

MINUTES
BOARD OF SELECTMEN
TOWN OF ALLENSTOWN, NH
December 14, 2009 at 6:30 PM

I. Call to order:

Allenstown Board of Selectmen meeting for Monday, December 14, 2009, called to order by Chairperson Thomas Gilligan at 6:30 p.m.

II. Roll Call:

Board Members:

Chairman Thomas Gilligan, Selectmen Jason Tardiff, Selectmen Roger LaFluer

Audience:

Police Chief Shaun Mulholland, Alan Gould, and other members of the public.

III. Minutes:

Board tabled meeting minutes for November 30, 2009 and December 07, 2009.

IV. General Business:

A. MRI:

Alan presented to the Board the contract from Plodzick and Sanderson for the auditing services the Board voted on during the December 07, 2009 meeting.

The Board had a brief discussion with Alan about the status of the Assessing Clerk Position. Alan reviewed four options to the Board and asked for additional time to fully consider the options before making a recommendation to the Board. Options are to go with a different person from current temp agency which does not have the skill to perform the job, MRI could assign someone for their Assessing Division, use an associate from Cochran and Associates, or the Board could allow Ms. Austin to continue in the position until she finds full time work or until the Board fills the position. Alan asked the Board to reconsider rewriting the advertisement for the position and to reconsider the hours available for the position. The Board had a brief discussion about the hours for the position. The Board agreed to advertise the position for 26 hours a week.

Alan had a brief discussion with the Board about the Building Inspector position. Alan indicated he was reviewing the applicants at this time. Alan recommended to the Board that while the review process is under way, the Board consider hiring an agency to contract the services during the transition. Alan also mentioned that he would be reaching out to surrounding communities to see if they would share services for temporary period of time. The Board had further conversation with Alan about carry over candidates from the last round of applicants. The Board asked Alan to provide a status of the selection process at the next business meeting.

The Board had a brief discussion with Alan about the FIRM Maps and the timeline for adoptions of the ordinance resolution.

The Board had a Brief discussion with Alan about the TA position. Alan requested the Board allow him to post the Profile and Challenge statement for the position. The Board was in agreement to allow Alan to post the information.

The Board had a brief discussion about the timeline for the public hearing for the budget and the deliberative session.

B. Exemptions:

The Board had a brief discussion about an elderly exemption at 36 Riverside Drive. Board reviewed and signed exemption.

C. Purchase Orders:

The Fire Department had a PO request for a hot water tank from Home Depot for \$698. The Board reviewed and signed the request.

The Fire Department had a PO request for the removal and installation of the hot water tank from 123 Contracting and Home Repair \$529. The Board reviewed and signed the request.

The Fire Department had a PO request for HVAC contract \$1,572.71. The Board tabled the request until the Board could get additional information from the Fire Chief.

D. Communications:

The Chairman forwarded to the rest of the board letters from Town Counsel.

Chairman Gilligan asked the board members to review and sign checks to avoid late fees.

V. Citizens Comments:

No comments or questions from the public.

VI. Meetings:

- A. The Board held a public hearing on the FMA Grant Phase II of the Suncook River Buyout project, grant number FMA-PJ-01-NH-2009-001, in the amount of \$429,300, and in accordance with RSA 31:95-b, III (a).

Chairman Gilligan made announcement about meeting procedures and how the meeting will be conducted. Chairman Gilligan reminded everyone the meeting was intended for discussion on the Phase II of the FMA Grant and not a forum to discuss the services provided to Riverside Drive. Chairman Gilligan informed the residents that a letter will be sent to the residents of Riverside Drive the findings of the Board and that the Board will be having discussion as to the status of the services at the Boards next regularly held meeting.

Keith Donovan, 24 Riverside Drive, stood and expressed his dissatisfaction concerning the process used to select homes for the buy out.

Chairman Gilligan asked Mr. Donovan to get with the Project Manager, Shaun Mulholland, for details and an explanation of why his home was not selected in either of the two phases of the project.

