

**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, Cliff Jones, Building Inspector, Bob Lee, Jason Tardiff

Planning Board

BOS met with Planning Board Chairperson, Jason Tardiff, and Planning Board member, Bob Lee, to discuss Planning Board escrow accounts and how to set them up. AA will start to set up escrow accounts tomorrow. AA will start by setting up the accounts for Casella then Donigian followed by TD Management. Tom stated that other towns that do this have finance directors and planning coordinator we have neither one. Jason stated that not all towns have either one. AA stated that the Planning Board should write an internal policy on how they want the escrow to work and provide it to the AA. The Planning Board will submit a revised 2008 budget to the BOS.

Grant Application

Sandy signed a grant application for two lap tops for the health officer and the public information officer under the State Home Land Security program. There is no town match required for these grants.

Public Hearings

Sandy opened two public hearings.

Opened Public Hearing at 7:00 on the Vector Control Ordinance:

Cliff explained the Vector Control Policy, in short, if the town sprays for mosquitos the State will reimburse the town 25% of the cost; this is if the town has a vector control policy only.

Resident Armand Verville spoke against the ordinance in regards to lumber being stored on one's property he does have lumber neatly stored. Mr. Verville does not think that this is enforceable.

Motion made by Sandy to table this item until the BOS can review it. Carol seconded. Motion passed 3-0.

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

Opened Public Hearing at 7:00 on updates to Building Inspection Fee Schedule:

Cliff discussed the building permit fees with the BOS.

Sandy closed the Public Hearing on permit fees at 7:33 pm.

Motion made by Sandy to accept the permit fees as written (see attached). Motion passed 3-0. Roll Call Vote: Chairperson McKenney – yes; Selectperson Merrill – yes; Selectman Gilligan – yes.

Motion made by Sandy to have the permit fees affective Wednesday 10/24/07. Carol seconded. Motion passed 3-0. Roll Call Vote: Chairperson McKenney – yes; Selectperson Merrill – yes; Selectman Gilligan – yes.

Letter

A letter was received from a resident in regards to discounting the building permit fees for a flood victim. The Board originally voted to halve the building permit fees until October 1, 2007. Ms. Mpingo's property was hard hit by the floods and she is just now getting to the building permit fee stage. Motion made by Tom to cut the permit fees in half. Carol seconded. Motion passed 3-0. Roll Call Vote: Chairperson McKenney – yes; Selectperson Merrill – yes; Selectman Gilligan – yes.

Road Agent noted that fees have been paid so Town will need to cut a refund check.

Road Agent

Chris Roy, Road Agent met with the BOS to discuss transfer station sticker process and 2008 pricing. Chris will come up with a plan and bring it back to the Board. Generally, the Board is in favor of reducing the price of the sticker back to \$1 or \$2 and charging a fee similar to Pembroke's for items brought into the transfer station (refrigerators, freezers, air conditioners, demolition debris, computers, TVs, etc.)

Mt. Delight Road

Chris stated that there is a tractor trailer that has been parking on the side of Mt. Delight Road and this parking has caused the edge of the road to collapse. The cost to repair the site is approximately \$676. Chris notified the Police Chief and Chief sent an officer up to ask the resident not to park there anymore. Resident flattened out a portion of the road to park the trailer. Police Chief will go and talk to the resident to see what the resident has to say about the damaged road.

Emergency operations Exercise

Police Chief and the BOS discussed the full blown emergency operations exercise that took place on October 20th. Overall the BOS was very pleased with how the exercise took place.

Salary Increase

BOS approved and signed end of probationary period salary increase for Erin Young.

Governor Lynch

Sandy discussed the meeting with Governor Lynch that took place on October 18th in regards to the buyout for the flood victims. Sandy stated that the Governor wanted to know what the residents owed for mortgage balances and who the mortgage holders are. The meeting went well and the Police Chief will provide the requested information to the Governor's office.

RT3 Corridor Meeting

Police Chief stated that he is available to attend RT3 Corridor Meeting on October 24. Sandy will also be attending this meeting.

CNHRPC

BOS signed a letter of support for CNHRPC'S drinking water protection grant application.

Sewer Department

BOS discussed the odor from the sewer dept. Sandy spoke to the school nurse and the nurse stated that children and school staff are feeling ill from the smell. Discussion also took place about the boat ramp. AA will draft a letter back to the Sewer Commission in regards to the fact that Mrs. McKenney wrote the email addressed in the Sewer Commission's letter as a private citizen, not as the Chairperson of the Board of Selectmen. BOS discussed letter from Sewer Commission see attached letter from Sewer Commission.

Background Checks

In the future AA will do all background checks by U.S. Mail.

Tax Rate

The new tax rate of \$23.00 per thousand was confirmed by DRA.

Health Insurance rate

The Health Insurance rate for 2008 is up 10%. The Dental Insurance rate for 2008 is up 2.6%. We will need the new figures for the 2008 Budget.

2008 Payroll Weeks

In 2008 there are 27 payrolls periods. All budgets had been calculated at 26 weeks. Department heads will submit corrected budgets.

Blasting Ordinance

No blasting complaints were received this week. AA will be in touch with CNHRPC and LGC to see if they can help with this ordinance.

Concord Area Public Health Meeting

AA will be attending meeting in Concord tomorrow.

LGC Conference

AA stated that on November 7, 8 and 9 the Local Government is having their annual conference. The cost is \$40.00 dollars per day for Wednesday and Thursday, and \$25 for Friday. AA and Diane O' Callaghan would like to attend the conference on the 8th. Board is okay with them both attending on November 8.

Minutes and Tapes

AA suggests that we revise the current policy of erasing BOS meeting tapes, after minutes have been approved. She has concerns that if someone had requested a tape, they may have questions about a tape in the future and the Board would not even have the tape to review, while a member of the public has a copy of the tape. The Board would only have the written minutes. The Board will think about this item. AA will consult with Town Attorney about this matter.

Allenstown Library

AA asked if the BOS has seen the article in the Hooksett Banner. Library is requesting lap tops. AA has concerns that the Library presented a new Library budget to the Budget Committee without the BOS seeing the Budget. Human Resources for the Library are also an issue, since the Town is responsible for items like payroll and insurance for at least one of the staff at the library. The AA noted that it is important that she be notified of HR decisions. Discussion took place.

Budgets

BOS and AA discussed how budgets are being done.

PSNH

AA stated that she received a letter from PSNH. The electricity for street lights will increase 4% in 2008.

Non-Public Session

AA was allowed to leave for the evening, at this time. Sandy made a motion to go into non-public session at 9:55 p.m. under RSA 91-A: 3, II (a). Motion passed 3-0. Roll Call Vote: Chairperson McKenney – yes; Selectman Gilligan – yes; Selectperson Merrill – yes. Sandy made a motion to go back into public session at 11:01p.m. Carol seconded. Roll Call Vote: Chairperson McKenney – yes; Selectman Gilligan – yes; Selectperson Merrill – yes.

Sandy made a motion to seal non-public minutes. Tom seconded. Roll Call Vote: Chairperson McKenney – yes; Selectman Gilligan – yes; Selectperson Merrill – yes. Motion passed 3-0.

AA was allowed to leave for the evening, at this time.

ADJOURN

Sandy motion to adjourn at 11:02 P.M. Tom seconded. Motion passed 3-0.

SANDRA A. McKENNEY, CHAIRPERSON

CAROL M. MERRILL, SELECTPERSON

THOMAS R. GILLIGAN, SELECTMAN