

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

**Meeting Opened** by Sandy McKenney at 6:38 PM

**Members Present:** Sandra McKenney, Chairperson; Carol Merrill, Selectperson and Thomas Gilligan, Selectperson.

**Present in Audience:** Allenstown Police Chief Shawn Mulholland; Ryan Fortin, Fire Dept/Highway; Diane Demers, Town Clerk/Tax collector; Dawn Nadin, proposed deputy tax collector; Chris Roy, Road Agent; Dennis Fowler

**Deputy Tax Collector**

Town Clerk/Tax Collector Diane Demers introduced new hire Deputy Tax Collector Dawn Nadin to the BOS. She will work 20 hours per week as both Deputy Tax Collector/Deputy Town Clerk. The time will be divided up as needed between the two departments. On the budget Diane Demers has it been divided 10/10 between the two. Welcome Aboard.

**Safe Routes for Schools**

Police Chief Shaw Mulholland reviewed and discussed 3 proposed sidewalk expansion projects to dispel the pedestrian congestion problem in front of the Allenstown Elementary School. These projects will also address safety issues for children walking to school, as well as bike riders and pedestrians. Developed with Road Agent Chris Roy, the projects' cost will be 100% covered by a grant pending approval by the Central New Hampshire Planning Commission. (See APD Memo dated 12/14/07, RE: Safe Routes to Schools Grant)

Tom Gilligan prioritized the Town's needs as being first with the children safely walking to and from school addressed most directly by Project 1, secondly by Project 3 and thirdly with Project 2. Chief Mulholland stated all three will be submitted and the school officials may have a different or more expansive plan. Only \$100,000.00 is allotted by the grant to each community. A meeting for discussion including the Central NH Planning Commission and school officials is scheduled on January 3, 2008 at 9:30am at the police station. Chief Mulholland invited the Board members to attend. Input from DOT's Pam Mitchell will be included in the planning

**Highway Budget with Penacook Figures**

Chris Roy discussed the differences to the budget with the Penacook numbers. Carol expressed concern about the negative impact of canceling Joint Loss Management

meetings. Carol wants a vote taken as to a more stringent meeting cancellation policy. Ryan Fortin said the Fire Dept was unable to attend as they were shoveling hydrants and Town Safety was at stake. Carol countered that a representative of the department could have afforded a ½ hour to attend the meeting.

**Motion by Tom Gilligan – To change the Town Shed Repair line to \$5000, confirm the Penacook line at \$134,000 for a new Bottom line of \$625,801**

**Seconded**

**Roll call Vote:** Chairperson McKenney- yes, Selectperson Merrill - yes, Selectman Gilligan – yes.

**Motion Approved**

### **January 8 Presidential Primary**

Dennis Fowler, Town Moderator was introduced. Jan 8 is the Presidential Primary expecting 2000 voters, also campaign workers and monitors. Counting on elected officials to help out. Tom, Carol and Sandy will all be there. It is possible school will be cancelled on that day. Parking control is a concern.

### **Allenstown Police Department/ Highway Department Purchase Orders**

Sandy said there will be meeting on Thursday. They will have new Budget Sheets/Expenditure Sheets on Thursday afternoon. Sandy asked Chief Mulholland to figure his expenses left to pay, such as heat and lights. Tom asked about Road Closed signs. The Chief said the signs with required reflection levels will be acquired as they are anticipating a flood on River Road in the spring. Sandy asked about the allotment for the Boys and Girls Club. Need to conduct accident diagram for every accident, and presently they only do them for serious bodily injury or death. The APD presently has 1 taser for the Department, eventually Chief would like 1 taser for each officer on duty, and many departments have one taser for each officer. Service contract for the computer is the same. As to crossing guards, the PD will continue to maintain their equipment (reflector, winter parker) until January 1, but as of June 2007 we have not paid their salary. Tom asked Chris Roy for description and use of access chainsaw and tire chains.

Chief Mulholland left the meeting with Boards permission.

### **Landfill Monitor Position**

Chris Roy discussed the requirements and hiring process for the Landfill monitor. He is contemplating part-time hiring of 1 person for Saturday and 1 person for Tuesday, Thursday and Saturday.

Next meeting is expected to be January 7.

There was a discussion as to the quality of the road plowing and sanding conditions following the storm, this discussion included the accuracy of Jim Boisvert complaint to Carol Merrill.

“Carol” from the new development called w/ questions as to why the Town is not plowing there. The Postal Office will not deliver mail there as conditions are unsafe. Tom

said their gripe is with the builder and to refer all complaints from them to the BOS. Chris said that if pager goes off from a resident in there he will create a path for Fire or Rescue Units. Carol Merrill asked if they were plowing the dead end where resident Towle live at the other part of Ridge Road. Ms. Towle has complained if plow trucks use her property to turn.

Chris and Ryan left the meeting with the Board's permission

### **Head's Pond Project, Hooksett, NH**

Discuss and review BOS December 13, 2007 letter to abutters advising them of the meeting scheduled for January 14, 2007 to review plans and invite questions or concerns regarding the Heads Pond Project. RSVP was requested prior to determining whether to use the Town Hall or Elementary School as the meeting location. Owners are Jackson, C., Hynes, S., McKay, R., Drolet, W., Bussiere, R., Osgood, G., Plourde Sand & Gravel, Currier, J.

### **Chester Turnpike Meeting Postponement**

Rick LaCourse was called by Cindy postponing January 14 meeting regarding Chester Turnpike re-opening. Rick did not return the call. A letter to document the postponement will be sent to him by Cindy.

