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

Minutes of Regular Meeting
October 3, 2011

Call to Order.

The Allenstown Select Board Meeting for October 3, 2011 was called to order by the Chair at 6:03 p.m.

Roll Call.

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

Others Present.

Residents of Allenstown: Joyce Welch

Others Present:

Other Public Officials: Larry Anderson and Don Chaput

Allenstown Staff: Chief Shaun Mulholland, APD; Paul Apple Town Administrator

Citizens Comments.

The Chair called for citizens' comments. There were no comments that time.

Public Hearing to discuss expanding Recycling Program to include Curb-side Recycling.

The Chair presented a slide show to the public explaining the benefits of curb-side recycling for the Town of Allenstown to the public and the Board. He also discussed a proposed plan of action.

Motion. Mr. Gryval made a motion to open the Public Hearing regarding expanding the Recycling Program to include Curb-side Recycling. 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 Public asked the Board questions regarding how and when the curb-side recycling would be established; pick-up schedule and frequencies of pick-ups. The Board also discussed how the curb-side recycling would affect the private communities in Allentown.

Motion. Mrs. McKenney made a motion to close the Public Hearing regarding expanding the Recycling Program to include Curb-side Recycling. Mr. Gryval 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.

Public Hearing to discuss entering into an Inter-municipal Agreement with the town of Pembroke for Joint Ambulance Service

Mr. Gryval discussed with the public the benefits of entering into a joint ambulance service due to the changes with Tri-Town Ambulance service. The public asked questions regarding the placement of the ambulance(s), how many ambulance(s) would be available, and the response time. Mr. Gryval stated that this issue has to go before the Town for a majority vote. The public asked for more details on how this agreement would work between Allentown and Pembroke.

Motion. Mrs. McKenney made a motion to close the Public Hearing regarding entering into an Inter-municipal Agreement with Pembroke for Joint Ambulance Services. Mr. Gryval 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.

Meet with Wil Corcoran regarding MS1 and Utilities

Mr. Corcoran discussed with the Board the recent changes in the appraisals for the MS1 and Utilities. Mr. Corcoran explained that there were some changes in legislative laws that have caused him to re-appraise the rights of way.

Mr. Apple expressed that there was a typographical error on page two (2) that needs to be corrected for the line of Value of Land Only at number of acres to an amount of 3,297.61. He also stated that if the Board gave him permission, the DRA has given him approval to submit this electronically. The Board gave Mr. Apple approval to submit the MS1 electronically.

Mr. Apple asked Mr. Corcoran to update the Board on the Northeast Co-op case. Mr. Corcoran stated that he would recommend the Board accept Mr. Sansoucy's recommendation to deny the abatement from Co-op.

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There was no further discussion.

Operating Budgets for 2012

Highway Budget

The Road Agent discussed with the Board some proposed changes to the Highway Budget for 2012. Some of the changes include increases to the Electricity line, Heat & Oil line, Fuel line, and Salaries.

The Board discussed the proper procedure for the department heads for establishing a budget and bringing it before the Budget Committee. They discussed the procedure the Board had asked the Department Heads to use during a previous meeting in May 2011.

Motion. Mr. Gryval made a motion to accept the Road Agent's budget for the Highway Department for 2012 in the amount of \$445,628. Mrs. McKenney seconded the Motion.

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

Old Allentown Meetinghouse Budget

Mr. Apple distributed a budget for the Old Allentown Meetinghouse to the Board. Mr. Verville stated that the Budget had not changed from last year. He also stated that they were looking to purchase some loom and to put in an alarm system within the next month.

Mr. Gryval expressed concern of not separating the telephone line on the budget from the Maintenance and Repair line. The Board recommended separating the telephone line from the Maintenance and Repair line.

Motion. Mrs. McKenney made a motion to approve the Old Allentown Meetinghouse Budget for 2012 for the amount of \$1,500. Mr. Gryval 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.

Assessing Budget

Mr. Apple stated that there were not any large amounts of changes. He also stated that the assessing salary has been lowered and that the assessing contract has reduced by \$100. Mr. Gryval asked if the Computer Software was a must have. Mr. Apple stated that DRA required them to have the updated software in order to electronically submit forms to the DRA. He also stated that these fees were not included in the encumbered money for 2010.

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Motion. Mr. Gryval made a Motion to accept the Assessing Budget for 2012 in the amount of \$95,255. 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.

Municipal Hydrants

It was determined by the Board that the Municipal Hydrants Budget had not changed from last year's budget.

Motion. Mr. Gryval made a motion to accept the Municipal Hlghdrants Budget for 2012 in the amount of \$11,544. 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.

Street Lights

It was determined by the Board that the Street Lights Budget had not changed from last year's budget.

Motion. Mr. Gryval made a motion to accept the Street Lights Budget for 2012 in the amount of \$23,900. 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.

Library Budget

The Librarian distributed an updated Budget to the Board. She also stated that the health and dental insurance amounts are unknown at this time and the number there is a place holder amount. Ms. Mooreshead stated that they have been doing fundraisers to try and raise more funds. They also need to do a few minor repairs to make the building more efficient.

Motion. Mrs. McKenney made a motion to accept the Library Budget for 2012 in the amount of \$50,752. Mr. Gryval 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.

Health Budget

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Mr. Apple stated that he had two Health Budgets for the Board to accept. The first Health Budget is for the Health Officer Budget. He stated that the salary has stayed the same and that the position is stipended.

