

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

Minutes of Regular Meeting
January 14, 2013

Call to Order.

The Allenstown Select Board Meeting for January 14, 2013 was called to order by The Chair at 6:01p.m.

Roll Call.

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

Others Present.

Residents of Allenstown:

Others Present: Carol Merrill, Larry Anderson, and Jerry McKenney

Other Public Officials:

Allenstown Staff: Robert Martin, AFD; Shaun Mulholland, APD; Ron Pelissier, Road Agent; and Paul Apple, Town Administrator.

Citizens Comments:

Mr. Anderson stated that he got the paperwork from TD Bank stating that they made \$20,315.15 in two and a half months. Mr. Gryval asked what the difference was in what they would have made if they hadn't switched over to TD Bank. Mr. Anderson stated that they would have only made \$1,800.

Execute the 2013 Warrant

Mr. Apple explained that in their materials there are two drafts of the 2013 warrant. He stated Counsel had pointed out that in Article I that they had put the School Board Member, School District Clerk and School District Treasurer on Article one. He stated that the School Board has their own warrant so those need to be taken out.

Mr. Apple stated that the next change is in Article VI for the Recycling Revolving Fund. He stated that the new article specifically references the statute and then tracks the language of the statute allowing the monies to accumulate from year to year and not be put into the General Fund. Mrs. McKenney asked what revenue that includes. Mr. Apple stated that revenue is any money that the Town receives from recycling fees. He further clarified the types of fees that the recycling collects. Mrs. McKenney asked how much money that will generate. Mr. Apple stated that they estimate that will bring in about \$3,000 to \$5,000.

Mr. Anderson asked where that money will be kept and how they will keep track of it. Mr. Apple stated that the Treasurer will track the money and Mr. Pelissier will have to ask the Select Board to spend the money.

Mrs. McKenney asked Chief Mulholland if he has had a chance to read the warrant article. Chief Mulholland stated that he and Mr. Apple had discussed it. Chief Mulholland stated that they need to realize the full realm of what is going into that fund. He stated that with some of the Contracts they have lined up right now with some language about certain payments to the Town for recycling materials that may expend the value of recyclables far more than \$3,000. He also stated that they need to know what they can spend the money on.

Mr. Apple stated that if they take the numbers they used for recyclables last year of 500 a ton at \$10 a ton that would be \$5,000 but he doesn't know if they will do that so that's why he said \$3,000 to \$5,000. Mrs. McKenney asked if they can cap it until they see how it works out. Mr. Apple stated that if they wanted to do that then they should probably go with the Special Revenue Fund which allows them to allocate a certain percentage. He stated that if it doesn't work out they can rescind it. Mr. Pelissier explained that he didn't want to go with the Special Revenue Fund because there could be a tax impact on that and he didn't want to do that to the taxpayers.

Mrs. McKenney asked about the contract with Casella and what affect that contract is going to have on the recycling. Mr. Apple stated that they were going to give the Town \$10 a ton on the recyclables if the Town were to agree to the contract and if the formula Casella has actually meets the \$10 a ton. He stated that they don't know if the formula does so they are not prepared to discuss the contract because they have not received any clarifying information from them.

Mrs. McKenney asked if the Town gets 100% of the revenue from the recycling. Mr. Apple stated that it is shared revenue in which they would take a portion. Mrs. McKenney asked if they will charge the Town to haul the recycling to Pembroke. Mr. Pelissier explained that were going to haul the Solid Waste to Penacook at no charge and the recycling they bring straight to Casella.

Mrs. McKenney asked about defining what the money will be spent on. Mr. Apple stated that the statute says that it would only be used to facilitate or improve recycling and that the Board would ultimately have to make that decision. Mr. Gryval explained that the Select Board still has control of the money. There was discussion of what exactly is meant by facilitating or improving recycling as far as how they can spend the money. Mrs. McKenney expressed concern that they should put a cap on it to see how it goes and that there is clear instructions on how the money can be spent.

