

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.

Audience Members: James Jackson; Scott Jackson; Monica Jackson; Claudette Verville; Armand Verville; Robert Martin, Fire Dept Representative; Chief Shaun Mulholland, Allenstown Police Department, Sharon Wason, CNHRPC; Katharine Shelton, CNHRPC; Clifford Jones, Bldg. Inspector; Chris Roy, Carl Schaefer, Rec. Dept.; Rich Whitten, Justin Ordeshook

Head's Pond Project

Meeting scheduled by Hooksett Planning Board next Monday 1/28, to address concerns of officials, department heads or residents.

Is it all contained in Hooksett/ How far does it intrude into Allenstown

Sharon Wason Central NH Regional Planning--stated that the development has been declared a development of regional impact by the Hooksett Planning Board. It comprises 428 units of housing on approx 726 acres of land. Deduct wetlands utilities and roads left with 428 buildable acres. They are all in Hooksett but the boundary is the town line. These homes are within the protective radius of the wells that are located in Hooksett.

We are concerned about the amount of traffic, water required and impact of development of the water quality on the wells in Allenstown. Also Manchester Sand and Gravel should explain how this is part of a development plan for all the rest of the land they own in Hooksett to determine whether some traffic improvements should be required.

This is a huge development and how many approximate years do they anticipate to build out. They did not share information with Manchester even though they share a high school with Manchester. Enormous impact, there are some town in our region do not even have 428 houses.

Shaun Mulholland

Has submitted memo regarding his concerns with traffic and safety issues. OF greatest concern at this point is the access roadway onto route 3. Due to volume at peak times, congestion already exists. Since a traffic light is not presently required we will need a gate to prevent people from taking shortcuts. In addition, he has some concerns regarding possible increase in criminal activity.

Robert Martin- Fire department
No concerns expressed

Cliff Jones - Building Inspector
No concerns at this point

Chris Roy - Road Agent
Has addressed his concerns

Tom Gilligan - Selectmen

Access to Chester turnpike will need to be controlled by gates and bars, or Jersey barriers to prevent people from passing vehicles. Also, he is concerned with buildout plans and planned phases

All along Allenstown line he would like to see a 50 to 75 ft Woodland buffer. It exists today and needs to be kept in tact to protect landowners and residents that live on the Allenstown side of the town line.

Street lights owned by Hooksett must protect the natural ambience of the Allenstown side and so the lights should face towards Hooksett.

Tom Gilligan sees a positive impact upon the businesses in Allenstown. Hopes the builders maintain the quality of the buildings in spite of the softening real estate market

Jim Jackson – resident who lives on Chester Turnpike

He is more in favor of planned development rather than same number of houses being built helter-skelter. He expressed concern about the town houses on Chesterfield, and concentration of 92 town houses located very close to water supplies. Sandy asked him and all residents to attend the meeting next Monday in Hooksett. He then said the property values in Allenstown would go up. Concern was also expressed as to the eventual use of Chester Turnpike as an additional way to access Chesterfield

ATV'ers have already introduced some improvements for use of the road

Cliff Jones

He has had prior experience as an inspector for Duprane Howard engineering on a plan that included this project. It was planned that it would all be on town sewer.

Carol Merrill

Her concern is with Granite Street and the additional traffic impacting the children walking to school. Shaun and Sharon both stated that a traffic light would help the situation. But their present numbers or projected increase do not meet the requirements to for a light

Chief Chaput and Shaun Mulholland were asked to go to the Hooksett meeting as a town representative. Sharon Wason, CNHRPC, asked for a modeling of the development so as to better assess how the surrounding environment and wells would be impacted.

A resident talked about the run off problem from elevated development area on wetlands

The Board decided to appoint Shaun Mulholland as spokesperson for the Board and for the Allenstown Fire Chief Chaput to go also. Sharon Wason will also attend and speak to area of common concerns.

Community Development Block Grants

Tom asked Sharon Wason to begin the process of looking into that and use of CTAP money for it.

