

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

Sandra McKenney, Chairperson, opened the meeting at 6:30 pm. Present at the meeting: Carol Merrill, Selectperson; Thomas R. Gilligan, Selectman, Kelley Collins, Administrative Assistant, Present in the audience: Police Chief Mulholland, Building Inspector/Code Enforcement Officer Cliff Jones, School Board Chairman Tom Irzyk, and resident of Wing Road, Mrs. Peg Talbot

Public Hearing

Sandy opened the Public Hearing on the re-numbering of Wing Road at 6:31 p.m. The Town is proposing the changes in house numbers on Wing Road in order to comply with NH Department of Emergency Communications Addressing Standards Guide.

Mrs. Talbot has concerns about the numbering. Mrs. Talbot stated that there are only seven houses on the road that are affected. She also stated that it is an inconvenience notifying your bank, changing your stationary, checks, etc. Mrs. Talbot asked if the Town would notify the three credit bureaus that they did the re-numbering and that the affected residents had not moved. AA noted that on the other occasions that the Board of Selectmen has renumbered streets or mobile home parks we have provided each resident with a letter outlining the change, but that the residents are responsible for notifying whomever they deem necessary.

Sandy stated that by changing our number system will make it correct and coincide with Epsom's numbering and that this is important for public safety.

Building Inspector

Cliff Jones informed the BOS that the Sewer Department wants all building permits/certificates of occupancy to go through the Sewer Department. This is due to the moratorium placed on additional sewer hookups by the NH Department of Environmental Services. Considerable discussion took place. BOS would like to meet with the Sewer Department, Town Attorney, and Steve Roberts from DES to further discuss this matter. Tentative date will be October 8th.

CNHRP

Sharon Wason from Central Regional Planning Commission discussed the Brownfield's grant which is a community-wide petroleum and hazardous substance assessment grant. The purpose of this grant application is to support the development and implementation of the CNHRPC's Brownfield community wide assessment program. The grant program will focus on abandoned and under-used Brownfield's sites in downtown areas and village centers and near important public and community drinking water supplies.

Sharon also discussed CTAP grant and stated that most communities are planning on doing a study of growth. Some are doing impact fees, updating subdivisions regulations and looking at economic development. CNHRP dues will remain the same.

Public Hearing

Sandy closed the Public Hearing on Wing Road re-numbering at 7:24 p.m. Motion made by Sandy to go ahead with the re-numbering on Wing Road. Carol seconded. Motion passed 2-1. Roll Call Vote: Chairperson McKenney – yes; Selectperson Merrill – yes; Selectman Gilligan – no.

Regatta

AA sent an email to Palmer Jones informing Mr. Jones of the conditions to use the boat ramp on October 13, 2007 for the NH Championships (Regatta).

Background Checks

AA informed the BOS that she will keep background checks on people labeled and locked upstairs until such time the BOS wants them to be shredded.

Assessments

BOS signed a letter to Roger LaFleur in regards to spot checking assessments.

Boat Launch

Discussion took place regarding the Fish and Game project on the Ferry Street Boat Ramp. AA spoke to the Town Attorney today about what Fish and Game and ultimately the Attorney General's Office wants with regard to the title on that property. The AG's Office is going to want a fairly formal title search stating that the Town has the authority to enter into this 30 year lease.

Public Hearing

Sandy opened the Public Hearing at 7:38 p.m. Selectmen will review, discuss and accept 3 grants for over \$5000 under the requirements of RSA 31:95-b, III as follows:

FEMA	reimbursement for April 2007 flood damage	\$42,582.12
FEMA	reimbursement for April 2007 flood damage	7,482.90
NH Fish & Game	OHRV enforcement grant	7,200.00

Resignation

Motion made by Sandy to accept the resignation, with regret, of the Welfare Director effective September 21, 2007. Carol seconded. Motion passed 3-0. Roll Call Vote: Chairperson McKenney – yes; Selectperson Merrill – yes; Selectman Gilligan – yes.

Discussion took place in regards to advertising for this position.

2008 Election and Registration Budget

Motion made by Sandy to re-open the Election and Registration budget. Carol seconded. Roll Call Vote: Chairperson McKenney – yes; Selectperson Merrill – yes.

Motion made by Sandy to change the election line of \$5640.00 to \$6800.00 per Diane Demers, Town Clerk, bottom line of \$14,813.00. Carol seconded. Roll Call Vote: Chairperson McKenney – yes; Selectperson Merrill – yes; Selectman Gilligan – yes.

