

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

Minutes of Regular Meeting
June 13, 2011

Call to Order.

The Select Board Meeting for June 13, 2011 was called to order by the Chair at 5:31 p.m.

Roll Call.

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

Others Present.

Residents of Allenstown: None.

Others Present: None.

Other Public Officials: Larry Anderson, Trustee/Budget Committee.

Allenstown Staff: Paul Apple, Town Administrator

Town Administrator's Report.

Mr. Apple had several items of business for the Select Board, beginning with an Abatement Request. After reviewing the paperwork, Mr. Gryval made a Motion to abate the taxes for 5 Washington Avenue in the amount of \$8.22. 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.

He also reviewed the most current Expense Report, pointing out that it was on average, at just under 60%.

Minutes.

Mr. Apple had the transcribed minutes from the May 23 meeting. Board members reviewed a couple areas of question, made changes as they deemed necessary, and then Mr. Gryval made a Motion to accept the Regular Meeting Minutes of May 23, 2011 as amended. 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 Nonpublic Minutes were next. Mr. Gryval made a Motion to accept the Nonpublic Meeting Minutes, Session I of May 23, 2011 as written. 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.

Mr. Apple informed the Select Board of some information he had received earlier that day from Chief Mulholland regarding to an Intelligence Officers Program part of the anti-terrorism effort. The application for this requires the identification of the officers who will be representing the Police Department, the Town's Financial Officer (Mr. Apple), and the Town's CEO (Mr. Tardiff). With this is required the signatures of the aforementioned. Mr. Apple pointed out that nothing further is required of them, just their signatures as proof of their position. Signatures were affixed as needed.

The board then reviewed a letter to Diane O'Callaghan regarding responses to the EMD during an emergency. The town administrator indicated it was not disciplinary in nature. Mr. Tardiff asked if a protocol for contacting shelter volunteers had been established. Mr. Apple responded that he would work with Chief Mulholland to do that so that we did not have any confusion in the future. Mrs. McKenney responded that there would be no confusion in the future as she was going to step off the shelter committee. She explained that she received a call from Chief Mulholland and she went to the shelter on June 1. Ms. O'Callaghan called and asked if she should come in and Mrs. McKenney indicated that Ms. O'Callaghan didn't need to. She felt she had done the right thing. Mr. Tardiff agreed she had done the right thing in that circumstance but advised that it might have appeared as though the direction was coming from a selectman. Mrs. McKenney indicated that she understood that Ms. O'Callaghan felt the direction was coming from the Board of Selectmen even though it wasn't. She wasn't there as a selectman. Mr. Gryval indicated that he thought it was a conflict of interest. Mrs. McKenney stated it wouldn't happen because she was stepping off the committee. Mr. Tardiff directed Mr. Apple to work with the EMD to develop a protocol for calls.

Mr. Apple introduced Senator Kelly Ayotte's representative, Neva Campbell. She asked if there was anything the Town needed the Senator's help with. Mr. Gryval responded that some of our grants were being held up at the FEMA office in Boston. Ms. Campbell said she'd look into it, and Mr. Apple said he would email her the particulars this week.

Discussion of Joint Meeting with Pembroke Select Board Regarding Tri-Town Ambulance.

Select Board members took a few minutes to review their objectives prior to leaving for the joint meeting in Pembroke. Mr. Gryval said it seemed clear from all of the Select Board's discussions to date that they were most in favor of

Option #5, the Milford Solution, and having a backup rescue vehicle possibly stationed in Allenstown. Mr. Apple added that it would be important to bring up the issue of Tri-Town's seemingly haphazard organizational and procedural manner and their effect on coverage.

Everyone agreed that it was important to also mention the many good points about the years of service they have provided and the overall desire to continue with them. Talk then turned to some of the financial points that were likely to enter into the discussion, and their good and bad points.

Recess.

At that point, Mrs. McKenney made a Motion to recess at 6:15 p.m. to the Pembroke Town Hall. 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.

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Minutes of Joint Meeting with Pembroke Select Board and Tri-Town
Ambulance
June 13, 2011

Introductions.

The joint Select Board Meeting began with all attendees introducing themselves, beginning with Mr. Apple, followed by Mr. Tardiff, Mr. Gryval, Mrs. McKenney, then Bob Samson, Pembroke Select Board; John Duggan, Pembroke Select Board; David Sheldon, Pembroke Select Board; Fred Kline, Pembroke Select Board Chair; Tina Courtemanche, Pembroke Select Board Vice Chair; Alane Rapazza, Minutes Secretary; and David Jodoin, Town Administrator

Others Present.

Pembroke Fire Chief Harold Paulsen; Allenstown Fire Chief Robert Martin

Review and Discuss Options.

The Pembroke Select Board Chair outlined the reason for this joint meeting, stating that the two towns' relationships with Tri-Town had gone through changes over the past 6 years or so, since Hooksett's changes to their contract with Tri-Town. He said these changes had made this meeting necessary in order to reconnect and ensure everyone was on the same page. He said some of the concerns raised had been that they were not allowed to have a second ambulance as well as changes within the structure of Tri-Town.

He deferred to the Allenstown Select Board to begin things as they saw fit, so Mr. Apple updated them about his recent meetings with Tri-Town Administrators. He explained how they had been looking into finding out just what costs would be involved in securing and staffing a second ambulance. This led to discussion of how that expense would fall onto both towns. He took a moment to explain how the town of Milford uses a second ambulance system which is staffed by volunteers, and said their program had been used as an example of how this could work for Allenstown and Pembroke. The question of how often does a situation actually occur where a second ambulance would be required, and Chief Martin said it actually averaged out to be about 140 times per year.

