

# Town of Plaistow

2012 Annual Report

## *“Progress”*



## TOWN PHONE NUMBERS

### TOWN HALL – 145 MAIN STREET

Assessor's Office	382-5200 X 11
Department of Building Safety	382-1191 X 20
Finance Department	382-5200 X 45
Health Department	382-2494 X 21
Highway Department	382-6771
Human Services Coordinator	382-5200 X 11
Planning Department	382-7371 X 14
Recreation Director	382-5200 X 18
Selectmen's Office	382-5200 X 10
Tax Collector	382-8611 X 17
Town Clerk	382-8129 X 16
Town Manager	382-5200 X 13
Zoning Board of Adjustment	382-1191 X 20

### DISTRICT COURT – 17 ELM STREET

Clerk of Court	382-4651
----------------	----------

### FIRE DEPARTMENT – 27 Elm Street

Emergency	911
All other calls	382-5012

### POLICE DEPARTMENT – 27 Elm Street

Emergency	911
Animal Control Officer	382-6816
All other calls	382-1200

### POST OFFICE - 38 Main Street

Plaistow Post Office	382-8529
----------------------	----------

### PUBLIC LIBRARY - 85 Main Street

Plaistow Public Library	382-6011
-------------------------	----------

### SCHOOLS

School Administration (SAU 55), 30 Greenough Road	382-6119
Pollard School, 120 Main Street	382-7146
Timberlane Regional Middle School 44 Greenough Road	382-7131
Timberlane Regional High School, 36 Greenough Road	382-6541

### SENIOR CENTER

Vic Geary Center 18 Greenough Road	382-5995
---------------------------------------	----------

## 2013 TOWN HALL HOLIDAYS

New Year's Day:	Tuesday, January 1st
President's Day:	Monday, February 18th
Memorial Day:	Monday, May 27
Independence Day:	Thursday, July 4th
Labor Day:	Monday, September 2nd
Columbus Day:	Monday, October 14th
Veterans' Day:	Monday, November 11th
Thanksgiving:	Thursday, November 28th and Friday, November 29th
Christmas (2 Days)	Wednesday, December 25th and Thursday, December 26th

## 2013 Recycle Calendar

January	February	March
S M T W T F S 1 2 3 4 5 6 7 8 9 10 11 12 13 14 15 16 17 18 19 20 21 22 23 24 25 26 27 28 29 30 31	S M T W T F S 1 2 3 4 5 6 7 8 9 10 11 12 13 14 15 16 17 18 19 20 21 22 23 24 25 26 27 28	S M T W T F S 1 2 3 4 5 6 7 8 9 10 11 12 13 14 15 16 17 18 19 20 21 22 23 24 25 26 27 28 29 30 31
April	May	June
S M T W T F S 1 2 3 4 5 6 7 8 9 10 11 12 13 14 15 16 17 18 19 20 21 22 23 24 25 26 27 28 29 30	S M T W T F S 1 2 3 4 5 6 7 8 9 10 11 12 13 14 15 16 17 18 19 20 21 22 23 24 25 26 27 28 29 30 31	S M T W T F S 1 2 3 4 5 6 7 8 9 10 11 12 13 14 15 16 17 18 19 20 21 22 23 24 25 26 27 28 29 30
July	August	September
S M T W T F S 1 2 3 4 5 6 7 8 9 10 11 12 13 14 15 16 17 18 19 20 21 22 23 24 25 26 27 28 29 30 31	S M T W T F S 1 2 3 4 5 6 7 8 9 10 11 12 13 14 15 16 17 18 19 20 21 22 23 24 25 26 27 28 29 30 31	S M T W T F S 1 2 3 4 5 6 7 8 9 10 11 12 13 14 15 16 17 18 19 20 21 22 23 24 25 26 27 28 29 30
October	November	December
S M T W T F S 1 2 3 4 5 6 7 8 9 10 11 12 13 14 15 16 17 18 19 20 21 22 23 24 25 26 27 28 29 30	S M T W T F S 1 2 3 4 5 6 7 8 9 10 11 12 13 14 15 16 17 18 19 20 21 22 23 24 25 26 27 28 29 30	S M T W T F S 1 2 3 4 5 6 7 8 9 10 11 12 13 14 15 16 17 18 19 20 21 22 23 24 25 26 27 28 29 30 31

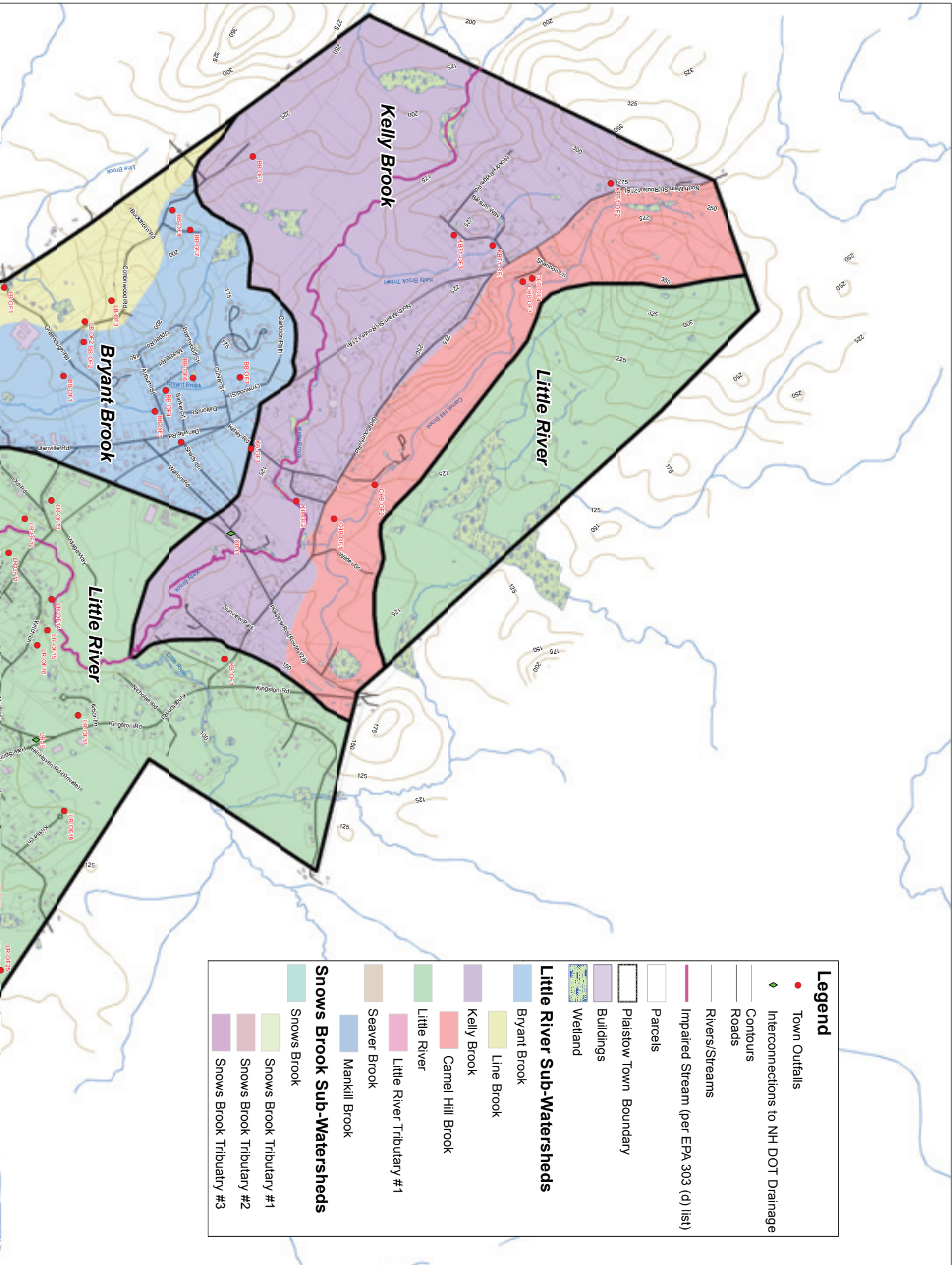
Bold underlined dates above represent Holidays. Holidays will delay Trash pickup one day. Highlighted weeks represent Recycle weeks.

**JANUARY Recycling Weeks: 1 & 13 & 27**  
**FEBRUARY Recycling Weeks: 1 & 10 & 24**  
**MARCH Recycling Weeks: 1 & 10 & 24**  
**APRIL Recycling Weeks: 7 & 21**  
**MAY Recycling Weeks: 5 & 19**  
**JUNE Recycling Weeks: 2 & 16 & 30**  
**JULY Recycling Weeks: 1 & 14 & 28**  
**AUGUST Recycling Weeks: 1 & 11 & 25**  
**SEPTEMBER Recycling Weeks: 8 & 22**  
**OCTOBER Recycling Weeks: 6 & 20**  
**NOVEMBER Recycling Weeks: 3 & 17**  
**DECEMBER Recycling Weeks: 1 & 15 & 29**

**Recycling/Trash Questions? Please contact:**  
**JRM @ 1-800-323-4285 or**  
**Town Hall @ 603-382-5200 ext. 10**











Town of Plaistow, New Hampshire  
2012 ANNUAL REPORT



ANNUAL REPORTS  
OF THE  
OFFICERS, TRUSTEES, AGENTS,  
COMMITTEES AND ORGANIZATIONS  
OF THE  
TOWN OF PLAISTOW  
NEW HAMPSHIRE



FOR THE YEAR  
2012



# Town of Plaistow, New Hampshire

## 2012 ANNUAL REPORT



### ***TABLE OF CONTENTS***

#### **Recognitions and Acknowledgements**

Dedication.....	4-5
Tribute to Herbert "Topper" Reed .....	6
Theme "PROGRESS" .....	7
Veteran's Report.....	8
A Tribute to Our Past.....	9
Previous Town Report Dedications .....	10
In Memoriam .....	11

#### **Officials, Representatives, and Employees**

Elected and Appointed Officials and Committees .....	12-14
Employee Spotlight.....	15
Government Officials.....	16
Report of State Representative Norman L. Major .....	17-18
Town Employees 2012 .....	19-20
Organization Chart.....	21

#### **Executive Reports/Governmental Meeting Results**

Report of the Board of Selectmen.....	22-27
Report of the Town Manager .....	28-31
Meeting Minutes and Election Results of the February 4, 2012 Deliberative Session.....	32-44
Meeting Minutes and Election Results of the March 13, 2012 Town Meeting.....	45-62

#### **Financial Reports**

Financial Report of the Tax Collector .....	63-64
Financial Report of the Town Clerk .....	65
Financial Report of the Town Treasurer.....	66
Impact Fees Definition and 2012 Fee Schedule.....	67
Financial Report of the Trustees of the Trust Funds.....	68
Financial Report of the Library Trustees .....	69-70
Grants and Donations Received.....	71
Tax Rate Calculation 2012 and Cash Flow Graph.....	72-73
Tax Rate Analysis .....	74
Town Long Term Debt Report. ....	75
Comparative Prior Year Budget to Actual.....	76
Report from the Finance Director .....	77
Independent Auditor's Report.....	78-115

#### **Department, Committee, and Agency Reports**

Assessor's Agent.....	116-123
Current Use Description and Inventory .....	124
Town Owned Property List.....	125-128
Assessment Update Procedure Adopted by Board of Selectmen .....	129
Budget Committee .....	130
Building Maintenance Department.....	131-132
Building Safety Department .....	133-136
Cable Advisory Committee.....	137-138
Cable Access Coordinator.....	139-140





# Town of Plaistow, New Hampshire

## 2012 ANNUAL REPORT



### **TABLE OF CONTENTS**

#### **Department, Committee, and Agency Reports (Continued)**

Capital Improvement Program Committee .....	141-142
Capital Improvement Program Plan.....	143-150
Cemetery Sexton.....	151
Conflict of Interest Committee.....	152
Conservation Commission.....	153-155
Conservation Commission - Town Forest .....	156-157
Elder Affairs Committee.....	158
Emergency Management Department.....	159-160
Family Mediation and Juvenile Services .....	161-162
Fire Department/Fire Vehicle and Apparatus Analysis .....	163-165
Forest Fire Warden and State Forest Ranger .....	166-167
Hazardous Materials District of Southeastern NH.....	168-170
Health Department .....	171-172
Highway Department/Highway Vehicle Analysis/Landfill Hours .....	173-175
Highway Safety Committee.....	176
Historical Society.....	177-178
Human Services and List of Agencies .....	179-181
Library.....	182-186
Mosquito Control .....	187-188
Old Home Day Committee .....	189-190
Plaistow Area Transit Advisory Committee .....	191-192
Plaistow First Committee.....	193-194
Planning Board.....	195-199
Planning Department and Notice to Property Owners Required by RSA674:39aa.....	200
Police Department (with Animal Control).....	201-204
Public Safety Complex Building Committee.....	205-206
Recreation Commission .....	207-208
Recreation Department .....	209-211
Recycling "Go Green" Committee .....	212-214
Rockingham County Conservation District.....	215-216
Rockingham Planning Commission.....	217-219
Stormwater Management Task Force .....	220-221
Supervisors of the Checklist .....	222
Tax Collector .....	223
Town Clerk and Vital Statistics .....	224-229
Trustees of the Trust Fund .....	230
Water Department .....	231
Zoning Board of Adjustment .....	232

#### **Warrant**

Town Warrant 2013 .....	233-254
MS-7 (Budget for Town of Plaistow) 2013 .....	255-263

#### **Supplemental Information**

Where to Call for Help.....	265-268
-----------------------------	---------

<b>Index.....</b>	<b>269</b>
-------------------	------------



# Town of Plaistow, New Hampshire

## 2012 ANNUAL REPORT



### 2012 TOWN REPORT DEDICATION

## Charles “Buzzy” Blinn

Charles “Buzzy” Blinn is a wonderful example of the best that Plaistow has to offer as a public official, citizen and patriot.

Buzzy is a quintessential Plaistow original—he is kind, dedicated, and tremendously committed to making his hometown work. He is simply one of Plaistow’s most dynamic and powerfully engaged citizens, consistently pouring his heart and soul into making the Town of Plaistow an extraordinary place.

It is both appropriate and fitting that the Plaistow Board of Selectmen recognize and honor Buzzy’s life-long contributions to the citizens of Plaistow and the State of New Hampshire by dedicating the 2012 Town Report in his honor.

Born in Haverhill, Massachusetts, Buzzy is a lifelong resident of Plaistow. Buzzy met the love of his life, Jan Donovan while attending school. To Buzzy’s good fortune and much to everyone’s great surprise, Jan and Buzzy were married on December 8<sup>th</sup> 1962, and began their lifelong dedication to each other and to the Town of Plaistow. Together Buzzy and Jan have raised three wonderful children, Chuck, Sherry and Heather. Over the years, Buzzy has shared a lifetime of love, smiles, and cherished memories with Jan and their 7 grandchildren, Zachary, Kayla, Tyler, Brittany, Jeremy, Megan, and Cameron.

Buzzy’s selfless devotion to Plaistow has been demonstrated time and time again throughout the years. While many in Town may know Buzzy as the “Dean” of the Board of Selectmen, or for his years of service on Plaistow’s Cable or Conservation Committee, he has also served in numerous other positions in Town, including: his years of dedicated service on Plaistow’s Old Home Day Committee, and his wonderful commitment to the mission of Holy Angels.

Over the decades, Buzzy not only found time to serve the citizens of Plaistow as a member of the Plaistow Board of Selectmen, he was also active in:

- Plaistow Historical Society’s Civil War Monument Restoration Committee
- Holy Angels Knights of Columbus
- Plaistow Conservation Commission
- Plaistow Cable Commission
- Plaistow Elders Affairs Committee
- Plaistow’s Highway Safety Committee
- Plaistow’s Old Home Day Committee
- Plaistow’s 250 Celebration Committee

He is loved and respected by everyone whose life he touches. Now, after spending his life serving others, he is still an encouraging mentor to all residents and others with whom he comes in contact with. By touching and enriching the lives of many in our community, Buzzy has served in a manner that best defines all that Plaistow has to offer. It is kind-hearted citizens like Buzzy, who in addition to his broader responsibilities as a successful small business owner, makes time for his Home Town.



*Selectman Charles “Buzzy” Blinn and his extraordinary wife Jan have been married for over 50 years*



*Selectman Charles “Buzzy” Blinn and long time best friend and legendary Plaistow Town Moderator Barry Sergeant*





## Town of Plaistow, New Hampshire

### 2012 ANNUAL REPORT



As a tireless supporter, he is always first in line to lead a Community project, working or serving in any needed capacity. It is only fitting and proper that such a public servant be honored and recognized for his outstanding contributions.

This remarkable man is deeply admired by those who have come to know him. He has forged a legacy of service that will be an enduring reminder of his contributions and achievements and he will always be remembered with great affections. As you can tell by his accomplishments and longstanding service to the Town, Buzzy has been one of the Town's most valuable and illustrious public servants.



Buzzy truly epitomized the ideal of the dedicated and proficient public servant, and he often exceeded the call of duty to ensure that his neighbors and, indeed all Plaistonians, were served and heard by their government; and

For all these reasons, we are proud to dedicate this Town Report in his honor.





## Town of Plaistow, New Hampshire 2012 ANNUAL REPORT



### *Tribute to Herbert "Topper" Reed*

*Town of Plaistow Cemetery Sexton*

On January 25, 2012, after a long and courageous battle, Herbert "Topper" Reed, passed away at the age of 72, after many years of dedicated service to Plaistow's citizens. As his colleagues in public service, we extend our deepest sympathies and condolences to Topper's family.

Born in Plaistow, NH, son of the late Ellsworth and Barbara (Foss) Reed, he was raised and educated in Plaistow. He attended the Pollard School and graduated from the Sanborn Seminary, Kingston.

Topper worked as a deli manager the former Custeau's Supermarket in Plaistow and also operated a fish market in Plaistow. He was the longtime Sexton of Plaistow Cemetery and Holy Angels Cemetery in Westville.



Topper simply loved helping people and he took public service and duties as the Cemetery Sexton very seriously. Topper was truly a person who loved the Town of Plaistow. Topper was a longtime member of Holy Angels Parish of Plaistow and was a devoted husband, and a proud father and grandfather and enjoyed supporting his children and grandchildren in their various activities.

We are better for having known, worked, and served with Topper Reed. He generously volunteered his time, energy, and dedication to the betterment of Plaistow to make our community a better place to live.





## Town of Plaistow, New Hampshire 2012 ANNUAL REPORT



### *Plaistow, New Hampshire "Progress"*

Progress in Plaistow is directly attributable to the vision, and work of Plaistow's citizens to define the best and highest hopes for our community. Since our inception as a Town in 1749, the Town of

Plaistow has supported the best of hometown values, unwavering patriotism, and dedicated citizenship.



1895 Plaistow Citizens set corner stone of Town Hall

Over the years, Plaistow has seen the changes that have transformed our community from an agricultural economy to a regional center of transportation, education, and commerce.

Plaistow is the home of true patriots. From our Congressional Medal of Honor recipient Daniel George to the men and women from our Town who have served heroically in all of our Nations wars, Plaistonians have always been there to support each other and our nation. Through the centuries, Plaistow's citizens have endeavored to improve the ability of all of our citizens, organizations, businesses, faith-based, non profits and government agencies achieve the progress.

We have come together during times of crisis, supported each other through the good times and collaborated to make well-reasoned decisions about Plaistow's present and future, while working together to carry out the difficult but necessary decisions that have made Plaistow the hometown that we all know and love.



2012 Dick Latham reviews property as part of Plaistow First

Quite simply our Progress is our People and as a community, we have, and continue to be, richly blessed.



# Town of Plaistow, New Hampshire

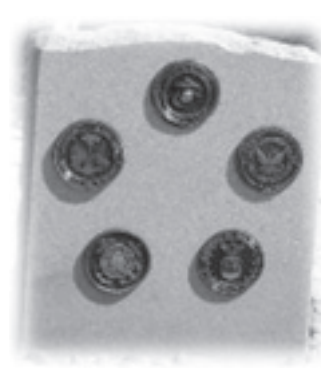
## 2012 ANNUAL REPORT



### *VETERAN'S REPORT*

On behalf of the service veterans of Plaistow we are pleased to present this annual report. The Town continues to honor the men and women who have served their country. The following is a brief report of the activities. The Veteran's Park in the Pollard Park continues to serve as a reminder that freedom is not free. **PROGRESS** was made during 2012 including new service flags that were raised on the six poles and colored ribbons were attached at various seasons. For example, during the Christmas season green wreaths with white ribbons adorn the poles.

Memorial Day was celebrated on May 28, 2012. A parade formed at the Pollard School and proceeded to the Plaistow



Cemetery where services were conducted by the American Legion Post #34. The Memorial Day program continued at the Town Hall where state Representative Norm Major and World War II Veteran Tom Cullen spoke. Pollard School Grade 5 students participated with readings.



Music was provided by the Timberlane School Band. Post #34 Honor Guard provided a salute to fallen comrades.

On Veterans' Day November 11, 2012 festivities began at 11:00 am at the Carl G. Davis Post #34. President Obama declared the period between Memorial Day and Veteran's Day as a time to celebrate the 50th Anniversary of the Vietnam War. Services continued at the Veteran's Park. Twelve Vietnam Veterans raised new military divisional flags. After the service everybody was invited to Post 34 for food, fun and music.

Any questions related to Veterans Services may be answered by contacting the American Legion Post #34 or contacting Gerry Marchand of Haverhill AmVets at the Plaistow Library.

Respectfully Submitted,

Thomas Cullen

William Hallahan

Roy W. Jeffrey





# Town of Plaistow, New Hampshire

## 2012 ANNUAL REPORT



### *A TRIBUTE TO OUR PAST*

(Copied from the 1973 Annual Report of the Town of Plaistow New Hampshire)

#### ABOUT THE COVER

225<sup>th</sup> Anniversary Coin

PICTURE of Obverse of 225<sup>th</sup> Anniversary Coin

PICTURE of Reverse of 225<sup>th</sup> Anniversary Coin

Plaistow was a part of the territory purchased from the Indians in 1642 and was part of Haverhill in its early history.

