

TOWN OF ALLENSTOWN
Selectboard Meeting Minutes
16 School Street
Allenstown, NH 03285

April 4, 2022

Call to Order

The Allenstown Selectboard Special Meeting of April 4, 2022 was called to order at 6:08 PM by Chair Scott McDonald.

Chair McDonald called for the Pledge of Allegiance.

Roll Call

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

Allenstown staff: Derik Goodine (Town Administrator), Brian Arsenault, Building Inspector and Code Enforcement Officer, Chief Eric Lambert, Chief Michael Stark, Jeff Gardner, Mike Frascinella

CITIZENS' COMMENTS

Mr. Frascinella has noticed while driving around the area that several roads including Chester Turnpike have been posted "load limit 6 tons" but there is still excessive heavy trucking on Deerfield Road. Chair McDonald said he is still seeing it on Chester Turnpike.

Mr. Klawes said the 6 ton limit is because of the unstable roads, but Mr. Frascinella is referring to the traffic on Deerfield Road which is not going to change and probably will only get heavier. He said that it is a route that they have to take and there is no other way to get out there.

REGULAR AGENDA

- **Acceptance of Funds under RSA 95-b, II I,b - (less than \$5,000) for Fire Suppression Equipment- Total Project Estimated Cost + \$1,961.50- Grant Total \$980.75**

Chief Lambert said this funding was something that was started last year. He said it is \$1,961.50 for the total project and the grant is \$980.75.

Mr. Klawes made a Motion to accept the grant funds in the amount of \$980.75 for Fire Suppression Equipment. Ms. McKenney seconded the Motion.

Roll Call vote was taken.

Scott McDonald- Aye

Maureen Higham- Aye

Sandy McKenney- Aye

Keith Klawes- Aye

Jim Rodger- Aye

The Motion passed unanimously.

Chief Lambert said they can apply for that grant bi-annually and it is something to look forward to.

- **Fire Station Improvements**

Chief Lambert said a few years back, they had to pay to have the foundation repaired and lifted, because part of the rear knee wall of the foundation sunk. When it was fixed, it caused separation and crack in the drywall, seams and elsewhere. He said they need to repair the seams professional to stop the heat escaping and preserve it, along with painting all of the bay. He would also like to vinyl wall board all around the perimeter of the wall 8 ft. to protect from water, grease, snow, dirt tools, etc.

Chief Lambert said he and Jeff Gardner did some research and contacted at least 10 companies and most companies are already booked for a long time period going forward. He said it's a big project that will require staging. There has been one quote so far and it was from last year but they are willing to honor their quote and he is looking to see if they can use some of the funds from the Public Safety Fund to put toward this project.

The quote is for \$21,900.

Ms. McKenney said if it is not done, it is just going to get worse.

Chief Lambert said in the future, they may want to fix the upstairs, along with other maintenance as the building is 21 years old. He said some of it is small stuff that they can just do on their own.

Mr. Klawes said he would not be surprised if they came back to them for more money after they began work on the project. Chief Lambert said finding a vendor that will commit to them for a project of this size is proving to be difficult.

Mr. Klawes made a Motion to Public Safety Building Capital Reserve Fund in the amount of \$21,900.

Ms. McKenney seconded the Motion.

Roll Call vote was taken.

Scott McDonald- Aye

Maureen Higham- Aye

Sandy McKenney- Aye
Keith Klawes- Aye
Jim Rodger- Aye

The Motion passed unanimously.

There was a discussion regarding upgrading the equipment for the internet as the Town has been having difficulties with connections. Mr. Gardner said there are a lot of factors that come into play and they should look into upgrading their bandwidth etc. Mr. Goodine said he thought they had previously updated. Mr. Goodine and Mr. Gardner will discuss this together at a later date in order to resolve.

Building Inspector Inter-Municipal Agreement with Pembroke

Mr. Goodine said the Pembroke Selectboard signed the agreement and now they just need Allenstown Selectboard to sign it.