Mr. Gryval spoke up to first thank the Pembroke Select Board Chair for inviting the Allenstown Select Board to sit down with them to discuss this proactively, face-to-face, and without rumors.

He went on to explain that although Allenstown has had a great relationship with Tri-Town for over 30 years, their position has been that they'd like to see an alternative to the problem that they see as being the second response, or second ambulance team.

The Fire Chiefs answered a few questions about the process that takes place with regard to dispatch, and who is dispatched, in the event of a second response.

Getting back to the issue of cost and how it is divided between the towns, they took a look at a sample Intermunicipal Agreement. Mr. Apple explained how in one of his meetings with Tri-Town, he had a representative from the Local Government Center come in to talk to the Tri-Town Board about the Intermunicipal Agreement. This had sparked interest from Tri-Town in moving in that direction and getting it finished, however that had as yet not gone anywhere due to personnel changes because of elections.

Mr. Gryval noted an area of potential savings that could result from an Intermunicipal Agreement, which were healthcare expenses.

A representative from Tri-Town offered his opinion, that he was for the agreement, and further, that this was an ideal time for the process to be restarted. He said he felt he had been able to sell the members on the benefits, mostly that it would create a more stable organization. He said as the economy continues to change, it was likely that it would become more and more difficult to collect revenue. His thought was that the agreement would allow the communities more oversight and power over how the service works, and he said he had shared that with staff. His feeling thus far was that they were receiving it fairly well.

The point was made that if the agreement were reached and the towns then financed and ran the ambulance service, it would no longer be in such broad danger of suffering from economy shifts.

There was a question about the training levels of Allenstown's Fire and Rescue personnel, with regard to the Department's ability to capably staff a second response team. Chief Martin responded with the current stats, listing 14 EMF providers falling into either Basic Level or Intermediate Level, and one Paramedic. Further, he said they have been working since the fall of 2010 to acquire the necessary equipment to outfit the rescue vehicle now in Allenstown's possession, in an effort to provide second response assistance to Tri-Town. Mr. Gryval added that the vehicle being equipped will require certification before it can be utilized for transport, however they have been holding off on that pending this meeting. He said that although this vehicle would be available to serve Pembroke (as well as Hooksett and other surrounding towns that may have a need) in the event of a second response call, no cost involved with the vehicle or staffing it would fall on them. He also added that the purpose of this vehicle responding to second calls had never been intended as a replacement for Tri-Town in any way, just as a means of second transport in the event that the primary ambulance is already in use.

Mr. Gryval acknowledged a rumor he had become aware of, consisting of complaints made by the Concord Fire Department about the number of second response calls they receive from Allenstown. Chief Paulsen said he had heard the rumor, but that it was just that, in fact, he explained that the Concord Fire Department was happy to serve Pembroke and Allenstown. He said in actuality, Concord relies more heavily on Pembroke and Allenstown since they provide more assistance to Concord than the other way around.

The Pembroke Select Board then asked Chief Paulsen for his opinion on the possibility of combining an Intermunicipal Agreement with a second ambulance, being operated by Allenstown. The Chief answered that he wouldn't change the policy in Pembroke, but that the availability of a second unit, if fully staffed 24/7 by Allenstown, would certainly be useful. Also mentioned as a benefit was that Allenstown's second unit might offer faster assistance to calls within Pembroke, but closer to Allenstown's Fire Department, even if just until the primary unit arrived.

Mr. Kline summed up his feelings on the joint meeting, saying it seemed to him that everyone was on board with heading in the direction of the Intermunicipal Agreement to solidify ambulance service for Allenstown and Pembroke. Mr. Gryval clarified that Allenstown was not yet at a point where they could say the same, as Mr. Apple was still in the midst of meetings with Tri-Town and none of the options currently on the table had been ruled out. Mr. Kline replied that Pembroke was eager to head in some direction and have the issue resolved, so they hoped to hear something soon as far as which way Allenstown would be going. Mr. Gryval assured him that they had not been just sitting around; they just had been awaiting input from several different people and exploring each option fully before making a decision, in order to do what's best for the town. He assured them, though, that Allenstown was just as eager to have the issue at resolved.




Mr. Kline agreed, and spoke on behalf of the entire Pembroke Select Board, saying they were all of the opinion that Allenstown's municipal way was the way to go, and that they wanted to work together with Allenstown to come to an agreement one way or another. He said they would put together a committee to find answers to Allenstown's questions and to look at what an Intermunicipal Agreement would look like from their standpoint.

Mr. Gryval spoke up on behalf of the Allenstown Select Board to invite the Pembroke Select Board to a follow-up joint meeting in Allenstown in late-July or early August. After a brief discussion, this meeting was scheduled for July 25 at 6:30 p.m. at the Allenstown Town Hall.

Adjournment. Mr. Gryval made a Motion to adjourn. 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, and the meeting adjourned.

Signature Page.

Original Approval:	
JASON TARDIFF	DATE
JEFF GRYVAL	DATE
SANDRA MCKENNEY	DATE

Amendment Approvals:		
Amendment Description:		
Added paragraph beginning "The board then reviewed ..." to page two (2).	 JASON TARDIFF	8-8-11 DATE
	 JEFF GRYVAL	8-8-11 DATE
	 SANDRA MCKENNEY	08-08-11 DATE