

TOWN OF ALLENSTOWN  
Select Board  
16 School Street  
Allenstown, New Hampshire 03275  
May 23, 2016

**Call to Order.**

The Allenstown Select Board Meeting for May 23, 2016 was called to order by Mr. Tardiff at 6:01p.m.

**Roll Call.**

Present on the Board: Jason Tardiff, Dave Eaton, and Kate Walker.

**Others Present**

Residents of Allenstown: Mike Frascinella.

Others Present:

Other Public Officials: Larry Anderson, Sewer Commission.

Allenstown Staff: Shaun Mulholland, Town Administrator.

**Citizens Comments:**

**Approve 2017 Budget goals and issue guidance/schedule to department heads.**

The Chair stated last week Mr. Eaton suggested not providing COLA increases for 2017. Mr. Eaton stated he wants to make sure they go with the wage steps. The Chair stated he was thinking they could do a zero increase other than payroll or benefit items. He stated whatever the Department Heads have this year, they would have next year.

The Chair asked Mr. Mulholland if they would be close to the 1% by doing this. Mr. Mulholland stated right now the total wage increases and retirement is \$42,517 with the cap amount \$38,858 so they are off by about \$3,000. He stated they don't have liability or health insurance numbers and they won't get them until October. He suggested they look at what they offer for health insurance plans because it could reduce costs or the rate of increase.

Mr. Mulholland stated he expects liability insurance to go up but he doesn't know by how much. He stated he is also getting additional quotes on life, long-term, short-term, and disability insurance. He suggested the Board give the directive of a zero increase with no COLA. He stated once they get the other numbers in October additional cuts may need to be made. The Board

agreed with Mr. Mulholland's suggestions and asked him to send the directive to the Department Heads.

Mr. Anderson asked why they have to wait until October. Mr. Mulholland stated October is when they get the health and liability insurance numbers. He stated the health insurance numbers will take effect the following January.

Mr. Frascinella suggested the Board stress to the town employees until the town can bring in new business which reduces property taxes there will not be money available for raises. He stated there are a lot of people in the town who are out of work and living on Social Security and haven't seen an increase in Social Security so he cannot justify the town employees getting raises.

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

Motion. Mr. Eaton made a motion to go into non-public in accordance with the provisions of RSA 91-A:3,II(a) at 6:09pm. Ms. Walker seconded the Motion. There was no additional discussion.

A Roll Call Vote was taken: Mr. Tardiff – Yes; Mr. Eaton –Yes; and Ms. Walker - Yes. The Chair declared the Motion passed.

Motion. Mr. Eaton made a motion to go back into public session at 9:05pm. Ms. Walker seconded the Motion. There was no additional discussion.

A Roll Call Vote was taken: Mr. Tardiff – Yes; Mr. Eaton –Yes; and Ms. Walker - Yes. The Chair declared the Motion passed.

Motion. Ms. Walker made a motion to seal the previous set of non-public minutes because it may adversely affect a person other than a member of this Board. Mr. Eaton seconded the Motion. There was no additional discussion.

A Roll Call Vote was taken: Mr. Tardiff – Yes; Mr. Eaton –Yes; and Ms. Walker - Yes. The Chair declared the Motion passed.

### **Discuss Purchase Orders**

Mr. Mulholland stated he wanted them to think about the pros and cons of the Purchase Order to repaint the building. He stated the pros are they get it done ahead of schedule and for less than they thought. He stated the cons are it is not a budgeted item and priority for this year was to

work on the Highway Department first. The Chair stated they would not be taking the money away from the Highway Department.

Mr. Mulholland stated there will be a purchase order for the irrigation system for the Community Center. He stated the Boys and Girls Club will pay for half of the cost. He stated it would come out of the Parks & Recreation budget as a worst case scenario however it appear there will be funding in the project budget for this cost. That would mean it would be funded through donations.

Mr. Mulholland stated there is also a purchase order for door mats and a vacuum cleaner.

Motion. Mr. Eaton made a motion to adjourn. Mr. Tardiff seconded the Motion. There was no additional discussion.

A Roll Call Vote was taken: Mr. Tardiff – Yes; Mr. Eaton –Yes; and Ms. Walker - Yes. The Chair declared the Motion passed.

The Chair declared the meeting adjourned at 9:09 pm.




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TOWN OF ALLENSTOWN  
SELECTBOARD  
PUBLIC MEETING MINUTES

May 23, 2016

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**Signature Page**

Original Approval:	
 JASON TARDIFF, Chair	06/16/2016 DATE
 KATE WALKER, Selectmen	06/17/2016 DATE
 DAVID EATON, Selectmen	06/16/2016 DATE

Amendment Approvals:		
Amendment Description:	Approval:	Date:
	JASON TARDIFF, Chair	DATE
	DAVID EATON, Member	DATE

	KATE WALKER, Member	DATE

# Signature Certificate



Document Reference: FWLVA9JMIIZLVEJIX8FN3A

## RightSignature

Easy Online Document Signing



**David Eaton**

Party ID: NLLSTEI2T3JTP766UD3R9G

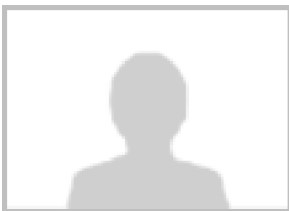
IP Address: 24.91.232.121

VERIFIED EMAIL: deaton@allentownnh.gov

Electronic Signature:

Multi-Factor  
Digital Fingerprint Checksum

a39b4a0d945f067d76cff4b71193a58e189f1a5c



**Kate Walker**

Party ID: FU583JI5P59J37D8HISUMM

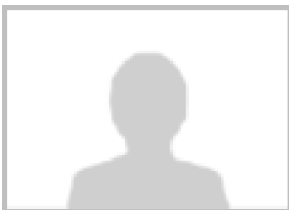
IP Address: 65.175.133.144

VERIFIED EMAIL: kwalker@allentownnh.gov

Electronic Signature:

Multi-Factor  
Digital Fingerprint Checksum

bbce8b2755e8545f9d98287f58eaf719667b6003



**Jason Tardiff**

Party ID: IDW6VTID52DXBUNIU944KA

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VERIFIED EMAIL: jtardiff@allentownnh.gov

Electronic Signature:

Multi-Factor  
Digital Fingerprint Checksum

46f0f46a1e8a2c6f5d8c902e78f2f3115d0dc246



### Timestamp

2016-06-17 11:39:52 -0700

2016-06-17 11:39:52 -0700

2016-06-17 11:39:42 -0700

2016-06-16 18:18:24 -0700

2016-06-16 06:18:19 -0700

2016-06-16 06:17:10 -0700

2016-06-14 17:49:56 -0700

2016-06-10 09:22:47 -0700

### Audit

All parties have signed document. Signed copies sent to: David Eaton, Kate Walker, Jason Tardiff, and Shaun Mulholland.

Document signed by Kate Walker (kwalker@allentownnh.gov) with drawn signature. - 65.175.133.144

Document viewed by Kate Walker (kwalker@allentownnh.gov). - 65.175.133.144

Document signed by David Eaton (deaton@allentownnh.gov) with drawn signature. - 24.91.232.121

Document signed by Jason Tardiff (jtardiff@allentownnh.gov) with drawn signature. - 173.9.43.198

Document viewed by Jason Tardiff (jtardiff@allentownnh.gov). - 173.9.43.198

Document viewed by David Eaton (deaton@allentownnh.gov). - 24.91.232.121

Document created by Shaun Mulholland (smulholland@allentownnh.gov). -

64.222.96.214



This signature page provides a record of the online activity executing this contract.