



Town of Plaistow ♦ Board of Selectmen
145 Main Street ♦ Plaistow ♦ NH ♦ 03865

PLAISTOW BOARD OF SELECTMEN MINUTES:

DATE: Monday, December 29, 2010

MEETING CALLED TO ORDER: 6:42 pm

SELECTMEN:

Chairman, Daniel Poliquin

Selectman, Michelle Curran - excused

Selectman, John Sherman

Vice Chairman, Charles Blinn - excused

Selectman, Robert Gray

Town Manager, Sean Fitzgerald

AGENDA:

MINUTES:

Motion by J. Sherman to approve the minutes of December 20, 2010 changing "Bob Gray" to "Robert Gray".

2nd by R. Gray.

Vote: 3-0-0.

Motion carries.

PUBLIC COMMENT:

No one present from the public.

BUDGET REVIEW

S. Fitzgerald discussed Budget reviewed by Selectmen; utilities, fuel and a number of salary lines have been adjusted; and the only adjustment that the Board did not vote on was the adjustment to the Town Manager's salary line.

Motion by R. Gray to adjust the Town Manager's salary line to \$86,275.

2nd by J. Sherman.

Vote 3-0-0.

Motion carries.

R. Gray discussed his review of the training lines (minusing the Fire Department and the Library), Town Budget has \$17,3330 budgetted for 2011 and \$15,186 was budgetted for 2010. He requested to roll back to the number to \$15,186 for Training due to Year to Date Expenditures.

S. Fitzgerald noted he would give the Board an analysis of the training lines.

J. Sherman discussed Planning Budget; Mapping line; GIS system; and Technology report information.

S. Fitzgerald discussed information in Town Manager Report; Planning Department; GIS being the cornerstone for the decision making that involves land use, zoning and key development concerns for the Town; and encouraged the support of the line.

D. Poliquin inquired if more training was needed by Town staff to continue or better use GIS.

S. Fitzgerald discussed future training required; beginner level aptitude; and additional training.

J. Sherman discussed being on board with GIS and inquired about the amount of money budgeted.

S. Fitzgerald discussed external consultant support.

Board discussed cost; history; budgeting money; use of tool; funding not being spent; and training.

J. Sherman and D. Poliquin discussed frustration of this not being done in house.

J. Sherman noted he was okay with money in budget for this item; glad there was a plan; and looking forward to seeing results.

R. Gray discussed topic of conversation for Land Use Summit.

DEFAULT BUDGET

S. Fitzgerald discussed Default Budget; complicated process; language of RSA 40:13, IX (b); going through the budget line by line; establishing Default Budget that represents what it would cost the Town to run a level of service that would be consistent of last year; changes; new position created (Human Services/Assessing Clerk); previous obligations; and new position having requirements mandated by law.

Board discussed new position and where salary line came from.

S. Fitzgerald discussed legal increase.

R. Gray discussed adding the obligation of the increase to the Town Manager's salary.

Board discussed account 4332 Clerk for NHDOT Construction 2011 and other accounts listed.

Motion by R. Gray to set the Town's Default Budget at \$7,345,255.

2nd by J. Sherman.

R. Gray discussed the Default Budget being subject to change if the Operating Budget is changed.

S. Fitzgerald discussed proposed Budget not being supported by the Town and then appropriating the Default Budget.

R. Gray discussed currently approved Operating Budget for 2011 being higher than Default Budget.

Vote 3-0-0.

Motion carries.

WARRANT ARTICLES

R. Gray suggested to wait until all five members were present to approve.

Board reviewed Articles.

D. Fire Department Capital Reserve Fund Deposit

*Motion by J. Sherman to insert the words “the sum of” after the word “appropriate” in Article D.
2nd by R. Gray.*

Vote 3-0-0.

Motion carries.

F. Building Systems Capital Reserve Fund Deposit

G. Communications Radio Repeater Enhancement

I. Cell Tower Maintenance Capital Reserve Fund

Motion by J. Sherman to add the words “the sum of” to Articles F, G, I.

2nd by R. Gray.

Vote 3-0-0.

Motion carries.

J. Sherman discussed Article G (Communications Radio Repeater Enhancement); and Budget Committee’s inquiring as to how they would know if this was going to work

S. Fitzgerald discussed communications consultant producing a map; concentric circle; pockets of inopporability in Town; and working on and hoping to have completed some time next week

J. Sherman discussed Article I (Cell Tower Maintenance Capital Reserve Fund); people looking for estimate of total maintenance cost for over 30 years and having income estimated but do not mention total cost in Article.

S. Fitzgerald discussed cost to repaint tower - \$200,000 -\$300,000; structural study of tower - in good shape; tower has special type of paint that sticks to metal, lead based paint that protects metal; significant cost; and required process for painting the tower.

J. Sherman suggested adding to the Intent the cost of the maintenance; update Intent; update revenue and estimated cost; change “\$3 million in revenue” to \$3.75 million in revenue” and add “With an estimated maintenance cost of \$300,000” after the words maintenance plan.

Board discussed suggestion.

Motion by J. Sherman to change in the Intent of Article I (Cell Tower Maintenance Capital Reserve Fund) the listed \$300 million to \$3.75 million.

2nd by R. Gray.

Vote 3-0-0.

Motion carries.