On March 1, 1749, Benning Wentworth, the Governor of New Hampshire, issued the town charter.

#### Obverse

The Town Hall was built on June 5, 1895. Gift presentations were made. Furniture, a memorial window, a clock and several other items were included.

The Big Elm Tree, planted about 1791 by Samuel Cheney and watched over by the Crockett family, has become an outstanding landmark in Plaistow. Mr. Daniel Smythe was so inspired by this tree he wrote his poem "The Big Elm Tree".

These two landmarks have become so outstanding that they are now the symbols of Plaistow.

#### Reverse

Progress through the years is represented by the brick kiln (on the left). Large deposits of clay were discovered in town, mostly in the Westville district. At one time nineteen brick yards flourished and it was the principal industry of the town. Brick factories, mills, and houses were built throughout the Merrimack Valley, Newburyport and Boston with thousands of carloads of these bricks. The peak of production was the coming of rail transportation (lower center).

Single rails were followed by a double track. "Westville" was named by James Newell George, a railroad executive, who lived in Plaistow center. Soon after the railroad came, the center of population and business was from the depot southerly on Main Street, formerly known as "Broadway".

Business was thriving in Plaistow including a spring water bottling company (on the right) which held a contest to find a name for its new line of soft drinks. Mr. Wentworth, the owner, decided on the name "Hi-Brow" which became one of the best known soft drinks in the area.

Today the water (center) has become the symbol of industrial progress. We associate Process Engineering, Penn Box and Westville Homes with the water tower. It also provided fire protection for some of the homes in Plaistow. The water tower may also be part of a future water system for Plaistow.

Respectfully Submitted,

*John A. Sherman, Selectman*



# Town of Plaistow, New Hampshire

## 2012 ANNUAL REPORT



### *PREVIOUS ANNUAL TOWN REPORT DEDICATIONS*

**1979**

*Clifton E. Cook*

**1980**

*John & Maude Duston*

**1981**

*John A. Palmer*

**1982**

*LeRoy S. Dube*

**1983**

*Irving S. Gilman*

**1984**

*George B. Peabody*

**1985**

*Mildred L. Palmer*

**1986**

*Helen A. Hart*

**1987**

*Annie Mae Schwaner*

**1988**

*Ruth E. Jenne*

**1989**

*Thomas H. Cullen*

**1990**

*Stanley T. Herrick*

**1991**

*Norman L. Major*

**1992**

*David C. Hart*

**1993**

*Lyman W. Hill*

**1994**

*John McSheehy*

**1995**

*Don & Judy Sargent*

**1996**

*Jerry Assad*

**1997**

*Robert Chooljian*

**1998**

*Agnes Dube*

**1999**

*Volunteerism*

**2000**

*Ruth E. Palmer*



**2001**

*Donald E. Petzold*

**2002**

*George & Eleanor Peabody*

**2003**

*J. Alden Palmer, Jr.*

**2004**

*Merilyn P. Senter*

**2005**

*Plaistow Lions Club*

**2006**

*Bernadine Fitzgerald*

**2007**

*T. Richard Latham*

**2008**

*Barry A. Sargent*

**2009**

*Timothy E. Moore*

**2010**

*Laurie Houlihan*

**2011**

*Brenda Major*



# Town of Plaistow, New Hampshire

## 2012 ANNUAL REPORT



### IN MEMORIAM

This page is dedicated to the memory of those Plaistow Residents who passed away during the year 2012. They have served the Town of Plaistow in many exemplary ways as residents, elected or appointed officials, or as volunteers serving in a variety of positions in Town.

<i>Sharon (Gagnon) Bryant</i> 1966 – 2012	<i>David P. Carey</i> 1958 – 2012	<i>Joann M. Chase</i> Pollard School Aid 1925 - 2012
<i>Clayton E. Currier</i> Timberlane Teacher 1923 - 2012	<i>Annette R. (Viglione) D'Agata</i> 1933 - 2012	<i>William E. Dougherty Jr.</i> 1930 - 2012
<i>Evan Padraig Dube</i> 1993 - 2012	<i>James D. Dwyer</i> 1945 - 2012	<i>Robert E. Ericson Sr.</i> 1932 - 2012
<i>Alice M. Froias</i> 1936 - 2012	<i>Walter F. Gosse</i> 1912 - 2012	<i>Joy A. (Pleau) Goulet</i> 1956 - 2012
<i>Catherine E. Hailson</i> 1957 - 2012	<i>Ruth A. Killey</i> 1926 - 2012	<i>Marie A. Higgins</i> 1937 - 2012
<i>Joanne E. Isherwood</i> 1957 - 2012	<i>Bruce E. Matthews</i> 1945 - 2012	<i>Edward A. Lukas, Sr.</i> 1955 - 2012
<i>Joan M. Maguire</i> 1931 - 2012	<i>Paul R. Millett</i> 1958 - 2012	<i>George Elliot Mayo</i> 1942 - 2012
<i>Edward McKenzie</i> Historical Society 1925 - 2012	<i>Herbert K. Reed</i> Cemetery Sexton 1940 - 2012	<i>Patrick Nee</i> 1933 - 2012
<i>Michael James Plourde</i> 1981 - 2012	<i>Benjamin J. Sadewicz</i> 1920 - 2012	<i>Dr. Ernest F. Ruddy</i> 1924 - 2012
<i>Mary C Ruddy</i> 1924 - 2012	<i>Sharon A. Schena</i> 1962 - 2012	<i>Jan M. Sargent</i> 1935 - 2012
<i>Joseph J. Sawtell</i> 1981 - 2012	<i>John C. "Yanni" Trihlias</i> 1939 - 2012	<i>James R. Sexton II</i> 1958 - 2012
<i>Michael M. Tavitian</i> 1936 - 2012	<i>Ray C. Barton, 79</i> Elder Affairs Committee 1932 - 2011	<i>Dr. John W. Walsh, D.C.</i> 1922 - 2012





# Town of Plaistow, New Hampshire

## 2012 ANNUAL REPORT



### ***ELECTED AND APPOINTED TOWN OFFICIALS AND COMMITTEES -2012***

<b>Auditor</b>	<b>Term</b>	<b>Cemetery Advisory Board</b>	<b>No Term</b>
Open	N/A	Francis Berube, <i>Chairman</i> Sean Fitzgerald, <i>Town Manager</i>	
<b>Board of Selectmen</b>	<b>Term</b>	Daniel Garlington, <i>Highway Sup.</i>	
Michelle Curran, <i>Chairman</i>	2015	Bernadine A. FitzGerald	
John A. Sherman, <i>Vice Chairman</i>	2013	Eleanor Peabody	
Charles L. "Buzzy" Blinn	2013	James Thornton	
Robert J. Gray	2014		
Daniel Poliquin	2015	<b>Conflict of Interest Committee</b>	<b>Term</b>
		Dennis Naffah, <i>Chairman</i>	2013
<b>Budget Committee</b>	<b>Term</b>	William Smith, <i>Vice Chairman (App. 2013)</i>	2014
Martha Sumner, <i>Chairman</i>	2014	Therese A. Chouinard, <i>Secretary</i>	2015
Kristin Lewis Savage, <i>Vice Chairman</i>	2014	Scott Sullivan ( <i>App. 2013</i> )	2015
Gayle Hamel	2015	John Moynihan ( <i>App. 2013</i> )	2014
Dan Bush	2015		
Benjamin Sadewicz	2015	<b>Conservation Commission</b>	<b>Term</b>
Daryl Britton	2015	B. Jill Senter, <i>Chairman</i>	2015
Anthony Ricco	2014	David Averill	2014
Barry Weymoth	2014	Timothy Moore	2014
Neal Morin	2013	Olaf Westphalen	2013
Patricia Holt	2013	Steve Curran	2013
W. David Gerns, Sr.	2013	Charles "Buzzy" Blinn, <i>Selectman's Rep.</i>	N/A
John Sherman, <i>Selectman's Rep.</i>	N/A		
		<b>Family Mediation</b>	<b>Term</b>
<b>Cable TV Advisory Committee</b>	<b>Term</b>	Patricia Macomber	
John "Jay" Deroche, <i>Chairman</i>	2015	Barbara Tavitian	2014
Dean Zanello, <i>Coordinator</i>	N/A	Michelle Curran, <i>Selectman's Rep.</i>	N/A
Susan Sherman	2015		
Michelle Conte	2013	<b>Highway Safety Committee</b>	<b>No Term</b>
Daniel Bush	2012	Stephen C. Savage, <i>Police Chief, Chair</i>	
Charles "Buzzy" Blinn, <i>Selectman's</i>	N/A	John McArdle, <i>Fire Chief, Vice Chair</i> Sean Fitzgerald, <i>Town Manager</i>	
		P. Michael Dorman, <i>Chief Building Official</i>	
<b>Capital Improvement Program</b>	<b>Term</b>	Daniel Garlington, <i>Highway Supervisor</i>	
Timothy E. Moore, <i>Chairman, Planning</i>	N/A	Leigh G. Komornick, <i>Town Planner</i>	
Geoff Adams, <i>Planning Bd.</i>	N/A	T. Richard Latham, <i>Citizen Rep.</i>	
Gayle Hamel, <i>Budget Comm. Rep.</i>	N/A	Ernie Sheltry, <i>Citizen Rep.</i>	
W. David Gerns, Sr., <i>Budget Comm. Rep.</i>	N/A	Lisa Withee, <i>Citizen Rep.</i>	
John A. Sherman, <i>Selectmen's Rep.</i>	N/A	Sarah Gibbs, <i>Recording Secretary</i>	
Daniel Poliquin, <i>Selectmen's Rep.</i>	N/A	Daniel Poliquin, <i>Selectman's Rep.</i>	
Charles "Buzzy" Blinn, <i>Sel. Rep. Alt.</i>	N/A		



# Town of Plaistow, New Hampshire

## 2012 ANNUAL REPORT



### ***ELECTED AND APPOINTED TOWN OFFICIALS AND COMMITTEES -2012*** ***(Continued)***

<b>Historical Society</b>	<b>No Term</b>	<b>Planning Board</b>	<b>Term</b>
Robert Carolan, <i>President</i>		Steve Ranlett, <i>Chairman</i>	2014
Michael Smith, <i>Vice President</i>		Charles Lanza, <i>Vice Chair</i>	2013
Catherine O'Brien, <i>Recording</i>		Timothy E. Moore	2014
Tami Smith, <i>Corresponding Secretary</i>		Gennifer Silva	2015
Eleanor P. Peabody, <i>Treasurer</i>		Joyce Ingerson, <i>Alternate</i>	2013
Mildred Illsley, <i>Member at Large</i>		Geoffrey Adams, <i>Alternate</i>	2013
Jeanne Smith, <i>Member at Large</i>		Robert Gray, <i>Selectmen's Rep.</i>	N/A
		Michelle Curran, <i>Alt. Sel. Rep.</i>	N/A
<b>Moderator</b>	<b>Term</b>	<b>Public Safety Complex Building Committee</b>	<b>No Term</b>
Robert Harb, <i>Moderator</i>	2014	John McArdle, <i>Fire Chief, Co-Chair</i>	
Norman L. Major, <i>Deputy Moderator</i>	N/A	Stephen C. Savage, <i>Police Chief, Co-Chair</i>	
<b>Old Home Day Committee</b>	<b>No Term</b>	Sean Fitzgerald, <i>Town Manager, Co-Chair</i>	
Daniel Bush, <i>Chairman</i>		P. Michael Dorman, <i>Chief Building Official</i>	
Haley Bush		William Query, <i>Citizen Rep.</i>	
Mandee Bush		Daniel J. Poliquin, <i>Selectmen's Rep.</i>	
Wendy Bush		Sarah Gibbs, <i>Recording Secretary</i>	
Barry Weymouth			
Bruce Wilson		<b>Recreation Commission</b>	<b>Term</b>
Bill Lohnes, <i>Rep. for the Lions Club</i>		William Coye, <i>Chairman</i>	2014
Charles L. "Buzzy" Blinn, Jr., <i>Sel.</i>		Leona Stevens, <i>Vice Chairman (Resigned)</i>	2015
		Thomas Alberti	2015
<b>Plaistow First Committee</b>	<b>No Term</b>	Patrick Buckley	2014
Robert Harb, <i>Chairman</i>		Susan Sherman	2014
Sean Fitzgerald, <i>Town Manager</i>		Kristin Lewis Savage	2013
P. Michael Dorman, <i>Building Official</i>		Wendy Moley	2013
Leigh Komornick, <i>Town Planner</i>		Daniel Poliquin, <i>Selectmen's Rep.</i>	N/A
Charlie Lanza, <i>Planning Board</i>		John A. Sherman, <i>Alt. Selectmen's Rep.</i>	N/A
Timothy Moore, <i>Planning</i>			
David Hansbury, <i>Citizen's Rep.</i>		<b>Rockingham Planning Commission (RPC)</b>	<b>Term</b>
Daniel Johnson, <i>Citizen's Rep.</i>		Timothy E. Moore	2013
T. Richard Latham, <i>Citizen's Rep.</i>			
George Melvin, <i>Citizen's Rep.</i>		<b>RPC Metropolitan Planning Organization</b>	<b>Term</b>
Paul Sickel, <i>Citizen's Rep.</i>		Timothy E. Moore	2013
Robert Gray, <i>Selectmen's Rep.</i>		Merilyn Senter	
John Sherman, <i>Alt. Sel. Rep.</i>			
		<b>Supervisors of the Voter Checklist</b>	<b>Term</b>
		Nancy Jackman, <i>Chairman</i>	2018
		Kathleen A. Giacobbe	2014
		Polly Huard	2013



# Town of Plaistow, New Hampshire

## 2012 ANNUAL REPORT



### ***ELECTED AND APPOINTED TOWN OFFICIALS AND COMMITTEES -2012*** ***(Continued)***

<b>Tax Collector</b>	<b>Term</b>
Rosemarie L. Bayek, <i>Tax Collector</i>	2015
Julie McNamara, <i>Deputy Tax Collector</i>	N/A
<b>Town Clerk</b>	<b>Term</b>
Maryellen Pelletier, <i>Town Clerk</i>	2013
Martha Fowler, <i>Deputy Town Clerk</i>	N/A
<b>Treasurer</b>	<b>Term</b>
Pat Macomber, <i>Treasurer</i>	2013
Brenda Major, <i>Deputy Treasurer</i>	N/A
<b>Trustees of the Library</b>	<b>Term</b>
Jennifer Kiarsis, <i>Chairman</i>	2013
Kathleen Wright, <i>Secretary</i>	2015
Catherine R. Willis, <i>Treasurer</i>	2015
Deborah E. Hoadley	2014
Kathleen Vavra	2013
Kathryn Morin, <i>Alternate (Appointed)</i>	2013
Scott Lane, <i>Alternate (Appointed)</i>	2013
<b>Trustee of the Trust Funds</b>	<b>Term</b>
B. Jill Senter, <i>Chairman</i>	2015
Kara Ann Gilroy	2014
Phyllis L. Carifio	2013
<b>Zoning Board of Adjustment</b>	<b>Term</b>
Lawrence M. Ordway, <i>Chairman</i>	2014
Joyce Ingerson	2015
James Allen	2015
Roderic Cole	2014
Paul Boniface	2013
Timothy E. Fisher	2013



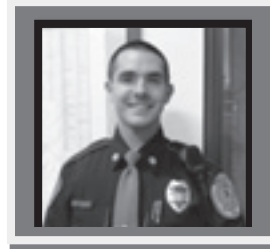
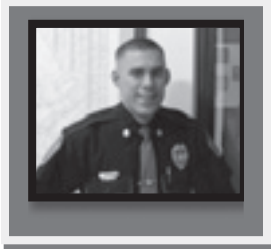


## Town of Plaistow, New Hampshire

### 2012 ANNUAL REPORT



#### EMPLOYEE SPOTLIGHT



The Town would like to introduce and welcome the Police Department's newly sworn-in Officers. These Officers have all recently completed the NH Police Standards and Training Police Academy as well as the Department's rigorous Field-Training process.

*(Top Row Left to Right: Full-Time Officers Robert D'Auria, Sonya Robicheau, Ryan Garney, and Miguel Cruz) (Bottom Row Left to Right: Full-Time Officer Edward Lukas, Jr. and Part-Time Certified Animal Control Officer Brian Farrell)*

### Wanted couple from Plaistow arrested in Florida

Pair sought by police after boy seriously injured

UPDATED 10:34 AM EST Nov 29, 2012

Read more: <http://www.wmur.com/news/nh-news/Wanted-couple-from-Plaistow-arrested-in-Florida/-/9857858/17584732/-/cco92t/-/index.html#ixzz2Izw1wzjm>

A job well done by the Plaistow Police Department in apprehending the Plaistow couple who fled to Florida after allegedly abusing the female's 3-year old son!

A special commendation to the Department's Special Investigative Unit consisting of Det. George Wickson, Det. Patrick Schiavone, and Sgt. Glenn Miller who, in total, spent hundreds of man-hours on this case tracking tips and sightings of the couple, as well as assisting in the return of the couple back to Plaistow, NH for prosecution.

The Town would also like to thank the citizens for their outpouring of concern and generosity for the little boy and for all their donations and gifts to him to help make sure he had a wonderful holiday despite this traumatic event. As of this report, he is doing quite well!



# Town of Plaistow, New Hampshire

## 2012 ANNUAL REPORT



### **GOVERNMENT OFFICIALS**

#### **Governor**

Maggie Hassan  
State House - 107 North Main Street  
Concord, NH 03301  
Tel: (603) 271-2121  
Fax: (603) 271-7640  
Website: [www.ayotte.senate.gov](http://www.ayotte.senate.gov)

#### **US Senator**

Kelly Ayotte  
144 Russell Senate Office Building  
Washington, D.C. 20510  
Tel: (202) 224-3324  
Fax: 202-224-4952  
Website: [www.ayotte.senate.gov](http://www.ayotte.senate.gov)

#### **US Congressman (District 1)**

Carol Shea Porter  
1530 Longworth House Office Building  
Washington, DC 20515  
Tel: (202) 225-5456  
Fax: (202) 225-5822  
Website: [www.](http://www.)

#### **Rockingham County Commissioner**

Katherine "Kate" Pratt, Chair  
119 North Road  
Brentwood, NH 03833  
Tel: (603) 679-9350  
Email: [kpratt@co.rockingham.nh.us](mailto:kpratt@co.rockingham.nh.us)

#### **(District 34)**

Jeffrey D. Oligny  
28 Main Street  
Plaistow, NH 03865  
Phone: (603) 339-2626  
Email: [jeffrey.oligny@leg.state.nh.us](mailto:jeffrey.oligny@leg.state.nh.us)

#### **(District 14)**

Jack Hayes  
53 Summit Dr  
Atkinson, NH 03811  
Tel: (603) 362-4874  
Email: N/A



#### **US Senator**

Jeanne Shaheen  
520 Hart SOB  
Washington, D.C. 20510  
Tel: (202) 224-2841  
Fax: (202) 228-3194  
Website: [www.shaheen.senate.gov](http://www.shaheen.senate.gov)

#### **State Senator (District 22)**

Chuck W. Morse  
18 Brook Hollow Road  
Salem, NH 03079  
Tel: 271-4980  
Email: [charles.morse@leg.state.nh.us](mailto:charles.morse@leg.state.nh.us)

#### **Executive Councilor (District 3)**

Christopher Sununu  
71 Hemlock Court  
Newfields, NH 03856  
Executive Council Office: (603) 271-3632  
Home Office: (603) 658-1187  
Email: [csununu@nh.gov](mailto:csununu@nh.gov)

#### **State Representatives**

##### **(District 14)**

Norm Major  
12 Kingston Rd  
Plaistow, NH 03865  
Phone: (603) 382-542  
Email: [nlbem@comcast.net](mailto:nlbem@comcast.net)

##### **(District 14)**

Debra DeSimone  
11 Providence Hill Rd  
Atkinson, NH 03811  
Phone: (603) 362-431  
Email: [debra.desimone@leg.state.nh.us](mailto:debra.desimone@leg.state.nh.us)

##### **(District 14)**

William Friel  
5 Kelly Ln  
Atkinson, NH 03811  
Tel: (603) 362-5423  
Email: [william.friel@leg.state.nh.us](mailto:william.friel@leg.state.nh.us)



# Town of Plaistow, New Hampshire

## 2012 ANNUAL REPORT



### ***REPORT OF STATE REPRESENTATIVE NORMAN L. MAJOR***

#### ***A Message from the State House in Concord***

I am once again honored to be serving the citizens of Plaistow as a State Representative and thank you all for your support in the 2012 election. Now a member of the Legislature for 16 years, I remain privileged to be able to provide important constituent services and am dedicated to maintaining a balanced state budget, to supporting education funding and environmental issues, and to improving the climate for New Hampshire's small business community. I strive to keep "truth in budgeting" and to encourage the Legislature to more fully consider the impact of proposed legislation on present and future generations.



#### **Acknowledgement to One of Plaistow's Elected Officials**

While some may think that a salary of \$200 per biennium would deter many from wanting to be a State Representative, New Hampshire has actually been fortunate over the years to have a wonderful cross-section of the state's men and women including business people, homemakers, educators, engineers, doctors, lawyers, students and retirees.

Serving as a State Representative also involves working with dedicated local elected and appointed officials. One official that I would like to acknowledge and thank for the many years of service to the Town of Plaistow is Selectman Charles "Buzzy" Blinn. After serving for 21 years (7 terms) as a member of the Board of Selectmen, Buzzy has decided not to run again. Before and during his tenure, I have always been able to go to Buzzy to discuss and get his opinion on numerous topics and issues. I know he will continue to be involved in his beloved Town.