Safe Routes to Schools

Meeting planned on 1/28/08 with DOT, Sharon Wason and Shaun Mulholland

Resident James Jackson asked - How many undeveloped lots are presently in Allenstown? Cliff responded that there are less than 20 commercial lots on Rte 28 and 3. Sewer does not service the commercial lots on Rte 28. Tom responded that businesses would pay for sewer connection in trade for concessions by the town. There is a water moratorium for any hookups from the state. The resident was concerned with unwelcome expansion if moratorium is lifted. Holiday Acres has 140 undeveloped Acres. Cliff said they could get only one lot per every 60 permits. The resident asked what if they built condominiums? The impact on schools will be huge. Surveyors were present on site for weeks last year and marked out wetlands on Chester Turnpike. These are indicators that if Moratorium is lifted there will be a land rush to develop.

CTAP Application

Sharon Wason will review by law to do impact fees, need updated CIP, throw in CDPG elements as well. She will make necessary changes and e-mail revision to the Board. Board signed document.

Zoning Bylaw Change and Application for Building Permits

Flood Plain Ordinance –re: Clement Road.- applied for a building permit after the public hearing. Cliff said that he talked to Biron and he said if permit is in order before the town vote then all set. After voting g in March, the town cannot interrupt something already in process with approval.

Deliberative session

Feb7 is the scheduled Deliberative Session for budget. Residents can vote to change anything that is on the ballot. Explanations as to where the cuts will be need to be made to attendees.

Spending freeze until March.

Not to include essential materials to job performance.

Casella's

Cliff Jones, building inspector, said they would be getting a CO with conditions. The Fire Department has sent a letter saying that hydrant and water main coming into the facility will be put in in the spring. He has created a 3 Ring Binder for engineer sign off. He has been informed that the berm will be done this spring. At that point, he will get sign off by special inspectors and update the final CO.

Flood Map meeting

Sandra and Cliff went to the meeting. Maps are unsatisfactory. There is a 90 day process to appeal. If we do not accept them our flood insurance will be placed on probation. Correct map data is necessary to obtain grant money.

Community Rating System

It is a voluntary incentive program for eligible communities that participate in the National Flood Insurance Program. The objective of CRS is to reward communities that are meeting the minimum NFIP requirements by reducing the flood insurance premiums for their residents. It is offered through the New Hampshire Office of Energy and Planning. Our residents will get a 5 – 45 % discount on their flood insurance if we participate in that. Shaun Mulholland will oversee compliance with their requirements.

Medical Leave Absence

FMLA portion of Town Personnel policies are pretty incomplete. It does not lie out specific guidelines. Shawn Mulholland has developed a more detailed and specific policy. First it will go to Department heads for input then to employees for their in put. It will then be noticed for a public hearing at a BOS meeting. The Board compared the proposed policy vs. the policy presently in place. The Board is free to expand the minimum requirements set forth in the FMLA

A public hearing will need to be held after all department heads and employees have reviewed it. Tom Gilligan suggested sending it to Kelly Collins as Dept Head of Town Hall staff. Shaun Mulholland suggested including the town attorney in the final review.

Richard Whitten and Justin Ordeshook – New Firefighters

Justin lives in Hooksett. This is his child hood dream; he is certified and ready to go Richard also lives in Hooksett. He also has always wanted to be a firefighter. He went to college and now works for Pepsi. Hopes to make firefighting a full time career. He is not certified yet but will enroll in the next class. There is a class in February that is free of charge. He is call.

The motor vehicle and criminal background check was done by the Dept and is presented to the Board. Member's review and sign employment packets.

Flood Emergency Plan – Meeting w/ Dept Heads

Tom suggested February 11, 2008 during selectmen's meeting

Odor at Sewer

Sandra attended a meeting as health officer w/ DES and State rep health officer, Louise Hannon. Hannon is concerned about complaints from school, residents and Marilyn Brison. The toxicology people want to come down and meet with residents to advise them of the impact of these odors on their health and the environment. This will be noticed to people in the area and to the school. Date is not yet determined.