Chair McDonald made a Motion to approve the Inter-Municipal Agreement with the Town of Pembroke. Mr. Klawes seconded the Motion.

Roll Call vote was taken.

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

The Motion passed unanimously.

- **Boston Post Cane**

Ms. McKenney said she received a call today from an Employee who had done some research to find the oldest person in town. She went to visit her and she is a very nice lady and was born in 1925.

Mr. Goodine said they should fill out a certificate for her. Ms. McKenney said that she could come to a Selectboard meeting and it may be nice to do it on her birthday which is May 11th. Mr. Goodine said they can shoot for that date even if they have to do it on her front lawn.

Mr. Klawes said they should do it during an actual Selectboard meeting. Mr. Goodine said he has done it both ways in the past.

- **COVID19- Update and American Rescue Act Funds**

Mr. Goodine said he has nothing new to report.

TOWN ADMINISTRATOR'S REPORT

Mr. Goodine said that he was in an motor vehicle accident and is still recovering and trying to catch up at work.

The starting date for the new Finance Director, Sherry Miller, will be April 11th. He said she worked this past Saturday to learn the ropes with Deb Bender and seems to be a good fit.

Mr. Goodine said there won't be a Road Agent Report but at the next meeting they will probably be having the people from Reserve Street come in to discuss the tree. He said he will write letters inviting the residents to the next meeting, but it's up to the Board to decide whether it is truly a nuisance.

Ms. McKenney said Carl Schaffer resigned from the School Board. She said she would like to send him a Certificate of Appreciation for all his services provided to the Town. Everyone was in agreement.

Mr. Goodine said the new school's website has been updated. He said the Wednesday's Planning Board meeting will be discussing the plans for the school. He said there has been a lot of chatter on social media and he isn't sure how many residents will show up.

Mr. Arsenault said the issues they originally had are ironed out and he expects Wednesday to go well. He has not received any phone calls from the public as of yet. He did receive a notice from the designer regarding a meeting at the Fire Station about the plans but he hasn't heard anything further regarding a date.

Mr. Goodine said there was a posting on the new school's website of the Wildlife Assessment which was a response to the eagle rumor. He said they also posted the newest floorplan of the school.

Mr. Goodine and Ms. McKenney discussed that certain stipends were rounded up but he does not consider that a raise or a COLA increase. Ms. McKenney said she would have given them more.

Mr. Goodine said he provided the Board with the Veteran Application, Gopher Application for the radio grants, Law Enforcement Drone Use Agreement for Bear Brook, elderly exemption, and an appointment form as well.

Mr. Goodine said he wanted to mention that he gave the wrong information regarding the bridge schedule. He said they are going to start April 25th and it will not wrap up until 10/13/23.

Mr. Goodine said there is an abatement related to the school and Matt Monahan's contract that need signature.

Mr. Arsenault said the Wetlands Permit for the school was delivered last Monday to the state.

Mr. Goodine said they received a letter for the Children's Fishing Derby by Suncook Valley Rod and Gun Club asking for sponsorship. He said generally speaking, they do not do that.

Chair McDonald made a Motion to approve the tax abatement for Map 410, Lot 12 (new school) in the amount of \$2,693.00. Mr. Klawes seconded the Motion.

Roll Call vote was taken.

Scott McDonald- Aye

Maureen Higham- Aye

Sandy McKenney- Aye

Keith Klawes- Aye

Jim Rodger- Aye

The Motion passed unanimously.

Ms. McKenney made a Motion to approve the signing of the Circuit Rider Planning Assistance Program of Central NH Regional Planning Commission (Matt Monahan). Mr. Klawes seconded the Motion.

Roll Call vote was taken.

Scott McDonald- Aye

Maureen Higham- Aye

Sandy McKenney- Aye

Keith Klawes- Aye

Jim Rodger- Aye

The Motion passed unanimously.