#### **2012 Legislative Bills**

The House of Representatives, as part of the General Court that includes the 24 member Senate, convenes annually. In addition to attendance at the actual Legislative days, we also invest many hours in committee work. In fact, during a regular session, there may be more than 1,000 bills to consider! And, N.H. rules governing the lawmaking process mandate that every bill go through a public hearing before there's a House vote. In 2012, there were 386 legislative bills passed during the legislative session out of 1092 bills that were initially filed. In the last 16 years I sponsored or cosponsored 105 bills with 53 of these bills becoming law.

A particularly significant bill that passed amended RSA 662:5, the State law which establishes the state representative district boundaries. As a result, the old district boundaries have been repealed and new district boundaries established in accordance with the latest federal decennial census. Keeping with how our very first forefathers fixed the size of the House of Representatives --- as a direct ratio to the state's population, the 2000 Census resulted in changes to the district boundaries. However, based upon a constitutional amendment in 1942, the size of the House was limited to 400 but not less than 375 members. As a result, the New Hampshire House is the largest state legislative body in the United States.





## Town of Plaistow, New Hampshire

### 2012 ANNUAL REPORT



### ***REPORT OF STATE REPRESENTATIVE NORMAN L. MAJOR (Continued)***

#### **Plaistow's New Districts**

The redistricting has resulted in Plaistow now being part of two districts --- District 14 (made up of 4 representatives from Atkinson and Plaistow), and District 34, (made up of 1 representative from Atkinson, Hampstead, Plaistow or Kingston). District 34 was created as a result of the fact that each legislator represents approximately 3,250 citizens, and there was an excess of population underrepresented for District 14 and an excess population underrepresented for District 13 (made up of 4 representatives from Hampstead and Kingston). Therefore, this "excess" population is now represented by one (1) more legislator from District 34.

In closing, again, I am honored and privileged to be serving as a State Representative for the Town of Plaistow. As in the past, I will work to maintain the Town and the State's position as one of the best places to live, work, and raise a family in the country.

If I can be of any assistance, please feel free to contact me at [nlbem@comcast.net](mailto:nlbem@comcast.net).

Respectfully Submitted,

*Norman L. Major, State Representative*

#### ***A LEGISLATIVE "FUN FACT"***

Did you know "Live Free or Die" is the official motto of New Hampshire? Adopted by the General Court in 1945, the phrase comes from a toast written by General John Stark on July 31, 1809. Poor health forced Stark, New Hampshire's most famous soldier of the American Revolutionary War, to decline an invitation to an anniversary reunion of the Battle of Bennington and to send his toast by letter: Live free or die: Death is not the worst of evils. The motto was enacted at the same time as the state emblem, on which the motto appears.





# Town of Plaistow, New Hampshire

## 2012 ANNUAL REPORT



### TOWN EMPLOYEES - 2012

<b>Animal Control</b>	<b>Fire Department - Firefighters/EMTs (Cont'd)</b>
Brian Farrell	Bruce Gusler, Jr., <i>Firefighter/First Responder/Driver</i>
	Jay Guzofski, <i>Firefighter/EMT/Paramedic</i>
<b>Emergency Management</b>	Russell Hawkins, <i>Firefighter/Driver/First Responder</i>
William Baldwin, <i>Director</i>	Shawn Herzog, <i>Affiliated Member</i>
P. Michael Dorman, <i>Deputy Director</i>	Ryan Higgins, <i>Firefighter/First Responder</i>
Dennise Horrocks, <i>Deputy Director</i>	Greg Hogg, <i>Firefighter/EMT</i>
	Donald Hutchinson, <i>Firefighter/EMT</i>
<b>Executive Department</b>	Richard Johnston, <i>Firefighter/EMT/Driver</i>
Sean Fitzgerald, <i>Town Manager</i>	Trevor LaBonte, <i>Firefighter</i>
Audrey J. DeProspero, <i>Administrative Assistant to Town Manager and Board of Selectmen</i>	Mike Murphy, <i>Firefighter</i>
Janet Gallant, <i>Director of Finance and Admin.</i>	Andrew Owens, <i>Firefighter/EMT</i>
	Butch Peabody, <i>Firefighter/Driver</i>
	Daniel Poliquin, <i>Firefighter/Driver</i>
<b>Fire Department - Officers</b>	John Salerno, <i>Firefighter/EMT</i>
John McArdle, <i>Chief – EMT</i>	Brad Simmons, <i>(resigned)</i>
Jay Judson, III, <i>Deputy Chief – EMT</i>	Jon Thorgilsson, <i>Affiliated Member</i>
Michael Kennedy, <i>Deputy Chief – EMT</i>	Erin White, <i>Firefighter/EMT</i>
Christopher Poliquin, <i>Captain – EMT</i>	John Wood, <i>Firefighter/EMT/Driver</i>
Scott Vezina, <i>Captain – EMT Intermediate</i>	
John Stevens, <i>Lieutenant – EMT</i>	<b>Highway Department</b>
	Daniel Garlington, <i>Supervisor</i>
<b>Fire Department - Firefighters/EMTs</b>	Dana Rabito, <i>Foreman</i>
Robert Agneta, <i>(resigned)</i>	Aaron Shea, <i>Laborer</i>
Anthony Alvino, <i>EMT/Intermediate</i>	Andy Jones, <i>Laborer</i>
Crystal Bradstreet, <i>EMT (probation)</i>	Michael Gaff, <i>Seasonal Laborer</i>
Scott Bradstreet, <i>Firefighter</i>	
Gary Carbonneau, <i>Firefighter/EMT/Driver</i>	<b>Library</b>
Steven Carter, <i>(resigned)</i>	Diane Arrato Gavrish, <i>Director</i>
Zack Castellano, <i>Firefighter</i>	LuAnn Blair, <i>Assistant Director - Head of Youth Services (resigned)</i>
Richard Colcord, <i>Firefighter/Driver</i>	Nancy Chase, <i>Head of Youth Services Librarian</i>
Christopher Coughlin, <i>(resigned)</i>	Lara Croft, <i>Administrative Assistant and Interlibrary Loan Librarian</i>
Larry Cutts, <i>Firefighter/EMT/Intermediate</i>	
John DeFina, <i>(resigned)</i>	Kelli Lennon, <i>Staff</i>
Joshua Estabrook, <i>Firefighter</i>	Amanda Plant, <i>Staff</i>
Shawn Feeley, <i>Firefighter/Driver</i>	Rand Hall, <i>Staff</i>
Morgan Fisher, <i>Firefighter</i>	Annie Averill, <i>Staff</i>
Richard Fowler, <i>Firefighter/EMT</i>	Anita Micale, <i>Staff</i>
Joshua Gagnon, <i>Firefighter/EMT</i>	
Thomas Gillis, <i>Firefighter</i>	
Bruce Gusler, Sr., <i>Firefighter/Driver</i>	



# Town of Plaistow, New Hampshire

## 2012 ANNUAL REPORT



### ***TOWN EMPLOYEES -2012 (Continued)***

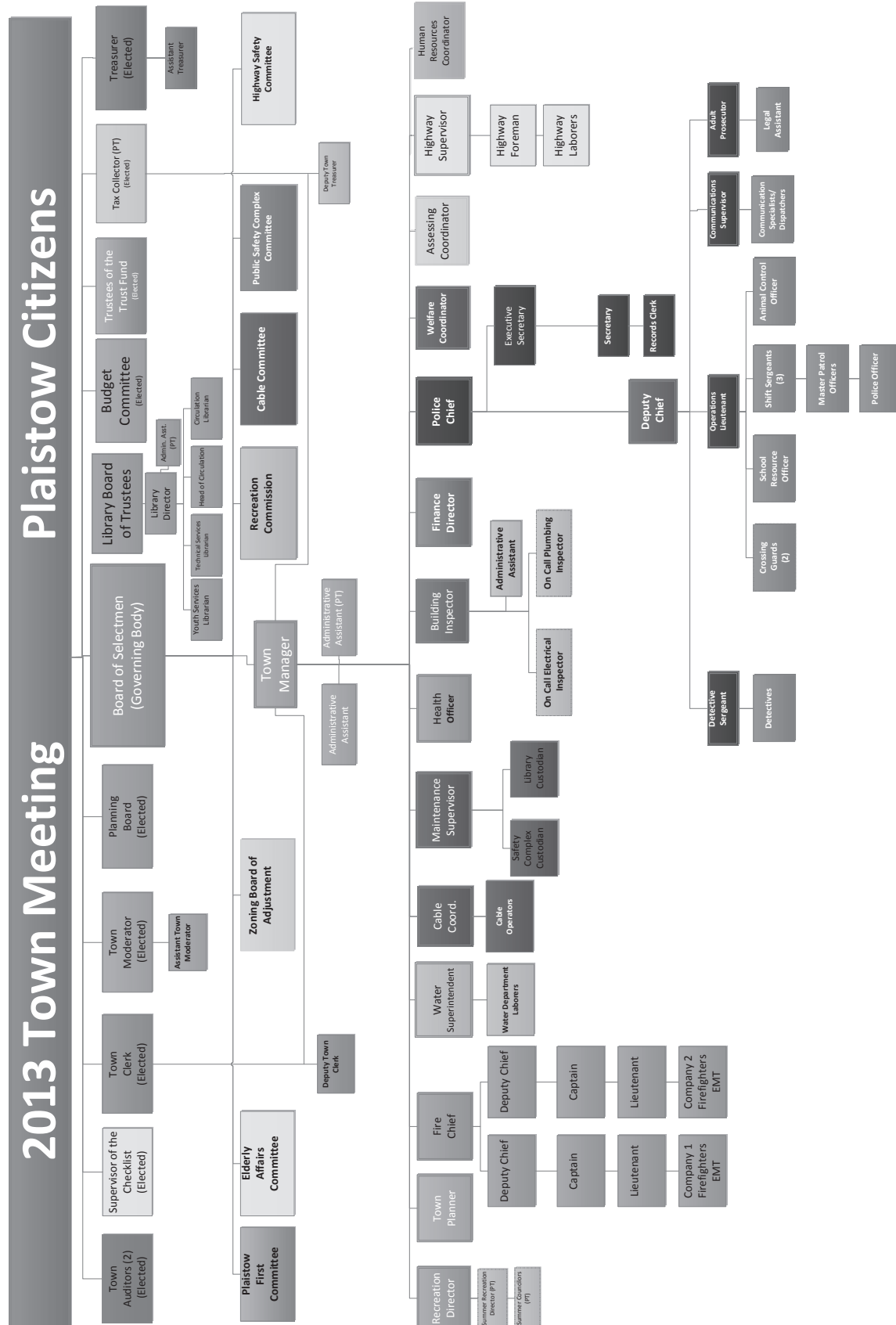
<b>Maintenance Department</b>	<b>Police Department - Communications</b>
David Bowles, <i>Supervisor</i>	Lucia Theberge, <i>Communications Supervisor</i>
Gerard Marchand, <i>Custodian</i>	Cherie Deloge, <i>Communications Specialist</i>
Ernie Miller, <i>Custodian</i>	Joel Albair, <i>Communications Specialist</i>
	Michael Pauk, <i>Dispatcher</i>
<b>Police Department</b>	Steven Leavitt, <i>Dispatcher</i>
Stephen C. Savage, <i>Chief</i>	Christina Cruz, <i>Part-Time Dispatcher</i>
Kathleen A. Jones, <i>Deputy Chief</i>	
William Baldwin, <i>Operations Lieutenant</i>	<b>Recreation Department</b>
Glenn Miller, <i>Sergeant</i>	Carli Malette, <i>Director (resigned)</i>
Valquerio Eiro, Jr., <i>Sergeant/DARE Officer</i>	Christina Cruz, <i>Acting Director</i>
Alec Porter, <i>Sergeant/K-9 Handler</i>	
Jason Mazza, <i>Sergeant</i>	<b>Water Department</b>
Michael Beauchesne, <i>Master Patrol Officer</i>	John McArdle, <i>Superintendent</i>
Joan Marsilia, <i>Master Patrol Officer/School Resource Officer</i>	Joshua Estabrook, <i>Maintenance (part-time)</i>
Brett Morgan, <i>Master Patrol Officer</i>	Shawn Feeley, <i>Maintenance (part-time)</i>
George Wickson, <i>Master Patrol Officer/Detective</i>	Richard Fowler, <i>Maintenance (part-time)</i>
Dorothy McGurren, <i>Master Patrol Officer</i>	Ryan Higgins, <i>Maintenance (part-time)</i>
Patrick Schiavone, <i>Master Patrol Officer/DARE Officer</i>	Christopher Poliquin, <i>Maintenance/Technician (part-time)</i>
Robert D'Auria, Jr., <i>Officer</i>	
Sonya Robicheau, <i>Officer</i>	<b>Town Hall Staff</b>
Ryan Garney, <i>Officer</i>	Rosemarie Bayek, <i>Tax Collector (elected)</i>
Miguel Cruz, <i>Officer</i>	Nancy Bolduc, <i>Administrative Support</i>
Edward Lukas, Jr., <i>Officer</i>	Jay Deroche, <i>Cable Operator</i>
Stephen Lundquist, <i>Officer (resigned)</i>	P. Michael Dorman, <i>Chief Building/Code Enforcement Officer &amp; Deputy Health Officer</i>
Scott Anderson, <i>Part-Time Officer</i>	James Flathers, <i>Plumbing/Gas Inspector</i>
Sarah E. Gibbs, <i>Executive Secretary</i>	Martha Fowler, <i>Deputy Town Clerk</i>
Jennifer Page, <i>Secretary</i>	Leigh G. Komornick, <i>Town Planner</i>
Wendy Ventura, <i>Records Clerk</i>	Charles Manes, <i>Cable Operator</i>
April Aucoin, <i>Victim Witness Advocate</i>	Julie McNamara, <i>Deputy Tax Collector and Assistant Town Clerk</i>
Margo Collins, <i>Matron</i>	Laurie Pagnottaro, <i>Recording Secretary for Planning Board and ZBA</i>
Gilbert Brasil, <i>Crossing Guard</i>	Maryellen Pelletier, <i>Town Clerk (Elected)</i>
Linda Hale, <i>Crossing Guard</i>	Ken Ray, <i>Electrical Inspector</i>
Interpreter ( <i>Vacant</i> )	Lorice Sadewicz, <i>Human Resources/Services Coordinator and Assessing Clerk</i>
Kraken, <i>K-9</i>	Dee Voss, <i>Office Manager, Dept. of Bldg. Safety and ZBA Administrative Assistant</i>
April Aucoin, <i>Officer</i>	Dean Zanello, <i>Cable Coordinator</i>
Margo Collins, <i>Part-Time Officer</i>	





# Town of Plaistow, New Hampshire

## 2012 ANNUAL REPORT





# Town of Plaistow, New Hampshire

## 2012 ANNUAL REPORT



### REPORT OF THE BOARD OF SELECTMEN

#### Acknowledgement and Recognition of Town Officials, Staff and Volunteers

Plaistow has a rich history of Citizens that have served the Community. Plaistow continues to benefit and enjoy the results of the excellent work of Town Officials, Staff, Boards and Committees, as well as the hundreds of volunteers who give their time for the betterment of the Community and contribute to the **PROGRESS** we continue to collectively make.

I would especially like to recognize Charles L. “Buzzy” Blinn, Jr., who has been serving consistently as a member of the Board of Selectmen (BOS) since 1992, representing twenty-one (21) years of service. To date, he is the longest serving Selectman in the Town’s history. His devotion, passion and willingness to dedicate years of service to the Town will not soon be forgotten. Nor will his many contributions he has made to the Town over the years. We will truly miss him and wish him all the best in his future endeavors.



I would also like to acknowledge and thank Carli (Sarty) Malette, who served the Town in various capacities for over twenty (20) years including as Recreation Director and also as a member of the BOS. We sincerely and greatly appreciate all of her hard work and dedication that has allowed our Recreation Department and other aspects of Town government to flourish. Because of Carli, the Town now not only has an excellent Summer Children’s Recreation Program, but we offer programs and opportunities for all age groups. The Town will surely miss her and her “*Can Do*” attitude.



In addition, I would like to recognize LuAnn Blair, who retired this year after being on the Plaistow Library Staff for fifteen (15) years. She began working at the Library in 1998, and served in many capacities such as Circulation Librarian, Children's Librarian, Head of Youth Services and Assistant Director. Her work on the Children’s Programs and the Summer Reading Program’s has allowed the Town to provide great services to our youth. We will miss you, LuAnn!

Lastly, I would like to acknowledge and congratulate Susan Sherman who was recipient of this year’s N.H. Municipal Association’s “Annual Municipal Volunteer Award.” This award is presented to a select group of volunteers who are nominated for their tireless and dedicated community service. Mrs. Sherman received this Award at the Local Government Center’s (LGC) Annual Conference held in November.





# Town of Plaistow, New Hampshire

## 2012 ANNUAL REPORT



### ***REPORT OF THE BOARD OF SELECTMEN (Continued)***

#### **Serving the Residents of Plaistow**

As Chairman of the BOS for the past year, I and my fellow BOS members have had the honor and privilege to serve the residents of Plaistow in a manner that we believe will allow the Town to continue to ***PROGRESS*** and move forward. We are an elected, five member Board, and I have had the pleasure of serving as Chairman this year and have also been a Selectman for a total of six years. The other 2012 members of the BOS include: Vice-Chairman, John Sherman, who has been a Selectman for the Town since 2001; Charles “Buzzy” Blinn, who has been on the Board since 1992; Dan Poliquin, a Selectman since 2006, and Robert Gray, who, when first elected in 2000, was the youngest Selectman ever elected. Bob has been a Selectman for a total of seven (7) years. Collectively, the current BOS has over fifty (50) years of experience!

The BOS meets Monday night’s beginning at 6:30 p.m., and many weeks do not adjourn until very late. Our agendas are always full and we must often prioritize agenda items in order to address all of the important business of the Town. In addition to our weekly meetings, we also serve as BOS representatives on other important Town and Regional Boards and Committees and are obligated to attend day and/or night-time meetings, and, as liaisons, provide weekly updates to our fellow BOS members.



#### **Cost Containment**

The BOS, along with Town Officials, Staff, and members of all Committees and Boards, have worked hard and taken many steps to reduce costs in the Town’s operating budget, advance strategies and policies that will help create jobs, better define operational efficiencies, seek outside revenue sources including federal, state and local grants that can help offset costs by the taxpayers, and support economic development and investments in the Town. All of these efforts have truly “paid off”, and we have been able to maintain the total budget and reduce the tax rate.

We are painfully aware that 2012 continued to be a challenging economic year for many Plaistow families --- especially concerns about having and/or keeping jobs. Therefore, Plaistow Selectmen, along with all Town Officials and Employees, are proud of the ***PROGRESS*** and efforts that have enabled Plaistow to continue to maintain or reduce spending. We will continue our efforts in 2013.



# Town of Plaistow, New Hampshire

## 2012 ANNUAL REPORT



### ***REPORT OF THE BOARD OF SELECTMEN (Continued)***

#### **Beede Superfund Site**

I am proud and excited to announce that the long awaited clean-up of the Beede Superfund Site is now well underway. During 2012, Town Officials and Staff held monthly Technical Meetings to review the ongoing work. Agendas typically contained between eight and ten agenda items including such topics as:

- The ***Safety Issues*** associated with the new access route located at the intersection of Danville Road and N.H. Route 121A (Main Street) including the installation of a permanent traffic signal. NHDOT District VI worked closely with the Town and the Beede Group on the application for a driveway permit that the NHDOT had given approval for the conceptual design that included the Town requesting permanent traffic signals. There was extensive survey work and the Beede Group was required to purchase land and easement agreements for the project. The construction of the intersection and installation of the traffic signal was completed at the end of 2012.



As a part of this process, the Beede Group coordinated with the Timberlane Regional School

District on the schedule for the start of school at the Middle and High Schools located on Greenough Road, just south of the intersection of N.H. Route 121A and Danville Road. Issues with regards to not only the buses, but all of the students and parents who drive to school each day were a major concern for the School District. The EPA and the Beede Group responded to all of the District and the Town's concerns regarding the schedule for construction of the intersection, as well as the trucks involved with any preliminary clean-up work. While the construction of the new intersection is needed for any/all access into



the site, the real active trucking will not be occurring until early 2016.

- The ***Design*** of the clean-up methods and the proposed timeline. While at 90% design at the beginning of 2012, it is now fully complete. This included the Groundwater Management of Migration (MOM) Design Status and Code review of the MOM Building Design.
- The ***Clean-Up*** work which is in the early stages including the relocation of soil piles that existed on site and which had to be moved in order to construct the access road and new building.





# Town of Plaistow, New Hampshire

## 2012 ANNUAL REPORT



### ***REPORT OF THE BOARD OF SELECTMEN (Continued)***

- The new ***Waterline*** installed by the Pennichuck Company for the Beede Group to supply water to the twenty-two (22) Beede abutters with contaminated wells. The Beede Group, through a contract with Pennichuck Water Works, has installed a waterline from a new well they just dug for the Twin Ridge Condominiums off of Culver Street which is producing very high amounts of water.
- The numerous ***Cable Program Shows*** that were taped and run on Channel 17 throughout 2012 to keep the public informed of all progress. Jim Brown and Doug Gutro of the EPA joined Sue Sherman for a thirty minute cable program on the Beede Site as part of a Community Information Update.
- The ***Newsletters*** that were sent out by the EPA containing an update on the site clean-up, including a map showing the soil pile relocations.
- The ***Facebook Page*** that the Beede Group established that is consistently updated with information on and pictures construction activity.
- The ***Community Outreach*** including a presentation by the EPA to the Timberlane Regional School District Board in August which went very well. In addition, the EPA conducted targeted outreach to residents when the house was demolished on Main Street and notified them of the trucking activities as well.

### **ARM Grant**

It was an exciting year for the Town's Conservation Commission. In October, 2012, the Town of Plaistow learned that they had been selected by the New Hampshire Department of Environmental



Services "Aquatic Resource Mitigation" (ARM) Fund Site Selection Committee to receive \$100,000 for the Plaistow Town Forest Project in Plaistow. The ARM Fund was established by law in August, 2006 as a mitigation option for certain projects not able to provide other forms of mitigation. The ARM Fund Site Selection Committee was established to provide a mechanism for reviewing, evaluating, and selecting wetland restoration, upland preservation, wetland creation, and other aquatic resource improvement proposals that are considered high priority projects mitigation projects.