Shaun Mulholland gave a brief explanation of the criteria which is used to make the selection of the homes that were damaged.

Chairman Gilligan asked if there was an appeal process. Shaun gave a brief explanation of the difficulty involved in the appeals process and the difficulty of the entire grant process.

Mr. Donovan continued expressing his dissatisfaction about the project.

There was brief discussion in the public about who was authorized to be at the properties bought. The Board closed public discussion.

Selectmen Tardiff made a motion to accept the FMA Grant Phase II of the Suncook River Buyout project, grant number FMA-PJ-01-NH-2009-001 for Riverside Drive, for 3 properties, in the amount of \$429,300. Motion was seconded by Selectmen LaFleur.

Roll Call Vote:

Chairman Gilligan –nay
Selectman LaFleur - nay
Selectman Tardiff – nay
Motion failed

Selectmen Tardiff made a motion to accept the FMA Grant Phase II of the Suncook River Buyout project, grant number FMA-PJ-01-NH-2009-001 for Riverside Drive, for 3 properties, in the amount of \$572,400 in Federal Funds. Motion was seconded by Selectmen LaFleur.

Roll Call Vote:

Chairman Gilligan –yes
Selectman LaFleur - yes
Selectman Tardiff – yes
Motion passed

Selectmen LaFleur excused himself from the meeting at 7:24 pm for medical reasons.

The Board took a recess at 7:24 pm.

The Board returned from recess at 8 pm.

- B. The Board held meeting to review the application for a Solid Waste Permit from Holiday Acers Mobile Home Park in accordance with Article 19.

Selectmen Tardiff made a motion to accept the permit as complete. Chairman Gilligan seconded the motion.

Roll Call Vote:

Chairman Gilligan – yes
Selectman Tardiff - yes
Motion passed

- C. The Board opened the public hearing on the Holiday Acers application for a solid waste License. Board motion to open, all in favor, motion passed.

Anna Zimmerman gave a brief explanation of the process which her client, Holiday Acres, had to go through to receive the permit. Ms. Zimmerman continued discussion about how her client has been paying for Waste Management to pick up their waste. Ms. Zimmerman explained how under Article 19 the town is supposed to be paying the tipping fees. Ms. Zimmerman gave further testimony of all of the requirements which were imposed under the permit.

James Rodgers asked how the solid waste removal would work under this permit for Holiday Acres. Chairman Gilligan explained the solid waste would be picked up by the park, transported to the normal dumping location, and the tipping fees would be paid by the town. Ms.

Zimmerman stated the park owners wanted to make it clear the town would be paying for the disposal of the solid waste after the park delivered the waste to the Penacook, there would be no change in the volume of waste that has already been calculated annually for tax purposes.

There was more discussion about how the annual volume of waste was calculated which is used to set the contract fee between the town and Penacook.

James Rodgers asked if this will impact the amount of tonnage to Penacook. Chairman Gilligan explained the town believes that additional money will be needed to cover the additional tonnage brought to Penacook.

James Rodgers asked how any future recycling efforts that the town participated in would affect this type of permit. Chairman Gilligan explained that if the town moved forward with any recycling, that Holiday Acres would be subject to the same programs, and requirements. Ms. Zimmerman asked the Board to consider voting on the permit during the meeting and not to delay any further. The process has taken so long and the park owners believe this is a fair solution between both the town and the park. Ms. Zimmerman also stated this solution would help eliminate the double taxation that is currently going on and that there really should not be a reason for any further delays. Ms. Zimmerman then stated that if the park needed to the park would take the town to court over the matter.

Sandy McKenny asked how the current cost for waste management derived and how the town could incur the additional cost. Chairman Gilligan explained how the town currently believes the waste from the parks is not currently a part of the calculation of the waste that is brought to Penacook. There was further discussion about the approved budget numbers for 2009.

There was further discussion about the tonnage which is used to calculate the cost for the budget used for taxes.

