

**TOWN OF ALLENSTOWN**  
**Selectboard Meeting Minutes**  
**16 School Street, Allenstown, NH 03275**  
**November 1, 2021**

**Call to Order**

The Allenstown Selectboard Meeting of November 1, 2021 was called to order at 6:06 PM by Chair McDonald.

Chair McDonald called for the Pledge of Allegiance.

**Roll Call**

Present on the Board: Scott McDonald, Sandy McKenney, Keith Klawes, Maureen Higham (via Zoom), Jim Rodger joined at 6:55 pm

Allenstown Staff: Derik Goodine (Town Administrator), Chad Pelissier (Road Agent), Kris Raymond (School Board Chair), Brian Arsenault (Code Enforcement Officer & Building Inspector), Mike Stark (Police Chief, joined at 6:15 pm), Moe Paquette (Lt. Fire Department joined late also).

Other: Mike Frascinella, Rich Caruso (EDC Candidate), Peter Warburton (Superintendent)

**CITIZENS' COMMENTS**

Mr. Frascinella said the Economic Development Committee completed its Halloween Lighting contest with a ceremony on Saturday afternoon. He said first place went to 39 River Road, second place went to 6 Sullivan Drive and third place went to 12 Reynolds Ave.

Mr. Caruso said he wanted to ask the Selectboard about filling a vacant position on the Economic Development Committee. Mr. Goodine said they appointed someone who did not show up and as soon as he officially resigns, Mr. Caruso can fill the position.

**REGULAR AGENDA**

- **Public Hearing on Renewal of the Suncook Economic Revitalization Zone in accordance with RSA 162-N:2 and Approval**

Mr. Goodine said it needs to be renewed every five years and they either need to keep the designation for Economic Revitalization Zone or have it removed.

He said the eligibility requirements are that any business that should apply for certification under it needs to expand the commercial or industrial base in a designated economic revitalization zone and created new jobs in the state. Chapter 162-N is posted to the Town's website for review.

Mr. Goodine said they are looking to whether China Mills falls under that requirement. He said what it means is that the limit on tax credits issued by the commissioner of economic and business affairs to all taxpayers claiming the credit shall not exceed \$825,000 for any calendar year, except that any amount of the credit less than \$825,000 that is not claimed in the calendar year may be issued in the next calendar year and in the following years.

He said that the amount of the credit to be taken shall be the sum of I) 4% of the salary for each new full-time job created in the calendar year with a wage less than or equal to 1.75 times the then current state minimum wage; II) 5% of the salary for each new full-time job created in the calendar year with a wage greater than 1.75 times the then current state minimum wage and less than or equal to 2.5 times the then current state minimum wage. The Board said that Mr. Goodine did not need to continue reading the section on eligible amounts.

Chair McDonald asked who would calculate these figures. Mr. Goodine said they would hire an accountant because it is a good tax break.

Mr. Goodine said they just need to figure out if they want to continue to do this in Town and he said he doesn't see any reason why they would not want to encourage them to come to Allenstown.

Chair McDonald asked if there were any other comments.

Ms. McKenney Motion to approve the renewal of the Suncook Economic Revitalization Zone in accordance with RSA 162-N:2. Mr. Klawes seconded the Motion.

Roll Call vote was taken.

Scott McDonald- Aye

Sandy McKenney- Aye

Keith Klawes- Aye

Maureen Higham- Aye

Jim Rodger-Aye

The Motion passed unanimously.

- **Discussion with Allenstown School Department Superintendent Peter Warburton and School Board Chair Kris Raymond on various topics**

Chair McDonald thanked Mr. Warburton and Ms. Raymond for taking time to meet with the Selectboard.

Chair McDonald said they had some concerns with CRT and 1619 Projects and that last spring, Mr. Warburton said that CRT would not be introduced in the SAU. He asked if there were any renegade instructors or guidance counselors at ARD that would push this and that they are looking for assurances that this won't be the case.

Mr. Warburton said that he did some research in the last couple of weeks knowing that he was coming before the Selectboard and spoke to the principals in the District. He said its non-existent and that teachers and administrators are not paying attention to it and he can assure that it is not happening.

He said he also spoke with some people for the State and Critical Race Theory exists nowhere in State statutes and regulations, DOE rules, standards or policies. He said it continues to be an enigma for some people but he can assure that it is not happening. Mr. Warburton said the parents can certainly call him if there are further questions.

