

TOWN OF ALLENSTOWN
Selectboard Special Meeting
Town Hall - 16 School Street
Allenstown, New Hampshire 03275
November 02, 2020

Call to Order

The Allenstown Selectboard Special Meeting of November 09, 2020 was called to order by Chair Sandy McKenney at 5:00 pm.

Chair McKenney called for the Pledge of Allegiance.

The following statement, authorizing the Selectboard to hold a virtual meeting and providing the guidelines for participation, was read for the record.

As Chair of the Allenstown Board of Selectmen, I, Sandra McKenney, find that due to the State of Emergency declared by the Governor as a result of the COVID-19 pandemic and in accordance with the Governor's Emergency Order #12 pursuant to Executive Order 2020-04, this public body is authorized to meet electronically. Please note that there is limited seating for observing and listening contemporaneously to this meeting, which was authorized pursuant to the Governor's Emergency Order. However, in accordance with the Emergency Order, I am confirming that we are utilizing a Conference Call line (603-485-7321, password 1234), which is the official connection, and Zoom Video Conferencing. We will also be using Facebook Live. All members of the Board of Selectmen have the ability to communicate contemporaneously during this meeting through one of these platforms. If Facebook Live gets shut off, it cannot be restored, so listeners would have to tune in through ZOOM or call the conference line, which is the official platform. We previously gave notice to the public of the necessary information for accessing the meeting, including how to access the meeting using Zoom or telephonically. Instructions have also been provided on the website of the Town of Allenstown Board of Selectmen page attached to the agenda for the Meeting. If anybody has a problem, please call 207-595-0310 or email at: dgoodine@allenstownnh.gov. If the video begins to lag, or there are rare audio issues, then please call the conference line to listen to the meeting. In the event the public is unable to access the meeting via the conference line, the meeting will be adjourned and rescheduled. The meeting will only be adjourned if the conference call fails to work. The meeting may be paused if the video links fail and a quorum of the Selectboard is needed on the conference call.

Roll Call

Present on the Board: Sandy McKenney, Scott McDonald

Maureen Higham was excused.

Allenstown staff: Derik Goodine, Town Administrator; Debbie Bender, Finance Director

Citizens' Comments

None.

Regular Agenda

▪ Setting of Tax Rate and Signing of Paperwork

Mr. Goodine announced \$29.30 as the new tax rate, down \$1.80 from the current rate of \$31.10. He presented the breakdown of the new rate:

Municipal	\$ 9.62
County	\$ 2.76
School	\$14.89
State School	<u>\$ 2.03</u>
Total	\$29.30

Mr. Goodine said that the current year breakdown is as follows:

Municipal	\$ 9.68
County	\$ 2.79
School	\$16.54
State School	<u>\$ 2.09</u>
Total	\$31.10

Mr. Goodine stated that, for the current year's budget, \$233,294 was moved to the budget from the Unassigned Fund Balance to drive down the tax rate. In addition, \$92,000 from the State for municipal tax relief was applied in to the 2020 budget. For 2021, about \$120,000 will be moved from the Unassigned Fund Balance for the same purpose.

Chair McKenney asked if the tax rate will go down next year also.

Mr. Goodine said if it does not go down, it will at least be level.

Mr. Goodine presented the Property Tax Warrant in the amount of \$4,055,667.00, with a due date of December 14, 2020 and an interest rate of eight percent (8%) beginning after December 14th.

Chair McKenney made a motion to approve and sign the 2021 Tax Warrant in the amount of \$4,055,667.00. Mr. McDonald seconded the motion.

A roll call vote was taken.

Scott McDonald – Aye

Sandy McKenney – Aye

The motion carried unanimously.

Other Business

Chair McKenney said that the Saturday Budget Committee meeting went well.

Mr. Goodine reported that the keyboards, tables and other items have been thoroughly cleaned and all areas sprayed with the electrostatic spray after two town employees tested positive for COVID. They are not Town Hall employees, he said.

Ms. Bender stated that a new payroll vendor had been selected. They have had ongoing issues with the current vendor. She said that Mr. Backman at the Sewer Department has experienced some of the problems. She said they will save about \$2,500 a year with the new company. They have an agreement with Harpers Payroll Services beginning in January.

Chair McKenney made a motion to sign an agreement with Harpers Payroll Services based on their October 21, 2020 proposal to provide this service at an annual cost of \$7,743.16, plus setups, and to authorize the Town Administrator to sign the contract, which will hold the offered rate for three years. Mr. McDonald seconded the motion.

A roll call vote was taken.

Scott McDonald – Aye

Sandy McKenney – Aye

The motion carried unanimously.

Mr. Goodine told the Board members that the Boys & Girls Club is finally going to put in the sink which was previously approved. The installation includes new pipes, the sink, a vanity and a top, for a total cost of \$3,284.00.

Mr. McDonald asked if a local vendor was used.

Mr. Goodine said the vendor is from Bow.

Chair McKenney made a motion to adjourn at 5:37 pm. Mr. McDonald seconded the motion.

A roll call vote was taken.

Scott McDonald – Aye

Sandy McKenney – Aye

The motion carried unanimously, and the meeting was adjourned.

**TOWN OF ALLENSTOWN
SELECTBOARD
SPECIAL PUBLIC MEETING MINUTES**

NOVEMBER 09, 2020

SIGNATURE PAGE

Original Approval:	
SANDRA MCKENNEY, Chair	DATE
MAUREEN HIGHAM, Vice Chair	DATE
SCOTT MCDONALD, Member	DATE

Amendment Approvals:		
Amendment Description:	Approval:	Date:
	SANDRA MCKENNEY, Chair	DATE
	MAUREEN HIGHAM, Vice Chair	DATE
SCOTT MCDONALD, Member	DATE	