

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

Minutes of Regular Meeting
November 14, 2011

Call to Order.

The Allenstown Select Board Meeting for November 14, 2011 was called to order by the Chair at 6:00 p.m.

Roll Call.

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

Others Present.

Residents of Allenstown:

Others Present: Allenstown Cub Scouts

Other Public Officials: Larry Anderson, Trustee/Budget Committee; Carl Schaeffer, Parks & Recreation Commission; Richard Merrill, Sr., Planning Board; Carol M. Merrill, Budget Committee; Carl Caporale, Budget Committee; Ron Pelissier, Road Agent;

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

Citizens Comments.

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

Public Hearing regarding Unanticipated Funds Grant Applications for Repetitive Flood Claims Program

Mr. Apple distributed grant applications to the Board regarding Repetitive Flood Claims Program for Unanticipated Funds. The Funds are in the amount of \$779,700 for acquisition and demolition for the properties at 23 and 33 Riverside Dr. The grant covers the entire cost of acquisition and demolition.

Motion. Mrs. McKenney made a motion to open the hearing to the public. 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.

Review Application for John Sears regarding application for Second Hand Dealer & Pawn Shop permit.

Mr. Apple distributed hard copies to the Board in which he had sent an online copy of to the Board. Chief Mulholland stated that he recommends they deny the application due to previous violations; stolen property (some has been recovered) and personal background that would make him not suitable to have such a permit.

Mr. Sears asked the Board that he would be allowed to sell his current items. The Board determined not to approve the application and that the applicant may not sell any property he currently has as it would be a violation of the current ordinance.

Motion. Mrs. McKenney made a motion to approve John Sears' Pawn Broker & second hand dealer application. Mr. Gryval seconded the Motion. There was no additional discussion.

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

Mr. Apple explained to the applicant, Mr. Sears that if he disagreed with the Board's decision he could appeal it through a written application for reconsideration.

Meet with Chief Martin regarding the Hiring Process of Full-time Fire Fighter Position

Chief Martin stated that he believed there were two options to going about hiring a full-time fire fighter. Chief Martin recommended to the Board that they either conduct an Oral Board or an in house interview. The Board discussed the different costs associated with either option.

The Chief stated that he had already met with the candidate and has determined that he is qualified for the position. Mr. Gryval recommended that they meet with the candidate to determine if they want to hire and if not they will open it to the public. The Board determined that they would discuss the matter further at a later date in December.

Meet with George Calligandes, Operations Manager for Tri-Town Ambulance Services

Mr. Calligandes presented a history and details of operations to the Board. He also explained Tri-Town's financial history and current status including their Revenue Recovery program. Mr. Calligandes discussed how Hooksett pulling out affected Tri-Town and their future goals. Mr. Calligandes also discussed in detail the proposed Tri-Town 2012 Budget with the Board.

Motion. Mrs. McKenney made a motion to approve the 2012 Tri-Town Budget for the amount of \$123,747. 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.

A resident of Allentown asked if there were other options for ambulance services. The Chair explained that both towns had already explored the other options.

Closing of the Public Hearing for the Grant Application for Repetitive Flood Claim Program

The Chair asked if there were any other questions regarding the Public Hearing for Unanticipated Funds. There were no additional discussions.

Motion. Mr. Gryval made a motion to close the Public Hearing regarding grant application for Repetitive Flood Claim Program. 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 accept the \$779,700 from NH Department of Safety & Homeland Security & Emergency Management for Repetitive Flood Claim grants. 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.

PO, Abatement, and Other Business

Mr. Apple distributed an Expense Report to the Board for review; this report does not include Payroll expenses. He stated that at the end of the month he will also have an estimate of what the expected surplus will be.

Mr. Apple presented an application for Elderly & Disabled Tax Deferral of 36 Riverside Dr. to the Board. He stated that it is the Assessing Clerks recommendation to the Board that they approve the application. The Board asked Mr. Apple to get more information regarding this type of application as they are not familiar with it.

Abatement for Fire Casualty

Mr. Apple explained to the Board that the home at 5 Reagan Circle had burnt down and that the owner asks that they abate the second tax period taxes. The owner also asked that they refund

part of their first tax period taxes back to the date of the fire, July 25th. Mr. Apple stated that the abatement would be for \$248.20 and the refund for the partial period would be for \$78.47.

Motion. Mr. Gryval made a motion to abate the property taxes in the amount of \$248.20 for 5 Reagan Circle. 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 refund the property taxes in the amount of \$78.84 to Charles and Patricia Matthews for property taxes on their previously owned home at 5 Reagan Circle. 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.