Chair McDonald and a few others had concerns about the new school vision statement and one of the terms “equity.” He asked Mr. Warburton to explain what they meant by using that word. Ms. Raymond said the committee, when discussing the new building during a work session, discussed what were the guiding principles that the committee needs to think about when building this new school. She said that is how the four words in the mission statement came about. She said it did not come about in any way discussing or referencing the 1619 Projects or critical race theory.

Mr. Warburton said the March- April timeframe, this committee had been doing a lot of work and it was asked (amongst 16-20 people) to write down some words that mean something and then they took a vote. He said he can see now that it is a hot button word. He said in his mind, equity can mean equitable opportunities. He apologized and assured that was not their intent to reference anything regarding CRT and they can always change the word.

Ms. Raymond said that she is troubled by the fact that the word equity did not have a negative connotation in the past and she feels like now with the news media and social media talking about critical race theory, it has become a bad word. She said if they need to change it to quell fears, she will certainly do that.

Mr. Klawes is against changing it because they are using it as an educational tool to define what equity means. He said that just because it’s a hot button word today does not mean it will 2 years from now.

Chair McDonald said he won’t be the last person to ask about and he just hopes that it won’t bring negative attention.

Mr. Frascinella pointed out that part of the problem is the threat that every school in the country will be forced to the idea of teaching CRT and racial equity. He said one simple solution was just take the four guide points and provide a brief explanation of what the school means by those terms.

Mr. Goodine wanted to discuss the ARD property which they are putting an investment in with the ice rink. He said they have a lack of recreational facilities in town and it’s been discussed in the Economic Development Committee that when the building is sold off, they would keep the

recreational land so that they can use it in the future. Chair McDonald said a splash pad could be installed in the summer months. Ms. Raymond agreed with Chair McDonald and said that it would be a great idea and knows that they had talked about a skate park where the old tennis court used to be.

There was discussion regarding the traffic pattern disruption caused by the new school. Ms. Raymond said it has been discussed with the Owner's Property Manager and it is being looked at.

Mr. Warburton said he would like to have the Owner's Property Manager come to a Selectboard meeting to update them every couple of months. Mr. Arsenault introduced himself to the Superintendent, and said he would need to be kept updated about the activities and who is in charge of the various projects and would like to be added to the email group.

Ms. McKenney pointed out that River Road does not have sidewalks. Ms. Raymond said that if its more than 1 mile from home to school, they would need to be bussed. Ms. Raymond said she sees a trend of walkers decreasing in Town as many are choosing to drive their kids and pick them up. Mr. Warburton said he doesn't yet have any information regarding bussing or sidewalks and will let them know when he does.

Mr. Pelissier said the traffic will be a big issue and he already gets calls of concerns. He believes there will need to be engineering at certain intersections. Mr. Warburton said they are not quite there yet with regard to these decisions.

Mr. Goodine said he and Mr. Warburton have discussed the fact that the elementary school is currently their emergency shelter and they will need to make a decision down the road as to whether they change it to the new school.

Ms. Raymond said they are currently discussing the flooring for the gymnasium.

Mr. Klawes asked if the School Board or SAU office as to looking for other grants to help with certain expenses. Ms. Raymond said it will take a lot of resources to do this. Mr. Klawes said he has been asking this for years now because it is a process, but there is are a ton of opportunities out there up for grabs. He said waiting a year will not help them.

Mr. Warburton said it is still early, and they have already discussed 2 grants for a scoreboard and a generator. Ms. McKenney asked if the cost goes over the amount of the grant, does it get covered by the residents. He said no, they cannot do that. Ms. Raymond said the architectural firm put in soft costs into the Application and they have already seen some savings. She said some of this was for furniture and they have already purchased furniture through the Cares Act. She said they have already invested in stadium seating.

Ms. McKenney asked if they will be adding things to the budget and if they still needed items, where are they going to get it. Mr. Warburton said he is not going to be a predictor of that. He said he felt that this was very well put together and he does not think they are going to have to come back to the Town for money.

Ms. McKenney said it is going to be very difficult for people to pay their tax bills in the next year. Chair McDonald said they will start to realize some of the revenue from these projects in a couple years but they won't reach full realization until 7 years after Certificate of Occupancy is issued.

Ms. Raymond said they need to do the work now with the legislature to try to do something with education funding.

There was a discussion about pick-up and drop off times and location at the new school.

