

TOWN OF ALLENSTOWN  
Select Board  
16 School Street  
Allenstown, New Hampshire 03275

Minutes of Regular Meeting  
May 2, 2011

**Call to Order.**

The Allenstown Select Board Meeting for May 2, 2011 was called to order by the Chair at 6:00 p.m.

**Roll Call.**

Present on the Board: Jason Tardiff, Jeff Gryval, and Sandra McKenney

**Others Present.**

Residents of Allenstown: James Rodger, Noah Cote

Other Allenstown Officials: Diane Demers, Town Clerk; Ron Pelissier, Road Agent; Larry Anderson, Budget Committee/Trustee of Trust Funds; Richard G. Merrill, Sr., Planning Board alternate; Carol M. Merrill, Budget Committee; Don Chaput, Budget Committee/Planning Board.

Other Public Officials: Jon Richardson, State Representative/Budget Committee.

Allenstown Staff: Paul Apple, Town Administrator; Robert Martin, AFD Fire Chief; Shaun Mulholland, Chief of Police; Chad Pelissier, AHD; Aaron Lambert, AFD.

**Citizens' Comments.**

The Chair called for citizens' comments. Carol Merrill stated that she hoped any changes regarding the ambulance service would be put to a vote of the Town. Jim Rodger asked why he was not given consideration for potential appointment to the Allenstown Planning Board. Mr. Gryval responded that at the time the appointments were made, Mr. Rodger had not requested to stay on the Board. Further, he pointed out that each ex officio had been directed in advance to notify those who were up for reappointment that they needed to make a request in writing if they wanted to be reappointed to their committee. He noted as well that this has been the procedure for many, many years.

**Discuss SB 156.**

Mr. Tardiff recognized the Town Clerk, Diane Demers, who had information regarding SB 156. This amended bill would make auto dealers motor vehicle registration agents. Dealers would be required to give cities and towns the fees that they would have received if the car owner had gone to the town hall to obtain the registration. This is in reference to new car purchases only.

New Hampshire's town clerks and many local officials oppose letting auto dealers register cars. She expressed concern that there would be delay in receiving the funds.

Mr. Richardson stated that the bill had been amended in the Senate, but that it was likely to pass and become law. He explained that there would be a pilot program for one year, and then the Legislature would decide whether to implement it for all towns.

Mrs. McKenney expressed her objection to the bill, and stated that the Chair should call Senator Barnes. Mr. Tardiff responded that he did not necessarily object to the bill, and that it was likely to pass in any event. There was general discussion about the bill, but the Board did not take any decision to call Senator Barnes or formally oppose it.

**Public Hearing I; NH Highway Safety Agency Grant.**

Mr. Gryval made a Motion to open the Public Hearing regarding the NH Highway Safety Agency's Highway Safety Grant in the amount of \$5,062.50 for the purpose of conducting sobriety checkpoints in Allenstown. Mrs. McKenney seconded the Motion. A Roll Call Vote was taken: Mr. Tardiff-Yes; Mr. Gryval-Yes; Mrs. McKenney-Yes. The Chair declared the Motion passed.

The Board had no questions regarding this topic. No Residents asked any questions. The Chair said the issue would be left open while the Board moved on to other business.

**Presentation by Allenstown Recycling Committee.**

Mr. Tardiff introduced Mr. Richard Wood to begin the presentation by the Recycling Committee. He described the "Pay as You Throw" (PAYT) system they had been considering as a good option for Allenstown. The basis is that whereas there is a cost incurred for throwing away trash, recycling is free. Residents will be more mindful to pull recyclable items out of their trash in order to save themselves money. This trickles down to become revenue for the town due to increased recycling. Mr. Wood briefly listed items that can be recycled, citing that many people are not aware of how many different things can be recycled. He then outlined the impact this system would have on the Highway Department and the Transfer Station with regard to employees, citing three new hires would be necessary. Next, he showed a proposed Daily Schedule for separate collection of household solid waste and recyclables on different days of the week, as well as what the remaining Transfer Station hours would be. The bottom line showed proposed net revenue to the town of

\$632,418.00 with the PAYT system in use, which means potential tax savings to residents as this savings could be appropriated for other expenses.