## Town of Plaistow, New Hampshire

### 2012 ANNUAL REPORT



#### ***REPORT OF THE BOARD OF SELECTMEN (Continued)***

The ARM Fund Site Selection Committee recommended \$100,000 for the Plaistow Town Forest project which will permanently conserve the vast majority of an unfragmented block of land that encompasses more than 490 acres. This is the largest unfragmented block of land in Plaistow and one of the largest such blocks along the border communities in Rockingham County, west of South Hampton. In addition, the conservation easement to be held by the Southeast Land Trust of New Hampshire (hereinafter "SLTNH") will compliment other directly abutting conservation lands.

Thanks to the hard work of Jill Senter, Chairman of the Plaistow Conservation Commission, Tim Moore, and all of the members of the Commission, Plaistow will now enjoy many years of open space and passive outdoor recreation in the Town's Forest. ***Way to go, Conservation Commission!***

#### **N.H. Route 125 (Plaistow Road) Widening Project and the Associated Service Road**

In 2012, the New Hampshire Department of Transportation (NHDOT) completed another segment of the widening of N.H. Route 125 through Plaistow. This newly widened segment includes the portion of N.H. Route 125 south of Walton Road to the intersection with Old Road.

Also during 2012, New Hampshire Department of Transportation (NHDOT) and Town of Plaistow Officials collaborated on reestablishing a Service Road that will run parallel with N.H. Route 125 behind many of the businesses located on the east side of N.H. Route 125 between Old Road and East Road. Part of the original layout, the Service Road was eliminated by the approval of a site plan for a commercial development that would have interfered with the Service Road layout. Due to this project being withdrawn, the NHDOT has now included this Service Road which will extend all the way to Old Road to the north (to coincide with the existing driveway to Senter Brothers Construction Company on Old Road) to a property south of Old Road located approximately across from the new Tractor Supply Store.



Numerous meetings and site walks were held to view and respond to the concerns and comments of the abutting property owners and business owners. Based upon input received from not only the abutters, but also Local Officials, NHDOT is refining the alignment of the proposed Service Road. While this work will somewhat delay the construction of this final segment of widening of N.H. Route 125 in Plaistow, there will be great access management benefits because of the Service Road.

#### **N.H. Route 121A (Main Street) Traffic Calming**

Over the last two years, the Town of Plaistow has commissioned two important studies that focused on Main Street from N.H. Route 125 to the MA/NH line. The "Main Street Traffic Calming Study," was completed by the Rockingham Planning Commission, and the "PlanNH Community Design Charrette – Town of Plaistow Historic Village District," which was produced following a two-day intensive planning session focusing on the Village Center District.

The input that Town Officials received as part of the two studies revealed that Plaistow's Citizens are very concerned about the type and speeds of traffic along Main Street. ***"Too Much, Too Loud, and Too Fast"*** were the characterizations the BOS heard loud and clear.



# Town of Plaistow, New Hampshire

## 2012 ANNUAL REPORT



### ***REPORT OF THE BOARD OF SELECTMEN (Continued)***

Based upon the input that Town Officials received, and the various recommendations in each of these studies, the BOS implemented some of the recommended improvements in 2012. One is the installation of two radar units which display motorist's speeds as they approach the units. The intent is to enhance driver's awareness about just how fast they are travelling, and strongly encourage them to ***"Do the Speed Limit!"***

The two radar units are mounted on poles, with signs reading, ***"Welcome to Plaistow Village, Please Slow Down"*** located just above the unit. The northbound unit is located just north of the Post Office, and the southbound unit is located just at the bridge over the Little River. Given that the posted speed limit along Main Street from Route 125 to the Stateline is 30 miles per hour, so far these radar units have clearly highlighted that the actual speed of the traffic is much higher. Likewise, these units electronically collect the data on numbers of vehicles and their speeds so that it can be documented which will aid the Police Department with future efforts.



Another traffic calming measure pursued was the installation of barrels along the section of Main Street that is referred to as a "slip lane." The barrels prevent northbound drivers from "whizzing" through the intersection of Main and Elm Streets; instead they must slow down to turn right onto Elm Street. This had been implemented in the past, and it appears to be serving the purpose of slowing traffic down. The Town is currently pursuing grant monies to allow for the physical reconfiguration of this intersection.

To address the issue of improved handicapped accessible parking in front of the Town Hall, a Committee of residents and Local Officials were appointed by the Board of Selectmen to provide recommendations. After review of various alternatives, a final recommendation was made to the BOS that was implemented in the fall of 2012. The new parking allows for three handicapped spaces that are also van accessible.



### **Thank You!**

Again, it is truly an honor and a privilege to serve as a member of the BOS. We hope that you, having elected us as the governing body of the Town, are satisfied with the work

we do and the improvements and changes we bring. Feel free to contact us *anytime* if you have any questions, comments, concerns or issues that you would like to discuss. All of our phone numbers are posted on the Town's web page at [www.plaistow.com](http://www.plaistow.com).

Respectfully Submitted,

Michelle L. Curran, Chairman





# Town of Plaistow, New Hampshire

## 2012 ANNUAL REPORT



### REPORT OF THE TOWN MANAGER

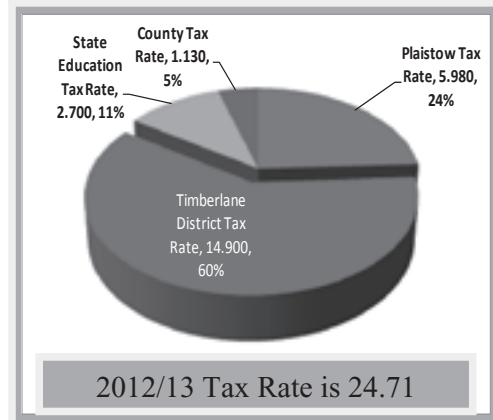
“Progress” is the theme for this year’s Town Report. I am pleased to report that as a workforce and as a community, this past year has helped to move Plaistow forward in a number of important ways.

#### **PROGRESS: 2012 MUNICIPAL FINANCES/3 YEARS OF STEADY TAX RATE**

This past year, as over the last few years—the Town of Plaistow has been able to weather the financial difficulties facing the State and Federal Government better than most municipalities.

Much of the work to reduce the Town’s portion of the overall Town Tax Rate is directly attributable to the hard work and dedications of many of the Town’s Department Heads and locally elected officials serving on the Board of Selectmen and Budget Committee.

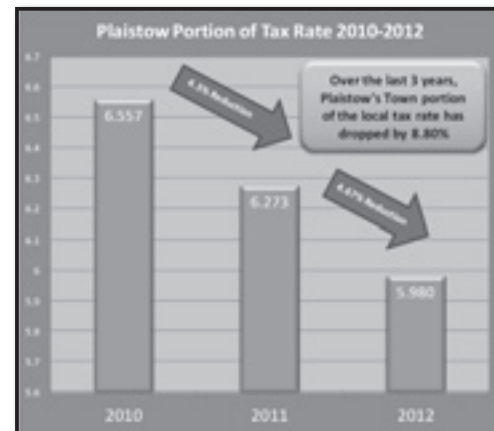
This year, the Town again had to deal with enormous reductions in state funding that shifted hundreds of thousands of dollars in obligations from the State to Plaistow taxpayers.



This year, in early December, after working with NH State Officials from the Department of Revenue Administration, the Town of Plaistow established a tax rate of \$24.71 per thousand for 2012. This rate is comprised of Timberlane Local School Rate \$14.90 and the State Education Property Tax Rate of \$2.70, which results in the combined tax rate to support public schools at \$17.60. The Rockingham County rate has decreased to \$1.13 and the Town’s share is \$5.98 a decrease of \$0.29 per \$1,000 in assessed valuation.

The Town continues to deal with significant losses in State aid and budgetary challenges. All Town departments have worked hard to make reductions to cost items in their budgets and have sought ways to save dollars wherever possible. The 2013 budget reflects the following:

- *Structural changes, including the consolidations of the Cemetery budget into the Highway Budget, and the ACO into the PD Budget. These consolidations result in a projected \$12,000 savings to the proposed 2013 budget.*
- *The impact of the increased recycling efforts by the citizens of Plaistow resulted in the reduction of an additional \$25,000 in the Solid Waste budget to the proposed 2013 budget. This budget has decreased by \$156,800 since 2009, representing a cumulative savings of over \$452,200.*
- *This budget also incorporates the annual salary of a permanent full-time firefighter as voted in at the 2012 Town Meeting. This annual salary cost (including benefits) was an additional \$72,507 to the 2013 budget and yet the overall budget increase was less than 1%.*
- *The most significant impact on the proposed 2013 budget was reflected in the downshifting of cost by the state and the reduction in state revenue.*







# Town of Plaistow, New Hampshire

## 2012 ANNUAL REPORT



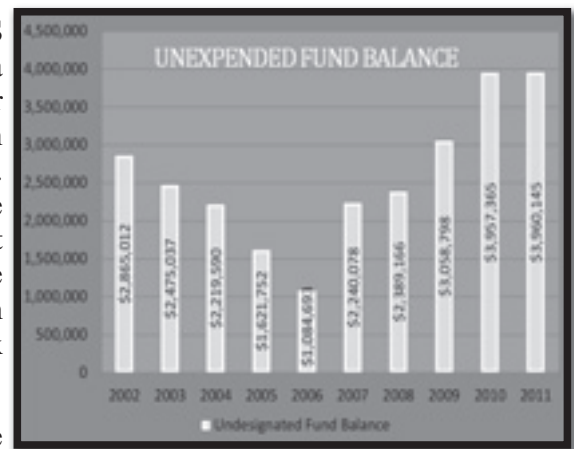
Through the cooperation of all Town Department Heads and Town Staff the budget was able to absorb more than ½ of the NH retirement increase (\$120,000+/-) through cost-saving measures.

The town has worked hard, often times having to make difficult choices resulting in reductions to the Town budget, to offset these reductions. I am pleased to report that the Town has accomplished this without any increase to property taxes. Additionally, over the last three years, the Town has been able to level the overall property tax rate of \$24.71 per \$1000 in valuation. The following is a table of the overall tax rate over the last 3 years:

OVERALL PLAISTOW TAX RATE	2010	2011	2012
TOTAL TAX RATE	24.72	24.71	24.71

As a general overview, the Town of Plaistow's tax rate is applied annually to both a commercial and residential property's assessed valuation to determine the amount of tax to levy on the property. All the taxing agencies: the Town of Plaistow, Rockingham County, State Education, and the Timberlane School District determine the overall tax rate.

Additionally, The Town has made PROGRESS reducing spending over the last few years to build a healthy undesignated fund balance. In 2006, our fund balance was just a little over \$1,000,000. In 2012, we have a healthy fund balance of \$3,410,145. This fund balance has been utilized to help level the tax fund in both 2011 and 2012. If approved at Town meeting in March of 2013, it will fund the new windows at the courthouse along with a much needed roof at the public safety complex with no tax impact.



NH Department of Revenue Administration, the State's regulatory authority for municipal finances, recommends that municipalities retain between 8% and 17% of regular general fund operating expenditures. In NH, this is calculated by adding the municipality's general fund operating appropriations, the education tax amount, the local school net tax commitment, and the county appropriation. For the Town of Plaistow, in 2012, 10% was equal to \$2,395,899 and 17% was equal to \$4,073,029. The \$3,410,145 which we retained resulted in approximately 14% being retained. With a healthy unexpended fund balance, Plaistow will be in a strong position to not only weather the difficult financial challenges ahead, but we will also have funds available to support the significant PROGRESS in the coming years.

### **PROGRESS: BEEDE SUPERFUND WATER LINE**

This past year, after numerous challenging meeting to coordinate the community impacts of Beede Superfund Site a major milestone was reached—a clean, dependable public water line was constructed to bring water to the residents who have had their wells affected by the contaminants located on the Beede Superfund site. This PROGRESS was an extraordinary example of the spirit of cooperation demonstrated by Plaistow's Board of Selectmen and colleagues working with the US Environmental Protection Agency, NH Department of Environmental Services and those representing the *responsible parties*. The Town greatly appreciates the professionalism and dedication of our project team working to clean up this site.





# Town of Plaistow, New Hampshire

## 2012 ANNUAL REPORT



### ***REPORT OF THE TOWN MANAGER (Continued)***

As a Community, we also reaffirm our willingness to be a partner in this process. As with any project of this magnitude, the Town had been at odds with various aspects of the clean up. However, we fully understand it often requires “give-and-take” from all parties to ensure the goal of returning this property back to productive re-use is met. It is important that the **PROGRESS** we are making with the cleanup of the site continues to be in a manner consistent with the Record of Decision and the goals outlined in the 2004 Re-Use Plan.

To this end, Town staff continues to support the many efforts that will ensure that Plaistow will be able to move forward with the remediation in as much of a non-disruptive manner as possible. It is clear though, our **PROGRESS** with this site will depend on our ability to work hand in hand as partners with our colleagues representing the EPA and NH Department of Environmental Services to meet and resolve the challenges that may arise during remediation.

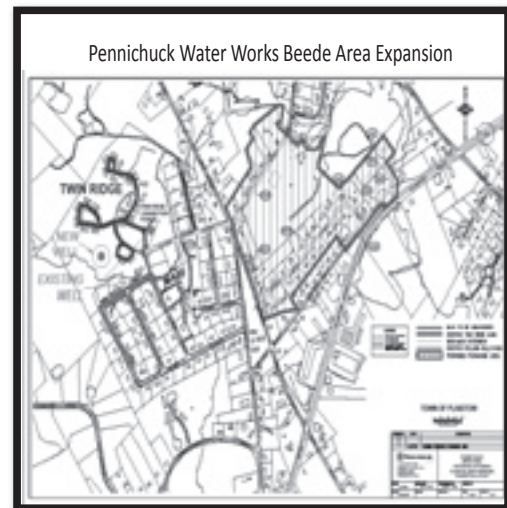
I would especially like to recognize the outstanding leadership and tireless efforts of NHDES Supervisor Richard Pease, P.E., for his decades of service to the Town of Plaistow. Through his advocacy, support, and face to face contact with many of Plaistow’s residents impacted by the site, he has truly made a very positive and real difference in improving the support that these residents deserve. As we look to 2013 and beyond, we are looking forward to working cooperatively with our partners to ensure that the goals of the clean up are achieved in not only an environmentally responsible manner—but also a manner that best supports the innovation and extraordinary partnerships between local, state, and federal officials.

### **PROGRESS: PROPERTY TAX CARDS**

Town staff continued work to improve public access to the property tax cards over the past year. Earlier in 2012, the Town evaluated a number of firms able to support the work of tax map updates that would then be able to be displayed online.

Several of these firms were brought in before the BOS in February including: Applied Geographic, Inc. and Sewall Company. Based on a review of the firms and the work performed in other municipalities, the Town negotiated a schedule, scope, and fees for both the tax map update work and the provision of maps online with Sewall Company. The tax map information required a number of important updates to the older data files. We have made significant **PROGRESS** with this project and have incorporated much of the Town's prior efforts with previous Geographic Information System investment into the new online maps.

The updated maps are expected to be available to the public early in 2013.





## Town of Plaistow, New Hampshire

### 2012 ANNUAL REPORT

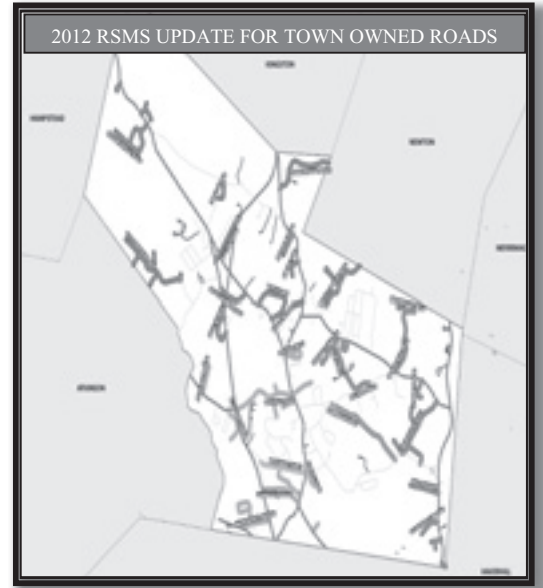


#### **PROGRESS: 2012 RSMS UPDATE**

This past year, the Town once again performed a comprehensive update to the Road Surface Management System (RSMS). The RSMS has been in place for many years in Plaistow and has provided significant empirical data to help better manage the limited dollars allocated to road work in Town. Plaistow's RSMS system is particularly helpful in assessing the different type of repair strategies that can best maximize the Town owned road's lifecycle capacity.

Plaistow has accepted 35.68 miles of official Town roads. We also have a little less than 5 miles of gravel or private roads in Town. The State of New Hampshire owns 16.65 miles of road. The total roadway miles in Plaistow total 57.19 miles, based on the 2012 study.

Additionally, Plaistow's RSMS is used to detect early signs of roadway failure. The Town, in collaboration with the Highway Department, has created a comprehensive inventory of all town roads by gathering information such as pavement type, thickness, & condition of roadway to more effectively prioritize and to improve the coordination of maintenance of the roads. Plaistow's RSMS is an organized, logical approach to maintain and upgrade Plaistow's roadways cost-effectively. The 2012 RSMS also included a report on the condition of all Town owned sidewalks and well as the identification of all catch basins along Town roads. This information will be used to help support the Town's ever expanding responsibilities with pedestrian safety and EPA mandated responsibilities under the MS4/storm water management program.



#### **PROGRESS: OUR FUTURE**

As we look towards 2013, we continue our solemn commitment to forge ahead with the work that has defined Plaistow as a special place. All of us—citizens, elected officials, board members and public employees, have continued our duty to boldly and responsibly continue the PROGRESS that has, and will continue to, define the highest hopes and PROGRESS of the people we serve—Plaistow's citizens, past, present, and future.

It has been my pleasure to serve you as your Town Manager over the last four challenging years. I am proud of the PROGRESS we have made and as your Town Manager, and on behalf of all our Town employees, we will continue to strive to serve you to the best of our ability in 2013. We appreciate hearing from you and welcome your involvement and participation. As always, if you have any questions or concerns I hope you will contact me at Town Hall at 603-382-5200 or email me at: [sfitzgerald@plaistow.com](mailto:sfitzgerald@plaistow.com).

I also would encourage you to stop by sometime to say hello—my door is always open.

*Respectfully Submitted,*

Sean Fitzgerald  
Town Manager



# Town of Plaistow, New Hampshire

## 2012 ANNUAL REPORT



### ***MEETING RESULTS OF THE FEBRUARY 4, 2012 DELIBERATIVE SESSION MINUTES***

#### **FEBRUARY 4, 2012**

The meeting was opened at 10:00 a.m. by Steve Ranlett, Town Moderator, with about 35 to 40 people in attendance, 5 Selectmen, 7 Budget Committee members and about a dozen other Town employees. Steve asked the Veterans in attendance to lead everyone in a Pledge of Allegiance to the Flag and then introduced the Selectmen, Budget Committee Members and other Town Officials in attendance.

Next those in attendance were asked to approve a list of non-resident Town employees which may need to speak to some of the warrant articles. A vote was taken and passed, allowing those on the list to speak. (A copy of the list at the end of the minutes)

A presentation was made by Norman Major, State Representative, for the Board of Selectmen to Tom Cullen. Tom was assisted and accompanied to the front of the room by Roy Jefferies while his Citation of Community Achievement was read. (A copy of the citation at the end of the minutes).

Tom thanked everyone in attendance and stated that while “he was not born in Plaistow he is a townie and that he loved everyone”. He commented that all the elected and appointed people who step up and serve make Plaistow what it is. Roy then presented him with a small book of photos from events which he has been involved in.

Steve Ranlett, Moderator reminded people of the rules for the meeting and began the business part of the meeting by reading the invitation to the inhabitants of Plaistow. It was then pointed out that article 1 had a misprint, one of the Budget Committee Office listing should read a one year term and vote for one, instead of two spots reading three year term, vote for four.

Steve then began by reading the Articles below. Below at the end of each article are the results and notes for each article written in Courier bold italics.

#### **OPERATING BUDGET**

***Article P-12-02:*** Shall the Town raise and appropriate as an operating budget, not including appropriations by special warrant article and other appropriations voted separately, the amounts set forth on the budget posted with the warrant or as amended by vote of the first session, for the purposes set forth therein, totaling (\$7,597,481) SEVEN MILLION FIVE HUNDRED NINETYSEVEN THOUSAND FOUR HUNDRED EIGHTY-ONE DOLLARS. Should this article be defeated, the operating budget shall be (\$7,637,021) SEVEN MILLION SIX HUNDRED THIRTY-SEVEN TWENTY-ONE DOLLARS which is the same as last year, with certain adjustments required by previous action of the Town or by law; or the governing body may hold one special meeting, in accordance with RSA 40:13, X and XVI, to take up the issue of a revised operating budget only.

(Recommended by the Board of Selectmen (5-0-0) and Budget Committee (7-0-0)).





## Town of Plaistow, New Hampshire

### 2012 ANNUAL REPORT



#### ***Article P-12-02 Results:***

Read by Steve Ranlett, motion to place on the floor by Ben Sadewicz, 2nd by Tricia Holt. Presentation by Martha Sumner, Budget Chairman using the MS-7 mentioning increases and decreases and the reasons for them.

John Sherman, Selectmen's Rep. to the Bud-Comm., thanked the committee for their work in bringing in a budget with an increase of less than 1%. He then presented an amendment: To add \$4675 to the operating budget for the intent of repairs to the Town Hall Dormers. This would increase the Operating Budget to \$7,602,156.

A motion was made by John Sherman and 2nd by Joyce Ingerson.

