

TOWN OF ALLENSTOWN
Select Board Meeting
16 School Street
Allentown, New Hampshire 03275
March 11, 2019

Call to Order

The Allentown Select Board Meeting of March 11, 2019 was called to order by Chair Ryan Carter at 5:32 pm.

Chair Carter called for the Pledge of Allegiance.

Roll Call

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

Allentown staff: Derik Goodine, Town Administrator; Debbie Bender, Finance Director; Trish Caruso, Town Welfare/Administration; Kathleen Pelissier, Town Clerk/Tax Collector

Others present: Tom Irzyk, Tyler Paine, Plodzick & Sanderson; Acting Police Chief Michael Stark, Carlos Morel, Robert Stark, Judy Stark, Chris Stark, Jessica Hambelton, Bill Dobe, Rich Caruso, Rolling Thunder; Robert McGuigan, Rolling Thunder; Teresa McGuigan, Rolling Thunder, Alexis Lievens, Sam Lievens, Susan Rovell-Rixx, Michael Willneff, Alison Willneff, Ed Fay, Magara Parmenter, Scott Knight

Non-Public Session

Ms. McKenney made a motion to enter non-public session in accordance with RSA 91-A:3, II (I) at 5:35 pm. Mr. Eaton seconded the motion. A roll call vote was taken: Ms. McKenney, aye; Mr. Eaton, aye; Mr. Carter, aye. The motion carried unanimously.

Mr. Eaton made a motion to return to public session at 6:09 pm. Ms. McKenney seconded the motion. A roll call vote was taken: Ms. McKenney, aye; Mr. Eaton, aye; Mr. Carter, aye. The motion carried unanimously.

Mr. Eaton made a motion to seal the minutes of the non-public session due to attorney/client privilege. Ms. McKenney seconded the motion. A roll call vote was taken: Ms. McKenney, aye; Mr. Eaton, aye; Mr. Carter, aye. The motion carried unanimously.

Swearing in of new Police Chief

Chair Carter stated that they would be swearing in Acting Police Chief Michael Stark as the new Police Chief. He said that Mr. Stark had been working in the Police Department for over ten years.

Mr. Stark said that since his 1998 graduation from college, what he has wanted to do was to make his family proud.

Ms. Pelissier performed the swearing in of Chief Stark and his fiancé Stephanie Planchet affixed his badge.

Chief Stark said his first act as Police Chief would be presenting Carlos Morel for approval as a new member of the Department. He said that Mr. Morel came to the United States from the Dominican Republic in 2009. He has been working as a corrections officer for three years and comes highly recommended.

Mr. Eaton made a motion to approve the hiring of Carlos Morel as a new police officer at Step One. Ms. McKenney seconded the motion, which carried unanimously.

Regular Agenda

➤ 2017 Audit Presentation

Tyler Paine, Plodzik & Sanderson, said that he was the head auditor for the 2017 audit for Allentown. He began, saying that an unmodified rating is the best. Allentown had two adverse ratings, one because of a lack of information regarding the inventory of the sewer infrastructure and the other because of a lack of information regarding the inventory of Town roads and bridges. This has been noted for each of the past three or four years. Next, he referred to Schedule 3 on page 49 regarding the change in the Unassigned Fund Balance. The beginning balance was \$1.8 million. Revenue surplus, he said, was the result of unanticipated tax revenue, unanticipated amounts from vehicle registrations and sale of municipal land. Savings on the cost of benefits came from health and dental expense savings. The new Unassigned Fund Balance is \$2.1 million, a result of the almost \$300,000 surplus. He went on to discuss the three bases of accounting. The budgetary basis is what municipalities use for reporting to the State of New Hampshire. This differs from the modified accrual method which follows GASB and includes capital leases and blended funds such as the Library and the Expendable Trust. The full accrual basis used by private entities includes long-term assets and liabilities. A new pronouncement, GASB 75, is for net pension liabilities and other post-employment liabilities. Allentown's liability for this is \$320,000.

Chair Carter asked about the adverse rating and what needs to be done to rectify that. Mr. Paine said that what is required is the establishment and recording of valuations of sewer and water lines, roads, and bridges since 2001.

Mr. Goodine said that the \$30,000 grant was to help with this. Data from Google Earth must be transferred to ViewWorks, the asset management software used by the Sewer and Highway Departments.

Mr. Paine said that reasonable estimates can be made and he can recommend consultants who can help with simplification of the process, focusing on what is important, and the use of CPI inflation as backup.

Ms. Bender said that the Sewer Department has made a lot of progress with this project.

Mr. Goodine said that it is largely a manpower issue.

Mr. Paine said that, in general, Allentown is on the upswing, after recent changes in personnel.

➤ Discussion about previous agenda items – Tom Irzyk and Riverside Park Drive Emergency Lane Designation

Chair Carter stated that he would allow brief comments regarding Riverside Park Drive and apologized for not being able to attend the February 25, 2019 meeting. He said that Mr. Irzyk is correct in saying that he has a conflict of interest because he lives on Riverside Park Drive. Nevertheless, he said, he can

act in good faith – and he did. However, he said he would remove himself from decisions on this issue because he does not want the perception of conflict.

Mr. Faye said that statements made at the February 25, 2019 meeting regarding Mr. Carter being the leader of the group advocating for the Emergency Lane Designation are false. He said that he, himself, was the leader, not Mr. Carter. There was an unnecessary attack on Ms. McKenney which was possibly illegal. A lot of false statements were made. We only want plowing.

Ms. McKenney told Mr. Irzyk that she felt that she was being attacked at the February 25th meeting. She said she called him and he did not return her call. She told him that he upset her, that she was pushed into a corner to vote. She said she did not deserve the attack of Mr. Gryval and Mr. Tardiff. She said they knew she cared about the people on Riverside Park Drive, and that they should have their road plowed.

