new businesses in Allentown.

Mr. Goodine said the cover could feature the new fire and police chiefs.

Ms. Pelissier said they could feature the Economic Development Committee because they are getting so much done, or any other committee because it is important to recognize volunteers.

Chair Carter suggested a picture of new staff members.

Ms. McKenney said they should start with the Fire Explorers.

Ms. Bender said that Allenstown is in the habit of listing salaries of town employees, and although it is public information, it seems invasive. She suggested listing salary totals for departments instead. NHMA says it is not required by law. She said they could check to see what other communities do.

Ms. Pelissier said they could leave that information out for a year and see what they get for feedback.

Mr. Eaton made a motion to enter into a contract with Evans Printing in the amount of \$3,118.26 for the printing of 250 copies of the 2018 Town Report. Ms. McKenney seconded the motion, which carried unanimously.

Ms. Pelissier said the report would also be available on the internet.

- **Support for NH Constitution, CACR8 – More Local Self-Governance Power**

Mr. Goodine stated that this is a good idea because the towns aren't allowed to do many things that the cities can do. He said that they have Home Rule in Maine, so that towns are allowed to take action on anything the state has not already acted upon. In New Hampshire, towns can only act upon things for the state has given them power. It would free us. It will require a three-fifths referendum vote.

Lt. Stark said that towns could allow new things, but they could also be more restrictive. Conservatively, this is a five-year process because it is a constitutional amendment.

Mr. Frascinella said that it is dangerous to make such a sweeping change to the State Constitution.

Chair Carter said he could see the pros and cons.

Mr. Goodine said it would be possible to individualize your community.

Mr. Eaton noted that New Hampshire has a large legislative body and it is easy to make changes through them.

Mr. Goodine said he has lived under home rule and it was okay.

#### **Budget Related Agenda**

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

Ms. Pelissier said that candidates probably won't attend both sessions.

Mr. Frascinella asked if public cable is available. He said a camera on people running for local office on a local station would be good.

Mr. Goodine said it can be obtained through a franchise agreement. He added that live streaming is the new way.

Chair Carter asked about whether someone has the expertise to do a Facebook live stream.

Ms. Pelissier said she would be willing to assist with a town administration Facebook account.

- Election - March 12, 2019

Ms. Pelissier asked Board members to complete appointment paperwork for pro temp representation for any time during the election day when they will not be there.

#### **CONSENT CALENDAR, MINUTES AND MANIFESTS**

Mr. Eaton made a motion to ratify the Consent Calendar of February 11, 2019. Ms. McKenney seconded the motion, which carried unanimously

Mr. Eaton made a motion to approve the Payroll Manifest listed on the February 11, 2019 agenda. Ms. McKenney seconded the motion, which carried unanimously.

Ms. McKenney made a motion to approve the minutes of non-public session #1 of January 3, 2019. Chair Carter seconded the motion. The motion was approved, with Mr. Eaton abstaining due to his absence from that meeting.

Ms. McKenney made a motion to approve the minutes of non-public session #2 of January 3, 2019. Chair Carter seconded the motion. The motion was approved, with Mr. Eaton abstaining due to his absence from that meeting.

Mr. Eaton made a motion to approve the minutes of the non-public session of January 28, 2019. Ms. McKenney seconded the motion, which carried unanimously.

Mr. Eaton made a motion to approve the minutes of the non-public session of February 4, 2019. Ms. McKenney seconded the motion, which carried unanimously.

Mr. Eaton made a motion to approve the minutes of the public session of January 28, 2019. Ms. McKenney seconded the motion, which carried unanimously.

Mr. Eaton made a motion to approve the minutes of the public session of February 4, 2019. Ms. McKenney seconded the motion, which carried unanimously.

Chief St. Germain reported that the Fire Explorers have agreed to be in a picture for the cover of the Town Report, and they all have signed releases.

Ms. McKenney said they would need an article about the Fire Explorers to be included in the report.

#### **Non-Public Agenda**

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

Mr. Eaton made a motion to enter non-public session in accordance with the provisions of RSA 91-A:3, II (b) at 7:38 pm. The motion was seconded by Ms. McKenney. A roll call vote was taken: Ms. McKenney, aye; Mr. Eaton, aye; Chair Carter, aye.

Mr. Eaton made a motion to return to public session at 7:56 pm. The motion was seconded by Ms. McKenney. A roll call vote was taken: Ms. McKenney, aye; Mr. Eaton, aye; Chair Carter, aye.

Mr. Eaton made a motion for the appointment of Michael Stark as Police Chief, contingent upon the contract agreement, Grade 17, Step 6. Ms. McKenney seconded the motion, which carried unanimously.

Mr. Eaton asked about the uniform change in the Police Department.

Acting Police Chief Stark said that he will be testing them on two officers, especially to see how they stand up after washing. They are less expensive and more comfortable. Traditional uniforms will still be used at appropriate events.

Chair Carter said he likes the T-shirts, especially for summer.

#### **TOWN ADMINISTRATOR'S REPORT**

Mr. Goodine said he would be on vacation for the rest of the week.

Mr. Goodine reported that Mr. Irzyk will be on the February 25<sup>th</sup> agenda.

Mr. Goodine said he spoke with Primex regarding the pending court case and coverage for the two people named.

Mr. Goodine reported that he received an email today from a woman on Riverside Drive regarding her complaint about the structure on the town-owned property adjacent to her parents' home. This is not a FEMA property; it was tax deeded and the town refused to sell it back to the owner because of the junk on the property. We will clean it up after the winter.


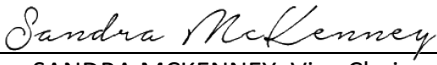

Ms. McKenney made a motion to adjourn at 8:03 pm. Mr. Eaton seconded the motion, which carried unanimously.

TOWN OF ALLENSTOWN  
SELECTBOARD  
PUBLIC MEETING MINUTES

FEBRUARY 11, 2019

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**Signature Page**

Original Approval:	
 RYAN CARTER, Chair	04/10/2019 DATE
 SANDRA MCKENNEY, Vice Chair	03/05/2019 DATE
 DAVID EATON, Member	03/05/2019 DATE

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

# Signature Certificate



Document Reference: MZWDM2IAV32M2P7C48M7RY

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**David Eaton**

Party ID: KBAYIJIWWJLTAD4RTMEW34

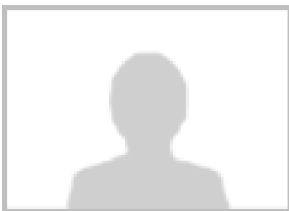
IP Address: 162.220.42.26

VERIFIED EMAIL: deaton@allentownnh.gov

Electronic Signature:

Multi-Factor  
Digital Fingerprint Checksum

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**Sandra McKenney**

Party ID: ETRENYICW3CH6E42CAXHWZ

IP Address: 64.222.96.214

VERIFIED EMAIL: smckenney@allentownnh.gov

Electronic Signature:

Multi-Factor  
Digital Fingerprint Checksum

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**Ryan Carter**

Party ID: 9UDRJUJCNKBYKDCD4PIPKI

IP Address: 24.62.156.240

VERIFIED EMAIL: rcarter@allentownnh.gov

Electronic Signature:

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Digital Fingerprint Checksum

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## Timestamp

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2019-04-08 07:09:50 -0700

2019-04-04 17:00:59 -0700

2019-03-05 09:44:48 -0800

2019-03-05 09:41:47 -0800

## Audit

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

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