- **Date of Lot Merger Reversal Hearing and Decision**

Mr. Goodine said he heard back this morning and the home owner is supposed to pick it up. He said the home owner will then contact someone about a Title search and they will decide from there. Mr. Goodine said this will be tabled until the next meeting.

- **COVID 19 Update and American Rescue Funds Act**

Mr. Goodine said that he attended a webinar regarding different uses of the money and how the other communities are using it. He said there was a Senate bill that is now in the House and they are looking at expanding the use of this money to perhaps fund roads and sidewalks.

He said there is a potential for building a rail trail with some of the funds as well. Mr. Goodine said he has a message into Hooksett to find out what they did on their trails so they can learn since it's the same rail bed.

Ms. McKenney asked what sidewalks would they do. Mr. Pelissier said they are looking to do Granite Street sidewalks next year. He said they can definitely work through a lot of them.

Mr. Goodine said the monies have to be encumbered by 2024. He said that a lot of the suggestions are not applicable to a small town such as Allenstown.

He has been hearing something about a new infrastructure program which may have money to put toward school projects.

Mr. Goodine would recommend that members of the public go to the GOFERR site to look for different programs that have been developed with leftover Cares Fund Act monies. He said there is some rental assistance out there for people and a new CDL program.

## TOWN ADMINISTRATOR'S REPORT

Mr. Goodine said he provided the Board with several documents including a raffle permit for St. John the Baptist.

Ms. McKenney made a Motion to approve the application for a raffle permit at St. John the Baptist scheduled for November 6, 2021. Mr. Klawes seconded the Motion.

Roll Call vote was taken.

Scott McDonald- Aye

Sandy McKenney- Aye

Keith Klawes- Aye

Maureen Higham- Aye

Jim Rodger-Aye

The Motion passed unanimously.

Mr. Goodine said they have two abatements from negative tax bills. He said that Atlantic Broadband Finance and Comcast both have negative tax bills because when they paid their first tax bill they got rid of some of their assets that were not captured yet. He said that the Atlantic Broadband Finance has a negative tax bill for 2021 due to overpayment in the first half in the amount of \$3.00 and Comcast in the amount of \$119 for the same reason.

Ms. McKenney made a Motion to approve the tax abatement in the amount of \$3.00 for Atlantic Broadband and \$119.00 for Comcast. Mr. Klawes seconded the Motion.

Roll Call vote was taken.

Scott McDonald- Aye

Sandy McKenney- Aye

Keith Klawes- Aye

Maureen Higham- Aye

Jim Rodger-Aye

The Motion passed unanimously

Mr. Goodine said the Pembroke Women's Club is again holding Christmas in the Village which is a free family event on December 5<sup>th</sup>. Ms. McKenney said they had money in the budget already for this event. She wondered if they could give an extra \$500 from the Old Home Day fund. Mr. Klawes is against this idea and want to use the money for something in Allenstown to get people over the bridge. Ms. McKenney said they do not have a lot of time to do something in Allenstown for the event. Mr. Goodine said they cannot encumber the money for the following year.

Ms. McKenney said that they pay the Boys & Girls Club \$16,000 a year when they first came to Allentown and they are still paying that money. She asked why are they still paying it? Mr. Goodine said as far as he knows the money goes to needy families that get a break for camp and yearly programs. Mr. Klawes suggested they speak with the club and find out why they are spending so much money there.

Chair McDonald said he proposes paying the Women's Club the \$300 as they had in the past.

Mr. Goodine said to bring people into Town, they could hire a DJ and have an ice skating party. He said they could have an ice sculpture made. Mr. Klawes said he thought the ice sculpture would be a waste a money but they could do a competition which you just pay for the box of ice. He said that weather would play a huge part in whether this event is a success or not.

Mr. Goodine said he has paperwork from Avitar Associates regarding work they have to do which is their 2021 sales.

Mr. Klawes made a Motion to sign the 2021 Equalization Municipal Assessment Data Certificate. Ms. McKenney seconded the Motion.

Roll Call vote was taken.

Scott McDonald- Aye

Sandy McKenney- Aye

Keith Klawes- Aye

Maureen Higham- Aye

Jim Rodger-Aye

The Motion passed unanimously

Mr. Goodine said they are getting cable hooked up to the TV in Town Hall and this way the Highway Department won't have to pay for cable at their mobile home office. He said sometimes their internet is slow. He said they have not received the Cable Franchise Contract back.

Lt. Paquette discussed grants for equipment for the fire department. He said the small investment into doing these grants reaps a higher reward. He said they figure out what they need for the Town and then work with the grant writers to make the wording appropriate.

