

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

Sandra A. McKenney, Chairperson for the Board of Selectmen, opened the meeting at 6:30 pm. Present at the meeting: Sandra A. McKenney, Chairperson; Carol Merrill, Selectperson; Thomas Gilligan, Selectman; Kelley Collins, Administrative Assistant, Police chief Mulholland

Public Hearing

Sandy opened the Public Hearing, on the acceptance of Kenwood Drive as a town road, in accordance with RSA 674:40-a, III

Town Ordinance #CO 816(I), the street naming, house numbering ordinance, from "...Such number shall be a minimum of four (4") inches in height..." TO"...Such number shall be a minimum of three and one half inches (3.5 ") inches in height and not to exceed five (5") inches in height.

Public Hearing on revisions/additions to the Town Ordinance #CO 200 which covers Public Works and Highway and more specifically regarding the "snow and roadways."

These hearings may be held concurrently beginning at 6:30 p.m. Opened at 6:32.

Discussion:

AA stated that a resident on Kenwood Drive has a culvert that needs to be replaced. The town right-of-way is twenty five feet from the center of the road. This resident has a culvert that runs from his drive way out across the road that has failed and he would like it replaced. Board and AA had a discussion on old BOS meeting minutes on Kenwood Drive. AA stated that the Town has been picking up the trash and plowing Kenwood Drive for two years. AA stated that she has spoken to Marc Boisvert acting Road Agent and that the culvert would cost around \$1,500/ \$2,000.

Police Chief Mulholland stated that June 6th and June 10th are tentative dates for the Police Oral Boards and if the BOS would like to attend, those are the dates. Tom stated that he would like to attend both.

Non-Public Session

Motion made by Sandy to go into non-public session at 6:58 p.m. under RSA 91-A: 3 II (b) Carol seconded. Motion passed. 3-0. Roll Call Vote: Chairperson McKenney – yes; Selectperson Merrill – yes, Selectman Gilligan yes.

Motion made by Sandy to go into non-public session at 7:18 p.m. under RSA 91-A: 3 II (b) Carol seconded. Motion passed. 3-0. Roll Call Vote: Chairperson McKenney – yes; Selectperson Merrill – yes, Selectman Gilligan yes. Back in public at 7:43 p.m.

Motion made by Sandy to go into non-public session at 7:44 p.m. under RSA 91-A: 3 II (b) Carol seconded. Motion passed. 3-0. Roll Call Vote: Chairperson McKenney – yes; Selectperson Merrill – yes, Selectman Gilligan yes. Back in public at 7:58 p.m.

Motion made by Sandy to go into non-public session at 7:59 p.m. under RSA 91-A: 3 II (b) Carol seconded. Motion passed. 3-0. Roll Call Vote: Chairperson McKenney – yes; Selectperson Merrill – yes, Selectman Gilligan yes. Back in public at 8:408 p.m.

Public-Hearing

Motion made by Sandy to close the Public Hearing at 8:43 p.m. on the three items. Carol seconded. Motion passed 3-0. Roll Call Vote: Chairperson McKenney – yes; Selectperson Merrill – yes; Selectman Gilligan - yes.

Motion made by Sandy to accept the Town Ordinance #CO 816(I), the street naming, and house numbering ordinance, **from** “...Such number shall be a minimum of four (4”) inches in height...” **TO** “...Such number shall be a minimum of three and one half inches (3.5 %) inches in height and not to exceed five (5”) inches in height. Tom seconded. Roll Call Vote: Chairperson McKenney – yes; Selectperson Merrill – yes, Selectman Gilligan - yes.

Motion made by Sandy to accept the revisions/additions to the Town Ordinance #CO 200 which covers Public Works and Highway and more specifically regarding the “snow and roadways.” Carol seconded. Roll Call Vote: Chairperson McKenney – yes; Selectperson Merrill – yes; Selectman Gilligan - yes.