MOTION by Sandra McKenney to appoint Michael Starr as call firefighter/safety officer for Town of Allenstown

Seconded – Carol Merrill

Roll Call Vote: Sandra McKenney – Aye, Tom Gilligan – Aye, Carol Merrill – Aye
Motion Passes.

MOTION by Sandra McKenney to appoint Justin Ordoshook call firefighter for the Town of Allenstown.

Seconded by Carol Merrill

Roll Call Vote: Sandra McKenney – Aye, Tom Gilligan – Aye, Carol Merrill – Aye
Motion Passes.

MOTION by Sandra McKenney to appoint Richard Whitten call firefighter for the town of Allenstown.

Seconded by Carol Merrill

Roll Call Vote: Sandra McKenney – Aye, Tom Gilligan – Aye, Carol Merrill – Aye
Motion Passes.

Welcome was extended to these new employees.

Non-public Session

Sandy made a motion to go into non-public session at 8:30 p.m. under RSA 91-A:3, II (c)

Seconded by Carol

Roll Call Vote: Sandra McKenney – Aye, Tom Gilligan – Aye, Carol Merrill – Aye
Motion Passes.

Sandy made motion to **return to public** at 8:31 p.m. Tom seconded it. Back

Roll Call Vote: Sandra McKenney – Aye, Tom Gilligan – Aye, Carol Merrill – Aye
Motion Passes.

Non-public Session w/ Shaun Mulholland

Sandy made a motion to go into non-public session at 8:32 p.m. under RSA 91-A:3, II (a)

Seconded by Carol

Roll Call Vote: Sandra McKenney – Aye, Tom Gilligan – Aye, Carol Merrill – Aye
Motion Passes.

Sandy made motion to **return to public** at 8:42 p.m. Carol seconded it.

Roll Call Vote: Sandra McKenney – Aye, Tom Gilligan – Aye, Carol Merrill – Aye
Motion Passes.

MOTION by Sandy to terminate Jason Poulin effective January 23, 2008

Seconded by Carol

Roll Call Vote: Sandra McKenney – Aye, Tom Gilligan – Aye, Carol Merrill – Aye
Motion Passes.

Discussion follows as to how to hire a replacement. Shaun Mulholland stated that the test for next academy is March 13, we would have to get our Form A in early March. That person would enroll in the Academy in April and would complete training in July and be available at the end of the year to work.

If we chose not to hire now, and assume we don't lose anyone else, the next academy will not be until September. This will result in a delay until March 2009 until someone can fill the position.

No past applicants are viable at this time. It is decided to begin advertisement for the position in the paper.

MOTION made by Tom Gilligan to authorize the Chief to fill the vacant position at the starting base salary

Seconded by Carol

Roll Call Vote: Sandra McKenney – Aye, Tom Gilligan – Aye, Carol Merrill – Aye
Motion Passes.

Non-public Session w/ Chris Roy

Sandy made a motion to go into non-public session at 8:50 p.m. under RSA 91-A:3, II (c)

Seconded by Carol

Roll Call Vote: Sandra McKenney – Aye, Tom Gilligan – Aye, Carol Merrill – Aye
Motion Passes.

Tom made motion to **return to public** at 9:15 p.m. Carol seconded it.

Roll Call Vote: Sandra McKenney – Aye, Tom Gilligan – Aye, Carol Merrill – Aye
Motion Passes.

Chris was asked to clear parking at the Meeting House.

Chris recommended the next purchase be in Diesel for the savings in fuel, idle time and longevity. Cost for a diesel truck at purchase is about \$8000.00 more than for a non-diesel.

2007 Expenditure Sheet

Not current as last week's checks are not included

Carol asked if the Fire truck repairs will go on 2007 or 2008, Sandy answered 2008.

Tom said he had reviewed the numbers and \$70,000.00 was the arrived at number after all expenditures for 2007. Cliff's repairs will account for an extra \$1000.00.

Request to purchase GIS partial Data from Town of Allenstown from Cartographic Associates. Tom said they would just be taking the work that Cartographic did for the Town to feed into their businesses. Tom does not like the idea of selling information that the Town paid for and owns when there is no return. Sandy was not sure if we could refuse. Tom said we could or they would not be requesting permission. Sandy said she would consult Biron or LGC

E-mail from Cliff Jones to Peg Talbot

Sandy asked if Board wanted to e-mail her.

