

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

March 20, 2023

Call to Order

Chair McDonald resumed the March 20, 2023 Selectboard meeting at Town Hall at 6:05 pm.

Chair McDonald called for the Pledge of Allegiance.

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

Also present: Chad Pelissier, Road Agent; Derik Goodine, Town Administrator; Brian Arsenault, Building Inspector and Code Enforcement Officer; Mike Frascinella, Economic Development Committee; and Fire Chief Eric Lambert.

CITIZEN'S COMMENTS

Chair McDonald and Mr. Arsenault discussed a tree that came down in the storm. Mr. Pelissier said if it were an electric wire, Eversource would have already taken care of it.

Mr. Frascinella said they just received the signs for the first concert of the year and they will pay the Highway Department to put heavy duty stakes on them. They will also place signs up and down Main Street for cruise night.

He also mentioned the town wide yard sale and they are coordinating for some time in June.

Mr. Frascinella said the Town lost not only the craft store on Route 3, but also the car dealership. He said Subway has also been shut down for several weeks because the team of employees all quit.

He said that they started installing traffic lights at the Route 28 bridge and he is awaiting a call back from the DOT Project Manager. It looks like they are not putting up a traffic light on Deerfield Road and one of the benefits with them working on the southbound lane is that you can now see any cars coming down so it is less of a hazard. He said they will be starting work on the bridge the following day.

REGULAR AGENDA

- **Choose Chair and Vice-Chair**

Mr. Klawes asked to make a Motion to nominate Mr. McDonald to continue on as Chairman. Ms. Higham seconded the Motion.

Chair McDonald asked who were in favor of nominations ceasing.

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 asked for all those in favor of Mr. McDonald as Chairman.

A roll call was taken.

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

The motion passed.

Mr. McDonald nominates Mr. Klawes as Vice-Chair. Ms. Higham seconded that nomination.

Chair McDonald made a Motion that nominations for Vice-Chair cease. Ms. McKenney 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. McDonald made a Motion to nominate Mr. Klawes as Vice-Chair. Ms. Higham seconded that nomination.

A roll call was taken.

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

The motion passed.

- **Board Assignments**

Ms. McKenney said she would like to stay with Planning and Budget Committee.

Mr. Klawes suggests that everyone continue to keep the same Boards that they have been on. The Board agreed with this plan.

Ms. McKenney read the following Board assignments:

Planning Board: Ms. McKenney, Mr. McDonald (Alternate)

Budget Committee: Mr. Klawes, Ms. Higham (Alternate)

Economic Development: Mr. McDonald, Mr. Klawes (Alternate)

Old Allenstown Meeting House: Ms. Higham

Public Works: Mr. Rodger

Zoning Board of Adjustment: Ms. McKenney, Mr. McDonald (Alternate)

Power Committee: Mr. McDonald and Mr. Rodger

Central NH Planning Board: Ms. McKenney

Ms. McKenney made a Motion to appoint everybody to the above Boards and Committees. 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.

- **Community Center Solar Project**

Mr. Arseanult said they were in talking with an individual involved with construction of the new school building, and this person said that Mr. Gilbert (who previously presented in front of the Selectboard) was aware that it wasn't possible to put solar panels on the Community Center. He said since Mr. Gilbert was not in attendance tonight, they will get a definitive answer from him at the next Power Committee meeting.

Mr. Arseanault said Mr. Gilbert was charged with getting a roof consultant to see how many years were left with the shingles and they haven't heard from him since. Chair McDonald said he had an experience with snow coming off the fire station roof (from solar panels) onto his car. It happened again last week. It was a significant amount of snow. Ms. McKenney said that could present a danger to the seniors and children.

Mr. Goodine did have email correspondence with him about this issue. He also said he spoke with Bob Hayden and they would only be saving 10% by going this route and they are probably not getting a better deal.

