

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

December 27, 2022

Call to Order

The Allenstown Selectboard special meeting of December 27, 2022 was called to order by Chair McDonald at 6:00 pm.

Chair McDonald called for the Pledge of Allegiance.

Roll Call

Present on the Board: Chair Scott McDonald, Maureen, Jim Rodger, Keith Klawes, Sandy McKenney (remote).

Excused: Maureen Higham

Allenstown staff: Derik Goodine, Town Administrator, Chief Erik Lambert, Brian Arsenault, Building Inspector and Code Enforcement Officer. Chad Pelissier, Road Agent joined the meeting at 6:36 pm and Police Chief Mike Stark joined the meeting at approximately 6:25 pm.

Other: Mike Frascinella

Chair McDonald made a Motion that Ms. McKenney be allowed to vote remotely. seconded the Motion.

A roll call was taken.

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

The motion passed.

CITIZEN'S COMMENTS

Mr. Frascinella said the Christmas Contest was a very successful event. He said the two newest Economic Development Committee members went beyond the call of duty and passed out copies of

the flyers. They also had copies sent to the school children and had ultimately a dozen homes registered for the contest.

He said the Saturday event went really well and they took a little over an hour to transverse the Town. He said that Lisa Lemire and Nancy Beaulieu dressed up as elves and they had plenty of warmth thanks to the fires provided by Mr. Pelissier.

Chair Frascinella said thankfully the weather turned clear by midday. The ARD Student Council had set up a refreshment table and the choir sang Christmas Carols. There were at least 40 people who attended the ceremony.

Mr. Frascinella said they had a gift bag from Fiber and Forge but unfortunately due to a family tragedy, they had to shut down as well as the jeep dealership.

Next year, they decided to move everything up an hour earlier so there is more daylight for the event.

Mr. Klawes said that this is the last year they will be moving the clocks back an hour. Mr. Arsenault said the Senate has not yet passed this so this is not last year just yet.

Mr. Frascinella said he has written a story about the Route 28 bridge and also spoke with DOT construction engineers to get some background information about the project's difficulties that they encountered which ultimately took two months longer than expected.

Mr. Arsenault reminded the Board that there are no incentives for the Contractor to finish early or penalties for finishing late. Chair McDonald said whatever decisions they come to it is for the safety of the citizens of Allenstown.

- **Fire Department Ambulance Medical Resource Hospital Agreement Paperwork Redux**

Chief Lambert said they filed their paperwork for their Fire Department- Ambulance Medical Resource Hospital Agreement they had discussed several weeks ago. The Director at Concord Hospital reached out to the Director at CMC and expressed some concerns about some of the EMS rules that come from the State of NH. They need to resolve this by the end of the year to have a license.

He said they can change to CMC with written notice once they have their feet on the ground but they will stay with Concord Hospital until they have more ducks in a row with the Board of EMS.

He said in the next budget year, they will still have things that they need to budget. He said in speaking with Penacook, they told him they have 4 inspectors and when they are ready, they can be inspected within a week which is a lot faster than they anticipated.

Ms. McKenney asked how many Towns does Concord handle and how many ambulances report to Concord for the hospital. Chief Lambert said the Towns that report would all be within a certain geographical mileage. He said the patient can also choose between Elliot, Concord and CMC as they are the closest but there are extenuating circumstances when someone could be transported to Dartmouth.

Mr. Klawes made Motion for the Board to approve and allow Chief Lambert to sign the Medical Resource Hospital Agreement Paperwork Redux and the Ambulance Controlled Substances Agreement Redux with Concord Hospital. Jim Rodger seconded the Motion.

A roll call was taken.

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

The motion passed.

- **Energy Committee Renaming to Allenstown Community Power Aggregation Committee**

Mr. Goodine said they changed the name to the Allenstown Committee Power Aggregation Committee and they have had two meetings so far with a couple more planned.

Mr. Klawes made a Motion to change the Energy Committee name to Allenstown Community Power Aggregation Committee and the members that make up the Committee and the Committee's purpose shall remain the same. Chair McDonald seconded the Motion.

A roll call was taken.

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

The motion passed.

- **Acceptance of Gifts of Monetary Donations for Community Aggregation Project (RSA 31:95-b)**

Mr. Goodine said that Standard Power and some other renewable energy companies have donated money towards this project.

Mr. Klawes made a Motion to accept the monetary donations for the Community Aggregation Power Project under RSA 31:95-b. Chair McDonald seconded the Motion.

A roll call was taken.

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

The motion passed.

- **Signing of Appointment for Allenstown Community Power Aggregation Committee**

Mr. Goodine said that Stephen LaPorte has joined as the 7th member making it a full committee but if there are others in town that wish to join, employees of the Town would step down in the interest of having the committee made up of the general public.

Mr. Klawes made a Motion to appoint Stephen LaPorte to the Allenstown Community Power Aggregation Committee with the term to expire June 1, 2025. Chair McDonald seconded the Motion.

A roll call was taken.

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

The motion passed.

Mr. Goodine said there are flyers available to the community explaining what “Community Power” is and he needs people to take the survey using the QR code listed online. He said they will go to the Senior Center and do a presentation as well.

At the next Selectboard meeting, they will review the actual plan that is going to be proposed. He said they still have to make some draft changes to it.

Mr. Arsenault said that he spoke to someone from the Highway Department who is willing to join and attend the meetings as well as assist with handing out the brochures.

- **Rail Trail Update**

Mr. Pelissier said they began to blaze a trail from over by Ferry Street. He said they have a couple of calls with regard to crossing some water on the trail including the old A&B Lumber to make a bridge that will help drive the trucks that carry the equipment over.

He said that they will limit it to non-motorized vehicles, similar to Hooksett.