- 1) one concern was the time frame. This was clarified and extra time was given
- 2) the other was state standards for numbering house vs. mail box.

Tom said we can let it go unless she has additional concerns.

Sandy agreed.

Flood Emergency Survey

Diane from Welfare will take care of distributing and collecting data from residents likely to be affected.

Charles Goodspeed from UNH Online GIS CTAP Pilot Project.

Tom felt that it would require more employee time to comply with their inquiries than would be reasonable or beneficial to the town. Sandy said she would ask Penny to learn how much time would be required for compliance.

Minutes Approval

MOTION by Sandy to accept corrected 12/28/07 minutes.

Seconded by Tom

Roll Call Vote: Sandra McKenney – Aye, Tom Gilligan – Aye, Carol Merrill – Aye

Motion Passes.

MOTION by Sandy to accept corrected 12/20/07 minutes.

Seconded by Carol

Roll Call Vote: Sandra McKenney – Aye, Tom Gilligan – Aye, Carol Merrill – Aye

Motion Passes.

The others will be corrected and clean copies will be e-mailed for approval next week.

Welfare Director

Probationary rate of pay ends on January 22, 2008. Tom asked for confirmation of the agreement to increase rate to budgeted amount. Sandy said it was probably in non-public.

Budgets and Town Reports

Sandy said the “girls” are working on it and Armand will be in tomorrow to assist. A meeting is planned with department heads to go over planned cuts if default budget is voted. Meeting is planned for next week- 1/28/08

Sandy said in 2007 the employee raises were given a raise from their 2006 salaries, but a second default budget would make it very difficult to find the money to fund 2008 salary raises.

Jasper Drive Meeting

Tom said he attended a meeting with Board of Directors of mobile home co-op and Dick Verville and Lynn Booth from the NH community loan fund. She is a rep for the co-op and deals with lien holder Citizen’s Bank. Dick filed the grant with FEMA the day after he got the approval from us. The grant application is moving right along. He explained CAP’s role as administrators. All that means is they are doing the secretarial and administrative work we don’t have money for. So town is on the hook to pay CAP their fees. It is all included in the grant. He said there is a lot of bids for the clean up and removal of the mobile home and the lots impacted. He said bids are with CAP. They will open them this week. And get a general idea of what the clean up costs will be. One big concern from co-op is that the structures are unusable to them, unusable to the homeowners and they are worried about paying the taxes. Tom suggested they use the co-op to get a tax abatement application and file it with the town. Then co-op owns land and individuals who own mobile homes have to file the abatements on the mobile homes. Tom advised the co-op to do this and they would contact Penny. They have until March 31, 2008. The abandoned homes are a health concern. We don’t need grant approval to remove them. FEMA grant money may become available for this.

Al Bailey is still working with surveyors to finalize surveying on the lots. Tom said that there was property at end of Jasper Drive; a Town pond and a parcel of land the co-op owns which they will have surveyed and appraised and include it in the grant for the Town’s 25% match.

They will need the numbers on the amount spent as direct result of the grant, not the clean up of the flood. It is Al Bailey working with Dick Verville. This will include appraisal, surveying and legal fees. Town will want to put a “hammerhead” for emergency vehicle turnaround and Bailey was ok with this. The definition of

“Greenspace” was clarified. What had to be done to land so that State and FEMA would accept as Greenspace. **Septic does not have to be pulled out, just pumped and capped.** Concrete slabs must be removed. Raising lots a couple of inches and reseeded – is not necessary just clear and reseed. Water pipes or conduits must be removed.

Co-op spent about \$14,000 to fix water lines for Hastings and people above. Lines froze from abandoned homes and interrupted flow to upper level homes. Sandy heard that Hastings would accept the buy out.

MOTION to adjourn at 10:17

Vote: 3 ayes

Motion approved

Sandra McKenney, Chairwoman

Carol Merrill, Selectwoman

Tom Gilligan, Selectman