



**Town of Allenstown**  
**Town Administrator**  
**16 School Street**  
**Allenstown, NH 03275**  
**603-485-4276 ext. 112**  
**TA@allenstownnh.gov**

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**ALLENSTOWN SELECT BOARD**  
**MEETING<sup>1</sup> AGENDA**  
**TOWN HALL, 16 SCHOOL ST.**  
**Monday, April 6, 2020**  
**6:00<sup>2</sup>p.m.**

**(\*Please see note at the bottom of the agenda for how you can safely attend this meeting by calling a conference line, and joining through Facebook Live, and also online by joining a Zoom Online Conference/Video Call\*)**

**CITIZENS' COMMENTS.** This agenda item is for the people of Allenstown to comment about matters of public interest. For matters that require action by the Board, please contact the Town Administrator at (603) 485-4276 ext. 112 for additional time or an appointment at a future meeting.

**REGULAR BUSINESS.** Agenda items must be submitted to the Town Administrator by Noon on the Wednesday before the Board's Regular Meeting

**Regular Agenda**

- COVID19 Update
- Selectboard Employee Reviews – delay until after COVID19

**Non-Public Agenda Items**

- Non-Public Session in accordance with the provisions of RSA 91-A:3,II (b)
- Non-Public Session in accordance with the provisions of RSA 91-A:3,II (c)

**TOWN ADMINISTRATOR'S REPORT**

**OTHER BUSINESS**

**CONSENT CALENDAR, MINUTES AND MANIFESTS**

- **Ratify Consent Calendar:** April 06, 2020
- **Review Minutes:**
  - **Non-Public:** March 23, 2020
  - **Public:** March 16, 2020 and March 23, 2020
- **Approve Payroll and Accounts Payable Manifests:**
  - ACH Manifest 1035; Check Manifest 1036;  
Non-Check Manifest 1037; Town P/R Manifest 03-26-20

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<sup>1</sup> The Select Board reserves the right to hold any non-public session during the Regular Meeting, whether noted on the Agenda or not. Notice of a non-public session on an agenda is for planning purposes only. The citations to the Right-to-Know Law, set out at NH RSA 91-A, are provisional and may be revised as circumstances require.

<sup>2</sup> Any time noted on an agenda is approximate only, and may not reasonably create an expectation that an item will be reached at that time. Items are normally taken up in the order in which they appear unless modified by the Select Board. New business is not considered after 9:00 p.m.

## NOTICES REGARDING THE CONDUCT OF THE MEETING.

- Meetings may be electronically recorded in any manner for the purpose of preparing written minutes. A record of the meeting is available for public inspection not later than five (5) business days after the meeting, as required by RSA 91-A:2, II. Minutes are ordinarily approved at the next Regular Meeting of the Board.
- If you require accommodations under the Americans with Disabilities Act of 1990 (as amended), please contact the Town Administrator by telephone (603-485-4276 ext. 112) or email ([ta@allentownnh.gov](mailto:ta@allentownnh.gov)).
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Emergency Meeting Measures: Please try to attend this meeting by calling the conference line in the Town Office Meeting Room at 603-485-7321. Upon calling this line, you will be asked to enter a code. Enter the code as follows: 1234. It will then ask you to state your name and hit the # sign. Please Mute Your Phone to Avoid background noise which will make it impossible for others and yourself to hear the meeting. You can unmute your call and make comments during the meeting upon direction of the Chairperson! Promptly re-mute your phone once you are done speaking.

You can also join the meeting through video through the internet. Instructions are found in the document entitled "Remote Viewing and Listening Instructions Selectboard Meeting April 6, 2020". You can find it posted with this agenda at Town Hall, The Police Station, and with the Meeting Agenda on the Town Website Board of Selectmen Page, and even easier by clicking the link below.

[https://www.allentownnh.gov/sites/allentownnh/files/agendas/instructions\\_for\\_joining\\_the\\_meeting\\_remotely\\_from\\_where\\_you\\_selectboard\\_meeting\\_040620.pdf](https://www.allentownnh.gov/sites/allentownnh/files/agendas/instructions_for_joining_the_meeting_remotely_from_where_you_selectboard_meeting_040620.pdf)

Materials for the meeting are posted on the town website. If you would like printed meeting materials, then contact the Town Administrator by phone 603-485-4276 ext. 112 or by email @ [TA@allentownnh.gov](mailto:TA@allentownnh.gov) by noon on the day of the meeting.