

**TOWN OF ALLENSTOWN
TOWN HALL
16 School Street
Allenstown, NH 03285**

January 9, 2023

Call to Order

Chair McDonald resumed the January 9, 2023 Selectboard meeting at Town Hall at 6:00 pm.

Chair McDonald called for the Pledge of Allegiance.

Present on the Board: Chair Scott McDonald, Maureen Higham, Sandy McKenney (via Zoom), Keith Klawes, Jim Rodger

Also present: Derik Goodine, Town Administrator; Brian Arsenault, Building Inspector and Code Enforcement Officer, Fire Chief Eric Lambert, Police Chief Mike Stark; Chad Pelissier, Road Agent, joined the meeting at 6:06 pm.

Mr. Klawes made a Motion to allow Sandy McKenney to attend the meeting remotely on Zoom. Ms Higham seconded the Motion.

A roll call was taken.

Scott McDonald, Aye
Jim Rodger- Aye
Maureen Higham- Aye
Keith Klawes- Aye
Sandy McKenney- Aye.

The motion passed.

CITIZEN'S COMMENTS

None.

- **Allenstown Community Power Aggregation Committee Resolution Revision and Committee Update**

Mr. Goodine said it is the same Resolution that they signed back in November dated January 9, 2023. The only change was to their name and he added the Mission Statement as well.

Mr. Klawes made a Motion to sign the revised Allenstown Community Power Aggregation Committee Resolution Revision. Ms. Higham seconded the Motion.

A roll call was taken.

Scott McDonald, Aye
Jim Rodger- Aye
Maureen Higham- Aye
Keith Klawes- Aye
Sandy McKenney- Aye

The motion passed.

Mr. Goodine said the next Selectboard meeting is at noontime on January 23rd and they are going to have a Public Hearing on the Energy Committee. Then at 6 pm, they are going to start a Public Meeting on the Energy Plan in conjunction with the Committee. He said the Committee also has a meeting tomorrow.

- **Encumbrances Approvals**

Chief Lambert has an encumbrance for a contract to sign for the Fire Department for \$13,000 (plumbing work). Chief Lambert explained what the money is needed for as well as other work that he would like to eventually be done.

Mr. Klawes made a Motion to approve an encumbrance in the amount of \$13,000 for plumbing work at the Fire Department out of the 2022 Fire Department Budget for contracting work to be done on the upstairs to include work for one kitchen sink, two water fountains, two bathroom sinks, two showers, one washing machine, and water heater. Ms. Higham seconded the Motion.

A roll call was taken.

Scott McDonald, Aye
Jim Rodger- Aye
Maureen Higham- Aye
Keith Klawes- Aye
Sandy McKenney- Aye

The motion passed.

Mr. Pelissier said he received a report from Sherry Miller today with the amount of money they have spent so far. He said they still have \$53,000 but believes they are still missing two purchase orders from Green Mountain. Mr. Goodine and Mr. Pelissier discussed this in further detail.

Mr. Goodine said he believes they have \$53,851 in the account. Mr. Pelissier said there shouldn't be anything else out of that line. He has two contracts that they have signed so he would like to encumber all of the reserve and the rest of what they have, he would like to put on Clearview and then Reserve. Mr. Goodine said the total is roughly \$52,218 in encumbrances for the Highways Department.

Mr. Klawes made a Motion to approve the encumbrance of \$52,218. Ms. Higham seconded the Motion.

A roll call was taken.

Scott McDonald, Aye
Jim Rodger- Aye
Maureen Higham- Aye
Keith Klawes- Aye
Sandy McKenney- Aye

The motion passed.

With regard to the RFP for solid waste, Mr. Pelissier said he put together some information and Evan is still working on some numbers for them. Their contract runs out in August of 2024 and they need to do something about trash. He said Pembroke just went through this. He said with regard to the current contract, there may be a few things that they want to add to it. It should be coming through in the next couple weeks and there are a couple of vendors that will be looking at it. Mr. Pelissier said they are heading in the right direction.

Mr. Klawes asked if recycling will actually cost more than trash pick-up. He said Pembroke has been paying \$130.00 per pound of recycling. For Pembroke, it is part of their ordinance. When they signed the contract, they gave up \$40.00 a ton. That is what they were getting for every ton of recycling. He said in the last eight years, there has been a \$180 per ton swing. He asked if it will ever swing back or swing lower? Mr. Pelissier said Pembroke and Hooksett are keeping it separate so they do not have to retrain. He said there are a couple of options. The most cost effective way to recycle is a multi-stream recycle. Mr. Goodine said that could be an option and they could get grants to buy the equipment. He said that he has never broke even on recycling in 25 years. He said where you get the savings is the avoided cost of the tipping fee to bury it. Mr. Pelissier said the new contracts have been ridiculously expensive.

