

**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, Chris Roy, Road Agent; Cliff Jones, Building Inspector; Ryan Fortin.

Road Agent

Chris Roy, R.A. met with the BOS to discuss the hiring process that was conducted for the new Highway Department laborer. There were twenty-six candidates, nine were interviewed.

Non-Public Session

Sandy made a motion to go into non-public session at 6:35 pm under RSA 91-A: 3, II (b). The hiring of a public employee.

Carol seconded. Roll Call Vote: Chairperson McKenney – yes; Selectman Gilligan – yes; Selectperson Merrill – yes. Sandy made a motion to go back into public session at 6:53 pm. Tom seconded. Roll Call Vote: Chairperson McKenney – yes; Selectman Gilligan – yes; Selectperson Merrill – yes.

Sandy made a motion to hire Ryan Fortin as a Highway Laborer, effective October 15th 2007, with approved background checks. Starting pay \$11.00 per hour. Carol seconded. Roll Call Vote: Chairperson McKenney – yes; Selectman Gilligan – yes; Selectperson Merrill – yes. Motion passed 3-0.

Letter

Sandy stated the BOS received a letter from Jean Chouinard for Chris Roy, R.A. in regards to an excellent job with curbing on Sargent Street and Turnpike Street. A copy of this letter has been placed in the Road Agent's personnel file.

Welfare Officer

AA informed the BOS of the status with the employment search for the Welfare Officer.

Sewer Commission

October 15th 2007 a meeting with the Sewer Commission, DES, Town Attorney, Building Inspector and BOS will take place at 7:00 p.m. Discussion will take place in regards to building permits, and CO's. The BOS is hoping that this meeting will clarify, for all parties involved, the issues and concerns of all parties involved.

Background Investigations

AA will keep the forms for the length of appointment.

Blasting Ordinance

AA stated that she printed Hudson NH blasting ordinance off their web site. AA is still looking for ordinances from other Towns (Franklin, Derry, Keene, Laconia, etc) but most just refer to State regulations. The Town offices did not receive any blasting complaints this week.

Police Chief and Jane Hubbard

Chief Mulholland, Deputy Emergency Management Director and Jane Hubbard our Contractor for the Emergency Management Exercise discussed with the BOS how they will conduct the full blown (weapons of mass destruction) exercise that the Town will be holding on Saturday, October 20, 2007.

BOS discussed and voted on downtown road closures. Motion made by Sandy to have the Allenstown BOS authorize the road closure for the following streets;

Sunnyside at the intersection of Main Street, Granite Street at the intersection of Highland Ave, to the intersection of Main. Cross Street. From the intersection of Highland Ave. to Main St, West Street to the intersection of Main Street. The road is authorized to be closed on Saturday, October 20th, 2007.

From 7:30 AM to no later than 4:00 PM. The Board of Selectmen has authorized the Director and Deputy Director of Emergency to close these roadways to conduct an Emergency Management Exercise in accordance with RSA 41:11. Carol seconded. Roll Call Vote: Chairperson McKenney – yes; Selectman Gilligan – yes; Selectperson Merrill – yes. Motion passed 3-0.

Vector Control

Cliff Jones, CEO presented the BOS with the Vector Control Policy and explained basically what it is. Vector Control is to control and/or reduce the spread of vector borne disease in the Town of Allenstown by eliminating potential vector breeding areas. The AA will notice a public hearing on October 22, 2007 and the Board will review, discuss and may adopt at that meeting.

Permit Fees

Cliff Jones informed the BOS that some of the Town's fees may no longer be adequate as they are and need to be adjusted. Cliff gave the BOS a list of changes that he would like the Board to look at and would like a decision as soon as possible so that he could implement these new fees, and change or add the new fees onto the software. A Public Hearing needs to be done in other to change the fees. We can hold this public hearing the same night as the Vector Control Policy public hearing on October 22nd.

CTAP

BOS reviewed and discussed letter from Sharon Wason from CNHRPC in regards to the use of \$15,000 CTAP grant. Motion made by Sandy to take \$10,000 and put it towards the Impact Fees and \$5,000 towards CIP update and revision. Carol seconded. Roll Call Vote: Chairperson McKenney – yes; Selectman Gilligan – yes; Selectperson Merrill – yes. Motion passed 3-0.