Chair McDonald made a Motion to approve the cost of hiring the grant writer at First Responder Grants, LLC for the amount of \$1,500. Ms. McKenney seconded the Motion.

Roll Call vote was taken.

Scott McDonald- Aye

Sandy McKenney- Aye

Keith Klawes- Aye

Maureen Higham, Aye  
Jim Rodger-Aye

The Motion passed unanimously

Mr. Goodine also provided the Gatsus Report to the Board.

Mr. Goodine said the rate package was also provided and health insurance was only a 3.7% increase, dental went down a percent.

He said the other thing they will be getting in their Consent Calendar is Bergeron Protective Clothing which came up at the Budget Committee. He said it is something the Board needs to authorize because it is over \$3,000. Mr. Goodine said it is for several jackets, pants and boots.

Ms. McKenney made a Motion to approve the purchase of jackets, pants and boots from Bergeron Protective Clothing for the Fire Department. Mr. Klawes seconded the Motion.

Roll Call vote was taken.

Scott McDonald- Aye  
Sandy McKenney- Aye  
Keith Klawes- Aye  
Maureen Higham- Aye  
Jim Rodger-Aye

The Motion passed unanimously.

Chief Stark discussed that there is a chip shortage for the drones. Mr. Goodine said he put the requisition in for those already.

Mr. Goodine said the Board has a couple of payroll changes and the advanced excavator invoice, and timber cutting, berms.

He said there was a special meeting on October 27<sup>th</sup> and the tax rate was set at \$31.50.

### **ROAD AGENT REPORT**

Mr. Pelissier said with regard to the dead trees on the side of the road, the one that concerns him the most is at the corner of Chestnut and Granite. He said they lost another big one over the weekend and for safety reasons, they are going to have to look at this soon to determine whether it is on their property or on someone's personal property and determine whether it gets taken down.

He said they have three good candidates for the Highway Department “Laborer/ Trucker” to interview. There was a discussion with Mr. Goodine regarding interview schedules. Mr. Goodine said the number of applicants were down from six months ago.

Mr. Pelissier and Mr. Goodine talked about the need for granite piles on the new property on Lincoln Street. Mr. Pelissier said he would like to review the Planning Board minutes because there is no way the PB would allow them to put in only a few monuments. He said he doesn’t know where the property line is and if it changes hands in the near future, it is going to be a problem. They discussed the location of snow easement and Mr. Goodine presented a map for discussion. Mr. Goodine said they cannot hold up any bond from expiring for this concern. Mr. Arsenault said right now he has not received any permits for a fence here. Mr. Goodine said the bond is related to drainage and the three granite bounds on the road and they cannot hold up any bond from expiring for this concern.

Chair McDonald asked if there was any action needed by the Board. Mr. Goodine said it is basically satisfied from the Planning Board and Mr. Arsenault agreed. Mr. Goodine said he looked at Planning Board Note No. 9 and it clearly said that a roadblock will be put up for slopes, drainage slopes and for the road and the road is just the hammerhead and not the snow easement. Mr. Goodine said he understands what they want to do but they can’t because the bond is holding it up. Mr. Arsenault will write a letter that says he does not have to renew the bond.

Mr. Pelissier said all of their paving is done except for Library Street and he is not sure when that is going to happen.

Mr. Goodine said he sent an email to Mr. Pelissier regarding a potential catch basin on Letendre Ave. He said he wants to make sure they get it done the way the sketch is.

Mr. Pelissier said there was a recall on one of the sensors for the 2016 truck, they reprogrammed it and the check engine light came back on. Grappone told him that the turbo was bad and it would be \$4,000 to fix it and he told them know. Mr. Pelissier brought the truck to a local man and he said nothing was wrong with the turbo, it was the NOX sensor. He said they might have to find a new dealer.

#### **CONSENT CALENDAR, MINUTES AND MANIFEST**

- **Ratify Consent Calendar: November 1, 2021**

Ms. Higham made a Motion to ratify the Consent Calendar of November 1, 2021. Mr. Klawes seconded the Motion.

Roll Call vote was taken.

Scott McDonald- Aye

Maureen Higham- Aye

Sandy McKenney- Aye  
Keith Klawes- Aye  
Jim Rodger- Aye

The Motion passed unanimously.

- **Review Minutes:**

**Public: October 18, 2021 and October 27, 2021**

Ms. McKenney made a Motion to approve the public meeting minutes from October 18, 2021 and October 27, 2021. Mr. Klawes seconded the Motion.

