

**TOWN OF ALLENSTOWN
SELECTMEN'S OFFICE
16 SCHOOL STREET
ALLENSTOWN, NH 03275**

SELECTMEN'S PUBLIC MEETING 11/20/06

Sandra A. McKenney, Chairperson for the Board of Selectmen, opened the meeting at 6:00 pm. Present at the meeting: Sandra A. McKenney, Chairperson; Selectman, Peter A. Viar, Carol Merrill, Selectperson; Kelley Collins, Administrative Assistant. Present in audience Police Chief Shaun Mulholland

Non-Public Session

Sandy made a motion to go into non-public session at 6:01 under RSA 91-A: 3, II (a) the dismissal of a public employee. Carol seconded. Roll Call Vote: Chairperson McKenney – yes, Selectman Viar – yes; Selectperson Merrill – yes. Sandy made a motion to leave non-public session at 6:05. Carol seconded. Motion passed 3-0.

Sandy made a motion to go into non-public session at 6:05 under RSA 91-A: 3, II (a) Carol Seconded. Chairperson McKenney – yes, Selectman Viar – yes; Selectperson Merrill – yes. Sandy made a motion to leave non-public @ 6:15. Carol seconded. Motion passed 3-0.

Sandy made a motion to go into non-public session at 6:15 under RSA 91-A: 3, II (a) Carol Seconded. Chairperson McKenney – yes, Selectman Viar – yes; Selectperson Merrill – yes.

Selectperson Merrill made a motion to leave Non-Public Session at 6:28 p.m., Chairperson McKenney seconded. Roll Call Vote: Chairperson McKenney – yes; Selectman Viar – yes; Selectperson Merrill – yes. Motion made by Peter to seal the non-public minutes.

National Incident Management System

Kelley discussed with the Board the NIMS training for town employees. The Police Chief will provide 3hrs. of classroom training for Selectmen, Town Hall Staff and Hwy. Dept. employee's. The students will have to take a test on a computer after the class to get the certificate.

911 Compliance Issues

Chief noted that there is a public hearing on a revised House numbering ordinance as well as a change in street name and street numbers on Spring Street /chestnut Drive on this issue Monday 11/27/06. Chief also stated that there is a problem with the ordinance. Reflective numbers are not sold anywhere; you have to order them special. The national standards for street signs are green with white lettering. Holiday Acres is in compliance; however Sted Holton property manager for Holiday Acres talked about purchasing blue with white reflective lettering. Sted found out that the new signs would be \$65.00 a piece; he has decided to stay with the green signs for now.

Emergency Management Table Top Exercise Grant Application

Board reviewed and discussed the EMTE grant application with the Chief. Sandy asked the Chief how soon we would have to pay the other groups since we won't be reimbursed until after the action report is submitted. Chief stated that the groups will bill us for their cost. Chief is proposing a revolving fund for the Town, Chief stated that it does not affect the operating budget at all.

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School Board

BOS reviewed and discussed with the Allenstown School Board the Crossing Guard positions. In attendance, Tom Irzyk, Carl Schaffer, Louise L'Heureux, Tom Haley, Evelyn Gilbeault Karen LaPlume.

Chief Mulholland ran through the actions, to date. Specifically, he had approached the School Board regarding manpower issue when crossing guards called in sick. He used to take a Police Officer off the road to fill this duty. We are experiencing staffing issues and this creates a problem for coverage. School Board expressed their willingness to cross train some school staff to fill-in for crossing guard. Unfortunately, this did not work out when the Chief tried to implement it. The Chief brought his concerns to the Selectmen and the decision was made to transition this over to the school dept. The school board made their issues with this clear. They are not in the business of public safety, the police dept is. The original issue with using school personnel as a fill in has since been resolved. Mr. Irzyk wants to know why it cannot stay as it is with crossing guards working for the Police Department and School personnel filling strongly about transitioning this. Selectmen Viar thinks this is a good solution, but Chief Mulholland isn't convinced. Chairperson McKenney and Selectperson Merrill feel that the Chief tried to make this role should be transitioned to the school. For the record Peter's vote would be no, as to pushing this onto the school.

Minutes

Motion made by Sandy to accept the 11/06/2006 minutes with amendments. Peter seconded. Motion passed 3-0.

Ambulance

Sandy stated that the meeting with Pembroke went well on November 8, 2006. Kelley stated that there will be a meeting with the two Police Chiefs, Allenstown AA, Pembroke Town Manager and Tri-Town on 11/30/06 then they will meet back with the joint boards before the end of the year. Kelley stated that she needs direction from the Board before the meeting. Discussion took place in regards to the ambulance issue.

Court Appointed Special Advocates of NH

Board reviewed and discussed the request from CASA for a donation for \$500.00. Motion made by Peter to add \$500.00 to the 2007 Health Agency budget for a donation to CASA. Carol seconded. Motion passed 3-0.

Casella Public Hearing

Casella (waste) and NH Department of Environmental Services will be holding a public hearing on Casella proposed amendment to their Waste Permit. This amendment includes additional tonnage, an increase in the size of their building and lengthened hours of operation. The public hearing will be Tuesday, November 21, 2006 at 6:30 p.m. at the Town Hall. Selectman Viar will attend.

Library Budget

Kelley stated that she has spoken with Vivian Doane and had asked her if the Library Trustees would revisit their budget to see if they could make any cuts. Vivian stated that it would not be a problem. They have enough money left from this year that they could at least take a look at it.

Accounts Payable

The Board discussed the cash flow for early 2007. Administrative Assistant noted concerns over the possibility that if the budget defaults in March some departments could already be proportionally overspent in just the first three months of the year. Chairman McKenney asked the Administrative Assistant to send a memo outlining a spending freeze effective January 1, 2007.

Road Traffic Count

Board reviewed and discussed the road traffic count supplied by Central NH Regional Planning Commission. Chmn asked if this has been sent to Police dept. A.A. noted that it has not, she will take care of this.

Recreation Department

Sandy stated that she would like to bring P&R Commissioner, Carl Schaffer in to discuss purchasing for Parks & Recreation. Commissioner Schaeffer would like to apply for Sam's credit card.

Health Insurance

Kelley stated that she will be sending out notices to Town employees informing them of the increases in their health insurance.

Homeland Security Grant

Kelley informed Sandy that the Fire Chief did make the corrections she noted to the Homeland Security grant application.

Fire Department Budget

Kelley stated that she has emailed the Board, the new Fire Department 2007 budget cuts from Fire Chief.

Town Administration Budget

Kelley presented the Board with 2007 budget cuts for the Town Administration budget.

Evaluation

Kelley has asked the Board when her evaluation will be completed. Discussion took place in regards to the evaluation it should be ready for discussion on December 3, 2006.

Tax Collector

Kelley has asked the Board if the Town Clerk's office could be closed for one Friday in January. The Town Clerk will be away for the month of January and the Tax Collector/ Deputy Clerk is his back up. Board is in agreement, however would like to know the date in advance. (The Friday is January 26th)

ADJOURN

Motion to adjourn by Peter, Seconded by Carol at 9:04 pm. Motion passed.

SANDRA A. MCKENNEY, CHAIRPERSON

PETER A. VIAR, SELECTMAN

CAROL M. MERRILL, SELECTPERSON