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

Minutes of Regular Meeting
October 17, 2011

Call to Order.

The Allenstown Select Board Meeting for October 17, 2011 was called to order by the Chair at 6:01 p.m.

Roll Call.

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

Others Present.

Residents of Allenstown:

Others Present:

Other Public Officials: Larry Anderson

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

Citizens Comments.

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

Consideration of Old Allenstown Meetinghouse Phone Line

The Board met with Mr. Verville regarding installation of a phone line in the Old Allenstown Meetinghouse. Mr. Verville stated that the phone line would monitor the alarm system. He also stated that he would like Wayne Alarm to do the monitoring and that Wayne Alarm had quoted him \$22 per monitor for their services. Mr. Apple stated that he would complete two vouchers to be approved and executed by the Board.

Mr. Verville informed the Board that there would be an architectural test dig at the Old Allenstown Meeting house, due to some water problems, on Saturday at 11am.

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Discussion of the Revision of Proposed Solid Waste Ordinance

Mr. Apple distributed copies of the 5th revision of the proposed Solid Waste Ordinance that he sent to the Board earlier in the week. The Board updated Mr. Gryval of changes made during the previous week's meeting. The Board discussed in detail Section E regarding commercial dumping taxes on mobile home communities. Mrs. McKenney expressed her concern for charging all mobile home communities fairly for the disposal of trash.

Mr. Gryval stated that he would like to review supporting documents that Mr. Apple had distributed before determining rather to approve Section E of the Solid Waste Ordinance.

There was no further discussion.

MS5 Report 2011

Mr. Apple distributed a copy of the MS5 Report for 2011 that the auditors had prepared and had been sent electronically to the selectmen. Mr. Apple asked if the Board had any questions and to approve and execute the report if there were no objections.

Motion. Mr. Gryval made a motion to accept the MS5 Report for 2011 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.

Discussion of Assessing Service Provider

The Chair asked Mr. Gryval if he had any questions regarding the MRI and Cross Country proposals for assessing services. Mr. Gryval had no questions regarding the proposals. Mr. Ben Fontaine explained to the Board the situation with the assessments at the time that Corcoran Consulting Associates began their services with the Town.

Mr. Apple recommended having Mr. Corcoran come before the Board if there were concerns about his proposal and/or services. He also stated that all companies' references had come back very positive. The Board further discussed the three quotes from MRI, Cross Country and Corcoran Consulting Associates.

Motion. Mrs. McKenney made a motion to go into contract with Corcoran Consulting Associates for assessment services at \$56,000, not to exceed \$56,000 for the year of 2012. Mr. Gryval seconded the Motion. There was no additional discussion.

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

Discussion of Recycling Program

Mr. Pelissier, Road Agent, stated that he believes the Recycling Program should be ready to start in two months. Mr. Apple stated that an ordinance should be established before beginning a Recycling Program but that it does not need to be established first. Mr. Apple stated that Road Agent should develop a detailed schedule and a starting date so that the Board could enact an ordinance next week. The Board further discussed with the Road Agent when and how to establish a Recycling Program. It was determined that the Recycling Program would begin on December 1, 2011. The Road Agent will also determine a schedule and bring it before the Board at the next week's meeting.

Discussion of Payroll Procedures

Mr. Apple stated that the auditors would like to see a Board Approval or have a selectman approve payroll before it is submitted to the Payroll Company. Mr. Apple recommended that one of the selectmen be delegated to review payroll before its submitted and a manifest be approved by the Board. Mrs. McKenney volunteered to review the payroll.

Motion. Mr. Tardiff made a motion to assign Mrs. McKenney the task of reviewing payroll before submission on Mondays by 3pm. Mr. Gryval seconded the Motion. There was no further discussion.

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

Review 2012 Proposed Operating Budgets

Solid Waste

Mr. Apple stated that the budget was the original prepared budget with a ten percent (10%) place holder. He also stated that he did not have a rate from the Concord Co-op at that time.

Motion. Mr. Gryval made a motion to accept the Solid Waste Budget for the amount of \$202,840. 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.