Tax Deeding

AA stated that she received a letter from Mr. Penrich owner of Mobile Park, letter stated that he is attempting to see the park and he is not interested in the two properties that are up for tax deeding. AA stated that once the Town tax deeds the mobile home properties the Town would have to pay the park rent if the owner does not move the mobile. For the time being the Town will leave this alone. AA will talk to town Attorney.

Personnel Policies

AA made the changes to the personnel policy for the BOS to sign. Motion made by Sandy to sign the changes to the personnel policy for permanent part-time employees effective October 1, 2007. Carol seconded. Personnel Policy can be viewed on the Town web site.

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

Minutes

Motion made by Sandy to accept the BOS meeting minutes of 9/17/07. Carol seconded.

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

Motion made by Sandy to table the minutes of 9/24/07. Carol seconded. Roll Call Vote: Chairperson McKenney – yes; Selectman Gilligan – yes; Selectperson Merrill – yes. Motion passed 3-0.

Budget Committee Secretary

AA informed the BOS that Phyllis Parker has resigned from the Budget Committee as secretary. Discussion took place regarding a secretary for the Budget Committee. AA will talk to the Budget Committee Thursday evening about the secretary position. Generally, the Selectmen feel that this is the responsibility of the Budget Committee.

Red Cross

A letter was received from the Red Cross requesting funds from the Town for the upcoming fiscal year., as part of the 2008 budget process. Discussion took place as to doing a warrant article.

Road Agent

BOS agreed to do a warrant article to change the Road Agent position from elected to appointed, effective at the end of this current term which runs until 2010.

Agenda Folder

BOS reviewed, discussed and signed items in the agenda folder.

Excavation

BOS reviewed a letter from Penny Touchette, Assessing Clerk, to the Planning Board regarding excavation. The letter is being sent to the Planning Board to start reviewing activities and making sure excavation operations comply with RSA 155E.

China Mill

BOS sent a letter to Mr. Richard Sherman President of Bedford Cottage/Kennebunk Home 25 Canal Street, Allenstown, inviting Mr. Sherman to attend a steering committee meeting on 10/11 or following meetings of 10/25 or 11/8. BOS would like to work with Mr. Sherman to ensure full utilization and the continued use and safeguarding of the facility for the future.

Library Budget

BOS and AA discussed the Library Budget. BOS is waiting for an adjusted budget from them along with health insurance figures. This item will be put on the agenda for 10/15/07.

Sewer Warrant

Discussion took place in regards to the Sewer warrant on the expansion. AA will prepare a letter for the BOS signatures to be sent to the Sewer Commission in regards to the warrant.

Ambulance

Discussion took place in regards to the ambulance service and whether it will be included in the operating budget or as a warrant article.

Non-Public Session

Motion made by Sandy to go into non-public session at 9:03 p.m. under RSA 91-A: 3II (e), Carol seconded. Roll Call Vote: Chairperson McKenney – yes; Selectman Gilligan – yes; Selectperson Merrill – yes. Motion passed 3-0.

Sandy made a motion to go back into public session at 9:12 p.m. Carol seconded.

Roll Call Vote: Chairperson McKenney – yes; Selectman Gilligan – yes; Selectperson Merrill – yes.

Motion passed 3-0.

Sandy made a motion to seal the minutes. Carol seconded.

Roll Call Vote: Chairperson McKenney – yes; Selectman Gilligan – yes; Selectperson Merrill – yes.

Motion passed 3-0.

Non-Public Session

Motion made by Sandy to go into non-public session at 9:15 p.m. under RSA 91-A: 3II (a), Carol seconded. Roll Call Vote: Chairperson McKenney – yes; Selectman Gilligan – yes; Selectperson Merrill – yes. Motion passed 3-0.

The Administrative Assistant was excused from this meeting and went home.

Sandy made a motion to go back into public session at 10:02 p.m. Carol seconded.

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

Tom made a motion to seal the minutes. Carol seconded.

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

ADJOURN

Sandy motion to adjourn at 10:03 pm. Carol seconded. Motion passed 3-0.

SANDRA A. MCKENNEY, CHAIRPERSON

CAROL M. MERRILL, SELECTPERSON

THOMAS R. GILLIGAN, SELECTMAN