



**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**  
**LIVE AND VIRTUAL MEETING<sup>1</sup> AGENDA**  
**AND**  
**FIRE DEPARTMENT FEES FOR LIFE AND PUBLIC SAFETY RELATED INSPECTIONS**  
**TOWN HALL, 16 SCHOOL ST.**  
**Monday, December 28, 2020**  
**6:00<sup>2</sup>p.m.**

***(\*Space is Limited. If you intend to attend the meeting in person, please call Town Administrator by noon the day of the meeting to make arrangements. Please see note at the bottom of the agenda for how you can safely attend this meeting by calling a conference line, and also online by joining a Zoom Online Conference/Video Call\*)***

*We will also attempt to stream this meeting to The Town of Allenstown Facebook Page with Facebook Live. Facebook Live has had issues and the official way to join the meeting is through the conference call, while the most interactive way is through Zoom.*

**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.

**PUBLIC HEARING**

- Fire Department Fees for Life and Public Safety Related Inspections

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

**Regular Agenda**

- Fire Department Fee Schedule for Inspections after Public Hearing
- Budget Discussion
- Police Expense Year End Budget Line Authorization of Expenditures
- Audit 2021 Engagement Agreement
- Encumbrances COVID19 Update

**Non-Public Agenda Items – Known none**

**TOWN ADMINISTRATOR'S REPORT**

**OTHER BUSINESS**

**CONSENT CALENDAR, MINUTES AND MANIFESTS**

- **Ratify Consent Calendar:** December 28, 2020
- **Review Minutes:**
  - **Non-Public:** November 30, 2020 and December 14, 2020
  - **Public:** December 14, 2020
- **Approve Payroll and Accounts Payable Manifests:**
  - ACH Manifest 1142 and 1143;

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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.

- Check Manifest 1144;
- Non-Check Manifest TBD;
- Town P/R Manifest 12-17-20

#### **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

**[instructions for joining the meeting remotely for you selectboard meeting 122820.pdf](#)**

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.

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.