Mr. Irzyk said that the only people to benefit from the Emergency Lane Designation are the residents of Riverside Park Drive.

Ms. McKenney made a motion to extend until April 15th the rescinding of the Emergency Lane Designation so that the road will be plowed by the Town if there are snowstorms during that time. There was no second to the motion, and thus the motion failed.

Ms. McKenney said that throughout the process, they consulted with Town Council.

Mr. Eaton said that after the Town Election, they could re-petition the new BOS.

Mr. Faye asked why they would have to do that. He said he talked with lawyers who told him that the job of the BOS is to vote to make changes.

Chair Carter said that they could only do what the State allows. He said he was closing the Riverside Park Drive discussion.

Mr. Faye said that the town was just as ridiculous as when Shaun Mulholland ran it.

Mr. Dobe asked if he could speak for just two minutes and Chair Carter said that he could.

Mr. Dobe said that people don't know that Riverside Park Drive is a private road. It is not like parks with fees for maintenance. He said that when he and his wife bought property from Romeo Plourde, they ended up owning the unsalable lots. He said he has no truck for plowing. Their deed does not say that they do or do not own the road, but a 1984 Superior Court ruled that they do own it. He said it was a mess and Mr. Plourde just bailed on them. Mr. Plourde's 1959 site plan was approved, and now the road does not meet the Town's specs for width. To make the road wider would mean taking parts of the lawns of residents. Their deeds would have to be redone and their lots resurveyed. The road was wide enough back in 1959.

➤ **Personnel Policy Changes – Next Step**

Mr. Goodine said that some department heads want to come in to discuss the proposals further. They want to pull back on some and are lukewarm about others. He said he wants one more work session with the new BOS.

➤ **POW Flag and Chair of Honor Proposal**

Mr. Goodine referred to a letter in the packets of the Board members. He said that Ms. Caruso asked him to put this item on the agenda.

Mr. Caruso said that he is a member of the Rolling Thunder organization, and they would like to have a POW flag in Allenstown. They are proposing a flag-raising one week prior to Memorial Day.

Mr. McGuigan said that the federal government has approved flying POW flags six days each year, but there is a bill before Congress which would allow POW flags to fly 365 days of the year. He explained that Rolling Thunder is a veterans' advocacy 501-C group. Although many members ride motorcycles, they are not a motorcycle club. He explained that POW issues still exist; 90,000 soldiers are still missing from all wars since World War I. In addition to the POW flag proposal, he said he would like to explain the Chair of Honor program and how it works. The idea is to have a black memorial chair prominently placed indoors or outside and flagged by flags. The chair would have a plaque honoring POWs. He said that the cost is minimal and could be defrayed by organizations such as the VFW, American Legion or Scouts. Fundraisers could also be held. The full cost of a new chair and other items needed for the project would be about \$600, but it need not be a new chair. The Hussey Seating Company in Maine offers new chairs for about \$135, but second-hand chairs can be donated or purchased, then stripped and painted black. Lighting is often used. Many cities and towns in New Hampshire already have POW Chairs of Honor. There is no exact standard, so chairs can be customized.

Mr. Caruso said that the Chair of Honor would not have to be placed in or at Town Hall. He added that it could be moved, if necessary. A media event could be scheduled for the presentation of the memorial chair.

➤ **Upstairs Town Hall Renovations**

Ms. Bender said that she had a quote for the deep-cleaning and refinishing of the floor upstairs.

Mr. Eaton asked if she had other quotes, as required by the procurement code.

Ms. Bender said that she did have other quotes but could get them. She added that if the Highway Department moves the furniture, they could save \$200 on the project.

CONSENT CALENDAR, MINUTES AND MANIFESTS

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

Mr. Eaton made a motion to approve the Payroll manifest of February 28, 2019. Ms. McKenney seconded the motion, which carried unanimously.

Mr. Eaton made a motion to approve the minutes of the February 25, 2019 meeting. Ms. McKenney seconded the motion. The motion carried, with Mr. Carter abstaining due to his absence from the meeting.

TOWN ADMINISTRATOR'S REPORT

Mr. Goodine reported that they are planning an Active Shooter drill for late April or early May for the Town Offices.

Mr. Goodine asked Ms. McKenney to report on the Meals on Wheels Fundraiser.

Ms. McKenney said that the Seniors would be holding a spaghetti dinner at the Senior Center on April 13, 2019 from 5:00 to 7:00 pm to raise funds for the Meals on Wheels program. There will also be a quilt raffle.

Mr. Goodine said that next year reviews should be in February, before the new BOS is elected.

Mr. Goodine said that he will be presenting a proposal for the new copier at the next meeting.

Mr. Goodine said that Ms. McKenney has suggested having a handyman for the Community Center because of the amount of Mr. Goodine's time spent checking on and fixing things there.

Mr. Eaton made a motion to adjourn at 6:59 pm. Ms. McKenney seconded the motion, which carried unanimously.

TOWN OF ALLENSTOWN
SELECTBOARD
PUBLIC MEETING MINUTES

MARCH 11, 2019

Signature Page

Original Approval:	
RYAN CARTER, Chair	DATE
SANDRA MCKENNEY, Vice Chair	DATE
DAVID EATON, Member	DATE

Amendment Approvals:		
Amendment Description:	Approval:	Date:
Changed year of graduation and Fiance's name		
	RYAN CARTER, Chair	DATE
	SANDRA MCKENNEY, Vice Chair	DATE
	MAUREEN HIGHAM, Member	DATE