Chair McDonald asked if they scared him away. Mr. Goodine said that Mr. Gilbert is a professional and understands about snow load shifting off the roof. It is a valid concern. He said the Energy Committee can take a further look into this and report to the Selectboard as to what the status is.

Mr. Klawes gets a feeling that they are spinning their wheel and they need to determine whether or not it's even worth it. He said it is his opinion that it is not worth it.

Chair McDonald said they should let the Power Committee deal with it. It was an awful lot of weight that came off of that roof.

Mr. Klawes made a Motion for Mr. Goodine to reach out to Mr. Gilbert and tell him that the Town will not be pursuing it because there are too many concerns. Ms. McKenney seconded the Motion.

A roll call was taken.

Scott McDonald- Aye
Jim Rodger- Aye
Maureen Higham- No
Keith Klawes- Aye
Sandy McKenney- Aye

The motion passed 4-0.

- **Fire Chief LOV**

Chief Lambert said he is looking for a leave of absence for the month of April (1st to 28th). He said he can't physically go to meetings or department functions but he will be around if needed.

Chair McDonald made a Motion to grant Chief Lambert a leave of absence from April 1 to April 30, 2023. Ms. McKenney 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.

Chief Lambert said the new ambulance was put into use finally yesterday. It ended up being a lift assist but they were able to get there. He said they are going to blend in some more of the ambulance responses like a first response unit and then if something happens, such as a second transport, they will be right there.

Ms. McKenney asked when Tri-Town is busy, do they only have one ambulance going or both of them. Chief Lambert said during the day from 7-5 they have two, unless someone calls in sick.

- **Fire Department Plumbing Project for Upstairs**

Chief Lambert said that he is looking forward to moving forward with this project and schedule it. He is not sure if the Board has signed the contract yet but they did approve it.

He said he did speak with another contractor for the stairwell so he should have something for them by the end of April.

Chief Lambert said he did interview someone last week that he would like to get in before the next meeting. She is a well versed paramedic in Northwood and wants to work per diem. She is also a double certified firefighter. He doesn't want to chance the opportunity to lose her to another department.

Mr. Klawes made a Motion for Chair Lambert to move forward with hiring Carrie Beth Lane. Ms. McKenney 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 for the Board to sign the contract that they had previously agreed to on January 4th. Ms. McKenney 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.

- **Hooksett and Allenstown Inter-Municipal Agreement for Clerk Services**

Mr. Goodine said this Inter-Municipal Agreement is new and will provide coverage for the other Town when there is an emergency office closure. This will also cover Ms. Pelissier's vacation time.

Ms. McKenney made a Motion for the Board to sign the Hooksett and Allenstown Inter-Municipal Agreement for Clerk Service. 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.

- **Paving Bids**

Mr. Pelissier said the paving bids are all in from three companies. He presented a spreadsheet with the numbers to the Board for discussion.

GMI came in with the lowest bid followed by Advanced Payment. Mr. Pelissier said they have worked with both companies and they both do a good job but the Board makes the decision.

Mr. Arsenault said although GMI looks like they may be the lowest bid, their bid is based on a lot more tonnage. He asked which tonnage is accurate. He said you also have to keep in mind that Advanced Paving is a local vendor.

Mr. Pelissier said the estimates are only off between the three companies by 6 sq. yards and those numbers should hold pretty tight.

Mr. Klawes made the Motion to give the bid to Advanced Paving. Ms. McKenney 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 in order to get their projects done this year, they are going to need to dip into Capital Reserve.

He said they have to wait until the construction is done until they can do the north part of River Road.

Mr. Pelissier said the other thing he would like to discuss is that he put a small part of Canal Street Extension in for paving. He said that road is generally very wet and they plan to build it for trucks and

the Brady Sullivan employees have been generous and is allowing them to get rid of some of the water that is on the side of the road. He said they are going to need to put a ton of money into that road because the Sewer trucks use it. He said maybe they can talk with the Sewer Department about sharing some of their funds to help with the cost or he could put three inches of pavement on it and then post it for three months out of the year. Ms. McKenney said that wouldn't be a good solution.