Motion made by Sandy to accept Kenwood Drive as a Town Road. Carol seconded. Motion passed 2-1. Roll Call Vote: Chairperson McKenney – yes; Selectperson Merrill – no; Selectman Gilligan - yes. After discussion, Tom stated that any other road projects or any other infrastructure project that the Town is undertaking be up to code.

Minutes

Motion made by Sandy to re-open the April 9th BOS minutes. Carol seconded. Motion passed. Roll call vote: Sandy – yes, Carol – yes, Tom – abstained.

Motion made by Sandy to revise and add, *Chairman McKenney asked Selectman Gilligan if he would like to set up that Committee for Highway Garage/Landfill (space needs). Tom stated that – yes, he would sit on that (committee).* Carol seconded. Motion passed. Roll call vote: Sandy – yes, Carol – yes, Tom – abstained.

Motion made by Sandy to accept the April 30th minutes. Carol seconded. Motion passed. Roll Call Vote: Chairperson McKenney – yes; Selectperson Merrill – yes; Selectman Gilligan - yes.

Motion made by Sandy to accept the May 7th minutes as amended. Carol seconded. Motion passed. Roll call vote: Sandy – yes, Carol – yes, Tom – yes

Minutes of May 7th, Sandy would like the minutes to reflect that Mr. Tigges was on the agenda for May 14th to meet with the BOS.

Motion made by Tom to accept the May 14th minutes as amended. Carol seconded. Motion passed. Roll call vote: Sandy – yes, Carol – yes, Tom – yes
spelling corrections under Public Hearing to *Dam not Dan*.

Building Inspector

Discussion took place with the Board about billing the Town Epsom for Cliff Jones Building Inspector doing work for Epsom as mutual aid, also Cliff took a day off and did not notified the BOS. Cliff will do so in the future.

AA

AA stated in the minutes of May 14th that if she does not get her raise in July that she will have to get another job. Sandy asked her tonight how this was going to work. AA stated that she will let her know when she gets another job

Department Heads Evaluations

Board discussed the time tables for evaluations. Sandy stated that she did not do one for Marc because Jim had already done his. Sandy asked if she should review his and sign off on it. Sandy will sign. Sandy asked if the Board would want to do Fire Chief's evaluation on June 4th. Fire Chief would be attending the BOS meeting that evening and then he would not have to take time off from his night job. Tom stated that he does not want to rush the reviews, these are permanent records. Board will meet on June 11th, and discuss evaluations.

Budget

Sandy did speak to Fire Chief Chaput in regards to the budget. He did understand about the budget. Chief also said that he would wait until the end of the year for his \$1000.00 raise if there was money left in the budget. He was not taking the money for himself he was taking it for the Chief position because at some point the Town would need a fulltime Fire Chief.

Mutual Aid

Tom stated that he wants Epsom to pay us for the Building Inspector's time. After discussion Board will not charge Epsom, if a Town is using our services for long periods that we will bill.

Mobile Homes

Considerable discussion took place in regards to abating taxes on four mobile homes. The mobile homes will be removed and replace with new ones. Sandy and Carol signed off to abate the taxes.

Public Informational Meeting

Board discussed invitations to the June 18th 2007 public informational meeting. AA stated that she has a Public Notice for the newspaper and signatures on the invitations to be signed by the Board.

Capital Reserve

Sandy asked if the money should be transferred into the capital reserve, to show that the Town does not have that much in the town account. AA stated that it is generally transferred in the Fall and that AA normally transfers the money after the first tax bills go out.

Conservation

Sandy asked where the Land Use Change Tax money for the Conservation Commission is. AA stated that it is in a separate bank account it is \$36,000.00. AA showed the Board the April bank statement.

Mulch

BOS discussed the bark mulch that was purchased for the Fire Department. Fire Chief stated that this item was already in the budget. Fire Chief thought that anything under \$200.00 that was in his approved budget that he could expend on. BOS did not sign the purchase order.