A slide show was presented by David Bowles, Maintenance Department. David explained that in September there was a leak on the south facing side and when repairs were done an evaluation of the whole dormer area was done. The leaks which presented on both the 3rd and 2nd floor have been repaired and are holding at present time. (Slide show photo handouts included at the end of the minutes)

Ben Sadewicz, Budget member, asked about the inside repairs and matching trim work. David explained that the inside repairs would be made by Town Hall Staff and the bid included matching the trim work.

Dan Poliquin, Chair of BOS, asked about unforeseen surprises that may not be covered. David explained that the company chosen included surprises in the price. The contract is all inclusive and spelled out clearly in the proposal plus they guarantee their work for 14 years.

Joyce Ingerson, Budget member, asked if this problem came up and was not budgeted would the town be able to fix it. Sean Fitzgerald, Town Manager, explained that we would have to pull out money from many other budget lines and get the repair done.

Martha Sumner, Budget Chair, was against adding this to the budget as she felt that there is always a surplus in the budget at the end of each year and the money could be found in the 2012 budget without going over the bottom line. John Sherman pointed out that the 2011 budget verses expenditures shows about \$600,000.00 left with encumbrances of about \$300,000.00.

Bob Gray, Selectmen, reminded those in attendance that money not spent from each year's budget goes back into the general fund and that fund balance is used to offset property taxes, helping to keep them down.

The Amendment was voted on:                      **yes 30**                      no 27 = passed

**A vote was taken and Article P-12-2 will appear as amended for a total new budget of (\$7,602,156) SEVEN MILLION SIX HUNDRED TWO THOUSAND ONE HUNDRED FIFTY-SIX DOLLARS.**

#### **HIGHWAY DEPARTMENT EQUIPMENT CAPITAL RESERVE FUND DEPOSIT**

***Article P-12-03:*** Shall the Town vote to raise and appropriate the sum of \$81,000 to be added to the existing Highway Department Equipment Capital Reserve Fund? If this article fails, article P-12-04 is null and void.



## Town of Plaistow, New Hampshire

### 2012 ANNUAL REPORT



(Recommended by the Board of Selectmen (5-0-0) and Budget Committee (10-0-0); and this funding is in the Capital Improvement Program as approved by the Planning Board.)

**[Intent: To continue to set aside money for future purchases of Highway Department vehicles. Putting funds aside each year will allow for the orderly replacement of highway vehicles by leveling the yearly tax impact. This money can only be spent by a future vote at Town Meeting. These funds will be invested in an interest bearing account.]**

***Balance of this Capital Reserve Fund is \$91,695.45 as of December 31, 2011.***

#### ***Article P-12-03 Results:***

Read by Steve Ranlett, motion to place on the floor by Bob Gray, 2nd by Tricia Holt.

The Article was explained by Selectman Bob Gray.

**With no further questions or discussion, Article P-12-3 will appear as written.**

#### **REPLACEMENT OF THE HIGHWAY DEPARTMENT'S 2004 F-550 FORD DUMP TRUCK**

**Article P-12-04:** Shall the Town vote to raise and appropriate the sum of \$110,000 for a new piece of equipment for the Highway Department and to withdraw those funds from the Highway Department Equipment Capital Reserve Fund for this purpose? This article is contingent on the passage of Article P-12-03.

Appropriation:	\$110,000
Withdrawal from Highway Department Capital Reserve:	<u>-\$110,000</u>
Amount to be raised from 2012 taxes:	\$0

(Recommended by the Board of Selectmen (5-0-0) and recommended by the Budget Committee (10-0-0); and this funding is in the Capital Improvement Program as approved by the Planning Board.)

**[Intent: To replace the Highway Department's 2004 F-550 Ford Dump Truck. The new dump truck will be equipped with a salt/sander, wing plow and front plow. This is the vehicle utilized on a daily basis, year-round for all public work's activities. Funding for this item will be from the Highway Department Capital Reserve Fund created in 2006.]**

#### ***Article P-12-04 Results:***

Read by Steven Ranlett, a motion to place on the floor by Bob Gray, 2nd by Martha Sumner. Selectman Bob Gray explained the article and Richard Colcord asked why it stated that no monies were to be raised from 2012 taxes when the fact is that monies raised in Article 3 are needed for article 4 by almost \$20,000.

Bob Gray explained that we aren't raising additional monies in this article because we already raised them in #3, which also states the Article 4 is void if # 3 fails.

**With no further discussion Article P-12-4 will appear as written.**



# Town of Plaistow, New Hampshire

## 2012 ANNUAL REPORT



### **ENGINEERING STUDY FOR THE REPLACEMENT OF THE WESTVILLE ROAD BRIDGE**

**Article P-12-05:** Shall the Town vote to raise and appropriate the sum of \$85,000 for the engineering study phase services for the replacement of the Westville Road Bridge over the Little River (NHDOT Bridge No. 122/072), a Town-owned and maintained bridge. The Town will be reimbursed 80% (\$68,000) of the actual engineering costs by the New Hampshire Department of Transportation (NHDOT) through the NHDOT Municipal Managed Bridge Aid Program. The remaining 20% of the costs (\$17,000) shall be funded by the Town through taxation. This is a non-lapsing appropriation per RSA 32:7, VI. (Majority Vote Required).

<b>Appropriation:</b>	<b>\$85,000</b>
<b>NHDOT Bridge Aid Reimbursement:</b>	<b>-\$68,000</b>
<b>Amount to be raised from 2012 taxes:</b>	<b>\$17,000</b>

(Recommended by the Board of Selectmen (5-0-0) and Budget Committee (10-0-0); and this funding is in the Capital Improvement Program as approved by the Planning Board.)

**[Intent: The Town needs to complete an engineering study phase for the eventual replacement of the Westville Road Bridge over the Little River, including the possible realignment of this stretch of Westville Road. The Town has applied for the preliminary estimate work through the NHDOT Municipal Managed Bridge Aid Program.]**

#### ***Article P-12-05 Results:***

Read by Steve Ranlett, motion to place on the floor by John Sherman, 2nd Tricia Holt.

Article was presented by Selectmen John Sherman; he mentioned that the bridge has a dangerous, narrow S curve and that there is a significant amount of east/west traffic. He stated that we want money in place so that when we can get state funds we will be ready to go.

Gerard Marchand stated that he lives on Westville Road and the bridge is a hazard and it does need attention.

**With no further questions or comments the Article will appear as written.**

### **FIRE DEPARTMENT CAPITAL RESERVE FUND DEPOSIT**

**Article P-12-06:** Shall the Town vote to raise and appropriate the sum of \$105,000 to be added to the existing Fire Department Capital Reserve Fund? If this article fails, then article P-12-07 is null and void.

(Recommended by the Board of Selectmen (5-0-0) and Budget Committee (10-0-0); and this funding is in the Capital Improvement Program as approved by the Planning Board.)

**[Intent: To continue to set aside money for future purchases of Fire Department vehicles. Putting funds aside each year will allow for orderly replacement of fire vehicles by leveling the yearly tax impact. This money can only be spent by a future vote at Town meeting. This money is invested in an interest bearing account.]**

**Balance of this Capital Reserve Fund is \$310,057.96 as of December 31, 2011.**

#### ***Article P-12-06 Results:***



## Town of Plaistow, New Hampshire

### 2012 ANNUAL REPORT



Read by Steve Ranlett, motion by Michelle Curran and 2nd by Joyce Ingerson. The article was explained by Selectman Michelle Curran.

**With no questions or comments Article P-12-6 will appear as written.**

#### **FIRE DEPARTMENT- REPLACE ENGINE 7**

**Article P-12-07:** Shall the town vote to raise and appropriate the sum of \$405,000 for the replacement of Engine 7 and to withdraw those funds from the Fire Department Equipment Capital Reserve Fund and the Public Safety Impact Fee (Fire Apparatus Sub-allocation) Fund for this purpose? This article is contingent on the passage of Article P-12-06.

<b>Appropriation:</b>	<b>\$405,000</b>
<b>Withdrawal from Public Safety Impact Fee (Fire Apparatus Sub-allocation)</b>	<b>- \$3,211</b>
<b>Withdrawal from Fire Department Capital Reserve:</b>	<b>-\$401,789</b>
<b>Amount to be raised from 2012 taxes:</b>	<b>\$0</b>

(Recommended by the Board of Selectmen (5-0-0) and recommended by the Budget Committee (10-0-0); and this funding is in the Capital Improvement Program as approved by the Planning Board.)

[Intent: This piece of apparatus has been in service since 1987 and is due for retirement from the department. The Fire Department Truck Committee has been working over the last year to specify a replacement that will combine the functions of both Engine-7 and Rescue-6 affording greater flexibility in their emergency responses. "Zeroing out" the apparatus sub-allocation of the Public Safety Impact Fee is also necessary due to the length of time these funds are allowed to be held by statute (6 years)].

#### ***Article P-12-07 Results:***

Read by Steve Ranlett, motion by Michelle Curran and 2nd by Tricia Holt.

The article was explained by Selectman Michelle Curran.

**With no questions or comments Article P-12-7 will appear as written.**

#### **FIRE DEPARTMENT FULL-TIME STAFF POSITION**

**Article P-12-08:** Shall the Town vote to raise and appropriate the sum of \$48,500 to establish an additional fulltime Firefighter/Emergency Medical Technician (EMT) position with the Fire Department. This sum represents the cost of wages, associated roll up costs (such as taxes, insurance, retirement and uniforms). With an anticipated hire date of May, this represents eight months of funding for the new position. If approved, the position will be funded on an annual basis within the Operating Budget of the Fire Department starting in 2013.

(Recommended by the Board of Selectmen (5-0-0) and Budget Committee (10-0-0); and this funding is in the Capital Improvement Program as approved by the Planning Board.)

[Intent: To add an additional fulltime Firefighter/EMT position to the Plaistow Fire Department. Current staff includes the Fire Chief and 2 Firefighter/EMTs. Since the initial hiring of the 2 Firefighter/EMTs in 2001, the calls for service have increased by





## Town of Plaistow, New Hampshire

### 2012 ANNUAL REPORT



approximately 40%. In addition, the changing demographics of the Town leave fewer members available in the day time to respond to calls. The Town has also seen significant growth in the commercial sector adding to the existing inspectional activities of the Department. With recent approvals for three (3) over-55 housing projects, projected to add an additional 200 units, to be constructed in Town in the near term, an additional increase in the overall calls for service is anticipated. It is estimated that a full year of this position, including wages of \$18.00/hour, taxes and benefits would be approximately \$72,500.]

#### ***Article P-12-08 Results:***

Read by Steve Ranlett, motion by Dan Poliquin and 2nd by Martha Sumner. The Article was explained by Selectman Dan Poliquin.

**With no questions or comments Article P-12-8 will appear as written.**

#### **BUILDING SYSTEMS CAPITAL RESERVE FUND DEPOSIT**

**Article P-12-09:** Shall the Town vote to raise and appropriate the sum of \$10,000 to be added to the existing Building Systems Reserve Fund?

(Recommended by the Board of Selectmen (4-1-0) and Budget Committee (10-0-0); and this funding is in the Capital Improvement Program as approved by the Planning Board.)

[Intent: To replace funds spent in 2011 for emergency maintenance or repairs to Town-owned buildings and to continue to set aside money for future repairs of building systems in Town owned properties. Buildings are one of the Town's largest capital assets and these funds are used to maintain and repair systems such as heating and ventilation, electrical and plumbing. Monies from this fund would be used for repairs that are unanticipated prior to Town Meeting and that cannot wait until a future meeting. This money can only be spent with the approval of the Board of Selectmen. The money in this Capital Reserve Fund is invested in an interest bearing account.]

**Balance of this Capital Reserve Fund is \$11,082.36 as of December 31, 2011.**

#### ***Article P-12-09 Results:***

Read by Steve Ranlett, motion by John Sherman and 2nd by Gayle Hamel.

The Article was explained by Selectman John Sherman.

**With no questions or comments Article P-12-9 will appear as written.**

#### **CELL TOWER MAINTENANCE CAPITAL RESERVE FUND DEPOSIT**

**Article P-12-10:** Shall the Town vote to raise and appropriate the sum of \$20,000 to be added to the existing Cell Tower Maintenance Capital Reserve Fund?

(Recommended by the Board of Selectmen (5-0-0) and Budget Committee (10-0-0); and this funding is in the Capital Improvement Program as approved by the Planning Board.)



## Town of Plaistow, New Hampshire

### 2012 ANNUAL REPORT



[Intent: The 2008 SFC Engineering Partnership, Inc. Water Tower Assessment Study indicated that the structure is beginning to rust. With moderate maintenance, it is estimated the structure will remain useful for approximately 30 years and will generate over \$3,750,000 in revenue for the Town. Annual revenue from the Cell Tower is over \$125,000, which goes into the General Fund to offset taxes. The multi-year maintenance plan is estimated to cost between \$200,000 and \$300,000 over the next 30 years as outlined in the 2008 SFC Engineering Report. The money in this Capital Reserve Fund is invested in an interest bearing account.]

***Balance of this Capital Reserve Fund is \$18,206.72 as of December 31, 2011.***

#### ***Article P-12-10 Results:***

Read by Steve Ranlett, motion by John Sherman and 2nd by Tricia Holt.

The Article was explained by Selectman John Sherman.

**With no questions or comments Article P-12-10 will appear as written.**

#### **WATER DEPARTMENT - FIRE SUPPRESSION PUMP AND PUMP HOUSE CAPITAL RESERVE FUND**

**Article P-12-11:** Shall the Town vote to raise and appropriate the sum of \$70,000 to be added to the existing Fire Suppression Pump and Pump House Capital Reserve Fund for the purpose of replacing the Fire Protection System Pumps and the Pump House they are contained in?

(Recommended by the Board of Selectmen (5-0-0) and Budget Committee (10-0-0); and this funding is in the Capital Improvement Program as approved by the Planning Board.)

[Intent: To replace the Pumps for the Fire Protection System and the Pump House they are located in. The building that houses the pump that distributes the water for the Fire Suppression/Protection System must be replaced at the same time that the pumps are replaced. The replacement is scheduled for 2015 at an estimated cost of \$200,000 for the pumps and \$150,000 for the Pump House, totaling \$350,000. The money in this Capital Reserve Fund will be invested in an interest bearing account.]

***Balance of this Capital Reserve Fund is \$128,826.51 as of December 31, 2011.***

#### ***Article P-12-11 Results:***

Read by Steve Ranlett, motion by Dan Poliquin and 2nd by Joyce Ingerson.

The Article was explained by Selectman Dan Poliquin.

**With no questions or comments Article P-12-11 will appear as written.**

#### **CONSERVATION FUND DEPOSIT**

**Article P-12-12:** Shall the Town vote to raise and appropriate the sum of \$5,000 to be deposited into the existing Conservation Fund as provided for in RSA 36-A?



## Town of Plaistow, New Hampshire

### 2012 ANNUAL REPORT



(Recommended by the Board of Selectmen (5-0-0) and by the Budget Committee (10-0-0); and the project is in the Capital Improvement Plan as approved by the Planning Board.)

**[Intent: To provide additional funding to the Plaistow Conservation Fund to allow for the purchase of land, easements, and/or other land rights to preserve the natural and cultural features such as streams, rivers, prime agricultural land, valuable woodlands, quality view scapes, wetlands and other valuable open areas. These funds will be invested in an interest bearing account.]**

***Balance of the Conservation Fund is \$59,881.09 as of December 31, 2011.***

***Balance of the Forestry Fund is \$26,992.77 as of December 31, 2011.***

#### ***Article P-12-12 Results:***

Read by Steve Ranlett, motion by Charles “Buzzy” Blinn and 2nd by Joyce Ingerson.

The Article was explained by Selectman Buzzy Blinn.

**With no questions or comments Article P-12-12 will appear as written.**

#### **IMPROVEMENTS AT INGALLS TERRACE (SMITH) RECREATION FACILITY**

***Article P-12-13:*** Shall the Town vote to raise and appropriate the sum of \$20,000 for safety improvements at Ingalls Terrace (Smith) Recreation Field?

(Recommended by the Board of Selectmen (5-0-0) and Budget Committee (10-0-0); and this funding is in the Capital Improvement Program as approved by the Planning Board.)

**[Intent: This project includes necessary upgrades to ensure safety of the play-scape and the fencing. This will include replacement of the surface under the playground with a recyclable safe surface (in place of the sand), and the replacement of some damaged fencing.]**

#### ***Article P-12-13 Results:***

Read by Steve Ranlett, motion by Bob Gray and 2nd by Tricia Holt.

The Article was explained by Selectman, Bob Gray.

**With no questions or comments Article P-12-13 will appear as written.**

#### **PAVILION AT THE OLD COUNTY ROAD RECREATION (PARC) FACILITY**

***Article P-12-14:*** Shall the Town vote to raise and appropriate the sum of \$150,000 for the engineering, materials and construction of a Pavilion at the Old County Road Recreation (PARC) Facility?

(Recommended by the Board of Selectmen (5-0-0) and Budget Committee (8-2-0); and this funding is in the Capital Improvement Program as approved by the Planning Board.)



# Town of Plaistow, New Hampshire

## 2012 ANNUAL REPORT



[Intent: This project involves the construction of a Pavilion to meet the critical need for shelter for the Town's summer recreation program being held at this site and will save the Town approximately \$5,000 currently being spent annually on tent rentals. This Pavilion will also allow for the year-round use of a variety of events and functions such as Old Home Day, youth sport programs, concerts, and any other Town sponsored events. The total cost of \$150,000 will include the engineering, materials and construction phases of the new Pavilion.]

### ***Article P-12-14 Results:***

Read by Steve Ranlett, motion by Dan Poliquin and 2nd by Ben Sadewicz. The Article was explained by Selectman Dan Poliquin.

Richard Colcord spoke stating that as a member of the Fire Department he has noticed that we need to add to the parking as emergency vehicles can't get in there. He wanted to know if the article would increase the parking lot.

Dan Poliquin replied no, but that there has been discussions but no plans to increase parking yet.

**With no further comments Article P-12-14 will appear as written.**

### **RAISE FOR THE TAX COLLECTOR**

**Article P-12-15:** Shall the Town vote to raise and appropriate the sum of \$700.25 for the 9 month cost of increasing the salary of the Tax Collector. This sum represents the wages and associated roll-up costs (\$601.34 for Wages and \$98.92 for SS, Medicare and NHRS). The breakdown is as follows:

<b>2011 Current Salary:</b>	<b>\$ 26,726</b>
<b>+ Proposed Increase (9 months)</b>	<b>\$ 601.34</b>
<b>2012 Total Wages*:</b>	<b>\$27,327</b>
{*The 2013 Wages with a full 12 months will be \$27,528}	

(Recommended by the Board of Selectmen (5-0-0) and Budget Committee (9-0-0)).

[Intent: The Tax Collector position has not had an increase in salary since 2008. The full annual impact (12 months) is \$933.67. The breakdown is \$801.78 salary and an additional \$131.89 to cover the Town's payment for Social Security, Retirement and Medicare. ]

### ***Article P-12-15 Results:***

Read by Steve Ranlett, motion by Michelle Curran and 2nd by Joyce Ingerson.

The Article was explained by Selectman Michelle Curran.

Joyce Ingerson, Budget Comm. Member, asked if a salary comparison with other towns has been done.

Rosemarie Bayek, Tax Collector explained that she is a little lower than average for Towns the size of Plaistow.





# Town of Plaistow, New Hampshire

## 2012 ANNUAL REPORT



Michelle Curran asked if other Towns get benefits and Rose answered yes.

**With no further questions Article P-12-15 will appear as written.**

### **RAISE FOR THE TOWN CLERK**

**Article P-12-16:** Shall the Town vote to raise and appropriate the sum of \$1,015.38 for the 9 month cost of increasing the salary of the Town Clerk. This sum represents the wages and associated roll-up costs (\$871.94 for Wages and \$143.43 for SS, Medicare and NHRS). The breakdown is as follows:

<b>2011 Current Salary:</b>	<b>\$ 38,753</b>
<b>+ Proposed Increase (9 months)</b>	<b>\$ 871.94</b>
<b>2012 Total Wages*:</b>	<b>\$39,625</b>
{*The 2013 Wages with a full 12 months will be \$39,916}	

(Recommended by the Board of Selectmen (3-2-0) and Budget Committee (9-0-0)).

[Intent: The Plaistow Town Clerk is the lowest paid Town Clerk in the State of NH for towns with a population of 5,000 – 9,000. The Town Clerk position has not had an increase in salary since 2008. The full annual impact is \$1,353.84. The breakdown is \$1,162.59 salary and an additional \$191.25 to cover the Town's payment for Social Security, Retirement and Medicare.]

### ***Article P-12-16 Results:***

Read by Steve Ranlett, motion by Selectman Buzzy Blinn and 2nd by Joyce Ingerson.

**With no questions or comments Article P-12-16 will appear as written.**

### **Article P-12-17: CITIZEN'S PETITION:**

- Elderly Exemption:

Pursuant to RSA 72-39-b Shall we modify the net income exemptions from the single net income of \$35,000 to \$38,000 and the married net income from \$50,000 to \$53,000.

- Disabled Exemption:

Pursuant to RSA 72-37-b Shall we modify the net income exemptions from the single net income of \$35,000 to \$38,000 and the married net income from \$50,000 to \$53,000.

(Recommended by the Board of Selectmen (5-0-0) and Budget Committee (9-0-0)).

### ***Article P-12-17 Results:***

Read by Steve Ranlett, motion by John Sherman and 2nd by John Moynihan.



## Town of Plaistow, New Hampshire

### 2012 ANNUAL REPORT



The Article was explained by Petitioner John Moynihan. He explained that this will only affect under 1% of Plaistow's Taxable Population.

**With no questions or comments Article P-12-17 will appear as written.**

**Article P-12-18: CITIZEN'S PETITION:**

Do you agree with this petition that you do not want a layover station anywhere in Plaistow?

- ☐ Yes
- ☐ No
- ☐ Need more information

(Recommended by the Board of Selectmen (5-0-0).)