Other points made were that 45 towns and cities in NH and 7,000 towns and cities nationwide use PAYT. NH towns and cities utilizing PAYT programs report average waste amount reductions ranging from 25-35%. Most importantly, PAYT gives residents the opportunity to control their household's waste disposal costs independent of everyone else in their community, rather than having to pay a flat rate as it is currently in Allenstown. Discussion turned to the idea of making recycling mandatory as opposed to optional, how that could be done, and what to do in the event that some people don't follow the mandate, if enacted.

Mr. Tardiff asked if there were any reason why we could not enact recycling at the transfer station right away. Ron Pelissier indicated that the Highway Department could accomplish this immediately at very low cost. Chad Pelissier indicated that it would probably not be very efficient to enact a voluntary curbside recycling program without making it mandatory. Mrs. McKenney stated that it was important to listen to the Residents and to do what they wanted. There was general discussion about the merit of an immediate curbside program and the need for additional education.

Mr. Gryval moved that the Highway Department be directed to implement mandatory single-stream recycling at the Transfer Station, effective July 9. Mrs. McKenney seconded the motion. A Roll Call Vote was taken: Mr. Tardiff-Yes; Mr. Gryval-Yes; Mrs. McKenney-Yes. The Chair declared the Motion passed.

The Board discussed the need for an education program. The Chair directed the Town Administrator to draft a press release describing mandatory recycling, and to schedule a public hearing in the next 30 days. Mr. Apple thanked the Recycling Committee for their hard work and excellent job in this undertaking.

### **Discuss Final Revisions to Proposed Solid Waste Ordinance.**

Following the previous discussion regarding recycling and waste disposal system for Allenstown, the Select Board felt that more time was needed to iron out the rough areas left in the ordinance and to work to ensure greater compliance by increasing Public awareness about the proposed options and their respective benefits. Mrs. McKenney made a Motion to table the finalization of the Solid Waste Ordinance until July 1, 2011. Mr. Gryval seconded the Motion. A Roll Call Vote was taken: Mr. Tardiff-Yes; Mr. Gryval-Yes; Mrs. McKenney-Yes. The Chair declared the Motion passed.

### **Public Hearing I; NH Highway Safety Agency Grant (revisited).**

Mr. Tardiff ensured that there were no further questions or comments from the Public and the Board, and there were not. Mr. Gryval made a Motion to close the Public Hearing. Mrs. McKenney seconded the Motion. A Roll Call

Vote was taken: Mr. Tardiff-Yes; Mr. Gryval-Yes; Mrs. McKenney-Yes. The Chair declared the Motion passed.

Mr. Gryval made a Motion to accept the NH Highway Safety Agency's Highway Safety Grant in the amount of \$5,062.50 for the purpose of conducting sobriety checkpoints in Allenstown. Mrs. McKenney seconded the Motion. A Roll Call Vote was taken: Mr. Tardiff-Yes; Mr. Gryval-Yes; Mrs. McKenney-Yes. The Chair declared the Motion passed.

### **Consideration of Fire Department Promotions.**

Mr. Apple explained that there were two promotions within the Fire Department for consideration. The first was with regard to Keith Lambert, up for promotion to Captain. Mr. Gryval made a Motion to promote Keith Lambert to the position of Captain with an hourly pay rate of \$15.00 per hour, effective May 1, 2011. Mrs. McKenney seconded the Motion. A Roll Call Vote was taken: Mr. Tardiff-Yes; Mr. Gryval-Yes; Mrs. McKenney-Yes. The Chair declared the Motion passed.

