

**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 6:01 pm. Present at the meeting: Sandra A. McKenney, Chairperson; Peter A. Viar, Selectman; Carol Merrill, Selectperson; Kelley Collins, Administrative Assistant; Police Chief Shaun Mulholland.

### **Non-Public Session**

Sandy made a motion to go into non-public session at 6:02 pm under RSA 91-A: 3, II (c). Carol seconded. Roll Call Vote: Chairperson McKenney – yes, Selectman Viar – yes; Selectperson Merrill – yes. Sandy made a motion to leave non-public session at 6:15 pm. Carol Seconded. Roll Call Vote: Chairperson McKenney – yes, Selectman Viar – yes; Selectperson Merrill – yes. Motion passed 3-0.

Sandy made a motion to go into non-public session at 6:15 pm 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 6:20 p.m. Carol seconded. Roll Call Vote: Chairperson McKenney – yes; Selectman Viar – yes; Selectperson Merrill – yes.

### **Route 3 Bridge**

Chief Mulholland came before the Board to discuss the Rte 3 bridge project. Chief stated that he met with Thomas Miller project engineer from NH DOT and James Boisvert, Town Road Agent. Mr. Miller gave Chief a briefing on the bridge. He stated that parts of the bridge are buckling as well as there being some corrosion. The upper deck of the bridge has sunk approximately 2 inches in a week. Mr. Miller stated in order to fix this problem they have to put up bracing in the travel lane of the lower deck. In order to do this Chief stated that he closed the bridge this morning under the emergency statute that allows this RSA 234.38-41:11.

The Chief is now here to have the Selectmen vote to close the road until the bridge project is complete. Motion made by Sandy to close the lower deck of the bridge, effective 2/12/07. Peter seconded. Motion passed 3-0.

### **Street naming/numbering**

Chief Mulholland presented the BOS with a letter that will be generated to assist the residents with changing their address. Chief will have Katie Walker going door to door to at Suncook Pond to assist the residents, or any other area that the names will be changing.

### **Recycling**

Police Chief informed the Board that he received a price for recycling from Pinard waste. Pinard will drop off an 8 yard dumpster and charge us \$15 when it needs to be emptied, only. Chief noted that this was a special price for municipalities and that Town Hall could get the same price. All documents should be shredded. Sandy stated that the PD and Town Hall should try recycling for a couple of months and then let the school know. Board is in agreement.

**Street Numbering**

Chief Mulholland informed the Board that the live-in interns at the Fire Department will be working on the re-numbering project for the Town. Board discussed options on how the residents will purchase the numbers. Kelley will check with Chief Chaput about status of this project. Effective date is April 6<sup>th</sup>.

**Safety Audits**

Kelley informed the Board that the Library has not yet turned in their safety audit.

**Cover for Annual Town Report**

Board discussed the cover for the town report and choosing the right pictures. Sandy will email more pictures for choosing. The Board agreed to remove the K9 unit picture and to choose something else.

**Letter**

Board reviewed and discussed a letter sent from Mr. Chouinard in regards to water run off on Sargent Street, as well as the Administrative Assistant's response.

**Ferry Street Boat Ramp**

Kelley updated the Board on the status of Ferry Street boat ramp closure. Kelley has talked to the Correctional Industry in regards to the closed sign and what it has to say. Kelley is just waiting on a price. Is the Sewer expansion going to be in the area of the boat launch project?

**Minutes**

Motion made by Sandy to accept the minutes of 1/29/07. Carol seconded. Sandy yes, Carol yes, Pete abstained, Peter was excused 1/29/07.

Motion made by Sandy to accept the minutes of 2/5/07. Carol seconded.

Sandy withdrew her motion to accept the minutes of 2/5/07. Carol withdrew her seconded to motion.

Peter made a motion to accept the 2/05/07 minutes as amended. Carol seconded. Motion passed 3-0.