Motion by J. Sherman insert in the Intent after the words “this part of the multi-year maintenance plan” the words “estimated to cost between \$200,000 and \$300,000 over the next 30 year as” in front of the words “as outline in the 2008 SFC Engineering Report”.

2nd by R. Gray.

Vote 3-0-0.

Motion carries.

ENCUMBRANCES

Motion by R. Gray to accept the 2010 Encumbrance numbers as reflected in the Town Manager's report dated December 29, 2010 in the amount of \$591,611.42

2nd by J. Sherman.

Vote 3-0-0.

Motion carries.

GOALS

D. Poliquin suggested a brief discussion be given on the Goals but to wait until a full Board was available to hold a full review.

J. Sherman agreed.

S. Fitzgerald discussed Goals.

J. Sherman discussed changing the figure listed in Goal 1 (Develop a Maintenance Plan for the cell tower that ensures its long-term usage while protecting the Town's annual revenue).

S. Fitzgerald discussed Goal 2 (Develop a Technology Plan that maximizes the use of current technology. Including but not limited to the Cable Studio, existing computer networks, GIS and Town web site and that includes strategies for future technology improvements).

J. Sherman discussed future of technology.

D. Poliquin discussed handout "Plaistow Information Technology" and improvements to online and credit card payments for Town Clerk.

S. Fitzgerald discussed Goal 3 (Lead the reactivation of the Elderly Affairs Committee including suggestions for activities and programs with cost impacts, if any); attendance at Vic Geary Center; and conversations with senior persons regarding the Committee.

S. Fitzgerald discussed Goal 4 (Manage, via existing contractors, the construction of the Garden Road Bridge replacement); thanked all persons who helped with the bridge dedication; and noted this goal was completed.

S. Fitzgerald discussed new Goal 4 (Work with Town Staff to propose a Noise Control Ordinance); and his separate draft attachment of Noise Regulations.

S. Fitzgerald discussed Goal 5 (Work with Town Staff and the Assessing Agent to deliver a plan for improving public access to the property tax cards, including cost of implementations); and Sewall's 2011 Parcel Maintenance Services proposal for parcel maintenance services.

S. Fitzgerald discussed Goal 6 (Work to help facilitate a Plaistow/MBTA station).

S. Fitzgerald discussed Goal 7 (Fill open positions).

J. Sherman discussed detailed information provided by Sean noting he would like to further a discussion on the Cable Coordinator position.

S. Fitzgerald discussed Cable Coordinator; working with Dean Zanello; having Dean work a broader level for the Town; Dean currently works full time for the School District; and looking to formally fill that position.

S. Fitzgerald discussed Goal 8 (Update Plaistow Personnel Plan).

J. Sherman inquired about the sequence of events for the Personnel Plan.

S. Fitzgerald discussed current negotiations and advancing a draft to the non affiliated members.

R. Gray discussed not advancing the draft while the negotiations of the current plan were ongoing.

S. Fitzgerald discussed Goal 9 (Look into strategies for acquiring the former Smith Farm) and conversations with Attorney Kalman and Valhouli.

D. Poliquin discussed a possible Goal: to look into possible grants or funding for a feasibility study of water and waste water up Route 125 to the industrial area.

J. Sherman discussed Plaistow First Committee; Committee looking into water; Committee formed a Water Sub Committee; and he thought it was a good Goal to look into.

TOWN MANAGER'S REPORT:

S. Fitzgerald discussed:

- Street swap; various names; and portion of street being in Haverhill.

Motion by J. Sherman to rename the street to Border Lane.

2nd by R. Gray.

Vote 3-0-0.

Motion carries.

- Panhandler Ordinance.
- Encumbrances.
- GIS.
- Blizzard of 2010; Town Staff did a great job; constant contact with Dan Garlington, Mike Dorman and Chief McArdle; and no power loss.

D. Poliquin discussed roads being in good shape, no major accidents, and everyone did a great job.

J. Sherman discussed the cost of cleaning up a storm does not equate to the amount received by the storm but to the duration of the storm.

OTHER BUSINESS:

D. Poliquin discussed next Monday not being available and suggested meeting on another date.

Board discussed: other meetings already scheduled; meeting another date at 5:30 or 6pm; potentially being scheduled for a meeting on the 6th of January at 5:30; Budget Committee on Tuesday; Planning Board on Wednesday; ZBA on Thursday; and nothing on Friday.

R. Gray discussed Town Hall Generator and inquired for update on issue/what was issue and what it is going to cost the Town to correct it.

SIGNATURE FOLDER:

Signature Folder and Manifest were going around.

SELECTMEN'S REPORTS:

D. Poliquin had nothing to report.

R. Gray hoped all had a Merry Christmas; noted next Tuesday was Town Report Committee meeting at 5:30; Plaistow First was meeting on Wednesday; and wished all a happy and healthy New Year.

J. Sherman discussed:

- Budget Committee did not meet last week. They will meet next Tuesday and their tentative plan is to do approvals. If they need to meet on Tuesday the 11th they will.
- School District Public Hearing is January 11.
- Town Public Hearing is Thursday, January 13.
- Town Report Committee meeting is Tuesday at 5:30pm.
- Plaistow First will meet next Wednesday at 3:30pm.

S. Fitzgerald noted there was no need for a Non Public.

D. Poliquin wished all a happy, healthy and prosperous New Year.

Public Meeting adjourned at 8:52 pm.

Respectfully Submitted,
Audrey DeProspero