Stedman Holton stated the park is charge \$2,500 a month for services from Waste Management. The board had some discussion with Town Counsel concerning the acceptance of the permit.

Selectmen Tardiff made a motion to close public discussion, Chairman Gilligan seconded the motion.

Roll Call Vote:

Chairman Gilligan – yes

Selectman Tardiff - yes

Motion passed

The Board had further discussion about the tipping fees. Selectmen Tardiff stated that he was still confused about the fees and how they are calculated. Chairman Gilligan asked if Selectman Tardiff wanted to make a motion on the application or if Selectmen Tardiff wanted to table the motion until next week. Chairman Gilligan stated that he would like more time to discuss further as a board, the information that was presented during the meeting and verify the information presented by Holiday Acres.

Selectmen Tardiff made a motion to table further discussion until next business meeting, December 21, 2009, at 7:00 pm. Motion was seconded by Chairman Gilligan.

Roll Call Vote:

Chairman Gilligan – yes
Selectman Tardiff - yes
Motion passed

Board recessed at 8:34 pm.

Board returned from recess at 8:37 pm.

Board recessed at 8:38 pm to move meeting to Town Hall.

Board returned from recess at 8:47 pm at Town Hall.

- D. The Board had a meeting with Town Counsel to discuss the public hearing and develop an action item list.

The board had general discussion about a check list of questions for the Road Agent.

VII. Old Business:

A. Encumbrances:

The board had a brief discussion with Alan about the PD encumbrance for 2009 funds for ammunition. Selectmen LaFleur stated he was not sure if this was legal. Chairman Gilligan made motion to encumber funds from the 2009 funds for Tri-Eagle Firearms in the amount of \$2,700, motion seconded by Selectmen Tardiff.

Roll Call Vote:

Chairman Gilligan – yes
Selectman LaFleur - nay
Selectman Tardiff - yes
Motion passed

B. Warrant Articles:

The Board had a brief discussion about the Police Department request to put a warrant article on the ballot to place \$2,500 in the Police Computer Equipment Capital Reserve Fund. Chairman Gilligan made a motion to accept request and to ad to the 2010 ballot, motion seconded by Selectmen Tardiff.

Roll Call Vote:

Chairman Gilligan – yes
Selectman LaFleur - yes
Selectman Tardiff - yes
Motion passed

The Board had a brief discussion about the Police Department request to put a warrant article on the ballot to place \$2,500 in the Police Cruiser Capital Reserve Fund. Chairman Gilligan made a motion to accept request and to ad to the 2010 ballot, motion seconded by Selectmen Tardiff.

Roll Call Vote:

Chairman Gilligan – yes
Selectman LaFleur - yes
Selectman Tardiff - yes
Motion passed

The Board had a brief discussion about the Police Department request to put a warrant article on the ballot to place \$6,000 in the Police Safety Equipment Capital Reserve Fund. Chairman Gilligan made a motion to accept request and to ad to the 2010 ballot, motion seconded by Selectmen Tardiff.

Roll Call Vote:

Chairman Gilligan – yes
Selectman LaFleur - yes
Selectman Tardiff - yes
Motion passed

The Board had a brief discussion about the Police Department request to put a warrant article on the ballot to place \$10,000 in the Special Revenue D.A.R.E Fund. Chairman Gilligan made a motion to accept request and to ad to the 2010 ballot, motion seconded by Selectmen Tardiff.

Roll Call Vote:

Chairman Gilligan – yes
Selectman LaFleur - yes
Selectman Tardiff - yes
Motion passed

The board tabled further discussion on warrant articles at 7:00 pm.

The board un-tabled discussion on warrant articles after year end purchase where completed.

The Board had a brief discussion about the Highway Department request to put a warrant article on the ballot to place \$10,000 in the Highway Department Equipment Capital Reserve Fund. Chairman Gilligan made a motion to accept request and to ad to the 2010 ballot, motion seconded by Selectmen Tardiff.