**[Intent: The intent of this petition is to give a voice to the Plaistow Voters.]**

***Article P-12-18 Results:***

Read by Steve Ranlett, motion by Dan Poliquin and 2nd by Tricia Holt. It was told to the body that the vote from the Selectman to support this article is 0-4-1.

The Article was explained by Citizen David English. He explained that he feels the layover station would be a detriment to town. He further stated that he lives on Marianne Drive which is in the area of the proposed station.

Patricia Carrol, resident of Whiton Road, felt that the project has no positive factors; it won't decrease taxes but will decrease some property values. She stated that the bus parking lot which services bus trips to Boston isn't well used at all, so she doesn't see a need for train service in Plaistow.

Audrey Peck, petitioner, addressed the body stating that she feels the project is not in the best interest of the Town and the Selectmen should address the peoples' wishes.

**She then proposed an Amendment:** To direct the Plaistow Selectmen and all other Plaistow elected and hired officials to terminate (STOP) all activities that include allowing and implementing a train layover station in Plaistow?

**INTENT:** The intent of this warrant is to direct the Plaistow Selectmen and all other town officials to cease (STOP) developing and implementing any plan that leads to a train layover station in Plaistow. The amendment was 2nd by Richard Colcord.

Jill Senter, Trustee of Trust Funds/Conservation Comm., stated that this will lock out the Selectmen from even doing any research.

Larry Gil, resident, stressed it's not just a layover station but a train station. Let the research be done, then make a decision as to if it will be good for the Town.

Peter Bealo, resident, stated this amendment says to stop the layover station not the train.

Dan Poliquin, Selectman, this is tying the hands of future boards and changes the intent of the Article and may not be allowed.



# Town of Plaistow, New Hampshire

## 2012 ANNUAL REPORT



A recess was taken by Moderator, Steve Ranlett, to look up the RSA. Steve Ranlett made the decision during the recess to allow the amendment as he could not reach Town Counsel.

Tim Moore, Planning and Conservation, said it is not wise to prohibit Selectmen from doing their due-diligence for any project. Studies with public input will be presented and that's the time to vote.

Audrey Peck stated that she has been doing research and the MBTA has severe financial problems, tickets will go up even though ridership is up they still have financial problems. The layover station is a white elephant we'll be stuck with it and no train service.

Dan Poliquin said that he understands the intent but feels he must make an informed decision to put forward information to the people to make the final decision. This article will limit the Selectmen's job to get information to the public to vote and make a decision. The BOS could vote no, but might vote yes to put the information forward to the public to vote on. This amendment takes away the Boards ability to go forward to the voters.

Larry Gil asked about the Amendment going forward as it changes the intent drastically.

Martha Sumner asked again if Town Counsel was available and was told he was not.

Audrey Peck said she was told that the original article wasn't clear so she amended it to make it very specific. Then she stated that at this time she will withdraw the amendment, with a 2nd by Richard Colcord.

### **The amendment was withdrawn. ORIGINAL ARTICLE DISCUSSION NOW CONTINUED:**

Tim Moore asked if everyone picked up the question and answer handout on the project (attached at the end of these minutes) and stated that there will be plenty of opportunity to discuss and vote as the project goes along.

(Tricia Holt, Budget Comm., had to leave the meeting 12:30 p.m.)

### **A motion was made by Larry Gil, 2nd by Sue Sherman to Amend the Article to add a third voting choice such that the 3 choices are: YES, NO, NEED MORE INFORMATION.**

Karen Robinson, Citizen, stated that she was on the 1988 Master Plan Comm., and a survey went out to all citizens with more than 50% coming back. She thinks we should figure out how to get the need to know information to the residents.

Audrey Peck stated that she is not in favor of adding the voting choice to her petition.

John Deroche, Cable Comm., asked if that binds the Selectmen as written.

Peter Bealo asked if we will be going forward looking for funds to do the project at this time.

Sean Fitzgerald, Town Manager, said that there will be numerous opportunities for discussion. It's important to go forward with the feasibility study.

Peter Bealo remarked that Sean's statement didn't answer his question and Sean replied that the Board is not currently looking for grants.

A vote on the amendment was taken                      **29 yes 16 no 1 abstained.**



## Town of Plaistow, New Hampshire

### 2012 ANNUAL REPORT



#### **Amendment Passed.**

John Sherman, Selectman, said that he is in favor of a public vote and put forth an amendment: To remove the words “who do not want a layover station” from the Intent of the original article. 2nd by John McArdle.

Dan Poliquin, Selectman, stated that the Board will be meeting to revote their recommendations as one member was absent. With the amended changes to the article he, personally will vote to change his vote to yes. The vote going into The Deliberative Session was 0-4-0.

John Sherman, Selectman, states the timeline for the Board to make a decision on this project is over one year away. He asked that residents call anyone on the BOS for printed information if they have any questions and can’t attend or watch the Selectmen’s meetings. The public can also get information from the Town’s website. He asked that people don’t just rely on the newspaper.

David English, felt that the amendments change Audrey Pecks petition article completely.

John Sherman answered him by stating that the body of residents at the deliberative session is there voting to change articles to what they feel is a better wording.

#### **A vote was taken to accept the amendment and passed.**

Heated comments for both pros and cons were put forth by various attendees around the room at which time Tom Cullen took the microphone and stated “MR MODERATOR MOVE THE QUESTION”.

#### **A vote was taken and the Article will appear with the 2 amendments.**

The BOS thanked the budget committee for their hard work during the past budget season. Moderator, Steve Ranlett adjourned the meeting at 12:58 p.m.

Respectfully Submitted,

*Maryellen Pelletier, Town Clerk*





# Town of Plaistow, New Hampshire

## 2012 ANNUAL REPORT




### ***MEETING MINUTES AND ELECTION RESULTS OF THE MARCH 13, 2012 TOWN MEETING***

This year saw a busy day with a voter turnout of 1205 (26%). The weather was cloudy with a few morning showers; the temperature reached the low 70's.

The ballot clerks' were sworn in at 6:54 a.m. Steven Ranlett, Moderator, had the first voter in line come forward and verify that the ballot machine tapes all showed a zero balance and that the boxes were empty.

Moderator Ranlett then asked everyone to join in the Pledge of Allegiance to the flag and opened the polls.

TOWN OF PLAISTOW NEW HAMPSHIRE 2012 TOWN MEETING WARRANT AND BUDGET Town Meeting (Senate Bill 2)	
	
<ul style="list-style-type: none"><li>• Deliberative Session - Saturday, February 4, 2012 Plaistow Town Hall, 145 Main Street Great Hall (2nd Floor) 10:00 a.m.</li><li>• Deliberative Session Snow Date Saturday, February 11, 2012 Plaistow Town Hall, 145 Main Street Great Hall (2nd Floor) 10:00 a.m.</li><li>• Ballot Voting - Tuesday, March 13, 2012 Pollard School, 120 Main Street Polls open from 7:00 a.m. to 8:00 p.m.</li></ul>	
<hr/>	
2012 PLAISTOW TOWN WARRANT STATE OF NEW HAMPSHIRE	
<b>Article P-12-01: To elect all necessary Town Officers for ensuing year.</b>	
<b>SELECTMAN</b> THREE YEAR TERM Joyce C. Ingerson Ben Sadewicz Michelle Lee Curran Daniel J. Poliquin	<b>CONFLICT OF INTEREST</b> THREE YEAR TERM Therese A. Chouinard
<b>BUDGET COMMITTEE</b> THREE YEAR TERM Ben Sadewicz Gayle Hamel	<b>CONFLICT OF INTEREST</b> TWO YEAR TERM
<b>BUDGET COMMITTEE</b> TWO YEAR TERM Barry W. Weymouth Anthony E. Ricco	<b>AUDITOR</b> ONE YEAR TERM
<b>BUDGET COMMITTEE</b> ONE YEAR TERM W. David Gerns Sr.	<b>TRUSTEES OF THE TRUST FUND</b> THREE YEAR TERM B. Jill Senter
<b>PLANNING BOARD</b> THREE YEAR TERM Gerrard Silva	<b>TRUSTEES OF THE TRUST FUND</b> TWO YEAR TERM
<b>MODERATOR</b> TWO YEAR TERM Steven Ranlett Robert O. Harb	<b>TAX COLLECTOR</b> THREE YEAR TERM Rosemarie L. Bayek
<b>LIBRARY TRUSTEE</b> THREE YEAR TERM Kathy Wright Catherine Willis	<b>SUPERVISOR OF THE VOTER CHECKLIST</b> SIX YEAR TERM Nancy J. Jackman
<b>TREASURER</b> ONE YEAR TERM Pat Macomber	<b>SUPERVISOR OF THE VOTER CHECKLIST</b> ONE YEAR TERM Polly Huard



# Town of Plaistow, New Hampshire

## 2012 ANNUAL REPORT



### ***MARCH 13, 2012 TOWN MEETING RESULTS (Continued)***

#### **TOWN OF PLAISTOW - DULY ELECTED**

<b>SELECTMAN</b>	<b>LIBRARY TRUSTEE</b>
Michelle Lee Curran (551)	Kathy Wright (825)
Daniel J. Poliquin (635)	Catherine Willis (795)
<b>BUDGET COMMITTEE (3-Year)</b>	<b>TREASURER</b>
Ben Sadewicz (769)	Pat Macomber (842)
Gayle Hamel (795)	<b>CONFLICT OF INTEREST</b>
Darrell W. Britton Jr. (5)	Therese A. Chouinard (823) <b>(3-Year)</b>
<b>BUDGET COMMITTEE (2-Year)</b>	----- <b>(2-Year)</b>
Barry W. Weymouth (748)	<b>AUDITOR</b>
Anthony E. Ricco (744)	-----
<b>BUDGET COMMITTEE (1-Year)</b>	<b>TRUSTEES OF THE TRUST FUND</b>
W. David Gerns Sr. (826)	B. Jill Senter (845) <b>(3-Year)</b>
	Kara Ann Gilroy (11) <b>(2-Year)</b>
	<b>TAX COLLECTOR</b>
	Rosemarie L. Bayek (942)
<b>PLANNING BOARD</b>	<b>MODERATOR</b>
Gennifer Silva (845)	Robert D. Harb (553)
<b>SUPERVISOR OF THE VOTER CHECKLIST</b>	
Nancy J. Jackman (904) <b>(6-Year)</b>	Polly Huard (838) <b>(1-Year)</b>





**Town of Plaistow, New Hampshire**  
2012 ANNUAL REPORT



***MARCH 13, 2012 TOWN MEETING RESULTS (Continued)***

**TOWN OF PLAISTOW WARRANT ARTICLE RESULTS**

Article P-12-02:	<b>YES 913</b>	NO 210	Article P-12-03:	<b>YES 702</b>	NO 438
Article P-12-04:	<b>YES 728</b>	NO 417	Article P-12-05:	<b>YES 715</b>	NO 427
Article P-12-06:	<b>YES 737</b>	NO 402	Article P-12-07:	<b>YES 808</b>	NO 354
Article P-12-08:	<b>YES 725</b>	NO 441	Article P-12-09:	<b>YES 711</b>	NO 435
Article P-12-10:	<b>YES 787</b>	NO 336	Article P-12-11:	<b>YES 707</b>	NO 416
Article P-12-12:	<b>YES 655</b>	NO 467	Article P-12-13:	<b>YES 575</b>	NO 563
Article P-12-14:	YES 408	<b>NO 729</b>	Article P-12-15:	<b>YES 717</b>	NO 452
Article P-12-16:	<b>YES 694</b>	NO 476	Article P-12-17:	<b>YES 831</b>	NO 297
Article P-12-18:	<b>YES 619</b>	NO 308	Article P-12-19:	<b>YES 554</b>	NO 501
	Need More Information 227				
Article P-12-20:	<b>YES 696</b>	NO 356	Article P-12-21:	<b>YES 668</b>	NO 373
Article P-12-22:	<b>YES 537</b>	NO 479	Article P-12-23:	YES 466	<b>NO 560</b>
Article P-12-24:	YES 508	<b>NO 518</b>	Article P-12-25:	<b>YES 693</b>	NO 359
Article P-12-26:	<b>YES 747</b>	NO 275	Article P-12-27:	<b>YES 728</b>	NO 318
Article P-12-28:	<b>YES 573</b>	NO 460	Article P-12-29:	<b>YES 646</b>	NO 388
Article P-12-30:	<b>YES 797</b>	NO 240	Article P-12-31:	<b>YES 649</b>	NO 310



**Town of Plaistow, New Hampshire**  
2012 ANNUAL REPORT



***MARCH 13, 2012 TOWN MEETING RESULTS (Continued)***

**TIMBERLANE REGIONAL SCHOOL DISTRICT ELECTION OF OFFICERS**

**(TOWN OF PLAISTOW DULY ELECTED)**

<b>SCHOOL BOARD MEMBER</b>	<b>BUDGET COMMITTEE MEMBER</b>
Elizabeth Kosta (600)	Barry Weymouth (727) (1-Year)
	----- (2-Year)
	----- (3-Year)

**TIMBERLANE REGIONAL SCHOOL DISTRICT ARTICLES**

**(TOWN OF PLAISTOW RESULTS)**

Article 2:	YES 333	Article 3:	YES 628
	NO 829		NO 514
Article 4:	YES 646	Article 5:	YES 869
	NO 498		NO 255
Article 6:	YES 774	Article 7:	YES 919
	NO 330		NO 167

Polls were closed at 8pm and write in votes were tabulated Election results were announced at around 9:00 p.m.

Respectfully Submitted,

*Maryellen Pelletier*  
Maryellen Pelletier, Town Clerk







# Town of Plaistow, New Hampshire

## 2012 ANNUAL REPORT



### TOWN MEETING RESULTS - 2012

**(Winners are in Bold Italic Type)**

**Article P-12-01:** To elect all necessary Town Officers for ensuing year.

<b><u>SELECTMAN</u></b>	<b><u>VOTE FOR NOT</u></b>
<b><u>THREE YEAR TERM</u></b>	<b><u>MORE THAN TWO</u></b>
Joyce C. Ingerson	446
Ben Sadewicz	373
<b><i>Michelle Lee Curran</i></b>	<b><i>551</i></b>
<b><i>Daniel J. Poliquin</i></b>	<b><i>635</i></b>
<b><u>BUDGET COMMITTEE</u></b>	<b><u>VOTE FOR NOT</u></b>
<b><u>THREE YEAR TERM</u></b>	<b><u>MORE THAN FOUR</u></b>
<b><i>Ben Sadewicz</i></b>	<b><i>769</i></b>
<b><i>Gayle Hamel</i></b>	<b><i>795</i></b>
<b><i>Daryl Britton</i></b>	<b><i>5 (write-in)</i></b>
<b><u>BUDGET COMMITTEE</u></b>	<b><u>VOTE FOR NOT</u></b>
<b><u>TWO YEAR TERM</u></b>	<b><u>MORE THAN TWO</u></b>
<b><i>Barry W. Weymouth</i></b>	<b><i>748</i></b>
<b><i>Anthony E. Ricco</i></b>	<b><i>744</i></b>
<b><u>BUDGET COMMITTEE</u></b>	<b><u>VOTE FOR NOT</u></b>
<b><u>ONE YEAR TERM</u></b>	<b><u>MORE THAN ONE</u></b>
<b><i>W. David Gerns Sr</i></b>	<b><i>826</i></b>
<b><u>PLANNING BOARD</u></b>	<b><u>VOTE FOR NOT</u></b>
<b><u>THREE YEAR TERM</u></b>	<b><u>MORE THAN ONE</u></b>
<b><i>Gennifer Silva</i></b>	<b><i>845</i></b>
<b><u>MODERATOR</u></b>	<b><u>VOTE FOR NOT</u></b>
<b><u>TWO YEAR TERM</u></b>	<b><u>MORE THAN ONE</u></b>
Steven Ranlett	504
<b><i>Robert O. Harb</i></b>	<b><i>553</i></b>
<b><u>LIBRARY TRUSTEE</u></b>	<b><u>VOTE FOR NOT</u></b>
<b><u>THREE YEAR TERM</u></b>	<b><u>MORE THAN TWO</u></b>
<b><i>Kathy Wright</i></b>	<b><i>825</i></b>
<b><i>Catherine Willis</i></b>	<b><i>795</i></b>
<b><u>TREASURER</u></b>	<b><u>VOTE FOR NOT</u></b>
<b><u>ONE YEAR TERM</u></b>	<b><u>MORE THAN ONE</u></b>
<b><i>Pat Macomber</i></b>	<b><i>842</i></b>

<b><u>CONFLICT OF INTEREST</u></b>	<b><u>VOTE FOR NOT</u></b>
<b><u>THREE YEAR TERM</u></b>	<b><u>MORE THAN TWO</u></b>
<b><i>Therese A. Chouinard</i></b>	<b><i>823</i></b>
<b><u>CONFLICT OF INTEREST</u></b>	<b><u>VOTE FOR NOT</u></b>
<b><u>TWO YEAR TERM</u></b>	<b><u>MORE THAN TWO</u></b>
<b><u>AUDITOR</u></b>	<b><u>VOTE FOR NOT</u></b>
<b><u>ONE YEAR TERM</u></b>	<b><u>MORE THAN TWO</u></b>
<b><u>TRUSTEES OF THE TRUST FUND</u></b>	<b><u>VOTE FOR NOT</u></b>
<b><u>THREE YEAR TERM</u></b>	<b><u>MORE THAN ONE</u></b>
<b><i>B. Jill Senter</i></b>	<b><i>845</i></b>
<b><u>TRUSTEES OF THE TRUST FUND</u></b>	<b><u>VOTE FOR NOT</u></b>
<b><u>TWO YEAR TERM</u></b>	<b><u>MORE THAN ONE</u></b>
<b><i>Kara Ann Gilroy</i></b>	<b><i>11 (write-in)</i></b>
<b><u>TAX COLLECTOR</u></b>	<b><u>VOTE FOR NOT</u></b>
<b><u>THREE YEAR TERM</u></b>	<b><u>MORE THAN ONE</u></b>
<b><i>Rosemarie L. Bayek</i></b>	<b><i>942</i></b>
<b><u>SUPERVISOR OF THE</u></b>	<b><u>VOTE FOR NOT</u></b>
<b><u>VOTER CHECKLIST</u></b>	<b><u>SIX YEAR TERM</u></b>
<b><i>Nancy J. Jackman</i></b>	<b><i>904</i></b>
<b><u>SUPERVISOR OF THE</u></b>	<b><u>VOTE FOR NOT</u></b>
<b><u>VOTER CHECKLIST</u></b>	<b><u>ONE YEAR TERM</u></b>
<b><i>Polly Huard</i></b>	<b><i>838</i></b>



# Town of Plaistow, New Hampshire

## 2012 ANNUAL REPORT



### **OPERATING BUDGET**

**Article P-12-02:** Shall the Town raise and appropriate as an operating budget, not including appropriations by special warrant article and other appropriations voted separately, the amounts set forth on the budget posted with the warrant or as amended by vote of the first session, for the purposes set forth therein, totaling (\$7,602,156) SEVEN MILLION, SIX HUNDRED TWO THOUSAND ONE HUNDRED FIFTY-SIX DOLLARS. Should this article be defeated, the operating budget shall be (\$7,637,021) SEVEN MILLION SIX HUNDRED THIRTY-SEVEN THOUSAND TWENTY-ONE DOLLARS which is the same as last year, with certain adjustments required by previous action of the Town or by law; or the governing body may hold one special meeting, in accordance with RSA 40:13, X and XVI, to take up the issue of a revised operating budget only.

(Recommended by the Board of Selectmen (5-0-0) and Budget Committee (7-0-0)).

**YES 913**

**NO 210**

### **HIGHWAY DEPARTMENT EQUIPMENT CAPITAL RESERVE FUND DEPOSIT**

**Article P-12-03:** Shall the Town vote to raise and appropriate the sum of \$81,000 to be added to the existing Highway Department Equipment Capital Reserve Fund? If this article fails, article P-12-04 is null and void.

(Recommended by the Board of Selectmen (5-0-0) and Budget Committee (10-0-0); and this funding is in the Capital Improvement Program as approved by the Planning Board.)

**[Intent: To continue to set aside money for future purchases of Highway Department vehicles. Putting funds aside each year will allow for the orderly replacement of highway vehicles by leveling the yearly tax impact. This money can only be spent by a future vote at Town Meeting. These funds will be invested in an interest bearing account.]**

***Balance of this Capital Reserve Fund is \$91,695.45 as of December 31, 2011.***

**YES 702**

**NO 438**

### **REPLACEMENT OF THE HIGHWAY DEPARTMENT'S 2004 F-550 FORD DUMP TRUCK**

**Article P-12-04:** Shall the Town vote to raise and appropriate the sum of \$110,000 for a new piece of equipment for the Highway Department and to withdraw those funds from the Highway Department Equipment Capital Reserve Fund for this purpose? This article is contingent on the passage of Article P-12-03.

Appropriation:	\$110,000
Withdrawal from Highway Department Capital Reserve:	<u>-\$110,000</u>
Amount to be raised from 2012 taxes:	\$0

(Recommended by the Board of Selectmen (5-0-0) and recommended by the Budget Committee (10-0-0); and this funding is in the Capital Improvement Program as approved by the Planning Board.)

**[Intent: To replace the Highway Department's 2004 F-550 Ford Dump Truck. The new dump truck will be equipped with a salt/sander, wing plow and front plow. This is the**



# Town of Plaistow, New Hampshire

## 2012 ANNUAL REPORT



vehicle utilized on a daily basis, year-round for all public work's activities. Funding for this item will be from the Highway Department Capital Reserve Fund created in 2006.]

YES 728

NO 417

### **ENGINEERING STUDY FOR THE REPLACEMENT OF THE WESTVILLE ROAD BRIDGE**

**Article P-12-05:** Shall the Town vote to raise and appropriate the sum of \$85,000 for the engineering study phase services for the replacement of the Westville Road Bridge over the Little River (NHDOT Bridge No. 122/072), a Town-owned and maintained bridge. The Town will be reimbursed 80% (\$68,000) of the actual engineering costs by the New Hampshire Department of Transportation (NHDOT) through the NHDOT Municipal Managed Bridge Aid Program. The remaining 20% of the costs (\$17,000) shall be funded by the Town through taxation. This is a non-lapsing appropriation per RSA 32:7, VI.