Scott McDonald- Aye  
Sandy McKenney- Aye  
Maureen Higham- Aye  
Keith Klawes- Aye  
Jim Rodger- Aye

The Motion passed.

**Approve Payroll and Accounts Payable Manifests:**

- **ACH Manifest 1120, Check Manifest 1121, Non-Check Manifest: 1116 and 1117, and Town P/R Manifest dated 10-21-21.**

Ms. Higham made a Motion to approve the ACH Manifest 1120, Check Manifest 1121, Non-Check Manifest 1116 and 1117, and Town P/R Manifest 10-21-21. Mr. Klawes seconded the Motion.

Roll Call vote was taken.

Scott McDonald- Aye  
Maureen Higham- Aye  
Sandy McKenney- Aye  
Keith Klawes- Aye  
Jim Rodger- Aye

The Motion passed unanimously.

Mr. Goodine said he did not have the non-public meeting minutes.

**Non-Public Agenda Items**

None known.

Mr. Klawes made a Motion to adjourn the meeting at 8:28 pm. Ms. McKenney seconded the Motion.

Roll Call vote was taken.

Scott McDonald- Aye

Maureen Higham- Aye

Sandy McKenney- Aye

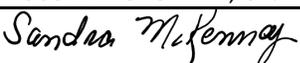
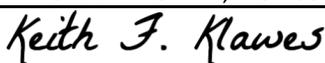
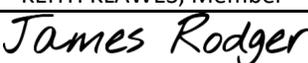
Keith Klawes- Aye

Jim Rodger- Aye

The Motion passed unanimously.

**TOWN OF ALLENSTOWN**  
**Selectboard Meeting Minutes**  
**Allenstown Town Hall**  
**16 School Street**  
**Allenstown, New Hampshire 03275**  
**November 1, 2021**

**SIGNATURE PAGE**

<b>Original Approval:</b>		
		11 / 18 / 2021
SCOTT MCDONALD, Chair		DATE
		11 / 20 / 2021
SANDY MCKENNEY, Vice Chair		DATE
		11 / 18 / 2021
MAUREEN HIGHAM, Member		DATE
		11 / 22 / 2021
KEITH KLAWES, Member		DATE
		11 / 18 / 2021
JIM RODGER, Member		DATE
<b>Amendment Approvals:</b>		
<b>Amendment Description:</b>	<b>Approval:</b>	<b>Date:</b>
	SCOTT MCDONALD, Chair	DATE
	SANDY MCKENNEY, Vice Chair	DATE
	MAUREEN HIGHAM, Member	DATE
	KEITH KLAWES, Member	DATE
	JIM RODGER, Member	DATE

<b>TITLE</b>	BOS Minutes 11-15-21
<b>FILE NAME</b>	BOS_Minutes_11.01.2021 .pdf
<b>DOCUMENT ID</b>	6c6f9dd65aa94433a5352232a351571964a93b50
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## Document History



SENT

**11 / 17 / 2021**

20:26:01 UTC

Sent for signature to Scott McDonald (smcdonald@allenstownnh.gov), Sandra McKenney (smckenney@allenstownnh.gov), Maureen Higham (mhigham@allenstownnh.gov), Keith Klawes (kklawes@allenstownnh.gov) and Jim Rodger (jrodger@allenstownnh.gov) from dgoodine@allenstownnh.gov  
IP: 64.222.96.214



VIEWED

**11 / 18 / 2021**

12:38:43 UTC

Viewed by Keith Klawes (kklawes@allenstownnh.gov)  
IP: 50.237.188.172



VIEWED

**11 / 18 / 2021**

15:39:42 UTC

Viewed by Jim Rodger (jrodger@allenstownnh.gov)  
IP: 24.62.158.145



VIEWED

**11 / 18 / 2021**

15:57:48 UTC

Viewed by Scott McDonald (smcdonald@allenstownnh.gov)  
IP: 24.62.150.193

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## Document History


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**11 / 18 / 2021**  
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**11 / 19 / 2021**  
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**11 / 19 / 2021**  
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**11 / 20 / 2021**  
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**11 / 20 / 2021**  
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### Document History



**11 / 22 / 2021**  
12:03:55 UTC

Signed by Keith Klawes (kklawes@allentownnh.gov)  
IP: 50.237.188.172



COMPLETED

**11 / 22 / 2021**  
12:03:55 UTC

The document has been completed.