Roll Call Vote:

Chairman Gilligan – yes
Selectman Tardiff - yes
Motion passed

The board recessed at 10:15 pm for emergency department calls.

The board returned from recess at 10:22 pm.

The Board had a brief discussion about the Highway Department request to put a warrant article on the ballot to place \$10,000 in the Landfill Closure Capital Reserve Fund. Chairman Gilligan made a motion to accept request and to ad to the 2010 ballot, motion seconded by Selectmen Tardiff.

Roll Call Vote:

Chairman Gilligan – yes
Selectman Tardiff - yes
Motion passed

The Board had a brief discussion about the Fire Department request to put a warrant article on the ballot to place \$10,000 in the Fire Department Safety Equipment Capital Reserve Fund. Chairman Gilligan made a motion to accept request and to ad to the 2010 ballot, motion seconded by Selectmen Tardiff.

Roll Call Vote:

Chairman Gilligan – yes
Selectman Tardiff - yes
Motion passed

The Board had a brief discussion about the Fire Department request to put a warrant article on the ballot to place \$50,000 in the Fire Department Equipment Capital Reserve Fund. Chairman Gilligan made a motion to accept request and to ad to the 2010 ballot, motion seconded by Selectmen Tardiff.

Roll Call Vote:

Chairman Gilligan – yes
Selectman Tardiff - yes
Motion passed

The Board had a brief discussion about the request to put a warrant article on the ballot to place \$20,000 in the Public Safety Facilities Capital Reserve Fund. Chairman Gilligan made a motion to accept request and to ad to the 2010 ballot, motion seconded by Selectmen Tardiff.

Roll Call Vote:

Chairman Gilligan – yes
Selectman Tardiff - yes
Motion passed

The Board had a brief discussion about the Fire Department request to put a warrant article on the ballot to raise the sum of \$15,000 and to apply for an Assistance to Firefighters Grant through the U.S. Department of Homeland Security in the amount of \$285,00 for the purpose of the purchase of a Tanker Truck. Chairman Gilligan made a motion to accept request and to ad to the 2010 ballot, motion seconded by Selectmen Tardiff.

Roll Call Vote:

Chairman Gilligan – yes
Selectman Tardiff - yes
Motion passed

The Board had a brief discussion about the Fire Department request to put a warrant article on the ballot to raise the sum of \$275,000 for the purchase of a New Medium Duty Rescue/Pumper Fire Truck to replace the 1976 Pumper Truck. Chairman Gilligan made a motion to accept request and to ad to the 2010 ballot, motion seconded by Selectmen Tardiff.

Roll Call Vote:

Chairman Gilligan – yes
Selectman Tardiff - yes
Motion passed

The Board had a brief discussion about the Parks and Recreation request to put a warrant article on the ballot to raise the sum of \$2,500.00 to be added to the current **Recreation** Capital Reserve Fund .

Chairman Gilligan made a motion to accept the article as is and to add to the 2010 ballot, motion seconded by Selectmen Tardiff.

Roll Call Vote:

Chairman Gilligan – yes

Selectman Tardiff - yes

Motion passed

The Board had a brief discussion about the request to put a warrant article on the ballot to place \$2,500 in the Town Safety Expendable Trust Fund. Chairman Gilligan made a motion to accept request and to add to the 2010 ballot, motion seconded by Selectmen Tardiff.

Roll Call Vote:

Chairman Gilligan – yes

Selectman Tardiff - yes

Motion passed

The Board had a brief discussion about putting a warrant article on the ballot to change the name of the Town Hall Roof Capital Reserve Fund to the Town Hall Repair and Maintenance Capital Reserve Fund. Both Selectmen were in favor of this. However, Chairman Gilligan asked Alan to confirm that we have the proper name for the existing account.

The Board had a brief discussion about the Highway Department request to put a warrant article on the ballot to purchase a 2010 six wheeled dump truck with front plow, wing plow and sander in the amount of \$136,590. Chairman Gilligan made a motion to accept request and to add to the 2010 ballot, motion seconded by Selectmen Tardiff.