<b>Appropriation:</b>	<b>\$85,000</b>
<b>NHDOT Bridge Aid Reimbursement:</b>	<b>-\$68,000</b>
<b>Amount to be raised from 2012 taxes:</b>	<b>\$17,000</b>

(Recommended by the Board of Selectmen (5-0-0) and Budget Committee (10-0-0); and this funding is in the Capital Improvement Program as approved by the Planning Board.)

**[Intent: The Town needs to complete an engineering study phase for the eventual replacement of the Westville Road Bridge over the Little River, including the possible realignment of this stretch of Westville Road. The Town has applied for the preliminary estimate work through the NHDOT Municipal Managed Bridge Aid Program.]**

YES 715

NO 427

### **FIRE DEPARTMENT CAPITAL RESERVE FUND DEPOSIT**

**Article P-12-06:** Shall the Town vote to raise and appropriate the sum of \$105,000 to be added to the existing Fire Department Capital Reserve Fund? If this article fails, then article P-12-07 is null and void.

(Recommended by the Board of Selectmen (5-0-0) and Budget Committee (10-0-0); and this funding is in the Capital Improvement Program as approved by the Planning Board.)

**[Intent: To continue to set aside money for future purchases of Fire Department vehicles. Putting funds aside each year will allow for orderly replacement of fire vehicles by leveling the yearly tax impact. This money can only be spent by a future vote at Town meeting. This money is invested in an interest bearing account.]**

***Balance of this Capital Reserve Fund is \$310,057.96 as of December 31, 2011.***

YES 737

NO 402

### **FIRE DEPARTMENT- REPLACE ENGINE 7**

**Article P-12-07:** Shall the town vote to raise and appropriate the sum of \$405,000 for the replacement of Engine 7 and to withdraw those funds from the Fire Department Equipment Capital Reserve Fund and the Public Safety Impact Fee (Fire Apparatus Sub-allocation) Fund for this purpose? This article is contingent on the passage of Article P-12-06.

<b>Appropriation:</b>	<b>\$405,000</b>
-----------------------	------------------



## Town of Plaistow, New Hampshire

### 2012 ANNUAL REPORT



<b>Withdrawal from Public Safety Impact Fee (Fire Apparatus Sub-allocation)</b>	<b>- \$3,211</b>
<b>Withdrawal from Fire Department Capital Reserve:</b>	<b>-\$401,789</b>
<b>Amount to be raised from 2012 taxes:</b>	<b>\$0</b>

(Recommended by the Board of Selectmen (5-0-0) and recommended by the Budget Committee (10-0-0); and this funding is in the Capital Improvement Program as approved by the Planning Board.)

[Intent: This piece of apparatus has been in service since 1987 and is due for retirement from the department. The Fire Department Truck Committee has been working over the last year to specify a replacement that will combine the functions of both Engine-7 and Rescue-6 affording greater flexibility in their emergency responses. "Zeroing out" the apparatus sub-allocation of the Public Safety Impact Fee is also necessary due to the length of time these funds are allowed to be held by statute (6 years)].

YES 808 NO 354

#### **FIRE DEPARTMENT FULL-TIME STAFF POSITION**

**Article P-12-08:** Shall the Town vote to raise and appropriate the sum of \$48,500 to establish an additional fulltime Firefighter/Emergency Medical Technician (EMT) position with the Fire Department. This sum represents the cost of wages, associated roll up costs (such as taxes, insurance, retirement and uniforms). With an anticipated hire date of May, this represents eight months of funding for the new position. If approved, the position will be funded on an annual basis within the Operating Budget of the Fire Department starting in 2013.

(Recommended by the Board of Selectmen (5-0-0) and Budget Committee (10-0-0); and this funding is in the Capital Improvement Program as approved by the Planning Board.)

[Intent: To add an additional fulltime Firefighter/EMT position to the Plaistow Fire Department. Current staff includes the Fire Chief and 2 Firefighter/EMTs. Since the initial hiring of the 2 Firefighter/EMTs in 2001, the calls for service have increased by approximately 40%. In addition, the changing demographics of the Town leave fewer members available in the day time to respond to calls. The Town has also seen significant growth in the commercial sector adding to the existing inspectional activities of the Department. With recent approvals for three (3) over-55 housing projects, projected to add an additional 200 units, to be constructed in Town in the near term, an additional increase in the overall calls for service is anticipated. It is estimated that a full year of this position, including wages of \$18.00/hour, taxes and benefits would be approximately \$72,500.]

YES 725 NO 441

#### **BUILDING SYSTEMS CAPITAL RESERVE FUND DEPOSIT**

**Article P-12-09:** Shall the Town vote to raise and appropriate the sum of \$10,000 to be added to the existing Building Systems Reserve Fund?

(Recommended by the Board of Selectmen (4-1-0) and Budget Committee (10-0-0); and this funding is in the Capital Improvement Program as approved by the Planning Board.)

[Intent: To replace funds spent in 2011 for emergency maintenance or repairs to Town-owned buildings and to continue to set aside money for future repairs of building





## Town of Plaistow, New Hampshire

### 2012 ANNUAL REPORT



systems in Town owned properties. Buildings are one of the Town's largest capital assets and these funds are used to maintain and repair systems such as heating and ventilation, electrical and plumbing. Monies from this fund would be used for repairs that are unanticipated prior to Town Meeting and that cannot wait until a future meeting. This money can only be spent with the approval of the Board of Selectmen. The money in this Capital Reserve Fund is invested in an interest bearing account.]

***Balance of this Capital Reserve Fund is \$11,082.36 as of December 31, 2011.***

**YES 711**

**NO 435**

#### **CELL TOWER MAINTENANCE CAPITAL RESERVE FUND DEPOSIT**

***Article P-12-10:*** Shall the Town vote to raise and appropriate the sum of \$20,000 to be added to the existing Cell Tower Maintenance Capital Reserve Fund?

(Recommended by the Board of Selectmen (5-0-0) and Budget Committee (10-0-0); and this funding is in the Capital Improvement Program as approved by the Planning Board.)

[Intent: The 2008 SFC Engineering Partnership, Inc. Water Tower Assessment Study indicated that the structure is beginning to rust. With moderate maintenance, it is estimated the structure will remain useful for approximately 30 years and will generate over \$3,750,000 in revenue for the Town. Annual revenue from the Cell Tower is over \$125,000, which goes into the General Fund to offset taxes. The multi-year maintenance plan is estimated to cost between \$200,000 and \$300,000 over the next 30 years as outlined in the 2008 SFC Engineering Report. The money in this Capital Reserve Fund is invested in an interest bearing account.]

***Balance of this Capital Reserve Fund is \$18,206.72 as of December 31, 2011.***

**YES 787**

**NO 336**

#### **WATER DEPARTMENT - FIRE SUPPRESSION PUMP AND PUMP HOUSE CAPITAL RESERVE FUND**

***Article P-12-11:*** Shall the Town vote to raise and appropriate the sum of \$70,000 to be added to the existing Fire Suppression Pump and Pump House Capital Reserve Fund for the purpose of replacing the Fire Protection System Pumps and the Pump House they are contained in?

(Recommended by the Board of Selectmen (5-0-0) and Budget Committee (10-0-0); and this funding is in the Capital Improvement Program as approved by the Planning Board.)

[Intent: To replace the Pumps for the Fire Protection System and the Pump House they are located in. The building that houses the pump that distributes the water for the Fire Suppression/Protection System must be replaced at the same time that the pumps are replaced. The replacement is scheduled for 2015 at an estimated cost of \$200,000 for the pumps and \$150,000 for the Pump House, totaling \$350,000. The money in this Capital Reserve Fund will be invested in an interest bearing account.]

***Balance of this Capital Reserve Fund is \$128,826.51 as of December 31, 2011.***

**YES 707**

**NO 416**



# Town of Plaistow, New Hampshire

## 2012 ANNUAL REPORT



### **CONSERVATION FUND DEPOSIT**

**Article P-12-12:** Shall the Town vote to raise and appropriate the sum of \$5,000 to be deposited into the existing Conservation Fund as provided for in RSA 36-A?

(Recommended by the Board of Selectmen (5-0-0) and by the Budget Committee (10-0-0); and the project is in the Capital Improvement Plan as approved by the Planning Board.)

**[Intent: To provide additional funding to the Plaistow Conservation Fund to allow for the purchase of land, easements, and/or other land rights to preserve the natural and cultural features such as streams, rivers, prime agricultural land, valuable woodlands, quality viewscapes, wetlands and other valuable open areas. These funds will be invested in an interest bearing account.]**

***Balance of the Conservation Fund is \$59,881.09 as of December 31, 2011.***

***Balance of the Forestry Fund is \$26,992.77 as of December 31, 2011.***

**YES 655**

**NO 467**

### **IMPROVEMENTS AT INGALLS TERRACE (SMITH) RECREATION FACILITY**

**Article P-12-13:** Shall the Town vote to raise and appropriate the sum of \$20,000 for safety improvements at Ingalls Terrace (Smith) Recreation Field?

(Recommended by the Board of Selectmen (5-0-0) and Budget Committee (10-0-0); and this funding is in the Capital Improvement Program as approved by the Planning Board.)

**[Intent: This project includes necessary upgrades to ensure safety of the play-scape and the fencing. This will include replacement of the surface under the playground with a recyclable safe surface (in place of the sand), and the replacement of some damaged fencing.]**

**YES 575**

**NO 563**

### **PAVILION AT THE OLD COUNTY ROAD RECREATION (PARC) FACILITY**

**Article P-12-14:** Shall the Town vote to raise and appropriate the sum of \$150,000 for the engineering, materials and construction of a Pavilion at the Old County Road Recreation (PARC) Facility?

(Recommended by the Board of Selectmen (5-0-0) and Budget Committee (8-2-0); and this funding is in the Capital Improvement Program as approved by the Planning Board.)

**[Intent: This project involves the construction of a Pavilion to meet the critical need for shelter for the Town's summer recreation program being held at this site and will save the Town approximately \$5,000 currently being spent annually on tent rentals. This Pavilion will also allow for the year-round use of a variety of events and functions such as Old Home Day, youth sport programs, concerts, and any other Town sponsored events. The total cost of \$150,000 will include the engineering, materials and construction phases of the new Pavilion.]**

**YES 408**

**NO 729**



# Town of Plaistow, New Hampshire

## 2012 ANNUAL REPORT



### **RAISE FOR THE TAX COLLECTOR**

**Article P-12-15:** Shall the Town vote to raise and appropriate the sum of \$700.25 for the 9 month cost of increasing the salary of the Tax Collector. This sum represents the wages and associated roll-up costs (\$601.34 for Wages and \$98.92 for SS, Medicare and NHRS). The breakdown is as follows:

<b>2011 Current Salary:</b>	<b>\$ 26,726</b>
<b>+ Proposed Increase (9 months)</b>	<b>\$ 601.34</b>
<b>2012 Total Wages*:</b>	<b>\$27,327</b>
{*The 2013 Wages with a full 12 months will be \$27,528}	

(Recommended by the Board of Selectmen (5-0-0) and Budget Committee (9-0-0)).

[Intent: The Tax Collector position has not had an increase in salary since 2008. The full annual impact (12 months) is \$933.67. The breakdown is \$801.78 salary and an additional \$131.89 to cover the Town's payment for Social Security, Retirement and Medicare.]

**YES 717**

**NO 452**

### **RAISE FOR THE TOWN CLERK**

**Article P-12-16:** Shall the Town vote to raise and appropriate the sum of \$1,015.38 for the 9 month cost of increasing the salary of the Town Clerk. This sum represents the wages and associated roll-up costs (\$871.94 for Wages and \$143.43 for SS, Medicare and NHRS). The breakdown is as follows:

<b>2011 Current Salary:</b>	<b>\$ 38,753</b>
<b>+ Proposed Increase (9 months)</b>	<b>\$ 871.94</b>
<b>2012 Total Wages*:</b>	<b>\$39,625</b>
{*The 2013 Wages with a full 12 months will be \$39,916}	

(Recommended by the Board of Selectmen (5-0-0) and Budget Committee (9-0-0)).

[Intent: The Plaistow Town Clerk is the lowest paid Town Clerk in the State of NH for towns with a population of 5,000 – 9,000. The Town Clerk position has not had an increase in salary since 2008. The full annual impact is \$1,353.84. The breakdown is \$1,162.59 salary and an additional \$191.25 to cover the Town's payment for Social Security, Retirement and Medicare.]

**YES 694**

**NO 476**

### **Article P-12-17: CITIZEN'S PETITION:**

- Elderly Exemption:

Pursuant to RSA 72-39-b Shall we modify the net income exemptions from the single net income of \$35,000 to \$38,000 and the married net income from \$50,000 to \$53,000.

- Disabled Exemption:

Pursuant to RSA 72-37-b Shall we modify the net income exemptions from the single net income of \$35,000 to \$38,000 and the married net income from \$50,000 to \$53,000.

(Recommended by the Board of Selectmen (5-0-0) and Budget Committee (9-0-0)).

**YES 831**

**NO 297**



# Town of Plaistow, New Hampshire

## 2012 ANNUAL REPORT



### **Article P-12-18: CITIZEN'S PETITION:**

Do you agree with this petition that you do not want a layover station anywhere in Plaistow?  
(Recommended by the Board of Selectmen (5-0-0).)

**[Intent: The intent of this petition is to give a voice to the Plaistow Voters.]**

<input type="checkbox"/>	<b>YES</b>	<b>619</b>
<input type="checkbox"/>	<b>NO</b>	<b>308</b>
<input type="checkbox"/>	<b>NEED MORE INFORMATION</b>	<b>227</b>

### **ZONING AMENDMENT**

**Article P-12-19:** Are you in favor of the adoption of an amendment as proposed by the Planning Board to the Plaistow Zoning Ordinance, by modifying Article II, Definitions, § 220-2, Definitions, as follows:

Replace the existing definition of STRUCTURE with the following new definition:

STRUCTURE: Anything assembled or constructed, the use of which requires location on or in the ground or an attachment to an object located on or in the ground. This includes structures assembled or constructed of plastic, fabric and/or canvas covered frame structures, structures for agricultural uses, structures installed on skids, blocks or permanent foundations and all sheds and storage facilities. All structures shall require a building permit. Further clarification follows:

- A). Fences and single mast flag poles shall not be considered structures.
- C). Stone walls when used to define property boundaries shall not be considered structures.
- D). Free standing signs shall be considered structures but are exempt from setback requirements.

***(Intent: To better clarify the definition of a structure.)***

**YES 554                      NO 501**

### **ZONING AMENDMENT**

**Article P-12-20:** Are you in favor of the adoption of an amendment as proposed by the Planning Board to the Plaistow Zoning Ordinance, by modifying Article II, Definitions, § 220-2, Definitions, as follows:

Add a new definition for Bed and Breakfast facilities as follows:

BED AND BREAKFAST FACILITY: See ROOMING AND BOARDING HOUSE.

***(Intent: To provide a definition for Bed and Breakfast Facility as there presently is none and to classify them as commercial.)***

**YES 696                      NO 356**





# Town of Plaistow, New Hampshire

## 2012 ANNUAL REPORT



### **ZONING AMENDMENT**

**Article P-12-21:** Are you in favor of the adoption of an amendment as proposed by the Planning Board to the Plaistow Zoning Ordinance, by modifying Article II, Definitions, § 220-2, Definitions, as follows:

Modifying the definition for Rooming and Boarding House as follows:

**ROOMING AND BOARDING HOUSE** — A building other than a hotel or motel where lodging is provided for compensation without individual cooking facilities. These will be considered commercial uses.

***(Intent: To classify Rooming and Boarding Houses as commercial.)***

**YES 668**

**NO 373**

### **ZONING AMENDMENT**

**Article P-12-22:** Are you in favor of the adoption of an amendment as proposed by the Planning Board to the Plaistow Zoning Ordinance, by modifying Article V, Establishment of Districts and District Regulations, § 220-32, District Objectives and land use controls, Table 220-32C, "CII" – Commercial II as follows:

Add a new permitted use in paragraph B, Permitted Uses, as follows:

8.1 Rooming and Boarding House

***(Intent: To allow for Rooming and Boarding Houses in the CII District.)***

**YES 537**

**NO 479**

### **ZONING AMENDMENT**

**Article P-12-23:** Are you in favor of the adoption of an amendment as proposed by the Planning Board to the Plaistow Zoning Ordinance, by modifying Article V, Establishment of Districts and District Regulations, § 220-32, District Objectives and land use controls, Table 220-32D, "VC" – Village Center as follows:

Add a new permitted use in paragraph B, Permitted Uses, as follows:

9. Rooming and Boarding House

***(Intent: To allow for Rooming and Boarding Houses in the Village Center District.)***

**YES 466**

**NO 560**

### **ZONING AMENDMENT**

**Article P-12-24:** Are you in favor of the adoption of an amendment as proposed by the Planning Board to the Plaistow Zoning Ordinance, by modifying Article V, Establishment of Districts and District Regulations, § 220-32, District Objectives and land use controls, Table 220-32G, "ICR" – Integrated Commercial Residential as follows:

Add a new permitted use in paragraph B(1) Permitted Commercial uses as follows:

(k) Rooming and Boarding House



## Town of Plaistow, New Hampshire

### 2012 ANNUAL REPORT



***(Intent: To allow for Rooming and Boarding Houses in the Integrated Commercial Residential District.)***

YES 508

NO 518

#### **ZONING AMENDMENT**

**Article P-12-25:** Are you in favor of the adoption of an amendment as proposed by the Planning Board to the Plaistow Zoning Ordinance, by modifying Article V, Establishment of Districts and District Regulations, § 220-32, District Objectives and land use controls, Table 220-32C, "CII" – Commercial II as follows:

Add a new permitted use in paragraph B, Permitted Uses, as follows:

10. Mixed commercial/residential uses where the work place or the residence must be owner occupied.

***(Intent: To allow mixed uses in all of the Commercial II District with the restriction that either the commercial or the residential use must be owner occupied.)***

YES 693

NO 359

#### **ZONING AMENDMENT**

**Article P-12-26:** Are you in favor of the adoption of an amendment as proposed by the Planning Board to the Plaistow Zoning Ordinance, Article III, General Provisions, §220-7., Letter A by removing it.

***(Intent: To make Plaistow's Zoning conform to new State law that prohibits towns from mandating the merger of substandard lots.)***

YES 747

NO 275

#### **ZONING AMENDMENT**

**Article P-12-27:** Are you in favor of the adoption of an amendment as proposed by the Planning Board to the Plaistow Zoning Ordinance, Article IX, signs, §220-58., All Districts, by adding a letter D. as follows:

All free standing signs are required to have a street address that includes the street name and number and that is a minimum of six inches for signs for commercial uses in the CI and ICR Districts and a minimum of three inches for signs for residential uses in all Districts. The space required for the address portion of the sign shall not be counted as part of the required sign size.

***(Intent: To allow for the proper identification of businesses by public safety officials and the public.)***

YES 728

NO 318



# Town of Plaistow, New Hampshire

## 2012 ANNUAL REPORT



### **ZONING AMENDMENT**

**Article P-12-28:** Are you in favor of the adoption of an amendment as proposed by the Planning Board to the Plaistow Zoning Ordinance, Article V, Establishment of Districts and District Regulations, Table 220-32G, "ICR" – Integrated Commercial-Residential District, B. Uses, by moving (i) Churches, and (j) Cemetery/Burial site and mausoleum from the Permitted Residential Uses to the Permitted Commercial/Industrial Uses.

*(Intent: To properly classify churches and cemeteries as commercial uses.)*

**YES 573**

**NO 460**

### **ZONING AMENDMENT**

**Article P-12-29:** Are you in favor of the adoption of an amendment as proposed by the Planning Board to the Plaistow Zoning Ordinance, Article V, Establishment of Districts and District Regulations, Table 220-32B "CI" – commercial I, to rezone all of Tax Map 27, Lot 55 to all commercial I. (Chart Parcel with frontage on Route 125).

*(Intent: To make this parcel consistent with the Commercial I Zone which includes the entire parcel of properties abutting Route 125).*

**YES 646**

**NO 388**



### **ZONING AMENDMENT**



# Town of Plaistow, New Hampshire

## 2012 ANNUAL REPORT



**Article P-12-30:** Are you in favor of the adoption of an amendment as proposed by the Planning Board to the Plaistow Zoning Ordinance, Article XVIA, Storm Water – Post Construction, Section 220-117.3 Design Standards, Number 8d., by changing it to read as follows:

“All developments shall be required to submit annual inspection checklists as provided by the Planning Department to certify that proper maintenance of on-site drainage infrastructure and storm water systems have been performed and they are functioning properly. These checklists must be submitted by October 1st each year to the Town of Plaistow Department of Building Safety.”

***(Intent: To ensure that drainage and storm water systems are being properly maintained as required under the Town's EPA Stormwater Permit).***

**YES 797**

**NO 240**

### **ZONING AMENDMENT**

**Article P-12-31:** Are you in favor of the adoption of an amendment as proposed by the Planning Board to the Plaistow Zoning Ordinance, by modifying Article V, Establishment of Districts and District Regulations, § 220-32, District Objectives and land use controls, Table 220-32I, Minimum Dimensions for All Districts as follows:

Replace paragraph A, Structure setbacks with the following new table of setbacks.