J.E. Belanger Surveyor

Sandy asked why the bill was only \$300.00. AA stated that originally the price quote was \$2,250 and the Town paid \$1125.00 up front and that the balance was \$300.00 so the price must have been cheaper or he has not completed everything he was contracted to do.

DES

AA reminded the Board that she has to send a letter to DES and she will be working with Town Attorney on the letter. It is due May 31st. AA will copy and email the BOS.

Capital Reserve

Motion made by Sandy to transfer \$300.00 from the Capital Reserve Landfill Closure fund on May 21st, 2007 to the operating fund. Carol seconded. Motion passed. Roll Call Vote: Chairperson McKenney – yes; Selectperson Merrill – yes; Selectman Gilligan - yes.

Interviews

AA asked the Board if Debby Huard, owner of Subway, could use the meeting room to do interviews for Subway employees. Debby has filled out the rental application and does have certificate of insurance. It would be Thursday and Friday 5/24, 5/25 of this week and Tuesday through Friday 5/29 – 6/1 following week. Sandy stated that the room is used for welfare. Tom asked why she is not doing interviews at the Police department were they have a community room. No answer

Motion made by Tom to allow Debby Huard to use the meeting room at Town Hall to conduct Subway business with days stated above. Carol seconded. Roll Call Vote: Chairperson McKenney – yes; Selectperson Merrill – yes; Selectman Gilligan - yes.

Motion made by Sandy to waive the fees. Carol seconded. Roll Call Vote: Chairperson McKenney – yes; Selectperson Merrill – yes; Selectman Gilligan - no.

Meeting House

Mrs. Bean has a request to use the meeting house on May 27th, 2007. Steering Committee has approved it. Insurance certificate is good for a year.

Motion made by Tom to allow Faith Meeting House to use the Allenstown Meeting House on May 27th starting at 10:00 a.m. Usage fee will be waived. Sandy seconded. Roll Call Vote: Chairperson McKenney – yes; Selectperson Merrill – yes; Selectman Gilligan - yes.

Lavoie Drive

Sandy asked about Lavoie Drive. AA stated that Town Attorney can not find that engineering company. He will write a letter to the BOS to go ahead and adopt it with the registry.

Weed Whacker

AA asked the BOS if Marc Boisvert could purchase an industrial weed whacker for the Town. The amount would be \$349.00 less 10%.

Ridge Road

AA informed the BOS that a resident on Ridge Road wants the bump/dip in the road fixed. AA spoke to Marc Boisvert acting Road Agent and he informed AA that Ridge Road was not a Town road. BOS stated that it is not a Town Road. AA will write a letter to resident.

Police Information Request

Sandy received a form asking for information about various police and union functions for our town. AA will fill form out and send back.

Building Regulations

Building Inspector would like to give the old 2003 regulations to Epsom for a starting point. Building Inspector has the most current reg's and would just be throwing these in the Recycle bin. BOS agreed to allow BI to give them to Epsom.

Donation

Sandy asked if the Town would like to make a donation in honor of Evelyn Guilbeault, who passed last week. Motion made by Sandy to donate \$25.00 in memory of Mrs. Guilbeault to the SEE and Eye Inc. Carol seconded. Motion passed. Roll Call Vote: Chairperson McKenney – yes; Selectperson Merrill – yes; Selectman Gilligan - yes.

Planning Board

Sandy stated that two residents where recommended to the Planning Board, Phyllis Parker and Jeffery Gryval, after background checks the Board will be vote on appointments.

Building Permits

Discussion on the flood victims as far as permits being waived. No decision has been made.

ADJOURN

Motion to adjourn by Tom. Seconded by Carol at 10:41 p.m. Motion passed 3-0.

SANDRA A. MCKENNEY, CHAIRPERSON

CAROL M. MERRILL, SELECTPERSON

THOMAS R. GILLIGAN, SELECTMAN