Roll Call Vote:

Chairman Gilligan – yes

Selectman Tardiff - yes

Motion passed

C. Year End Purchases:

The board had a brief discussion about the Parks & Recreation Departments request for 5 bags for lawn fertilizer in the amount \$215.

Selectmen Tardiff made a motion to approve the purchase of 5 bags of fertilizer in the amount of \$215, motion was seconded by Chairman Gilligan.

Roll Call Vote:

Chairman Gilligan – yes

Selectman Tardiff - yes

Motion passed

The board had a brief discussion about the Parks & Recreation Departments request for 2 trash cans to be located at the Whitten Street facilities in the amount of \$960.

Selectmen Tardiff made a motion to approve the purchase of 2 trash cans for the Whitten Street facilities in the amount of \$960. The motion was seconded by Chairman Gilligan.

Roll Call Vote:

Chairman Gilligan – yes
Selectman Tardiff - yes
Motion passed

The board had a brief discussion about the request from the Town Clerk for the purchase of two credit card machines and the setup fees in the amount of \$764 to allow the Town Hall to accept credit cards.

Selectmen Tardiff made a motion to approve the purchase of two credit card machines and the setup fees in the amount of \$764. The motion was seconded by Chairman Gilligan.

Roll Call Vote:

Chairman Gilligan – yes
Selectman Tardiff - yes
Motion passed

The board had a brief discussion about the request from the Police Department for the purchase 3 licenses of Student & Home Microsoft Office 2007 software, 2 licenses of Standard Microsoft Office 2007software, 2 licenses of Professional Microsoft Office 2007software in the amount of \$1,434.92.

Selectmen Tardiff made a motion to approve the purchase of 3 licenses of Student & Home Microsoft Office 2007 0software, 2 licenses of Standard Microsoft Office 2007 software, 2 licenses of Professional Microsoft Office 2007 software in the amount of \$1,334.92. The motion was seconded by Chairman Gilligan.

Roll Call Vote:

Chairman Gilligan – yes
Selectman Tardiff - yes
Motion passed

The board had a brief discussion about the request from the Police Department for the purchase of 4 new computers, plus shipping and handling, from Comp USA in the amount of \$2,096. There was some discussion about the capital reserve fund. Chief stated that he was holding off on spending that money in the event the PD server goes down.

Selectmen Tardiff made a motion to approve the purchase of 4 new computers, plus shipping and handling, from Comp USA in the amount of \$2,096. The motion was seconded by Chairman Gilligan.

Roll Call Vote:

Chairman Gilligan – yes
Selectman Tardiff - yes
Motion passed

The board had a brief discussion about the request from the Fire Department for the purchase of 6 pairs of pants @ \$55, totaling \$330.

Selectmen Tardiff made a motion to approve the purchase of 6 pairs of pants @ \$55, totaling \$330. The motion was seconded by Chairman Gilligan.

Roll Call Vote:

Chairman Gilligan – yes
Selectman Tardiff - yes
Motion passed

The board had a brief discussion about the request from the Fire Department for the purchase of a battery for the thermal imaging camera in the amount of \$300.

Selectmen Tardiff made a motion to approve the purchase of a battery for the thermal imaging camera in the amount of \$300. Motion seconded by Chairman Gilligan.

Roll Call Vote:

Chairman Gilligan – yes

Selectman Tardiff - yes

Motion passed

The board had a brief discussion about the request from the Fire Department for the purchase of a SCBA face piece and head harness in the amount of \$325.

Selectmen Tardiff made a motion to approve the purchase of a SCBA face piece and head harness in the amount of \$325. Motion seconded by Chairman Gilligan.

Roll Call Vote:

Chairman Gilligan – yes

Selectman Tardiff - yes

Motion passed

The board had a brief discussion about the request from the Fire Department for the purchase of 3, 5 gallon buckets of foam in the amount of \$261.

