

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

Open Meeting:

Thomas Gilligan, Chairperson for the Board of Selectmen, opened the meeting at 6:34 p.m.

Role Call:

Board and staff present at the meeting:

Thomas Gilligan, Chairman; Carol Merrill, Selectperson; Roger LaFleur, Selectman; Kelley Collins, Administrative Assistant.

Present in the audience:

Debbie Lee, Roland Martel, Armand Verville, Mike Ortisi, Bob Lee, Armand Dourangeau, Sandy McKenney, and Lt. Paquette , Chris Roy-Road Agent, Dennis Meuse, Stephen Blethen, Mike Touchette, Penny Touchette, Cliff Jones-Building Inspector/Health Officer, Carol Lane.

Meetings:

Conservation Commission

BOS met with the Conservation Commission regarding the Osgood Island parcel plans. Mr. Martel informed the BOS that the commission had met with a group of DOT engineers on the Island and the main purpose of the meeting was to finalize what they were going to do with their job site on the Island before Audley Construction had the project done. Before they leave for another project they could finish what needed to be completed on the Island. Mr. Martel asked what the Town's intention as to utilization of the Island in the future so that the Commission can coordinate with Audley. Parking would be across the street no parking on the Island. Structures can not be built on the Island due to the water line. BOS would like to have the Conservation Commission express their plans and desires and if appropriate go with their recommendations and vote on it and have a Public Hearing. Mr. Verville stated the Town took the Osgood property by tax deed last September and for three years no long term development can be done on that property. For that three year period the Osgood's can come back and take back the property by meeting all requirements. Discussion took place regarding putting a marker on the property. The BOS authorized Mr. Martel and Mr. Verville to contact Audley and let them know how the town would like the parcel graded and finished.

MRI Contract

Roger spoke to MRI and received justification with regards to the mileage charges listed out in the contract. The Town will not be charged mileage due to the fact the person that is doing the services for the Town will be coming from Manchester and the allotted time before being charged for mileage is a 1/2 hour, Manchester is less then the 1/2 hour.

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Motion made by Carol to sign the contract from MRI for professional services (accounting) agreement detailed from MRI.

Roger second.

Roll Call Vote:

- Selectman Gilligan – yes
- Selectperson Merrill – yes
- Selectman LaFleur – yes

Motion passed.

Riverside Park Drive

BOS met with a resident on Riverside Park Drive to discuss the continuing standing water in front of the resident’s house. Resident stated that the water problem has been going on for a year and half. Resident does not know why the correspondence from the BOS indicates the water problem is coming from the house across the street; resident stated that he realizes that is not the case. Resident was assured that in the Spring it would be taken care of. Resident gave the history of the water problem on “Riverside Park Drive”. Building Inspector stated that he called the Local Government Center to see if the Town was responsible for the road; BI was told no only to clear and make the road accessible for emergency vehicles. BI explained the drainage issue to the Local Government and was told the Town has no authority to do anything with that road other then to plow it and keep it maintained for emergency vehicles only - the Town is not responsible for doing repairs to that road. Road Agent spoke of the water problem stating that there is just as much water across the street as there is on the resident’s property. Mr. Touchette asked the resident if a dirt barrier were to be put up how deep would it get, answer about six inches. BOS stated that the next step would be to take a vote whether to provide any further assistance, loom, gravel, consultation, BOS feels this needs to be done with and to close the issue.

Motion made by Roger to table this item agenda.

Carol second.

Roll Call Vote:

- Selectman Gilligan – yes
- Selectperson Merrill – yes
- Selectman LaFleur – yes

Motion passed.

Road Weight Limit Ordinance

BOS with Road Agent reviewed and discussed from the Highway Department as defined by the prosecutor’s office. Signs of the weight restriction will be posted on Mt. Delight, River Road certain sections, Deerfield Road from Podunk Road to the Town line at Deerfield with the restriction of six (6) tons. Al Hamel resident asked where the signs would be posted Road Agent stated on route 28 end to end. Any exceptions must go through the Road Agent and the BOS in writing.

Motion made by Tom to post a six ton weight limit on the following roads as described by the Road Agent for any vehicles six tons or heavier Deerfield Road from Podunk Road to the Town line at Deerfield, Mt. Delight Road and River Road. The only exemption is approved by the Road Agent and the BOS in writing affective April 15th until further notice.

Roger second.

Roll Call Vote:

- Selectman Gilligan – yes
- Selectperson Merrill – yes
- Selectman LaFleur – yes

Motion passed.

Road Agent will post signs tomorrow 4-15-2008.

Parking Ordinance

Road Agent reviewed with the BOS parking ordinance and snow emergency updates, provided by the Police Chief. Right now the ordinance states from November 15th / April 1st from midnight until 6:00 p.m.

Road Agent is proposing to declare a snow emergency when there are bigger storms so there will be no parking on any town roads that the crew plows. When the Road Agent declares a snow emergency he will notify WMUR and the radio stations. Next year Road Agent will budget for stroop lights to alert residents when there is a snow emergency. Road Agent also has to get permission from the State for the State roads to declare a snow emergency.