### **Hardship Abatement**

Penny spoke to applicant of Riverside Drive and asked for any further information. He did not have anything further. His basement is not finished, it's only supposed to be a crawlspace. He is not taxed on a finished basement. This will have to be voted on in public.

**Motion by Tom Gilligan** – to approve the abatement request for the property on Riverside Drive

**Seconded** – Carol

**Vote** – Chairperson McKenney- no, Selectperson Merrill - no, Selectman Gilligan – no.

**Motion Denied**

### **Hubbard Consulting LLC Contract re PDM**

Sandy suggested that the Board can sign the contract and then Shawn Mulholland can have Jane Hubbard sign it and they will get a copy back. .

**Motion by Sandy** - to accept Jane Hubbard's contract for the grant writing for Pre-Disaster Mitigation grant application; first payment of \$1000 due January 1, 2008, second payment of \$2,000 on February 1, 2008 for a total of \$3000 for the project.

**Seconded** by Tom Gilligan

**Roll Call Vote** – Chairperson McKenney- yes, Selectperson Merrill - yes, Selectman Gilligan – yes.

**Motion Approved**

### **Minutes for 12/10/07**

Not yet in as Cindy has been extremely busy taking on extra work.

### **New Hampshire Native Americans**

They will hold a general meeting on January 26, 2008 from 10am – 2pm  
Carol said she may attend.

### **Warrant Article from Mr. Dobb**

Mr. Dobb sent a Warrant Article for revision and input. He is getting feedback from Tom Gilligan. He is to obtain 25 signatures on the final version. According to Tom, the goal of the article is to try to get the State – Bureau of Emergency Management, the Dam Bureau or FEMA - to be responsible for the dam operation at the Webster mill. Sandy stated that the last date for voters to include an article in the town meeting is January 8 and Dobbs will need 25 signatures.

Tom Gilligan learned that the Suncook River basin, and 3 other river basins, is to undergo a more in depth evaluation by FEMA's River Flooding Study. "Watershed Technologies" will conduct the actual study and analysis. The study will include broad based data gathering on, among other things, dam operation, rainfall, snowfall amount, the amount of snow pack. They want feedback from residents to add to that obtained by official sources. USGS is doing a separate avulsion study, which will be included in the FEMA analysis. Study focus is on how better dam operation would or would not have changed anything. Suncook's Webster Mill, Buck Street and Pittsfield Dam are to be targeted. Next meeting is in January, then March. Final results are not expected until June 2008.

### **Zoning Board Ordinances**

Reviewed and discussed Zoning Ordinance changes for utility shed setbacks and parking space sizes.

The Flood plain Ordinance has been updated and reviewed and accepted by FEMA and noticed in the paper, and Conservation was also noticed and both should go.

Public Hearing and Deliberative Session can be the same meeting if properly posted and the Budget committee has approved the budgets. Warrant Articles corrections are complete and ready for inclusion by Cindy. The Budget committee must complete, sewer, library and fire. The Board reviewed the March Meeting Option and feel they are on track. They do need to work on the default budget.

### **Purchase Orders**

Purchase Orders for all departments will be reviewed on Thursday and they will prioritize the needs of the departments with input from Department Heads after determining how much money is left.

**SELECTMEN'S PUBLIC MEETING**

**12/17/07**

**Loss management Meeting Cancellations**

Carol asked for input from other members. Sandy agreed that it is a common problem. Tom agreed the Sewer Dept should have sent a representative. The meetings are only 4 times a year.

**Motion by Carol** – whatever selectman is on duty for the management loss committee makes the call for cancellation of the meeting

**Seconded** by Sandy

**Roll call vote** – Chairperson McKenney- yes, Selectperson Merrill - yes, Selectman Gilligan – yes.

**Motion Approved**

Memo will go out to every member on the committee.

**Handicap Ramp at Police Station**

Were using rock salt and it ate up concrete so they put a protective layer on it and that’s why it’s slippery. The Town Hall had been using Rock Salt but Cliff found the Calcium Chloride in the basement and they will not use the rock salt any more.

**Town Hall Holiday Hours**

12/24/07 – closed at noon. 12/25/07 Closed all day.

12/31/07 – closed at noon. 1/1/08 Closed all day.

**Curb Side Trash Pickup**

Trash regularly scheduled for Pick up on 12/25 will be picked up on 12/27.

Trash regularly picked up on 12/26 will remain the same.

Trash regularly picked up on 1/1/08 will be picked up on 1/3/08

Trash regularly scheduled for pickup on 1/2/08 will remain the same.

It has been posted twice in the paper by Diane Demers.

**Non-Public Session**

**Motion** by Sandy to go into Non-Public at 9:15 under RSA 91-A: 3 II c

**Seconded** Carol

**Roll Call vote** – Chairperson McKenney- yes, Selectperson Merrill - yes, Selectman Gilligan – yes.

**Motion Approved.**

**Back to Public at 9:25**

Sandy made **motion** while in non-public

Tom **Seconded**

**All in Favor** – roll call 3 ayes

**Non-public motion approved**

**Motion** by Sandy to Seal Minutes

**Seconded** by Carol

**Roll Call vote** - Chairperson McKenney- yes, Selectperson Merrill - yes, Selectman Gilligan – yes.

Tom aye, Carol aye, Sandy aye

Next meeting scheduled for Thursday at 6:30 to discuss P.O's, Balances and Default Budgets. Cindy has posted it as a workshop.

ADJOURN

Motion to Adjourn at 9:27 P.M. Seconded and approved.

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SANDRA A. MCKENNEY, CHAIRPERSON

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CAROL M. MERRILL, SELECTPERSON

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THOMAS R. GILLIGAN, SELECTMAN