Mr. Apple stated that he needs a vote on Article II, III and X and then if they then vote to accept the warrant as presented they will have set the order of the articles and it will be finalized. Mrs. McKenney asked if they recommend all of the Articles. Mr. Apple stated that they only state an opinion on positions. He stated that they have traditionally recommended more than appropriation warrants but that the statute says that they only take positions on appropriations. Mrs. McKenney stated that if they don't recommend all of them, people are not going to vote for them because they won't understand them. Mr. Gryval stated that he would like to see that tradition continue. The Chair asked if the Budget Committee voted on all of these articles. Mr. Gryval stated that they voted on all of the Articles that had to do with them. The Board determined to vote on each article.

Motion. Mr. Gryval made a motion to recommend Article II. Mrs. McKenney seconded the Motion. There was no additional discussion.

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

Motion. Mr. Gryval made a motion to recommend article III Mr. Tardiff seconded the Motion. There was no additional discussion.

A Roll Call Vote was taken: Mr. Tardiff-Yes; Mr. Gryval-Yes; Mrs. McKenney-No. The Chair declared the Motion passed.

Motion. Mr. Gryval made a motion to recommend article IV. Mrs. McKenney seconded the Motion. There was no additional discussion.

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

Motion. Mr. Gryval made a motion to recommend article V. Mrs. McKenney seconded the Motion. There was no additional discussion.

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

Motion. Mr. Gryval made a motion to recommend article VI. Mrs. McKenney seconded the Motion. There was no additional discussion.

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

Motion. Mr. Gryval made a motion to recommend article VII. Mrs. McKenney seconded the Motion. There was no additional discussion.

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

Motion. Mr. Gryval made a motion to recommend article VIII. Mrs. McKenney seconded the Motion. There was no additional discussion.

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

Motion. Mr. Gryval made a motion to recommend article IX. Mrs. McKenney seconded the Motion. There was no additional discussion.

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

Motion. Mr. Gryval made a motion to recommend Article X. Mrs. McKenney seconded the Motion.

A Roll Call Vote was taken: Mr. Tardiff-No; Mr. Gryval-No; Mrs. McKenney-No. The Chair declared the Motion failed.

Motion. Mr. Gryval made a motion to accept the warrant as presented. Mrs. McKenney seconded the Motion. There was no additional discussion.

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

Mr. Apple stated that he would like to have them sign the warrant tonight so he will make the changes later tonight . Mrs. McKenney asked why the loader was not on the warrant which was

on draft two but not draft three. Mr. Apple stated that it was on draft two last week and that the Board had decided not to put it on the warrant.

Consider and Execute MSDF regarding 2013 Default Budget

Mr. Apple stated that they would be adopting a default budget of \$5,493,919 which is constant with the figure that has been in their materials. He stated that there is approximately \$54,303 difference between the two budgets of which \$30,000 comes from grant money and civil defense with the rest being contractual changes and legal mandates.

Motion. Mr. Gryval made a motion to accept the default budget in the amount of \$5,493,919. Mrs. McKenney seconded the Motion. There was no additional discussion.

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

Discussion of Acquisition of a Loader

The Chair stated that it is not on the ballot but that they need to do something for the loader short-term until they decide how they are going to rent, lease or own one permanently. Mrs. McKenney asked how much one will cost. Mr. Pelissier stated that it will cost \$3,700 per month to rent one and that they need one until April to get them through the winter. Mr. Gryval stated that it may be a good idea to not have the loader after April and show the residents that the Town cannot afford to continue renting or purchase a loader.

Mrs. McKenney asked exactly what they won't be able to do after April if they didn't rent one. Mr. Pelissier stated that they won't be able to take leaves, set man wholes, or do demolition. He stated that they use the loader every day and they are not going to use the backhoe for things that should be done with a loader. He stated that after April if there are any storms they will manage them with the one tons. He also stated that if there is a disaster they have the resources for emergencies.

The Chair asked if they stopped the rental in April what safety issues will they have. Mr. Pelissier explained that if there is a storm and trees are knocked down the residents will have to wait until their resources come in. He stated that the last time they had to borrow the loader from the Sewer Department.

Mr. Anderson asked why a warrant article hadn't been put in for the loader. Mr. Gryval stated that it broke down a Friday before they began all of this stuff. He stated that they had already committed to the Fire Department for a warrant article and that the Board had determined not to have a lot of warrant articles. He also stated that they had put a warrant article last year and the residents voted no. The Chair stated that if they go the route they are discussing the people will

know what they are talking about and why they need it. Mr. Pelissier stated that it will cost more to rent it for the year than to lease one.