Planning Board

A budget was presented to the Budget Committee for the amount of \$21,901 and was approved by the committee. The Planning Board would like Mr. Apple to explain the budget to them. Mr. Apple and Mr. Chaput had originally put together the budget and shown it to the Planning Board. The board determined not to approve the Planning Board Budget at this time.

Zoning

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Mr. Apple stated that he had spoken with Mr. Lee who had determined that there were no changes from last year's budget.

Motion. Mr. Gryval made a motion to accept the Zoning Department's Budget for 2012 for the amount of \$8,051. 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 Updates

Suncook River

Mr. Gryval stated that the Suncook River would be having their first meeting on Wednesday and would be holding a Nomination Committee meeting.

Tri-town

Mrs. McKenney stated that there will be an Executive Board meeting this Thursday.

Boat Ramp Update

Mr. Apple stated that he had spoken to Dana about the plans for the Boat Ramp. Dana is putting together a plan and determining if he can come before the Board on October 24, 2011.

Concord Co-op Withdrawal

Mr. Apple stated that the Road Agent and himself would be meeting with the Concord Co-op this week for an initial discussion.

Discussion of Search for a Building Inspector

Mr. Apple stated that he had submitted an ad for a Building Inspector to LGC this week. He also stated that he was waiting to hear from Chichester as they may have a Building Inspector they would be willing to share with Allenstown. Mr. Apple will also be meeting with a third party company that is interested in providing such services to the Town.

Consideration of Drilling testing well on Town Property

Mr. Apple asked the Board for its approval for access to Town property to drill testing wells on Ferry St. The Board granted Mr. Apple access to Town property for drilling testing wells.

Non-Public Meeting RSA 91A:3 Section 2d

Motion. Mr. Gryval made a motion to go Non-public RSA 91A:3 Section 2d Acquisition of Sale or Lease of Real Estate at 8:10pm. Mrs. McKenney seconded the Motion. There was no further 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.

Return to Public Session.

The Board returned to Public Session at 8:50 p.m. The Chair announced that Mr. Gryval had made the motion to return to public session, which motion was seconded by Mrs. McKenney. All members voted in favor.

Motion. Mr. Gryval moved to seal the minutes of the previous non public session. Mrs. McKenney seconded. There was no further discussion.

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

Miscellaneous

The Board discussed generally the wisdom of receiving regular legislative updates. The Board directed the Town Administrator to provide regular updates and to invite Allenstown's representatives to a Select Board meeting to discuss the legislative calendar.

Mr. Gryval asked the Town Administrator to get an estimate for wiping the hard drives of the old Town Hall computers. The Town Administrator agreed.

The Board discussed getting photographs from the department heads of issues in their departments that require immediate attention. The Board directed the Town Administrator to collect five (5) photographs from each department head each week until further notice.

Mr. Gryval asked for and received permission from the Board to request the Budget Committee to authorize five (5) of its members to participate in the Capital Improvements Plan revision and the economic development committee.

The Board requested from the Town Administrator a memorandum on the legal obligation of the Town to provide a cemetery. The Town Administrator agreed.

The Board requested the Town Administrator to email them a copy of the holiday calendar. The Town Administrator agreed.

The consensus of the Board was that they wanted to hear all the proposed warrant articles at the same time.

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Adjournment.

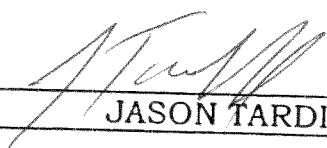

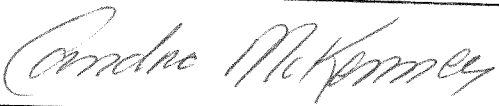
The Chair asked for further business, and there was none.

Mr. Gryval moved to adjourn. Mrs. McKenney seconded the motion. There was no further discussion.

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

The Board was adjourned at 9:30 p.m.

Signature Page.

Original Approval:	
 JASON TARDIFF	7.27.12 DATE
 JEFF GRYVAL	7.27.12 DATE
 SANDRA MCKENNEY	07.27.12 DATE

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