2008 Budgets:**Capital Outlay**

Motion made by Tom to accept the bottom line of \$11,500.00. Carol seconded. Motion passed 3-0. Roll Call Vote: Chairperson McKenney – yes; Selectperson Merrill – yes; Selectman Gilligan – yes.

Patriotic

Motion made by Tom to accept the bottom line of \$2351.00. Carol seconded. Motion passed 3-0. Roll Call Vote: Chairperson McKenney – yes; Selectperson Merrill – yes; Selectman Gilligan – yes.

Health Agencies

Motion made by Tom to accept the bottom line of \$29,622.00. Carol seconded. Motion passed 3-0. Roll Call Vote: Chairperson McKenney – yes; Selectperson Merrill – yes; Selectman Gilligan – yes.

Legal

Motion made by Tom to accept the bottom line of \$25,000.00. Carol seconded. Motion passed 3-0. Roll Call Vote: Chairperson McKenney – yes; Selectperson Merrill – yes; Selectman Gilligan – yes.

Mapping

Motion made by Tom to accept the bottom line of \$1,900.00. Carol seconded. Motion passed 3-0. Roll Call Vote: Chairperson McKenney – yes; Selectperson Merrill – yes; Selectman Gilligan – yes.

Property Insurance

Motion made by Tom to accept the bottom line of \$44,000.00. Carol seconded. Motion passed 3-0. Roll Call Vote: Chairperson McKenney – yes; Selectperson Merrill – yes; Selectman Gilligan – yes.

Utility Revaluation

Motion made by Tom to accept the bottom line of \$5,000.00. Carol seconded. Motion passed 3-0. Roll Call Vote: Chairperson McKenney – yes; Selectperson Merrill – yes; Selectman Gilligan – yes.

Dept

Motion made by Tom to accept the bottom line of \$144,253.68. Carol seconded. Motion passed 3-0. Roll Call Vote: Chairperson McKenney – yes; Selectperson Merrill – yes; Selectman Gilligan – yes.

Economic Development

Motion made by Tom to accept the bottom line of \$1.00. Carol seconded. Motion passed 3-0. Roll Call Vote: Chairperson McKenney – yes; Selectperson Merrill – yes; Selectman Gilligan – yes.

Advertising/Regional Planning

Motion made by Tom to accept the bottom line of \$5,284.00. Carol seconded. Motion passed 3-0. Roll Call Vote: Chairperson McKenney – yes; Selectperson Merrill – yes; Selectman Gilligan – yes.

Dan Stauffacher

Mr. Stauffacher met with the BOS to discuss plans for his land off of Lavoie drive. Dan Stauffacher presented some preliminary thoughts and ideas for his project on Rt. 28 near Suncook Business Park. The parcel is 36 acres and is called "Meetinghouse Park". In presenting his ideas, he included the offer of a couple of acres to the Town of Allenstown for a new Town Hall and Library with the contingency that his architect would design the exterior to be consistent with the rest of the project and the town attorney would handle the paperwork to transfer title, deed etc. to the town for a parcel sufficient to meet codes to support these two buildings. In addition to this, other parts of the Park would include a small church in the style of the early 1800's, a large "barn like" building for meetings, functions, whatever (about 6000sq.ft.), a 15-20 family size Native American Village (Iroquois) for public school educational use, a large open space with a pavilion/stage for re-enactors, concerts under the stars, arts and crafts shows, pow-wows, and a couple dozen other possibilities, and, a "town square". This "town square" would be anchored by the two new town buildings (after voter approval) and include retail space in the ground level shops around the square with affordable senior housing on the second floor of each shop. Dan says he only needs to find about 20 "quirky" seniors who would have fun living over the "hardware store" in what presents itself as a lively community. The Select board looks forward to working with Dan on this project. We see it as an asset to our town. Dan left a picture-poster of Meetinghouse Park with the board and this can be seen at the Town Hall.

Road Agent

Chris Roy met with the BOS to discuss the driveway/culvert problems on Kenwood Drive. Chris stated that to do a temporary fix it would cost \$200.00 to fix this permanently it would cost \$425.00 - \$450.00. Motion made by Sandy to have Chris move forward to do a permanent fix at 4 Kenwood Drive, not to exceed \$450.00. Tom seconded. Motion passed 2-1. Roll Call Vote: Chairperson McKenney – yes; Selectperson Merrill – no; Selectman Gilligan – yes.

Chris informed the BOS that he received a call from a resident at 15 Summers Ave saying that the asphalt is breaking up where the driveway meets the road. He noted that there is a similar problem occurring at 9 Summers Avenue. Considerable discussion took place regarding the Town's responsibilities vs. homeowner's responsibilities with regard to driveways interfacing with road. BOS will get legal advice this road.