BOS will discuss and amend at the next BOS meeting code ordinance's (CO214:5, Putting snow on the road way) CO 210:5 and CO 210: A, CO 210: B (Changing CO 210:5 snow storm parking; giving the ability to the Road Agent to declare a snow emergency.

Two options that are being considered for a public hearing on April 28th is during a snow storm there will be prohibited parking to one side of the following Streets: Option A; Ferry, Main, School, Riverside Park Drive, Jillerick, Whitten, Webster and Granite, and option B; will be Ferry, Whitten, Webster, and Granite Street North to the intersection of Main Street to the entrance of the Rite Aid plaza.

Repair Costs

Road Agent discussed the cost so far this year for the repairs to the Highway Department trucks total spent is \$5736.72. Total budgeted is \$10,000.00. Roger would like to see a discipline action followed through for the Highway drivers if they are driving at excessive speed during a snow storm with the Highway vehicles.

BOS would like the Road Agent to keep a record of the in-house savings for the vehicle repairs being done.

Purchase Order

BOS signed a P.O. for a chain saw for the Highway Department.

LGC Liability Contract

BOS reviewed and signed the Local Government Health Trust resolution insurance contract. Motion made by Roger to hereby accept the offer of the Local Government Center Property-Liability Trust, LLC ("PLT") to enter into its Multi Year rate Guarantee Program ("PLT2011") as of the date of the adoption of this resolution and to hereby enter and agree to maintain the membership and participation of the Town of Allenstown in PLT through June 30, 2011 for property, crime (including statutory bonds), casualty, medical reimbursement and related risk protection of PLT. The protection provided by PLT in each of the fiscal years stated shall be as then set forth in the Member Agreement, of similar protection documentation of PLT in effect from time to time for PLT members. In return for such agreement for maintenance of membership, PLT shall provide to the member:

- (i) With respect to the fiscal year beginning July 1 and ending June 30 (“FY”) in each of the years 2009, 2010 and 2011, a guaranteed maximum annual increase in the standard rates of PLT for the Member of nine percent (9%) of the standard rates established by PLT for the Member. For the prior FY, except for underwriting exposures added by the member.

This Resolution is subject to appropriations with respect to the years FY 2009, FY2010 and FY 2011 to allow the contributions to be made to PLT for property, crime (including statutory bonds), casualty, medical reimbursement and related risk protection provided by PLT. Motion made by Selectman LaFleur. Carol seconded.

Roll Call Vote:

- Selectman Gilligan – yes
- Selectperson Merrill – yes
- Selectman LaFleur – yes

Motion passed

Homeland Exercise

Review State Homeland Security exercise and evaluation program application will be tabled.

Purchase Order

BOS discussed a memo from the Police Chief in regards to a purchase order for the Police Department parking lot. Chief indicated that there are monies in a Public Safety Facilities Capital Reserve Fund; the Chief would like to seal the PD parking lot. Fire Chief would also like funds to do work on the upstairs of the Fire Department. Considerable discussion took place; BOS feels that if they approve the work to be done then residents will feel the money should be spent on something else, example have Town Hall have open hours on Friday.

Motion made by Carol to approve the purchase order to have the Police Department parking lot sealed with the monies (\$3,155.00) to come out of the Public Safety Facilities Capital Reserve Fund.

Tom seconded.

Resident, Carol Lane commented that the PD puts a lot of effort into planning what they want and doing it sensibly, they don't try to sneak things in, they think things out, and they came and ask for it, they don't ask for things the voters said no to, so she feels they should have it.

Roll Call Vote:

- Selectman Gilligan – yes
- Selectperson Merrill – yes
- Selectman LaFleur – yes

Motion passed.

Appraisals

Tom asked Roger the status of Brookside Terrace/Jasper Drive appraisals. Roger stated that he called the Governor's office earlier today and left a message with Lilly Green with respect to this issue and is waiting for a call back. Roger will call her again tomorrow and every day until he gets some kind of response from her. Tom stated the goal is to get the Governor to give the Town advisement and assistance in getting the DOT right-o-way division to pay for the appraisals. Considerable discussion took place in regards to the grant. The BOS decided to have the AA continue reaching out to Kathy Capron and others in order to get a formalized quote.

PD S.O.P

Roger would like to table the PD S.O.P for the recommendation of Police Chief.

Appointments

Significant discussion took place with the BOS and Bob Lee in regards to Bob's desire to stay on the Planning Board. The BOS explained that it was not covered in his letter to the BOS. The BOS explained that it was on public record that he was going to resign from the Planning Board. The BOS would like to know what Bob's intentions are in respect to the Planning Board. Discussion continued and Bob rescinded his resignation from the Planning Board. Motion made by Roger to accept Bob's rescission of his resignation to the Planning Board. Carol second. Motion passed. Roll Call Vote: Selectman Gilligan – yes; Selectperson Merrill – yes; Selectman LaFleur – yes. Mr. Lee will remain on the Planning Board for the remainder of his current term. Mrs. Lee asked about Mr. Komm. Chairman Gilligan explained that his resignation was accepted and that Mr. Komm had the same chance to appear before or contact the BOS.