Mr. Pelissier said there should be a user fee versus a fee tied into their property taxes as everyone produces trash but some households at a faster rate than others.

Mr. Klawes said it is kind of the same theory to say if he doesn't have any kids in school, why should he pay taxes for the school.

Mr. Pelissier said Pembroke just bought a truck for \$359,000 and they last five years. They pay \$127,000 for Casella to drive their trucks around per year and its based on 1100 stops. Pembroke was quoted \$20.00 per stop, and if that is their best quote, Mr. Pelissier said they may have to get a truck.

Chair McDonald said they need to have a sense of direction by September. Mr. Pelissier agreed and said they still have to maintain the transfer station and dump the cans.

Mr. Klawes asked if they are way ahead in the conversation right now. Mr. Pelissier said they might be but this is why he is trying to have a discussion and going back into the trash business is not something he wants to do right now.

He said to buy a new truck, he looks at it as getting five years out of the investment but doesn't know where they are going with it until they go there. He said Casella might want to stay in town and he thinks they are happy here.

Mr. Arsenault discussed his previous experience with a large town. He wants everyone to consider that pick up may not be on Monday. Maybe the RFP comes in with the day that they want to do the work and they may get better pricing. Mr. Pelissier said a 1150 stops are what they are looking to do in one day. Mr. Arsenault said he would not be so specific about the day they pick up or the amount of days that they pick up. He said they may want to specify parking arrangements in the RFP as diesel is \$6.00 per gallon.

Mr. Pelissier said as far as the RFP goes, they are running behind as long as the budget and all the Warrant Articles pass. They may have to dip into the Capital Reserve account to finish some of the roads. In the next year, they are looking to do Clearview, Reserve and Deerfield Roads this year. Next year they want to finish the top layer on Valley Street, Letendre (complete rebuild) and the top of Notre Dame, Willow and the small part of Canal Street. The Sewer Department will share a part of the cost of that road. He thinks it would be helpful to have the Selectboard and Sewer Commission to come together to discuss at some point during the winter. Mr. Pelissier said he talked to some of the guys at Brady Sullivan and they are willing to help with some of the water issues in that area which contributes to the problem.

- **Rail Trail Update and Acceptance of Donation of Materials by Allenstown Aggregate**

Mr. Pelissier said they are stuck at the moment due to bridges that will need to be installed so they can get over the water. The guys in charge of swamp mats are hard to get ahold of but most of the gaps are 5 feet so he is not too worried.

He said people have been posting no trespass signs along the trail and he thinks there is a landowner that does not know what land they own. He has spoken to almost every landowner except for one.

Mr. Goodine said that Allenstown Aggregate is willing to donate \$10,000 worth of gravel and in return, they will put up a sign that says something like, "This trail was made possible by donations from Allenstown Aggregate."

Mr. Klawes made a Motion to accept a donation of approximately \$10,000 worth of materials for the rail trail and in return, the Town will put up a sign indicating that the trail was made possible by donations from Allenstown Aggregate. Ms. Higham seconded the Motion.

A roll call was taken.

Scott McDonald, Aye

Jim Rodger- Aye

Maureen Higham- Aye

Keith Klawes- Aye

Sandy McKenney- Aye

The motion passed.

- **State of NH Procurement Card Initial Discussion**

Mr. Goodine said that the State has a procurement card that they issue to oversee and advise on all credit card purchases by state agencies of NH. State policy requires that purchases made with Procurement Cards conform to all State purchasing requirements. He is in initial discussions to find out about fees and they could possibly use it in lieu of the TD bank card as they can actually get cash back. He said having the procurement card will make it easier for them to make some purchases.

Mr. Goodine said he was just sent some information last week but he hasn't had a chance to review it yet but wants to make sure the Board is okay with it.

- **President's Day, February 20, 2023, Selectboard Meeting Change or Cancellation**

Mr. Klawes asked why they meet on Mondays as opposed to Tuesdays because of the amount of holidays that land on Monday. Ms. McKenney said that they have been meeting on Mondays for quite a while.

Mr. Goodine said rescheduling it for Tuesday, Feb. 21st would work for him. The Board agreed to reschedule it to this date.

TOWN ADMINISTRATOR'S REPORT

Mr. Goodine said the large property on the corner of Route 3 is up for sale or possible auction. He said the Economic Development Committee has already been in contact with the State of NH to see if there are developers that are aware it is coming up.

