

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

SELECTMEN'S PUBLIC MEETING 12/18/06

Sandra A. McKenney, Chairperson for the Board of Selectmen, opened the meeting at 6:00 pm. Present at the meeting: Sandra A. McKenney, Chairperson; Peter A. Viar, Selectman; Carol Merrill, Selectperson; Kelley Collins, Administrative Assistant; Police Chief Mulholland; Jane Hubbard, Consultant, Emergency Operations Plan.

Emergency Operation Plan

Jane Hubbard, consultant for updating Town's Emergency Operations Plan and review plan met with the Board to discuss the outcome of the EOP. Jane also informed the Board of the various responsibilities and roles for each department. Jane stated in order for the State to accept this grant as final they will need a signature page signed by the Board of Selectmen. Selectmen reviewed documents and signed. Board will review entire plan at a later date.

Public Hearing

Sandy opened the Public Hearing at 6:18 p.m. to review and accept a grant in the amount of \$50,634 from the NH Department of Safety Homeland Security and Emergency Management to conduct an exercise to test the Town's EOP. Fire Chief Chaput and Police Chief Mulholland also gave their input on the exercise for the Town's EOP which will take place in October.

Sandy closed the Public Hearing on the Safety Homeland Security and Emergency Management Plan @ 6:32 p.m. Peter made a motion to accept the grant in the amount of \$50,634.00, from the NH Department of Safety Homeland Security and Emergency Management to conduct an exercise to test the Town's EOP. Carol seconded. Motion passed 3-0. Motion made by Peter to appoint Jane Hubbard as the consultant for EOP. Carol seconded. Motion passed 3-0. Motion made by Peter to accept the EOP dated 2006 presented by the Emergency Operation Committee. Carol seconded. Motion passed 3-0.

Phone Contract

Police Chief Mulholland and Fire Chief Chaput discussed and reviewed new cell phone contract for Town Agencies. Chief Mulholland would like to go with the new plan starting in January 1, 2007; it is a two year plan for fifteen phones. Board had no issues with this.

Fire Department Budget

Chief Chaput presented 2007 budget items for the Board's approval.

Copy Machine Lease

Police Chief Mulholland informed the Board that the buy out fee will be another \$726.00. Banc of America Leasing gave a quote of \$2772.00 assuming that the Police Department would renew their contract with them. Police Department did not renew their contract with Banc of America Leasing, and they are now saying the buy out fee would be \$3,498.00. Peter suggests just sending half of the money to Banc of America Leasing. Motion made by Peter to offer half of the balance and a letter stating that they verbally gave us the original quote and in good faith we paid the additional monthly rate. Carol seconded. Motion passed 3-0.

Warrant Articles

Board reviewed and discussed the 2007 Budget issues with Police Chief and AA making some changes BOS decided to put recommendations on warrant articles. Kelley informed the Board that there was a court case this summer and the Dept of Revenue Admin is suggesting Board no longer give recommendations on anything other than special warrant articles. DRA will not find it defective if the Board gives a recommendation but they prefer that the Board does not make recommendations.

Road Agent

Jim Boisvert, Road Agent, thanked the Board for doing what they did for his full-time employees with the salary increase. Jim also stated that the billing for Concord Regional Solid Waste is going to change.

Town Personnel Policies

Board signed and approved updates to the Town personnel polices. This was voted on at a previous meeting.

Town Ordinance

Discussion took place in regards to setting a fee for the Town Ordinances. Peter made a motion to set the price of \$25.00 for paper and/ or CD for Town Ordinances. Carol seconded. Motion passed 3-0.

2007 Budget

Board and AA discussed and made changes to unresolved 2007 Budget issues. Motion made by Peter to accept the Selectmen's bottom line of \$469,373. for Personnel Budget. Carol seconded. Motion passed 3-0.

Old Allentown Meeting House

Sandy presented the Board with the final bill for OAMH in the amount of \$9114. ARA will pay \$4300. The Town's portion to be paid is \$4814. Sandy would like the paper work processed this week for the check.

Planning Board

Sandy read a resignation letter from Loren Scott. Loren thanked the Board for allowing him to serve on the Planning Board.

Sandy stated that Ben Fontaine has returned his Ordinance Planning Board book to the Town Hall. He does not want to be appointed any longer to the Planning Board due to the fact he does not believe he should have background checks on him. Ben feels it is an invasion of his privacy. Sandy would like to know if the Board would waive the background checks for Ben. Peter stated that if we waive it for him other people would want it waived for them. Carol agreed. They both noted that they like and respect Mr. Fontaine but they do not feel that waving the policy is in the best interest of the Town.

Computer Maintenance Contract

Board reviewed and discussed the new computer contract from Certified Computer Solutions.

Local Government Center

Kelley informed the Board that she received notice that she is accepted into the Leadership Institute with a scholarship. Classes begin in January.

NH Department of Transportation

Sandy informed the Board that there will be a meeting on January 10, 2007 at St. John's Parish Hall @ 7:00 p.m. The meeting is in regards to the (DOT) proposed relocation of its Fleet Fueling Facility to a site off NH route 106 Sheep Davis Road approximately 1,100 feet from Pembroke town line. Dale O'Connell, DOT Contamination Program manager will present this plan to the residents.

BOS Minutes

Motion made by Peter to accept the 11/20/06 minutes as amended. Carol seconded. Motion passed 3-0.

Page 2, School Board paragraph, add Evelyn Gilbeault.

Page 2, Casella Public Hearing, November 21, 2006, Peter will be attending.

*Page 3: add **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. Carol agreed.*

Motion made by Peter to accept the 11/27/06. Carol seconded. Motion passed. 3-0

Motion made by Peter to accept the 12/4/06 minutes as amended. Carol seconded. Motion passed 3-0.

Page 1, Street Name and Numbering. Motion passed 3-0.

Page 1, 2007 Police Budget should be Fire Budget.

Non-Public Minutes

Motion made by Peter to accept the non-public minutes of 12/11/06. Carol seconded. Roll Call Vote: Chairperson McKenney – yes, Selectman Viar – yes; Selectperson Merrill – yes. Peter motion to seal the minutes. Carol seconded. Motion passed 3-0

Non-Public Session

Sandy made a motion to go into non-public session at 9:41 under RSA 91-A: 3, II (a). Carol seconded. Roll Call Vote: Chairperson McKenney – yes, Selectman Viar – yes; Selectperson Merrill – yes. Sandy made a motion to leave non-public session at 10:15. Motion made by Peter to make the AA salary line to be \$54,855.00. Carol seconded. Motion passed 2-1. Sandy no.

ADJOURN

Motion to adjourn by Sandy, Seconded by Peter at 10:17 pm. Motion passed.

SANDRA A. MCKENNEY, CHAIRPERSON

PETER A. VIAR, SELECTMAN

CAROL M. MERRILL, SELECTPERSON