Mrs. Merrill asked the Road Agent if there is money in the budget to rent a loader. Mr. Gryval stated that they are going to have to find it in the Highway Budget. Chief Mulholland stated that they should look into their options for after April before determining what to do right now. The Board authorized Mr. Pelissier to gather information regarding renting the loader and report back to them.

Mr. Pelissier stated that they have determined which machine they would buy at the end of the rental. He stated that it would be a Caterpillar which is 100% return on the rent towards the purchase of it after six months. He stated that he will get Mr. Apple the information on the loader rentals.

Chief Mulholland stated that if Mr. Pelissier puts together a Purchase Order or at least the three bids could they take care of this within a couple of days. The Chair stated that would be a good idea. Mr. Gryval suggested talking to the Sewer Department to borrow theirs if it snows before then. He also suggested that the Road Agent develop a plan for how they are going to handle things if they do not have a loader.

Purchase Orders, Abatements, Other Business

Mr. Apple stated that he has two abatement requests provided by the Tax Collector both with respect to properties owned by exemption owners that were not properly applied when the tax bills went out.

Mr. Apple stated that the first is an elderly exemption at 1 Parkwood Drive in the amount of \$388.23. The Chair stated that he thought they had already fixed this one a couple of times. Mr. Gryval asked Mr. Apple to ask the Tax Collector about the property. Mr. Apple went and asked the Tax Collector who explained that they had abated taxes for the property but not for the entire amount which is where this comes from.

Motion. Mr. Gryval made a motion to abate the taxes at 1 Parkwood Drive in the amount of \$388.23. Mrs. McKenney seconded the Motion. There was no additional discussion.

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

Mr. Apple stated that the second one is a veteran's exemption at 10 Betty Lane in the amount of \$21.52.

Motion. Mr. Gryval made a motion to abate the taxes for 10 Betty Lane in the amount of \$21.52. Mrs. McKenney seconded the Motion. There was no additional discussion.

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

Mr. Apple stated that he has two requests for veteran's exemption that need to be executed. He stated that one is for 210 Deerfield Rd and 14 School St, both of which qualify for the exemption. The Board executed the requests for veteran's exemption.

Motion. Mr. Gryval made a motion to grant the veteran's exemption for 210 Deerfield Road. Mrs. McKenney seconded the Motion. There was no additional discussion.

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

Motion. Mr. Gryval made a motion to grant the veteran's exemption for 14 School Street. Mrs. McKenney seconded the Motion. There was no additional discussion.

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

Committee and Project Updates

Planning Board

The Chair stated that they had a meeting and that it was normal business. He stated that they will be working on the gravel pits. Mr. Apple stated that the notice for the Public Hearing on the Streets will be published on Wednesday, January 28th.

Budget Committee

Mr. Gryval stated that there is nothing to update.

SVRTA

Mrs. McKenney stated that they met last week and discussed many things. She stated that one of the things they are looking into is all of the towns using the same printers for their town reports.

Old Allenstown Meetinghouse

Mr. Gryval stated that they haven't met since last week.

Tri-Town Ambulance

Mrs. McKenney stated that they haven't had a meeting. Mr. Apple stated that the Joint Board meets tomorrow and that on the agenda is the concern that the employees have with the

Personnel Plans. Mrs. McKenney asked for a copy of what they have been working on for the Joint Board. Mr. Apple stated that he will get a copy to her.

Record Retention

Mrs. McKenney stated that they are meeting on January 24th.

Safe Routes to School

Mr. Apple stated that there is nothing new to report.

Economic Development Committee

Mr. Gryval stated that there is nothing new to report.

Shelter Committee

Mrs. McKenney stated that Ms. O'Callaghan sent out a notice to the members to schedule a meeting. She also stated that Ms. O'Callaghan had sent them a list of the members on December 6, 2012. Mr. Gryval stated that he had gotten that list but that it is not accurate and that Mr. Apple had requested her to revise it. Mrs. McKenney stated that the people on that list are who the members. Mr. Apple stated that he sent Ms. O'Callaghan a memo asking the members to fill out an application that way they have all the correct information.

Town Administrator Report

Manifests

Mr. Apple stated that he has two manifests that need to be ratified.