- **Congratulations on Retirement to David Bouffard**

Mr. Goodine said that David Bouffard is retiring this coming Friday.

Mr. Klawes made a Motion congratulation Mr. Bouffard on his retirement from the Highway Department and many years of service to the Town of Allenstown. Chair McDonald seconded the Motion.

A roll call was taken.

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

The motion passed.

- **AED Replacements**

Mr. Goodine said all of their AED's in town need to be replaced and Chief Lambert has been working with him on this. The proposal is in the Board's packet and will cost approximately \$5,000.

Mr. Klawes made a Motion to purchase the Town's four AED replacements for the various departments in the amount of \$4,928.80 Chair McDonald seconded the Motion.

A roll call was taken.

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

The motion passed.

TOWN ADMINISTRATOR'S REPORT

Mr. Goodine said they need to discuss the CCS contract and he thinks they made progress on the internet speed portion but it's not perfect. The agreement does have an out clause however, if there issues are not resolved within 30 days. Mr. Klawes said they should have put it out to bid to other companies for a month to month contract because of the many issues that they have had.

Ms. McKenney asked if they could try to get a 3 month agreement and reevaluate. Mr. Goodine did not think they would agree to do that. Mr. Klawes said they should not have issues with only 6 computers running. Chair McDonald said its late in the game and they can't conduct the Town's business without the internet.

Mr. Goodine said if they can't provide the services needed or fix their issues, they have an obligation to make a smooth transition with the new IT company.

Chief Stark said the Police Department has never had a problem with CCS.

Mr. Goodine said that the speed increased when Comcast switched out the modem which was part of the issue.

Chair McDonald made an Addendum to the original Motion which was rescinded about signing the contract and offer a new Motion. Mr. Klawes rescinded his second.

Jim Rodger and Scott McDonald rescinded their Aye vote.

Chair McDonald made a Motion that they sign the IT Maintenance Agreement with Certified Computer Solutions and Yearly Maintenance Fee for the \$62,880 to be billed monthly at \$5,240 for a five year period with the condition that existing IT issues in this building be resolved in the next 90 days. Mr. Klawes seconded the Motion.

A roll call was taken.

Scott McDonald, Aye

Jim Rodger- Aye

Sandy McKenney- Aye

Keith Klawes- Aye

The motion passed.

Mr. Goodine said for Town Meeting coming up, the Public Hearing will be 9 am the 14th of January at 9 am at the Parish Hall. On February 4th, the Deliberative Hearing will be at the Armand Dupont School at 9 am because the Parish Hall is not available. He said the election will take place on March 14th which will be at the Parish Hall again.

ROAD AGENT REPORT

Mr. Pelissier said last weekend, they had some washouts on Deerfield Road near Clearview and Mount Delight was also under water. The drainage system on River Road couldn't take any more water and swamp there was at capacity. He said the good news is that the water is down at Mount Delight and it appears that there was no damage to the bridge at all.

He said the hill on Deerfield Road near Clearview, he thinks they should send out some letters. The majority of the problem was that homeowners didn't maintain their driveway culverts there is an RSA that requires them to do that so the leaves and debris do not end up in the roads and drainage system.

Mr. Pelissier said that he will draft a letter for the Selectboard to review.

He said that the pipe that they put in last year from the bottom of Clearview down the hill worked really well and there was more capacity for a heavier rain.

Over the next couple of days, he said they are going to do a bit more brush cutting so they can get a lot of that project done before spring.

OTHER BUSINESS

Ms. McKenney said she has nothing new.

CONSENT CALENDAR, MINUTES AND MANIFESTS

- **Consent Calendar**

Mr. Klawes made a Motion to ratify the Consent Calendar dated December 27, 2022. Chair McDonald seconded the Motion.

A roll call was taken.

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

The motion passed unanimously.

- **Review Minutes:**

- **Non-Public: October 31, 2022, Session I and December 12, 2022**

Mr. Klawes made a Motion to approve the Non- Public minutes of October 31, 2022, Session 1 and December 12, 2022. Chair McDonald seconded the Motion.

A roll call was taken.

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

The motion passed.

- **Public: October 31, 2022 and November 14, 2022**

Mr. Klawes made a Motion to approve the Non-Public Meeting Minutes dated October 31, 2022, and November 14, 2022. Chair McDonald seconded the Motion.

A roll call was taken.

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

The motion passed.

- **Approve Payroll and Accounts Payroll Manifests: ACH Manifest: 1087 and 1089; Check Manifest: 1088; Non-Check Manifest: N/A; and Town P/R Manifest dated 12/15/2022.**

Ms. Higham made a Motion to approve Payroll and Accounts Payroll Manifests: ACH Manifest: 1087 and 1089; Check Manifest: 1088; Non-Check Manifest: N/A; Town P/R Manifest dated 12/15/22. Chair McDonald seconded the Motion.

A roll call was taken.

Scott McDonald- Aye
Jim Rodger- Aye

Sandy McKenney- Aye
Keith Klawes- Aye

The motion passed unanimously.

- **Non-Public Agenda Items**

Non-Public Session in accordance with the provisions of RSA 91-A:3, II (c)- One Session, 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 7:36 pm. Mr. Klawes seconded the Motion.

A roll call was taken.

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

The motion passed unanimously.

Chair McDonald made a Motion to return to public session 7:51 pm. Mr. Klawes seconded the Motion.

A roll call was taken.

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

The motion passed unanimously

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. Mr. Klawes seconded the Motion.

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

The motion passed unanimously

Mr. Klawes made a Motion to adjourn at 7:52 pm. Chair McDonald seconded the Motion.

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

The motion passed unanimously

DRAFT

TOWN OF ALLENSTOWN
Selectboard Meeting Minutes
16 School Street
Allenstown, New Hampshire 03275
December 27, 2022

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