Selectmen Tardiff made a motion to approve the purchase of 3, 5 gallon buckets of foam in the amount of \$261. Motion seconded by Chairman Gilligan.

Roll Call Vote:

Chairman Gilligan – yes

Selectman Tardiff - yes

Motion passed

The board had a brief discussion about the request from the Fire Department for the purchase of life safety codes and mobile safety software in the amount of \$2,020.

Selectmen Tardiff made a motion to approve the purchase of life safety codes and mobile safety software in the amount of \$2,020. Motion seconded by Chairman Gilligan.

Roll Call Vote:

Chairman Gilligan – yes

Selectman Tardiff - yes

Motion passed

The board had a brief discussion about the request from the Fire Department for the purchase of 3 forestry helmets and goggles in the amount of \$391.58.

Selectmen Tardiff made a motion to approve the purchase of 3 forestry helmets and goggles in the amount of \$391.58. Motion seconded by Chairman Gilligan.

Roll Call Vote:

Chairman Gilligan – yes

Selectman Tardiff - yes

Motion passed

The board had a brief discussion about the request from the Fire Department for the purchase of equipment for the air trailer in the amount of \$228.80.

Selectmen Tardiff made a motion to approve the purchase of for the air trailer in the amount of \$228.80. Motion seconded by Chairman Gilligan.

Roll Call Vote:

Chairman Gilligan – yes
Selectman Tardiff - yes
Motion passed

The board had a brief discussion about the request from the Fire Department for the purchase of parts for repairs to E4, a front suction 3/4” valve & rebuild pump shifter in the amount of \$1,411. Selectmen Tardiff made a motion to approve the purchase of parts for repairs to E4, a front suction 3/4” valve & rebuild pump shifter in the amount of \$1,411. Motion seconded by Chairman Gilligan.

Roll Call Vote:

Chairman Gilligan – yes
Selectman Tardiff - yes
Motion passed

The board had a brief discussion about the request from the Fire Department for the purchase of a RIT rope w/ bag in the amount of \$870.99.

Selectmen Tardiff made a motion to approve the purchase of a RIT rope w/ bag in the amount of \$870.99. Motion seconded by Chairman Gilligan.

Roll Call Vote:

Chairman Gilligan – yes
Selectman Tardiff - yes
Motion passed

The board had a brief discussion about the request from the Fire Department for the purchase of 4 ladder belts in the amount of \$495.96.

Selectmen Tardiff made a motion to approve the purchase of 4 ladder belts in the amount of \$495.96. Motion seconded by Chairman Gilligan.

Roll Call Vote:

Chairman Gilligan – yes
Selectman Tardiff - yes
Motion passed

The board had a brief discussion about the request from the Fire Department for the purchase of 2 Lanyards in the amount of \$240.

Selectmen Tardiff made a motion to approve the purchase of 2 Lanyards in the amount of \$240. Motion seconded by Chairman Gilligan.

Roll Call Vote:

Chairman Gilligan – yes
Selectman Tardiff - yes
Motion passed

The board had a brief discussion about a request from the department heads to provide a stipend to the employees for the increased cost of the 2010 Health & Dental Insurance, which covers 21 employees with health & 20 employees with dental, in the amount of \$9,942.

Selectmen Tardiff made a motion to table further discussion until the next business meeting, Monday, December 21, 2009. Motion seconded by Chairman Gilligan.

Roll Call Vote:

Chairman Gilligan – yes
Selectman Tardiff - yes
Motion passed

D. Budgets:

1. Finance Budget:

Jason made motion to open the finance budget for 2010 fiscal year. The motion was seconded by Chairman Gilligan.

Roll Call Vote:

Chairman Gilligan – yes
Selectman Tardiff - yes
Motion passed

The board had a brief discussion about the Finance budget. The proposed amount from the department heads is for \$116,324. There was a question if the suggested number included the numbers discussed by the board concerning the Assessing Clerks position. The board reviewed documentation and noted the requested amount did include the board's adjustments.