Mr. Pelissier said he is planning on doing the road by the Brady Sullivan building from Reynolds to Ferry Street. He said there is a lot they want to do on the Capital Improvement Plan and some of it is still three years out. Mr. Pelissier said the roads to be posted will be the same roads as last year as they are drastically underfunded. But he said they try to keep the good roads good and fix a bad road here and there.

Chair McDonald said that Mr. Pelissier brings up a good point and they do need to work with the Sewer Department more. He said if they could financially cover a couple of inches of pavement, that would help them immensely. It is a road that is definitely in need of an upgrade.

Mr. Klawes asked if they should invite Mr. Backman to a Board Meeting or should they send a letter.

- **Kettle Rock Road- Brief Update**

Mr. Goodine said Armand and Claudette Verville went up to the Historical Society to look at some records and they could not find that Pease Road was Kettle Rock Road. Mr. Goodine said that he looked further and wants to walk the Board through his research and is pretty sure he identified Kettle Rock Road. He is going to send it to the attorneys for final review and decision.

Chair McDonald said that their argument is that the roadway is a public right-of-way and needs to be kept open.

Mr. Arsenault said he remembered they were going to contact a historical company that researches old roads versus a law firm. But he said they need to let the professionals in and figure it out. Ms. Higham said they will evaluate the whole neighborhood and property surrounding the road at issue. She feels that she needs to gather more information from the historian.

Mr. Arsenault clarified for Mr. Frascinella the issue that there is an individual resident who believes that he owns the entire road and they need to validate that. He said also there is a couple of vacant parcels of land that are currently for sale and they want to know if there is frontage on the road. He doesn't know what he would do- approve it, or deny their building permit?

He said they have a two prong approach: they have somebody that is blocking a road or a Class 6 road; and the other people want to build on it. He said that was the discussion last time and that is why the Board moved forward with a Historical Company and they need to move forward with the professionals.


Mr. Goodine said if the Board wants to move forward with the Historian route, they can but he said spending a couple of thousand dollars is a waste of money in his opinion.

Chair McDonald explained that this all came up because the Town received a Complaint because of people who like to access it.

The Board agree to move forward to get more information.

- **Community Power Update**

Chair McDonald said the Board passed their plan on Tuesday and they already sent the rates they first received for the first group they have been on. He recalls they went from 11 cents for basic but if someone wants 100% renewable energy, then its 13.9 cents/kWh which is a good deal (see below). He said that they have two letters out to the PUC with the guidance of standard power and he is hoping that it gets approved so that everyone will be able to bid as a group.

	Plan	Rate (cents/kWh)	Renewable
	Default	11.47	33%
	Green 50%	12.05	50%
	Green 100%	13.9	100%
	Basic	11.10	23.4%

- **MS4¹ Area Expansion**

Mr. Goodine said he hasn't really had a discussion about this as it just came out last week. He is guessing it has expanded due to the new Census (growth of population).

He said the new MS4 Area is based on the Manchester Urbanized Area. Mr. Goodine showed the Board the referenced area on a map.

Mr. Pelissier said the Town has to test water from every pipe that exits in their system and ends up in the river. Mr. Klawes asked if they have any pipes that are tied into any other communities. Mr. Pelissier said no, but they do have pipes that they share with the state.

Mr. Pelissier said now if they find any catch basin with more than 50% of itself taken up with debris, they have to clean it twice a year. He said it's just going to cost more and more per year. The Town has to pay for testing through a company that they hire.

Mr. Arsenault said there are state employees dictating to the communities what they have to do to comply with MS4. Meanwhile, during the question and answer phase, someone from a community asked what the State was doing. He said they keep layering what the municipality should do, while the State does nothing.