Motion. Mr. Gryval made a motion to ratify the manifest for December 31, 2012 in the amount of \$21,211.64. Mrs. McKenney seconded the Motion. There was no additional discussion.

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

Motion. Mr. Gryval made a motion to ratify the manifest for December 31, 2012 in the amount of \$62,764.40. Mrs. McKenney seconded the Motion. There was no additional discussion.

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

Review and Approve Meeting Minutes

The Chair asked if everybody had read the minutes. Mrs. McKenney stated that she does not have the minutes from January 10th and 17th. Mr. Apple stated that she should have the 3rd and 10th and that the balance will be on for discussion and review on the 28th.

Mrs. McKenney asked Mr. Apple if he got her changes that she had sent him. There was discussion of the changes she had brought to his attention regarding grammatical errors and titles of public officials.

Motion. Mr. Gryval made a motion to accept the minutes for January 3, 2013 as corrected. Mrs. McKenney seconded the Motion. There was no additional discussion.

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 asked about the setting up a meeting with Mr. Corcoran regarding the equalization. Mr. Apple stated that he sent Mr. Corcoran an email but hasn't heard back from him.

Mrs. McKenney asked Mr. Apple about the 2nd RFP for the Town Hall renovations and a signed copy of the new Welfare Guidelines. Mr. Apple stated that he will get those out to her.

Mrs. McKenney asked Chief Martin if he had heard from Stephanie from CNHRPC. Chief Martin stated that he had not heard back from her.

Mrs. McKenney asked if the Board is going to review the Casella contract. The Chair stated that they need to wait until one has been written up as they are not clear about part of it. Mr. Pelissier asked Mr. Apple if they should discuss the fact that they got out of the Cintas Contract. Mr. Apple stated that Mr. Pelissier has successfully gotten out of that contract and that Cintas has agreed to sell the uniforms to him for half the cost of the contract which was \$3,000. Mr. Apple stated that Mr. Pelissier will have a Purchase Order for the Board for that sale.

Mr. Apple stated that this is his last meeting and thanked the Select Board for his opportunity to be of service to them and that he appreciates the many opportunities they have given him and the kindness they have shown them and wishes them the best of luck. The Board wished Mr. Apple the best of luck in his endeavors.

Motion. Mr. Gryval made a motion to go into non-public session under RSA 91A:3 Section 2a at 7:15pm. Mrs. McKenney seconded the Motion. There was no additional discussion.

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

Motion. Mr. Gryval made a motion to go back into public session at 7:30. Mrs. McKenney seconded the Motion. There was no additional discussion.

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

Mr. Apple stated that he has been reading the Right to Know statute and that it has come to his attention that they should state the reason of which there are two reasons; either there adverse in the reputation of someone that is not a member of the Board or there is an emergency or anti-terrorism clause. He recommended that when they make the motions to seal they state on the grounds that it might adversely reputation of someone that is not a member of the Board.

Motion. Mr. Gryval made a motion to seal the previous non-public session minutes on the grounds that it might adversely reputation of someone that is not a member of the Board. Mrs. McKenney seconded the Motion. There was no additional discussion.

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



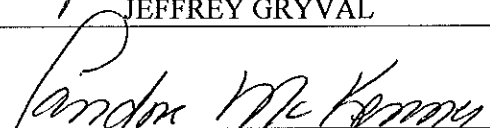
Motion. Mr. Gryval made a motion to adjourn. Mrs. McKenney seconded the Motion. There was no additional discussion.

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

The Chair adjourned the meeting at 7:32pm.

TOWN OF ALLENTOWN
SELECT BOARD
MEETING MINUTES
January 14, 2013

Signature Page

| Original Approval: | |
|---|-----------------|
|  JASON TARDIFF | 2.25.13 DATE |
|  JEFFREY GRYVAL | 2-25-13 DATE |
|  SANDRA MCKENNEY | 022513 DATE |

| Amendment Approvals: | | |
|------------------------|-----------------|-------|
| Amendment Description: | Approval: | Date: |
| | | |
| | JASON TARDIFF | DATE |
| | | |
| | JEFFREY GRYVAL | DATE |
| | | |
| | SANDRA MCKENNEY | DATE |

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