*Page 2, paragraph 3, Peter requests that from now and until the end of his term that no motion for policy changes takes place without all three Selectmen being present for input.*

**Policy**

Kelley informed the Board that she is reviewing a computer & communication equipment use policy for the Town for security purposes. She would like to implement some kind of policy.

**Landfill**

Kelley informed the Board that the Department of Environmental Services has accepted Nobis summary report with conditions. One condition is that we provide metes and bounds of the additional area that waste was found on no later than 5/31/2007. Peter thought that had already been done. Nobis Engineering will be asked if this has been completed.

**Street Signs**

The Police Chief made a list of road signs that the Town needs to order and place to be in compliance with the Street Naming/Numbering Ordinance. The Chief passed this along to the Road Agent.

**National Incident Management System**

Kelley informed the Board that all departments are now NIMS certified.

**Non-Public Minutes**

Kelley asked the Board to review, accept, sign and seal non-public minutes.

Motion made by Peter to accept and seal non-public minutes of 2/5/7 -2/5/7 – 2/5/7 – 2/5/7

Motion made by Peter to accept and seal non-public minutes of 1/22/7 – 1/22/7

Motion made by Peter to accept and seal non-public minutes of 5/1/7

Motion made by Peter to accept and seal non-public minutes of 12/11/6 – 12/11/06

Motion made by Peter to accept and seal non-public minutes of 11/27/6

Motion made by Peter to accept and seal non-public minutes of 9/18/6 – 9/18/6

Motion made by Peter to accept and seal non-public minutes of 9/25/6

Motion made by Peter to accept and seal non-public minutes of 8/8/6

Motion made by Peter to accept and seal non-public minutes of 7/10/6

Motion made by Peter to accept and seal non-public minutes of 6/26/6

Carol seconded all non-public minutes. Motion passed 3-0.

**House Bill**

Sandy has prepared a letter to be signed by the BOS, if in agreement, in regards to SB143 (attached). This bill removes the criteria for establishment of ATV and Trail Bike trails and allows Department of Resources and Economic Development to adopt rules for an evaluation process for the establishment of ATV and Trail Bike trails. Armand Verville will be attending this hearing and will hand carry the BOS's letter. The BOS was in agreement and signed the letter.

**Library Trustee**

Vivian Doane, Library Treasurer came before the Board to ask for suggestions regarding pay and benefits (specifically the cost of health insurance coverage) for the hiring of a new Librarian position. Trustee's are in the process of writing the job description. The Trustee's are concerned with the price of health insurance and the going rate for a Librarian because money has not been appropriated in this year's budget.

**2006 Assessment update Report**

Corcoran Associates has sent in the 2006 assessment report. Mr. Corcoran would like all the Board members to review the report. Carol Merrill will take it home this week to review.

**Certificates of Occupancy for Woodridge Estates**

Sandy asked the Board if they have seen the memo from Cliff Jones, Building Inspector. The memo is in regards to the CO's for Doniegan properties. Kelley noted that although the Planning Board can make recommendations on the issuance of certificates of occupancy that authority actually rests with the Selectmen. Kelley suggested that the Board authorize her to send a memo on the Boards behave to Cliff Jones stating that he is allowed to issue CO's under town guide lines until further notice from this Board. BOS agreed copy also to the Planning Board.

**Tax Sale**

Sandy asked about Town property for sale. Kelley informed her that what she had was an old list. That for as long as Kelley has been here no Town property was sold other than back to the owners or to the owner of a mobile home park.

**Neighborhood Watch**

Sandy stated that there will be a meeting with neighborhood watch tomorrow at 6:30 p.m. at the Police Station. If the group gets too large they will move to the Church. Peter asked Sandy how they would be screening the people and do we have time for that. Sandy stated that most of these people are involved with the School or are parents themselves.

**ADJOURN**

Motion to adjourn by Peter; Seconded by Carol at 8:02 pm. Motion passed 3-0.

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SANDRA A. McKENNEY, CHAIRPERSON

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PETER A. VIAR, SELECTMAN

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CAROL M. MERRILL, SELECTPERSON