Jason made motion to accept the finance budget for 2010 fiscal year in the amount of \$116,324. The motion was seconded by Chairman Gilligan.

Roll Call Vote:

Chairman Gilligan – yes
Selectman Tardiff - yes
Motion passed

Jason made motion to open the Capital Outlay budget for 2010 fiscal year. The motion was seconded by Chairman Gilligan.

Roll Call Vote:

Chairman Gilligan – yes
Selectman Tardiff - yes
Motion passed

The board had a brief discussion about the Finance budget. It was noted that the loader and backhoe were coming off the budget. It was also noted that the safe routes to school and the fire truck grant was going on the budget. Chief Mulholland advised the board that it was unwise to add the fire truck to capital outlay because it would artificially inflate the budget because the grant was not guaranteed like the SRTS grant. The board chose to remove the recommended \$420,000 from the budget.

Jason made motion to accept the Capital Outlay budget for 2010 fiscal year in the amount of \$389,475. The motion was seconded by Chairman Gilligan.

Roll Call Vote:

Chairman Gilligan – yes
Selectman Tardiff - yes
Motion passed

2. Highway Department Budget:

The board tabled discussion of the budget until the next business meeting.

3. Schedule remaining budgets:

The Board had a brief discussion on setting the dates for the following budgets:

Fire 12/21/09
Ambulance 12/21/09
Emergency Mgmt 12/21/09
Forest Fire 12/21/09
Highway 12/21/09

E. Grant Project Review:

The Board had brief discussion with Chief Mulholland about the Phase I & II FMA Grant Project for Riverside Drive, Albin Ave.

The Board had a brief discussion with Chief Mulholland about the FEMA-Hazard Mitigation Grant for Jasper Drive.

The Board tabled discussion with the Road Agent and Deputy EMD on the status of the remaining Grant Monies for the Boat Ramp located at the end of Ferry Street. The Grant number is FEMA -1643-DR-NH. (2006)

The Board had a brief discussion with the Road Agent and Police Chief on the status of the SRTS projects: Phase I and Phase II.

Phase I

Engineering is complete. The project is waiting for response from DOT. The school will be paying for engineering work for additional work being done during Phase I. Road Agent indicated the additional engineering work for the project relating to the school will be in a separate contract. The actual work will be done by the same contractor to do the work but it will be on a separate contract from the SRTS contract. The board had further discussion with the Road Agent about the RFP and how the two scopes of work will be separate RFPs. Chief Mulholland purposed to the board for a single contract and having a memo from the school stating that the school will pay for their portion of the work done. Chief noted this would be a cleaner method administratively for the contractor for the project. The Road Agent stated Mr. St. Germaine had some concerns about his business on Main Street.

Phase II

Engineering is in the process of finishing up the survey work. The Road Agent stated he would report back to the board when the plans are complete. The Road Agent and Chief is waiting for transfer approval from DOT to transfer of funds

from construction to engineering. The board had further discussion about the concepts of the project.

The BOS had a brief discussion with the Road Agent and Chief Mulholland on the scope of SRTS-Phase III of the project. The scope would complete additional walkway down Ferry Street.

The board had a brief discussion with the PB Chairman and the Road Agent about working with CNHRPC to look at additional grant capabilities for repairs to existing sidewalks.

F. Perambulation with Hooksett:

Board tabled further discussion until next business meeting. Board is waiting for feedback from Hooksett concerning their pre-walk.

VIII. New Business:

The board had a brief discussion with the Road Agent about the vehicle repairs, in particular the broken axel on the 1997.

IX. Adjournment:

Selectman Tardiff made a motion to adjourn at 11:54 p.m. Selectman seconded.

Roll Call Vote:

Chairman Gilligan – yes

Selectman Tardiff - yes

Motion passed

THOMAS R. GILLIGAN, CHAIRPERSON

ROGER A. LAFLEUR, SELECTMAN

JASON TARDIFF, SELECTMAN