¹ MS4 is short for an EPA Mandate dealing with Storm Water Management Program for treatment and prevention

Mr. Pelissier said any time it snows, the State tends to just throw salt down despite the effect it has on the environment. Meanwhile, Allenstown tries to reduce the amount of salt in the roadways to comply with the NHDES Green SnowPro Program.

He said for them to expand the MS4 into mostly farm and business land is frustrating.

Mr. Klawes asked when this program began. Mr. Goodine said he thought it began in 2018.

Mr. Pelissier said when the program began, it had good intentions and they found some issues with their system, but at this point it is getting more and more difficult and expensive.

Mr. Arseanult said the good news is that Central NH Regional Planning Commission and Matt Monahan is very familiar with the MS4, so they have some guidance that is not going to cost the Town any money. Mr. Goodine said the Planning Board will probably have this on their next agenda also.

Mr. Pelissier said the next testing is this summer.

TOWN ADMINISTRATOR'S REPORT

Mr. Goodine said he placed materials in their Consent Calendar. He said there will be a rash of Fire, Administration pay roll change forms coming in.

He said there are also some Power Aggregation Plan documents including Acknowledgement of Filing.

Mr. Goodine provided the GATSAS report.

He said they received the lab results for the Community Center testing that they perform every month from the gasoline leak.

He said they also received a subpoena for records regarding records that may have to do with PFAS. They do not have most of the records, but he put the department heads on this task.

Mr. Goodine said there was a Tri-Town EMS meeting and they are going to try to continue to work together to provide the best ambulance service for both communities until the dissolution of the service. He said the articles have passed the Town meeting so they can continue to move forward. Ms. McKenney said they have always worked very well with Pembroke.

OTHER BUSINESS

Ms. McKenney asked if they have a Minutes Clerk yet. Mr. Goodine said that he has an interview tomorrow. He called all of the candidates and has heard back from two of them so far.

With regard to the tax deeds, he has a workshop in April but he hasn't done anything about that because he has been training Veronica and Sherry going into their first audit. He said he will try then to get

agreements with people in the mobile home parks and then they can call people in to see if they are going to do payment plans.

Ms. McKenney asked when they next TTEMS meeting is. Mr. Goodine said he has May 3rd on his schedule.

CONSENT CALENDAR, MINUTES AND MANIFESTS

- **Consent Calendar**

Ms. Higham made a Motion to ratify the Consent Calendar dated March 20, 2023. 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:**
 - **Public: January 9, 2023**

Ms. Higham made a Motion to approve the-Public minutes of January 9, 2023. Mr. Klawes seconded the Motion.

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

The motion passed.

Non-Public: March 6, 2023

Ms. Higham made a Motion to approve the Non-Public minutes of March 6, 2023, Session 1 and 2. Mr. Klawes 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: 1014, 1017; Check Manifest: 1015 and 1016; Non-Check Manifest: 1013; and Town P/R Manifest dated 03/09/2023.**

Ms. Higham made a Motion to approve Payroll and Accounts Payroll Manifests: ACH Manifest: 1014 and 1017; Check Manifest: 1015 and 1016; Non-Check Manifest: 1013; Town P/R Manifest dated 3/9/2023. 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.

- **Non-Public Agenda Items**

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

Chair McDonald made a Motion that they enter Non-Public Session in accordance with the provisions RSA 91-A:3, II (c), at 8:31 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.

Chair McDonald made a Motion to return to public session 9:00 pm. 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.

Chair McDonald made a Motion to seal the minutes of the Non-Public session as they may adversely affect someone not a member of this Board. Ms. McKenney 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 invite the Applicant for the deferral into your next regular meeting. Ms. McKenney 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.

Ms. McKenney made a Motion to adjourn at 9:12 pm. 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.

TOWN OF ALLENSTOWN
Selectboard Meeting Minutes
16 School Street
Allenstown, New Hampshire 03275
March 20, 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