The second recommendation was for Paul St. Germain for promotion to Deputy Chief. Mr. Gryval made a Motion to promote Paul St. Germain to the position of Deputy Chief with an hourly pay rate of \$16.51 per hour, effective May 1, 2011. Mrs. McKenney seconded the Motion. A Roll Call Vote was taken: Mr. Tardiff-Yes; Mr. Gryval-Yes; Mrs. McKenney-Yes. The Chair declared the Motion passed.

### **Further Discussion Regarding Direction to Department Heads for 2012 Budget.**

Mrs. McKenney began the discussion by suggesting that Department Heads develop their budgets with what means they have, citing that she felt fairly sure the budget wouldn't go down any for next year. Mr. Gryval agreed, saying he thought it best to give them the latitude to look at the pay raises and then report back to the Select Board before finalizing their budgets. He added that he'd like to see a smoother operation this year, and that giving them these detailed instructions should help facilitate that. Further, he suggested giving each Department Head several scenarios and asking them to develop an ideal budget for each, incorporating a sort of "wish list" for their department. This will enable everyone to get a look at the big picture as far as where the town is going, and what expenses are foreseen for each department over the next several years that we need to begin planning for now. Mr. Gryval reiterated a concern he'd raised at a previous Select Board meeting, saying that it may become necessary for departments to have to cut some services or, worse, to cut personnel. He said he felt the best way those kinds of blows can be curtailed was for everyone to be looking further ahead and getting together to prioritize, to essentially take turns acquiring whatever big-ticket "wish list" items they need or will need soon.

Mr. Tardiff agreed that they should be keeping subsequent years in mind. There was some talk of having a workshop for the purpose of giving the

instructions the Select Board has discussed as well as to 'brainstorm' with everyone involved in attendance, but Mr. Tardiff made the point that that was basically the purpose of the meetings Mr. Apple is already having with Department Heads. Board members agreed to continue the discussion at the next Select Board meeting.

### **Town Administrator's Report:**

**Northern Pass.** Mr. Apple gave an update regarding Northern Pass, saying he had received an e-mail which stated that the project had been put on hold.

### **Change of Hours for Welfare Officer.**

Next, Mr. Apple reminded the Select Board of an e-mail he had forwarded to each of them regarding a change of the Welfare Officer's hours. She has proposed that she work in Allenstown on Mondays from 8:00 a.m.-5:00 p.m. and Thursdays from 8:00 a.m.-7:00 p.m., giving her the same number of total hours, but concentrated into just two days per week. Her rationale is that with the end of winter, she will see fewer applicants; thus she is proposing this change for the summer months only, until Labor Day.

Mr. Gryval made a Motion to allow Diane Callahan, the Welfare Director to change her hours to two days per week, on Mondays from 8:00 a.m.-5:00 p.m. and Thursdays from 8:00 a.m.-7:00 p.m., effective immediately and until Labor Day. Mrs. McKenney seconded the Motion. A Roll Call Vote was taken: Mr. Tardiff-Yes; Mr. Gryval-Yes; Mrs. McKenney-Yes. The Chair declared the Motion passed.

### **Capital Improvement Project.**

Mr. Apple brought the Select Board up-to-date on the progress of the Capital Improvement Project (CIP), reminding them that they had accepted the Planning Board's proposal to revise the Master Plan and CIP. The total cost of the revision service is \$4,500.00, but a grant will pay \$1,500.00, leaving a net cost to the town of \$3,000.00, \$1,500.00 of which has been paid. The remaining \$1,500.00 is now due.

Mr. Gryval made a Motion to pay for the CIP preparation (to be completed on or about June 1, 2011) in the amount of \$1,500.00 payable to CNHRPC. Mrs. McKenney seconded the Motion. A Roll Call Vote was taken: Mr. Tardiff-Yes; Mr. Gryval-Yes; Mrs. McKenney-Yes. The Chair declared the Motion passed.