Building Inspector

Mr. Apple stated that he had received two additional applications and now had four applications. Mr. Apple asked the Board for recommendation if they wanted to review the four applications or if they would like him to proceed in a different manner. The Board determined that they would like to review the four applications and that they should keep the ad posted for the position at this point.

Boat Ramp

Mr. Apple stated that the design has been submitted to the State and he is waiting to hear back from them.

Sewer Department Budget

Mr. Apple stated that he will be meeting with the Sewer Department tomorrow to finish a default budget for them.

Minutes

Mr. Apple stated that he has spoken with the transcriptionist and that she has agreed to get caught up with the Minutes by November 28th and if not that the Board is prepared to move on to something else at that time. He also stated that he has received one set from her since their conversation.

Committee Updates

The Chair stated Planning Board is working on definitions of minor and major site planning. Mr. Gryval stated that the Budget Committee has a full agenda for this coming Thursday's meeting. He also stated that both Suncook River and Old Allenstown Meetinghouse are proceeding with

plans and are doing well. Mrs. McKenney stated that the SVRTA will be meeting on Wednesday.

Mrs. McKenney stated that she had attended the Tri-Town meeting last week and that they had discussed their Budget. She also stated that there had been a Tri-Town membership meeting on November 6th regarding the proposed Inter-municipal Agreement. The membership had expressed concerns with the wording of the Inter-municipal Agreement however Mrs. McKenney does not have the specific concerns available at this time for the Board. Mr. Apple recommended that Mrs. McKenney ask for a list of concerns from the Tri-Town Membership and that Allenstown have a joint meeting with them and Pembroke.

Mr. Anderson asked what the effect to the budget would be if Pembroke and Allenstown entered into the Inter-municipal Agreement. The Board explained that Pembroke and Allenstown have already entered into the Inter-municipal Agreement and that there would be no change in the Budget for the Ambulance Services.

Other Business

Mrs. McKenney stated that she wanted to bring to the Board's attention that she had received a letter from a resident regarding her tree branches being in the resident's yard and that she had written a letter back them. Mrs. McKenney felt that the Board should be aware of the situation in case it comes before the Board.

Computers for Highway Garage & Planning Board

Mr. Gryval asked if the computers in the Town Hall had been cleaned up and given to the highway garage and planning board. Mr. Apple stated that they still need to wipe the hard drives for the computers before it is appropriate to give them to anyone else. Mr. Apple discussed with the Board different ways to go about preparing the computers for the highway garage and planning board. The Board asked Mr. Apple to look into purchasing new hard drives for the computer and to report back to them what the costs would be.

Photos

Mr. Apple distributed some town hall photos that had been taken by Mark Everham. Mr. Gryval asked to reiterate to the Department Heads the requests for photos of town repairs.

The Road Agent informed the Board that they have a Packer coming in for demonstration to see if it will hold the capacity they expect it to. The Chair stated that the Town has not purchased the Packer at this time and to be sure to let everyone know that.

Motion. Mr. Gryval made a motion to go Non-Public under RSA 91A:3 Section 2e at 7:42pm. 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 to a Public meeting at 8:17pm. 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 seal the previous Non-Public minutes. 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 Non-Public under RSA 91:3 Section 2d at 8:19pm. 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. Mrs. McKenney made a motion to go back to Public meeting at 8:50pm. 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.

Motion. Mrs. McKenney made a motion to seal the previous Non-public minutes. 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.

Discussion of Budgets and Deliberative Session

Mrs. McKenney asked the Board to discuss the Budgets and Deliberative Session that are coming up. She expressed concern on how the Board would like to handle things if there were indeed cuts to the budgets. Mr. Apple recommended that the Board authorize him to develop scenarios to show what would happen if certain cuts were made to the budgets. The Board further discussed possible outcomes of Budget cuts. Mrs. McKenney asked that Mr. Apple and the Department Heads to have scenarios prepared for next week's meeting.

Appreciation Day

The Board discussed a time and place to hold an Appreciation day for Allenstown town employees. The Board determined to hold the Appreciation day on December 15th from 1pm-3pm at the Town Hall.

The Board also discussed a possible schedule for Select Broad meetings through the holidays. It was also proposed that the Broad schedule to have a joint meeting with Pembroke on November 19th.

Adjournment

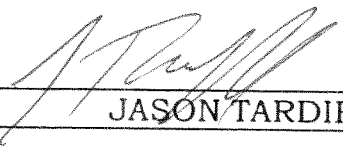


The Chair asked for any other business. There were no additional items.

Motion. Mrs. McKenney moved to adjourn. The 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.

The Chair adjourned the meeting at 9:14pm.

Signature Page.

Original Approval:	
 JASON TARDIFF	2.27.12 DATE
 JEFF GRYVAL	2-27-12 DATE
 SANDRA MCKENNEY	02.27.12 DATE

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