ARD

Sandy stated that Roger Letendre informed her that there are four large pot holes in the driveway portion of the school. Betsy Cox, principal for ARD thought the church owned the property; Ms. Cox will contact the church. If the school owns the property Chris Roy will get an estimate to have the pot holes fixed.

River Road

Tom asked what the outcome of River Road was. Sandy stated that the Town will be doing some repairs to River Road in front of the State Highway Shed. The cost is \$1,600.00.

Public Hearing

Sandy closed the public hearing at 9:25 for grants over \$5,000. Motion made by Sandy to accept the grants for:

FEMA	reimbursement for April 2007 flood damage	\$42,582.12
FEMA	reimbursement for April 2007 flood damage	7,482.90
NH Fish & Game	OHRV enforcement grant	7,200.00

Carol seconded. Motion passed 3-0. Roll Call Vote: Chairperson McKenney – yes; Selectperson Merrill – yes; Selectman Gilligan – yes.

Discussion took place with Tom and Police Chief on the OHRV enforcement grant.

Spending Freeze

BOS discussed the spending freeze and budgets. Tom would like to know what the BOS rights and obligations are not only for the total budgets but for the individual budgets. AA noted that, in general, Dept Heads do not have the authority to over-expend their budgets, only the Board of Selectmen can authorize over-expenditure of budgets. Even the Selectmen do not have the authority to over-expend the bottom line of the total operating budget.

2007 Budget Projections

The Board asked the AA to contact all major Dept Heads and ask them to prepare a projection of 2007 budget expenditures through year end for Monday night, 9/24/07.

Secure Our Schools Grant

We have received confirmation of receipt of a \$18,800 Secure Our Schools Grant. Since this grant is over \$5,000 it will require a Public Hearing. The AA will advertise the Public Hearing for October 15, 2007 and Chairman McKenney will sign Secure Our School grant on October 15th.

E 9-1-1

Motion made by Sandy to appoint Cliff Jones as secondary contact for the E 9-1-1 database. Tom seconded. Motion passed 3-0. Roll Call Vote: Chairperson McKenney – yes; Selectperson Merrill – yes; Selectman Gilligan – yes.

Personnel Policies

BOS discussed the personnel policy for permanent part time help in regards to holiday, vacation and sick pay. Motion made by Sandy to allow permanent part-time employees to accrue sick time to be calculated on a percentage of their hours over forty. For example: full time employees accrue 6 days per; a 20 hour per week employee would accrue 3 days (at their hours per day) per year, Carol seconded. Motion passed 3-0. Roll Call Vote: Chairperson McKenney – yes; Selectperson Merrill – yes; Selectman Gilligan – yes.

Town Report

Sandy asked AA if she received a response from the SAU 53 in response to paying their portion of the town report. No response received at this time.

Ambulance

Sandy stated that Pembroke voted to move forward with the ambulance project. Motion made by Sandy to have the ambulance committee move forward. Carol seconded. Motion passed 3-0. Roll Call Vote: Chairperson McKenney – yes; Selectperson Merrill – yes; Selectman Gilligan – yes.

Sandy stated that she feels that the BOS should have a complete and signed intermunicipal agreement in place for Town Meeting.

Buyout Meeting

Sandy stated that the governor's buyout meeting has changed to October 1st at 4:30 pm. Carol and Sandy can definitely make the meeting. Tom is unsure at this time with work constraints

Banner

Considerable discussion took place in regards to the Right to Know article that was in last week's *Banner*.

Minutes

Motion made by Sandy to accept the meeting minutes of 9/4/2007. Carol seconded.

Discussion Tom would like to add under Selectmen Gilligan to read excused absent. Motion passed 2-1.

Roll Call Vote: Chairperson McKenney – yes; Selectperson Merrill – yes; Selectman Gilligan – no.

Motion made by Sandy to accept meeting minutes Of 9/10/07 as amended. *Correction to add on page 3 Sandy will call Senator Barnes to set up the meeting with the governor.* Carol seconded. Motion passed 2-1. Roll Call Vote: Chairperson McKenney – yes; Selectperson Merrill – yes; Selectman Gilligan – yes.

ADJOURN

Sandy motion to adjourn at 10:47 P.M. Carol seconded. Motion passed 3-0.

SANDRA A. MCKENNEY, CHAIRPERSON

CAROL M. MERRILL, SELECTPERSON

THOMAS R. GILLIGAN, SELECTMAN