He provided the Board with a School Feasibility Study (AES building) that he has not had a chance to look at in depth yet. He scanned it but did not see anything with regards to cost of renovation.

Mr. Goodine said today around 4 pm, they received some of the manifest numbers.

He said the Public Hearing for the budget will be on Saturday at the Parish Hall, 9 am but the Deliberative Hearing will be at the Armond Dupont School.

The assessment scheduling will be coming out for 2023.

Mr. Goodine said also, the filing period for election of officers and Declaration of Candidacy starts July 25, 2023 and ends February 3rd.

ROAD AGENT REPORT

None.

OTHER BUSINESS

Ms. McKenney said she is feeling better and plans to be at the Public Meeting on Saturday.

She said she would like to make a correction on the minutes as sometimes she is present and other times she is excused.

Chief Stark said he got notification of a grant and he is hoping to move on it. He said it is for \$22,920 for foldable ballistic shields and money to do an Officer Wellness Program. It is from the Department of Justice. If they can pass the Motion, then Chief Stark said he would just meet up with Chair McDonald to get the signatures.

Chair McDonald made a Motion for the Town of Allenstown to accept New Hampshire Department of Justice funds and enter into a grant contract agreement with the NH DOJ for \$22,920 for the purposes of purchasing foldable ballistic shields and for developing an Officer Wellness Program. Chair McDonald also moved that the Allenstown Board of Selectman authorize Michael Stark, Chief of Police to be an authorized representative / signor or Grant Administrator. Ms. Higham seconded the Motion.

A roll call was taken.

Scott McDonald, Aye

Jim Rodger- Aye

Maureen Higham- Aye

Keith Klawes- Aye

Sandy McKenney- Aye

The motion passed.

CONSENT CALENDAR, MINUTES AND MANIFESTS

- **Consent Calendar**

Ms. Higham made a Motion to ratify the Consent Calendar dated January 9, 2022. Mr. Klawes seconded the Motion.

A roll call was taken.

Scott McDonald, Aye
Jim Rodger- Aye
Maureen Higham, Aye
Keith Klawes- Aye
Sandy McKenney, Aye

The motion passed unanimously.

- **Review Minutes:**

- **Non-Public: December 27, 2022**

Mr. Klawes made a Motion to approve the Non- Public minutes of December 27, 2022. Chair McDonald seconded the Motion.

Scott McDonald, Aye
Jim Rodger- Aye
Maureen Higham- Abstain
Keith Klawes- Aye
Sandy McKenney- Abstain

The motion passed.

- **Public: December 5, 2022**

Mr. Klawes made a Motion to approve the Public minutes of December 5, 2022. Chair McDonald seconded the Motion.

Scott McDonald, Aye
Jim Rodger- Aye
Maureen Higham- Aye
Keith Klawes- Aye
Sandy McKenney- Aye

The motion passed.

- **Approve Payroll and Accounts Payroll Manifests: ACH Manifest: 1090, 1001 and 1000; Check Manifest: 1002 and 1091; Non-Check Manifest: N/A; and Town P/R Manifest dated 12/29/2022.**

Ms. Higham made a Motion to approve Payroll and Accounts Payroll Manifests: ACH Manifest: 1084 and 1085; Check Manifest: 1086; Non-Check Manifest: N/A; Town P/R Manifest dated 12/29/22. Chair McDonald seconded the Motion.

A roll call was taken.

Scott McDonald, Aye
Jim Rodger- Aye
Maureen Higham- Aye
Keith Klawes- Aye
Sandy McKenney- Aye

The motion passed.

Mr. Klawes made a Motion to adjourn at 7:43 pm. Ms. Higham seconded the Motion.

A roll call was taken.

Scott McDonald, Aye
Jim Rodger- Aye
Maureen Higham- Aye
Keith Klawes- Aye
Sandy McKenney- Aye

The motion passed.

TOWN OF ALLENSTOWN
Selectboard Meeting Minutes
16 School Street
Allenstown, New Hampshire 03275
January 9, 2023

SIGNATURE PAGE

Original Approval:		
SCOTT MCDONALD, Chair		DATE
SANDY MCKENNEY, Vice Chair		DATE
MAUREEN HIGHAM, Member		DATE
KEITH KLAWES, Member		DATE
JIM RODGER, Member		DATE
Amendment Approvals:		
Amendment Description:	Approval:	Date:
	SCOTT MCDONALD, Chair	DATE
	SANDY MCKENNEY, Vice Chair	DATE
	MAUREEN HIGHAM, Member	DATE
	KEITH KLAWES, Member	DATE
	JIM RODGER, Member	DATE