CONSENT CALENDAR, MINUTES AND MANIFESTS

- **Ratify Consent Calendar: April 4, 2022**

Mr. Higham made a Motion to ratify the Consent Calendar of April 4, 2022. Ms. McKenney seconded the Motion.

Roll Call vote was taken.

Scott McDonald- Aye

Maureen Higham- Aye

Sandy McKenney- Aye

Keith Klawes- Aye

Jim Rodger- Aye

The Motion passed unanimously.

- **Review Minutes:**

Public: March 21, 2022

Ms. Higham made a Motion to approve the public meeting minutes from March 21, 2022. Ms. Klawes seconded the Motion.

Roll call vote was taken.

Scott McDonald- Aye

Sandy McKenney- Aye

Maureen Higham- Aye

Keith Klawes- Aye

Jim Rodger- Aye

The Motion passed unanimously.

Non-Public: March 21, 2022, Session I and II

Ms. Higham made a Motion to approve the non-public meeting minutes from March 21, 2022, Session I and II. Mr. Klawes seconded the Motion.

Roll call vote was taken.

Scott McDonald- Aye

Sandy McKenney- Aye

Maureen Higham- Aye

Keith Klawes- Aye

Jim Rodger- Aye

The Motion passed unanimously.

- **Approve Payroll and Accounts Payable Manifests: ACH Manifest: 1025; Check Manifest: 1026; Non-Check Manifest: 1024; and Town P/R Manifest dated 02-24-22, 3-10-22 and 03-24-22.**

Ms. Higham made a Motion to approve the Accounts Payroll and Accounts Payable Manifests: ACH Manifest: 1025; Check Manifest: 1026; Non-Check Manifest: 1024; and Town P/R Manifest dated 02-24-22, 03-10-22 and 03-24-22. Mr. Klawes seconded the Motion.

Roll Call vote was taken.

Scott McDonald- Aye

Maureen Higham- Aye

Sandy McKenney- Aye

Keith Klawes- Aye
Jim Rodger- Aye

The Motion passed unanimously.

Non-Public Agenda Items- One Session, Two Items

Chair McDonald made a Motion to enter into non-public session at 7:40 pm in accordance with the provisions of RSA 91-A:3, II (c). Mr. Klawes seconded the motion.

A roll call was taken.
Scott McDonald- Aye
Sandy McKenney- Aye
Maureen Higham- Aye
Keith Klawes- Aye
Jim Rodger-Aye

The motion passed unanimously.

Chair McDonald made a Motion to return to public session at 8:25 pm. Mr. Klawes seconded the Motion.

A roll call was taken.
Maureen Higham- Aye
Scott McDonald- Aye
Sandy McKenney- Aye
Keith Klawes- Aye
Jim Rodger- Aye

The motion passed unanimously.

Chair McDonald made a motion to seal the minutes of the non-public session as they might adversely affect someone not a member of the Board. Mr. Klawes seconded the motion.

A roll call was taken.
Scott McDonald- Aye
Sandy McKenney- Aye
Maureen Higham- Aye
Keith Klawes- Aye
Jim Rodger-Aye

The motion passed unanimously.

Ms. Higham made a Motion to adjourn the meeting. Mr. Klawes seconded the Motion.

A roll call was taken.
Scott McDonald- Aye
Sandy McKenney- Aye
Maureen Higham- Aye
Keith Klawes- Aye
Jim Rodger-Aye

The motion passed unanimously.

DRAFT

TOWN OF ALLENSTOWN
Selectboard Meeting Minutes
Allenstown Town Hall
16 School Street
Allenstown, New Hampshire 03275
April 4, 2022

SIGNATURE PAGE

| Original Approval: | | |
|-----------------------------|----------------------------|-------|
| | | |
| SCOTT MCDONALD, Chair | | DATE |
| SANDY MCKENNEY, Vice Chair | | DATE |
| MAUREEN HIGHAM, Member | | DATE |
| KEITH KLAUES, 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 KLAUES, Member | DATE |
| | JIM RODGER, Member | DATE |