### **Update on HB 25, Suncook River Testimony before the Senate.**

Mr. Gryval said that he and Mr. Apple were going to speak about HB 25 before the Senate on Thursday, May 5, 2011. He reminded attendees that there was approximately \$2,000,000.00 at stake for flood remediation on the Suncook. He said they had been reaching out in an attempt to make a collaborative effort with the towns of Chichester, Epsom, and Pembroke and

had been working closely with Epsom but hadn't received a response from Pembroke as yet. The testimony they would be presenting to the Senators was essentially the same as what they had presented to the House a couple months ago, with the exception that now it is coming from a group of towns rather than just Allenstown. He said he would be giving the presentation on Thursday on behalf of all four towns, rather than each town reiterating the same thing.

### **Minutes.**

Mr. Apple presented the Board with the Select Board Meeting Minutes from the April 18, 2011 meeting for their approval. Board members questioned several items within the document and made corrections as required. Mr. Gryval then made a Motion to accept the Minutes of April 18, 2011 as corrected. Mrs. McKenney seconded the Motion. A Roll Call Vote was taken: Mr. Tardiff-Yes; Mr. Gryval-Yes; Mrs. McKenney-Yes. The Chair declared the Motion passed.

There was some discussion about making corrections to the transcribed minutes prior to the Select Board's meeting in order to save time, and all Board members agreed to try doing so.

### **Non-Public Session.**

Mr. Gryval made a Motion to enter into Non-Public Session at 8:16 p.m., pursuant to RSA 91-A:3, II(a). Mrs. McKenney seconded the Motion. A Roll Call Vote was taken: Mr. Tardiff-Yes; Mr. Gryval-Yes; Mrs. McKenney-Yes. The Chair declared the Motion passed.

### **Public Session Reconvened.**

A Motion was made by Mr. Gryval to enter back into Public Session at 9:12 p.m. Mrs. McKenney seconded the Motion. A Roll Call Vote was taken: Mr. Tardiff-Yes; Mr. Gryval-Yes; Mrs. McKenney-Yes. The Chair declared the Motion passed.

Mr. Gryval made a Motion to seal the prior Non-Public Session's minutes. Mrs. McKenney seconded the motion. A Roll Call Vote was taken: Mr. Tardiff-Yes; Mr. Gryval-Yes; Mrs. McKenney-Yes. The Chair declared the Motion passed.

### **Other Business.**



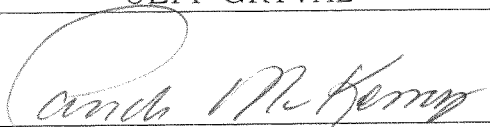
Mrs. McKenney spoke up to suggest that Mr. Tardiff assume her appointment as ex officio for the Space Needs Committee as she felt that she was not the right person for the job, for this year, at least. Some discussion ensued as to who would be better able to take it on with what responsibilities they already have and the work they've already done with their respective committees. Talk turned to the Select Board's meeting schedule, as Mrs. McKenney had a commitment on May 16. They discussed beginning a summer schedule of every other week meetings rather than weekly.

The Board spent a few minutes talking about Zoning Ordinance changes and the inventory the Code Enforcement Officer had undertaken regarding violations. All members asked to be kept up to date on the progress of the inventory.

**Adjournment.**

Mr. Gryval made a Motion to adjourn the meeting. Mrs. McKenney seconded the Motion. A Roll Call Vote was taken: Mr. Tardiff-Yes; Mr. Gryval-Yes; Mrs. McKenney-Yes. The Chair declared the meeting adjourned at approximately 9:40 o'clock p.m.

**Signature Page.**

<b>Original Approval:</b>	
 JASON TARDIFF	5.16.11 DATE
 JEFF GRYVAL	5-16-11 DATE
 SANDRA MCKENNEY	05-16-11 DATE

<b>Amendment Approvals:</b>		
<b>Amendment Description:</b>		
	JASON TARDIFF	DATE
	JEFF GRYVAL	DATE
	SANDRA MCKENNEY	DATE