Motion. Mr. Gryval made a motion to accept the Health Officer Budget for 2012 in the amount of \$6,975. 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 second Health Budget Mr. Apple presented to the Board was for the Health Agency Budget. Mr. Apple stated that there was a Warrant Article for CASA that was addressed to the Budget Committee but that there was no need for the Select Board to review it, unless they determined they needed to.

Motion. Mr. Gryval made a motion to accept the Health Agency Budget for the amount of \$29,022. 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.

Welfare Budget

Mr. Apple stated that there were some changes to the Welfare Budget. He also stated that Ms. O'Callaghan asked that some funds be shifted from Miscellaneous to Supplies in order for her to be able to purchase necessary supplies throughout the year. Mr. Apple discussed with the Board a few other changes made to the Welfare Budget.

Motion. Mrs. McKenney made a motion to accept the Welfare Budget for 2012 in the amount of \$65,984. Mr. Gryval 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.

Building Inspector

Mr. Apple distributed a budget for the Building Inspector. It had been proposed to the Board that they share the Building Inspector with another town part-time. There was also an increase on the budget for fuel based on projected increase fuel prices.

Motion. Mr. Gryval made a motion to accept the Building Inspector Budget for 2012 in the amount of \$48,741. Mrs. McKenney seconded the Motion. There was no additional discussion.

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

Patriotic Budget

It was determined by the Board that the Patriotic Budget remained the same as last year's budget.

Motion. Mr. Gryval made a motion to accept the Patriotic Budget for 2012 in the amount of \$2,351. 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.

Economic Development

It was determined by the Board that the Economic Development Budget remained the same as last year's budget.

Motion. Mr. Gryval made a motion to accept the Economic Development for the Fiscal Year of 2012 in the amount of \$1,050. 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.

Conservation Budget

Mr. Apple put together the Conservation Budget which he determined to be the same as last year's budget.

Motion. Mrs. McKenney made a motion to accept the Conservation Budget for 2012 in the amount of \$1,179.00. The Chair seconded the Motion. There was no additional discussion.

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

Mr. Anderson asked the Board about the Disposal for Penacook and how much was the cost for 2011. Mr. Apple explained that the amount was \$183,000 less the \$125,256.81 in expenditures. Mr. Anderson also asked when the disposal budget would be discussed further. Mr. Apple discussed that the discussion had not yet been scheduled.

Purchase Orders, Abatements, and Other Business

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Mr. Apple stated that he had two Timber Yield reports for the timber tax approved by the Board for Knotts & Keeler's applications for the services. The Board executed Knotts & Keeler applications.

Concord Co-op

Mr. Apple stated that there had been an article in the Concord Monitor last week and that there was to be an article in the Banner soon.

Mr. Apple also stated that he had been getting phone calls from a Concord Monitor reporter requesting the cell phone numbers of the selectmen and that she had asked him to bring that request to the Board. The Board determined that they did not want their cell phone numbers to be given to anyone unless needed and only to the Town staff.

Building Inspector Hiring Process

Mr. Apple stated that he is waiting to hear from the Town Administrator of Pittsfield regarding sharing a Building Inspector. Mr. Apple recommends that if the Town has not heard about sharing a building inspector by the end of the month, they pursue hiring someone themselves.

Committee Updates

Suncook Valley Regional Towns Association

Mrs. McKenney stated that there was no further updates since the last Select Board meeting.

Suncook River

Mr. Gryval stated that Chief Mulholland and himself had attended the meeting last week. He stated that there had been thirty-two (32) objectives accomplished and that they had been able to secure \$2 million in funding.

Old Allenstown Meetinghouse

Mr. Gryval stated that there was an issue with water leakage and that a trench needed to be dug in order to fix it. He also stated that in order to dig the trench, the State needs to have an archeologist dig test pits. There is to be a presentation regarding the test pits on Wednesday which Mr. Gryval plans to attend.

Budget Committee

The Chair stated that the Budget Committee had given the Town Administrator and the Department Heads the directive to cut their budgets. The Budget Committee had also approved a few budgets.

Planning Board

The Chair also stated that the Planning Board was receiving applications and that the applications were being formatted the same for everyone. The Planning Board also still needs to

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elect two alternative members. Mrs. McKenney recommended Mr. Chaput as an alternate member.

Other Business

Mr. Apple updated the Board that the Building Inspector and Mr. Monahan had been working on improving record keeping in both the Building Department and Planning Office. He stated that Central NH had donated five filing cabinets for maps and that they were sending an intern to help with some of the work.

Complaint

Mr. Apple stated that he had spoken with the Representative of the Complaint's family and that they had requested nothing further happen at this time. Mr. Apple asked the Board if they wanted him to procedure with anything and if not he had closed the file and would keep it as such.

Parks and Recreation

Mr. Apple stated that there were two candidates who had picked up paperwork but that they had not been sworn in yet.

Adjournment



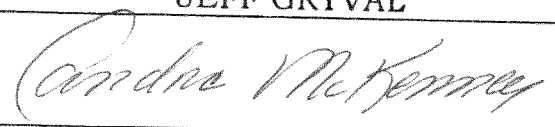
The Chair asked for any other business. There were no additional items.

Motion. Mrs. McKenney moved to adjourn. Mr. Gryval seconded the Motion. There was no additional discussion.

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

The Chair adjourned the meeting at 8:30pm.

Signature Page.

Original Approval:	
	7.27.12
JASON TARDIFF	DATE
	7-27-12
JEFF GRYVAL	DATE
	07-27-12
SANDRA MCKENNEY	DATE

Amendment Approvals:		
Amendment Description:		
	JASON TARDIFF	DATE
	JEFF GRYVAL	DATE
	SANDRA MCKENNEY	DATE