Motion made by Roger to revise John Anderson's appointment from a three year appointment to a one year appointment starting April 1st and expiring April 1st 2009.

Tom seconded.

Roger stated that the reason for this is because John is completing a term for another individual and that term is to expire 4/1/09.

Roll Call Vote:

Selectman Gilligan – yes

Selectperson abstained – yes

Selectman LaFleur – yes

Motion passed

RECESS:

Motion made by Roger to take a recess at 9:46 p.m.

Tom second.

Tom opened the public session again at 9:50 p.m.

LGC Status

BOS and AA discussed the status of the LGC internal controls audit and schedule. BOS would like all Town Departments to have an Audit. BOS stated that there will be several different audits scheduled. This will give the community more assurance that things are above board. BOS asked the AA to confirm what the date/s are for LGC to come and perform the Town Hall audit.

AA Status Report and Finance plan

BOS reviewed the current status report with the AA and the revised estimate plans for the time table. AA and MRI worked on the checklist of items to complete.

Non-Public Session

Motion made by Roger to go into non-public session under RSA 91:3 II (c)

Tom second.

Roll Call Vote:

- Selectman Gilligan – yes
- Selectperson Merrill – abstained
- Selectman LaFleur – yes

Motion passed.

Motion made by Roger to go back into public session at 7:03 p.m.

Carol second.

Roll Call Vote:

- Selectman Gilligan – yes
- Selectperson Merrill – yes
- Selectman LaFleur – yes

Motion passed.

Non-Public Session

Motion made by Tom to go into non-public session under RSA 91-A: 311(c) at 11:14 p.m.

Carol second.

Roll Call Vote:

- Selectman Gilligan – yes
- Selectperson Merrill – yes
- Selectman LaFleur – yes

Motion passed.

Motion made by Roger to go back into public session at 11:24 p.m.

Carol second.

Roll Call Vote:

- Selectman Gilligan – yes
- Selectperson Merrill – yes
- Selectman LaFleur – yes

Motion passed.

Non Public Meeting Minutes

Motion made by Tom to accept and seal the non-public meeting minutes of March 31st at 11:15 p.m.

Carol second.

Roll Call Vote:

- Selectman Gilligan – yes
- Selectperson Merrill – yes
- Selectman LaFleur – yes

Motion passed.

Motion made by Tom to accept and seal the non-public meeting minutes of March 31st at 6:43 p.m. Carol second.

Roll Call Vote:

- Selectman Gilligan – yes
- Selectperson Merrill – yes
- Selectman LaFleur – yes

Motion passed.

Motion made by Tom to accept the non-public meeting minutes of March 31st at 11:04 p.m.
Carol second.

Roll Call Vote:

- Selectman Gilligan – yes
- Selectperson Merrill – yes
- Selectman LaFleur – yes

Motion passed.

Motion made by Tom to accept the non-public meeting minutes of April 7th at 6:52 p.m.
Carol second.

Roll Call Vote:

- Selectman Gilligan – yes
- Selectperson Merrill – yes
- Selectman LaFleur – yes

Motion passed.

Non-Public Session

Motion made by Tom to go into non-public session under RSA 91-A: 311(a) at 11:27 p.m. Carol second. Motion passed. Roll Call Vote: Selectman Gilligan – yes; Selectperson Merrill – yes; Selectman LaFleur – yes. Motion made by Roger to go back into public session at 11:49 p.m. Carol second.

Roll Call Vote:

- Selectman Gilligan – yes
- Selectperson Merrill – yes
- Selectman LaFleur – yes

Motion passed.

Non-Public Session

Motion made by Roger to go into non-public session under RSA 91-A: 311(a) at 11:50 p.m. Carol second.

Roll Call Vote:

- Selectman Gilligan – yes
- Selectperson Merrill – yes
- Selectman LaFleur – yes

Motion passed.

Motion made by Roger to go back into public session at 12:21 a.m. Tom second.

Roll Call Vote:

- Selectman Gilligan – yes
- Selectperson Merrill – yes
- Selectman LaFleur – yes

Motion passed.

Non-Public Session

Motion made by Roger to go into non-public session under RSA 91-A: 311(a) at 12:21 a.m. Tom second.

Roll Call Vote:

- Selectman Gilligan – yes
- Selectperson Merrill – yes

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Selectman LaFleur – yes
Motion passed.

Motion made by Roger to go back into public session at 12:51a.m.
Carol second.

Roll Call Vote:

Selectman Gilligan – yes
Selectperson Merrill – yes
Selectman LaFleur – yes
Motion passed.

Back in public at 12:51 p.m.

ADJOURN

Motion to adjourn by Roger. Seconded by Carol at 12:52 a.m. Motion passed 3-0.

THOMAS R. GILLIGAN, CHAIRPERSON

CAROL M. MERRILL, SELECTPERSON

ROGER LAFLUER, SELECTMAN