#### **A. Structure setbacks**

<b>Zoning District</b>	<b>Front Setback</b>
	(Measured from front property line) (All dimensions are in feet)
Industrial I & II (Ind I & Ind II)	50
Commercial I (C I)	50
Commercial II (C II)	30
Village Center (VC)	30
Medium Density Residential (MDR)	35
Low Density Residential (LDR)	35
Residential Conservation I (RC I)	50
Residential Conservation II (RC II)	(See PRD requirements – Article VI)
Integrated Commercial-Residential (ICR)	50
<b>Use of Land within any District except CII and VC Districts</b>	<b>Side and Rear Setbacks</b>
Where land used industrially abuts a residential use	100
Where land used industrially abuts a commercial use	50
Where land used industrially abuts an industrial use	35
Where land used commercially abuts a residential use	50
Where land used commercially abuts a commercial use	35





# Town of Plaistow, New Hampshire

## 2012 ANNUAL REPORT



Where land used commercially abuts an industrial use	35
Where an MDR residential use abuts any other land use	15
Where an LDR residential use abuts any other land use	25
Where an ICR residential use abuts any other land use	25
Where an RC I residential use abuts any other land use	25
Where an RC II residential use abuts any other land use	(See PRD requirements – Article VI)
Where a manufactured housing subdivision land use abuts any other land use	25
<b>Use of land within CII and VC Districts</b>	<b>Side and Rear Setbacks</b>
Where land used commercially abuts any other land use	20
Where land used residentially abuts any other land use	15

**And** add a new paragraph C as follows:

C. Where a mixed use is proposed, the largest setback of the uses in the mixed use, shall be the required setback.

Remove references to front setbacks in the Commercial I, Industrial I and Industrial II Districts as follows:

Remove line C.(5) from Table 220-32-A, Industrial I.

Remove line C.(5) from Table 220-32-B, Commercial I.

Remove line C.(5) from Table 220-32-K, Industrial II.

***(Intent: The new proposed table closes gaps in the former table which did not cover all possible uses in each district and removes duplicate entries found in the former table. It removes the duplicate references in Tables 220-32-A, B, and K for front setback distances and corrects an error in the RC I front setback in the former table.)***

**YES 649**

**NO 310**



# Town of Plaistow, New Hampshire

## 2012 ANNUAL REPORT



### Timberlane Regional School District Election - Plaistow

#### SCHOOL BOARD MEMBER

Barry Weymouth 315

*Elizabeth Kosta 600*

#### BUDGET COMMITTEE

*Barry Weymouth 727*

#### ARTICLE 2: 5 YEAR BOND

Yes 333

**No 829**

#### ARTICLE 3: OPERATING BUDGET

Yes 628

No 514

#### ARTICLE 4: CAPITAL RESERVE FUND

Yes 646

No 498

#### ARTICLE 5: TEACHERS AGREEMENT

Yes 869

No 255

#### ARTICLE 6: AUTHORIZATION OF SPECIAL MEETING

Yes 774

No 330

#### ARTICLE 7: ACCEPTANCE OF REPORTS

Yes 919

No 167



**Town of Plaistow, New Hampshire**  
2012 ANNUAL REPORT



***FINANCIAL REPORT OF THE TAX COLLECTOR***  
***SUMMARY OF TAX ACCOUNTS***  
***FISCAL YEAR ENDING DECEMBER 31, 2012***

<b>UNCOLLECTED TAXES BEGINNING OF FISCAL YEAR:</b>	<b>LEVY FOR YEAR OF THIS REPORT</b>	<b>LEVY 2011</b>	<b>LEVY</b>	<b>LEVY</b>
Property Taxes/<credit balance>	-\$856	\$1,274,350		
Yield Taxes				
<b>TAXES COMMITTED THIS YEAR:</b>				
Property Taxes	\$20,233,360			
Current Use Penalty				
<b>OVERPAYMENT:</b>				
Property Taxes	\$10,640			
Collect Interest-Late Taxes	\$9,969	\$56,776		
<b>TOTAL DEBITS</b>	<b>\$20,253,113</b>	<b>\$1,331,126</b>	<b>\$0</b>	<b>\$0</b>

<b>CREDITS</b>				
<b>REMITTED TO TREASURER:</b>	<b>LEVY FOR YEAR OF THIS REPORT</b>	<b>LEVY 2011</b>	<b>LEVY</b>	<b>LEVY</b>
Property Taxes	\$15,345,215	\$832,471		
Return Check Fine & MNC				
Interest	\$9,969	\$56,776		
Conversions to Lien		\$441,637		
Land Use Change				
<b>ABATEMENTS MADE:</b>	<b>\$5,547</b>	<b>\$242</b>		
<b>UNCOLLECTED TAXES END OF YEAR:</b>	<b>\$4,900,207</b>			
Property Taxes	-\$7,825			
Yield Taxes				
<b>TOTAL CREDITS</b>	<b>\$20,253,113</b>	<b>\$1,331,126</b>	<b>\$0</b>	<b>\$0</b>



# Town of Plaistow, New Hampshire

## 2012 ANNUAL REPORT



### *FINANCIAL REPORT OF THE TAX COLLECTOR (Continued)*

DEBITS					
	Levy For Year 2011	Levy 2010	Levy 2009	Levy 2008	Levy 2007-1990
Unredeemed Liens-Beg. Of Year		\$281,218	\$223,883	\$35,081	458,265
Liens Executed During Year	\$441,637				
Interest & Costs Collected (After Lien Execution)	\$17,716	\$25,689	\$32,467	\$1,873	2,161
Mortgage Notice Costs					
<b>TOTAL DEBITS</b>	<b>\$459,353</b>	<b>\$306,907</b>	<b>\$256,350</b>	<b>\$36,954</b>	<b>\$460,426</b>

CREDITS					
REMITTED TO TREASURER:	Levy For Year 2011	Levy 2010	Levy 2009	Levy 2008	Levy 2007-1990
Redemptions	\$145,768	\$117,301	\$101,469	\$12,242	
Interest & Costs Collected (After Lien Execution)	\$14,341	\$24,744	\$31,768	\$1,738	
Abatements of Unredeemed Taxes	\$3,740				
End of Year	\$295,504	\$164,862	\$123,113	\$22,974	
<b>TOTAL CREDITS</b>	<b>\$459,353</b>	<b>\$306,907</b>	<b>\$256,350</b>	<b>\$36,954</b>	<b>\$460,426</b>

*Note: The Tax Collector's figures are shown as submitted to the State of New Hampshire and are rounded to the nearest dollar.*

REMITTED TO TREASURER	
Property Taxes	\$16,177,686
Interest	\$66,745
Tax Lien	\$441,637
Redemptions	\$376,780
Interest & Costs Collected	\$72,591
Penalty & Mortgage Notice Costs	
<b>TOTAL:</b>	<b>\$17,135,439</b>

Respectfully Submitted,

Rosemarie L. Bayek, Tax Collector





# Town of Plaistow, New Hampshire

## 2012 ANNUAL REPORT



### FINANCIAL REPORT OF THE TOWN CLERK

(January 1, 2012 through December 31, 2012)

W/H State NH Marriages Certified Copies	\$ 10,886.00
Interware Liabilty W/H = E-Reg	\$ 1,561.90
Dogs W/H State of NH	\$ 2,917.00
UCC Fees	\$ 3,240.00
Autos (10,383)	\$ 1,179,051.54
E-Reg Fee	\$ 955.00
Mail In Registration Fee	\$ 7,965.00
Miscellaneous	\$ 58.20
Dog License (1281)	\$ 6,500.00
Dog Pickup Fines	\$ 757.00
Marriage Licenses (67)	\$ 469.00
Certified Copies (986)	\$ 3,333.00
Returned Check Charges	\$ 425.00
Municipal Agent Program	\$ 30,545.00
Voter Check List	\$ 771.00
Dredge & Fill Permits	\$ 10.00
Boat Registrations (458)	\$ 7,428.42
Recordings	\$ -
Filing Fees	\$ 4.00
Voter Registration Cards	\$ -
Title Fees	\$ 3,706.00
Pole Licenses	\$ -
Recount Fees	\$ -
Sub Total	\$ 1,260,583.06
Prior Year Returned Check Collected 2011	\$ 144.00
Outstanding Checks 2011	\$ (1,183.29)
Sub Total - Remitted to the Treasurer	\$ 1,259,543.77
Funds From Other Town Departments (333)	\$ 2,162.75
Total Funds - Remitted to the Treasurer	\$ 1,261,706.52
Miscellaneous Line:	
Photo Copies	= \$54.95
Postage	= \$ 3.25

Respectfully Submitted,

*Maryellen Pelletier*

Maryellen Pelletier, Town Clerk



# Town of Plaistow, New Hampshire

## 2012 ANNUAL REPORT



### FINANCIAL REPORT OF THE TOWN TREASURER

*The following cash balances have been reconciled by the treasurer to the respective bank accounts.*

Account Name	Balance 12/31/11	Deposits 2012	Interest 2012	Withdrawals 2012	Balance 12/31/12
<b>General Fund:</b>					
Beg. Balance TD Bank - Gen. Fund	\$9,363,995.04				
Plus: Receipts from All Sources		\$20,337,071.65			
Plus: Transfers from Investments		\$161,844.62			
Plus: Interest Earned			\$12,432.99		
Less: Authorized Disbursements				(\$23,758,122.41)	
Less: Transfers to Departments				(\$341,908.00)	
End Balance TD Bank Gen. Fund					\$5,775,313.89
<b>Water Bond:</b>					
MBIA Account - Water Bond	\$300,392.17		\$327.20		\$300,719.37
<b>Impact Fees:</b>					
Public Safety	\$36,626.84	\$24,718.47	\$108.00		\$61,453.31
Recreation	\$1,536.40	\$3,286.78	\$7.86		\$4,831.04
Roadway	\$0.00	\$2,950.00	\$5.81		\$2,955.81
Route 125	\$1.00		\$0.00		\$1.00
School	\$6,709.24	\$5,832.00	\$22.73		\$12,563.97
Waterline	\$11,186.58		\$21.98		\$11,208.56
<b>Other Funds:</b>					
Cannon & Statue	\$1,393.89		\$2.73		\$1,396.62
Conservation	\$59,881.09		\$114.31	(\$5,100.00)	\$54,895.40
Current Use	\$96,324.80	\$12,256.16	\$205.35		\$108,786.31
Forest	\$26,992.77		\$52.61	(\$252.00)	\$26,793.38
Access Mgmt	\$9,126.75		\$17.93		\$9,144.68
Recreation Rev.	\$33,008.23	\$14,193.12	\$79.60		\$47,280.95
Water Supp. Line	\$321,846.61	\$101,356.47	\$792.88		\$423,995.96
WWII Monument	\$85.67		\$0.12		\$85.79
Westville Rd. Mitigation	\$133.12		\$0.24		\$133.36
Special Detail	\$11,759.06	\$109,255.00	\$64.77	(\$109,255.00)	\$11,823.83
Drug Forfeiture Federal Funds	\$9,513.09	\$9,777.06	\$0.38	(\$11,366.31)	\$7,924.22
Drug Forfeiture State Funds	\$7,448.32	\$3,796.13	\$0.45	(\$10,226.38)	\$1,018.52
Rescue Vehicle & Medical Equipment	\$14,291.49	\$2,532.14	\$29.58	(\$177.25)	\$16,675.96
Accident Recon.	\$4,711.36		\$2.35		\$4,713.71
<b>Grand Total - All Funds</b>	<b>\$10,316,963.52</b>	<b>\$20,788,869.60</b>	<b>\$14,289.87</b>	<b>(\$24,236,407.35)</b>	<b>\$6,883,715.64</b>

Respectfully Submitted,

Pat Macomber, Treasurer



# Town of Plaistow, New Hampshire

## 2012 ANNUAL REPORT



### ***IMPACT FEES DEFINITION AND 2012 FEE SCHEDULE***

An "impact fee" means a fee or assessment imposed upon development, including subdivision, building construction, or other land use change, in order to help meet the needs occasioned by that development for the construction or improvement of capital facilities owned or operated by the municipality, including and limited to water treatment and distribution facilities; wastewater treatment and disposal facilities; sanitary sewers; storm water, drainage and flood control facilities; public road systems and rights-of-way; municipal office facilities; public school facilities; the municipality's proportional share of capital facilities of a cooperative or regional school district of which the municipality is a member; public safety facilities; solid waste collection, transfer, recycling, processing and disposal facilities; public library facilities; and public recreational facilities not including public open space. Impact Fees must be used within six years of imposition, or must be returned to the developer.

#### **1. School District**

##### **Building Type: Residential Only - Per Dwelling Unit As Follows:**

##### **Cost**

Single-family attached (Condominium or Townhouse Style)

*Per each SF attached unit representing 1 Dwelling Unit* \$1,899.00

Duplex (2-Unit Residential Structure)

*Per each duplex unit representing 1 Dwelling Unit* \$2,269.00

Multi-family (3-4 Unit Structure)

*Per each multi-family unit representing 1 Dwelling Unit* \$1,812.00

Multi-family (5+ Unit Structure)

*Per each unit multi-family unit representing 1 Dwelling Unit* \$1,057.00

Manufactured Housing

*Per each Manufactured House representing 1 Dwelling Unit* \$1,795.00

#### **2. Recreation**

##### **Building Type: Residential Only – Per Dwelling Unit as Follows:**

##### **Cost**

*Per Bedroom*

\$469.54

#### **3. Public Safety**

##### **Cost**

##### **Building Type: Residential**

*Per Dwelling Unit*

\$1,405

##### **Building Type: Industrial or Commercial**

*Per Square Foot*

\$ 1.01

#### **4. New Road**

##### **Building Type: Residential, Industrial or Commercial**

##### **Cost**

*Per Linear Foot of Additional Public Road*

\$5.00

#### **5. Water Line/Fire Suppression**

##### **Building Type: Residential, Industrial or Commercial**

##### **Cost**

*Per Square Foot*

\$2.00

Respectfully Submitted,

Leigh Komornick, Town Planner



# Town of Plaistow, New Hampshire

## 2012 ANNUAL REPORT



### ***FINANCIAL REPORT OF THE TRUSTEES OF THE TRUST FUNDS***

<b>2012 (Unaudited) Fund Name</b>	<b>Beginning Balance</b>	<b>Deposits</b>	<b>Withdrawals</b>	<b>Interest Earned</b>	<b>Ending Balance</b>
<b><i>(Note: All Funds Invested in the MBIA – NH Public Investment Pool)</i></b>					
Plaistow Cemetery	121,936.89	\$6,160.00	\$2,513.31	\$132.08	\$125,715.66
North Parish Cemetery	\$5,638.70	\$0.00	\$113.80	\$6.20	\$5,531.10
<b><i>Cemetery Totals</i></b>	<b><i>\$127,575.59</i></b>	<b><i>\$6,160.00</i></b>	<b><i>\$2,627.11</i></b>	<b><i>\$138.28</i></b>	<b><i>\$131,246.76</i></b>
<b>2012 (Unaudited) Fund Name (Continued)</b>	<b>Beginning Balance</b>	<b>Deposits</b>	<b>Withdrawals</b>	<b>Interest Earned</b>	<b>Ending Balance</b>
Fire Dept. Capital Reserve	\$310,057.96	\$105,000.00	\$0.00	\$337.83	\$415,395.79
Recreation Commission	\$4.22	\$0.00	\$0.00	\$0.00	\$4.22
P.E.G. Cable Access	\$2,277.47	\$0.00	\$0.0	\$2.83	\$2,280.00
Internet Expendable	\$11,679.50	\$0.00	\$0.00	\$12.91	\$11,692.41
Fire Supp. Capital Reserve	\$128,826.28	\$70,000.00	\$70,000.00	\$125.77	\$128,952.28
Town Hall Expendable	\$7,515.67	\$0.00	\$0.00	\$8.16	\$7,523.83
Accrued Leave Expendable	\$12,576.90	\$0.00	\$0.00	\$13.81	\$12,590.71
Highway Capital Reserve	\$91,695.45	\$81,000.00	\$0.00	\$99.98	\$172,795.43
Buildings Capital Reserve	\$20,012.32	\$10,000.00	\$8,929.96	\$12.82	\$21,095.18
Cell Tower Capital Reserve	\$18,206.72	\$20,000.00	\$0.00	\$19.87	\$38,226.59
Pump/PH Capital Reserve	\$0.00	\$70,000.00	\$0.00	\$14.59	\$70,014.59
<b><i>Subtotal (Town Invested Funds)</i></b>	<b><i>\$602,852.72</i></b>	<b><i>\$356,000.00</i></b>	<b><i>78,929.96</i></b>	<b><i>\$648.57</i></b>	<b><i>\$880,571.33</i></b>
<b>Grand Total (Town Invested Funds)</b>	<b>\$730,428.31</b>	<b>\$362,160.00</b>	<b>\$81,557.07</b>	<b>\$786.85</b>	<b>\$1,011,818.09</b>

Respectfully Submitted,

*B. Jill Senter, Chairman*





# Town of Plaistow, New Hampshire

## 2012 ANNUAL REPORT



<b>FINANCIAL REPORT OF THE PLAISTOW PUBLIC LIBRARY</b>	
<b>INCOME</b>	
Town of Plaistow	\$458,662
Donations	\$5,695
Fines, Lost Books	\$3,359
Fees: Electronic Equipment, Non-Resident Cards	\$3,819
Interest on Deposits	\$536
Book Sale	\$1,657
<b><i>TOTAL</i></b>	<b><i>\$473,728</i></b>
<b>EXPENSES</b>	
Salaries & Benefits	\$285,244
Utilities	\$36,671
Material Acquisitions	\$38,188
Online Resources	\$10,148
Facility Expenses	\$52,227
Technical Services	\$17,063
Supplies	\$12,511
Programming	\$7,711
Bookkeeping	\$3,369
Continuing Education	\$2,194
Legal	\$130
Professional Dues	\$610
Postage	\$227
<b><i>TOTAL</i></b>	<b><i>\$466,293</i></b>



**Town of Plaistow, New Hampshire**  
2012 ANNUAL REPORT



**FINANCIAL REPORT OF THE PLAISTOW PUBLIC LIBRARY**  
*(Continued)*

**LIBRARY ACCOUNT BALANCES (12/31/2012)**

*Funds on Deposit in Money Market at TD Bank*

Special Projects Fund	\$41,510.10
Fines/Lost Book Account	\$34,959.86
Restoration & Replacement	\$30,825.55
Memorial Funds	\$18,915.08
Roger B. Hill Memorial Fund	\$15,737.35
Francis Minnick Memorial Fund	\$15,413.12
Grounds Enhancement	\$13,793.81
Donald Murray Memorial Fund	\$10,275.65
Constance Cullen Memorial Fund	\$5,000.83
Technology Fund	\$2,866.77
Jean Vass Memorial Fund	\$2,111.16
Donald R. Willis Memorial Fund	\$2,104.61
Carolyn Jeffrey Memorial Fund	\$1,113.37
Attorney & Mrs. Samuel Conti Family Fund	\$762.91

Respectfully Submitted,

*Catherine Willis, Treasurer*  
*Board of Trustees*



# Town of Plaistow, New Hampshire

## 2012 ANNUAL REPORT



### GRANTS AND DONATIONS RECEIVED

#### Grants

Amount Awarded	Source	Purpose	Dept.	Accepted
\$32,000	US Dept of Justice	Victim Witness	Police	11/03/2011
\$26,737	Homeland Security	Emergency Management Planning	Emergency Management	3/5/2012
\$3,395	SNH – Highway Safety	DWI Patrol	Police	September 2012
\$5,014	SNH – Highway Safety	Enforcement Patrol	Police	September 2012
\$231,502	US Dept of Justice	COPS Grant	Police	12/13/2010
\$100,000	NH DES	ARM Grant – Town Forest	Conservation	12/3/2012

#### Donations

Amount	Source	Purpose	Dept.	Accepted
\$10,000	Roy Jeffrey	Organ	Executive	11/26/2012
\$2,850	Roy Jeffrey	Bench, Table for Veteran Memorial	Executive	2/27/2012
\$800	American Legion	Poles and Flags for Veteran Memorial	Executive	2/27/2012
\$5,820	Various donations	Memorial	Police	7/16/2012
\$2,550	Various donations	K-9 softbody armor	Police	7/16/2012
\$1,660	Plaistow's Firemen's Association	Saws, chains and cases	Fire	12/3/2012
\$3,775	Cumberland Farms	Recreation Department	Recreation	9/17/2012
\$650	Plaistow Lions	Recreation	Recreation	8/6/2012
\$2,250	Wards Woodworking	Shed for PARC	Recreation	6/4/2012
\$8,797	Friends of Rec	Swing Set	Recreation	5/7/2012
\$5,000	Al Hoyt & Sons	Firing Range	Police	2/4/2013
\$8,500	Home Depot Foundation	Firing Range	Police	2/4/2013
\$20,959	Various (all under \$5,000)	Firing Range	Police	2/4/2013



# Town of Plaistow, New Hampshire

## 2012 ANNUAL REPORT



### TAX RATE CALCULATION 2012

#### Town Portion

Gross Appropriations	\$8,563,371	
Less Revenues	(\$3,869,107)	
Less Shared Revenues	\$0	
Add Overlay	\$80,496	
War Service Credits	\$182,000	
Net Town Appropriation		<b>\$4,956,760</b>
Special Adjustment	\$0	
<b>Approved Town Tax Effort</b>		<b>\$4,956,760 Town Rate: \$5.98</b>

#### School Portion

Net Local School Budget (Gross Appropriation - Revenue	\$0	
Regional School Appropriation	\$16,640,338	
Less Adequate Education Grant	(\$2,141,546)	
Less State Education Taxes	(\$2,166,907)	
<b>Approved School(s) Tax Effort</b>		<b>\$12,331,885 Local School Rate: \$14.90</b>

#### State Education Taxes

State-wide Education Tax Rate	\$2.39	
Equalized Valuation	\$906,655,445	
Divided by Local Assessed Valuation	\$803,834,912	
<b>State Education Tax For Plaistow</b>		<b>\$2,166,907 State School Rate: \$2.70</b>

#### County Portion

Due to County	\$931,830	
Less Shared Revenues	\$0	
<b>Approved County Tax Effort:</b>		<b>\$931,830 County Rate: \$1.13</b>

Total Property Taxes Assessed	\$20,387,382	
Less War Service Credits	(\$182,000)	
<b>Total Property Tax Commitment:</b>		<b>\$20,205,382 Total Rate: \$24.71</b>

#### Proof of Rate

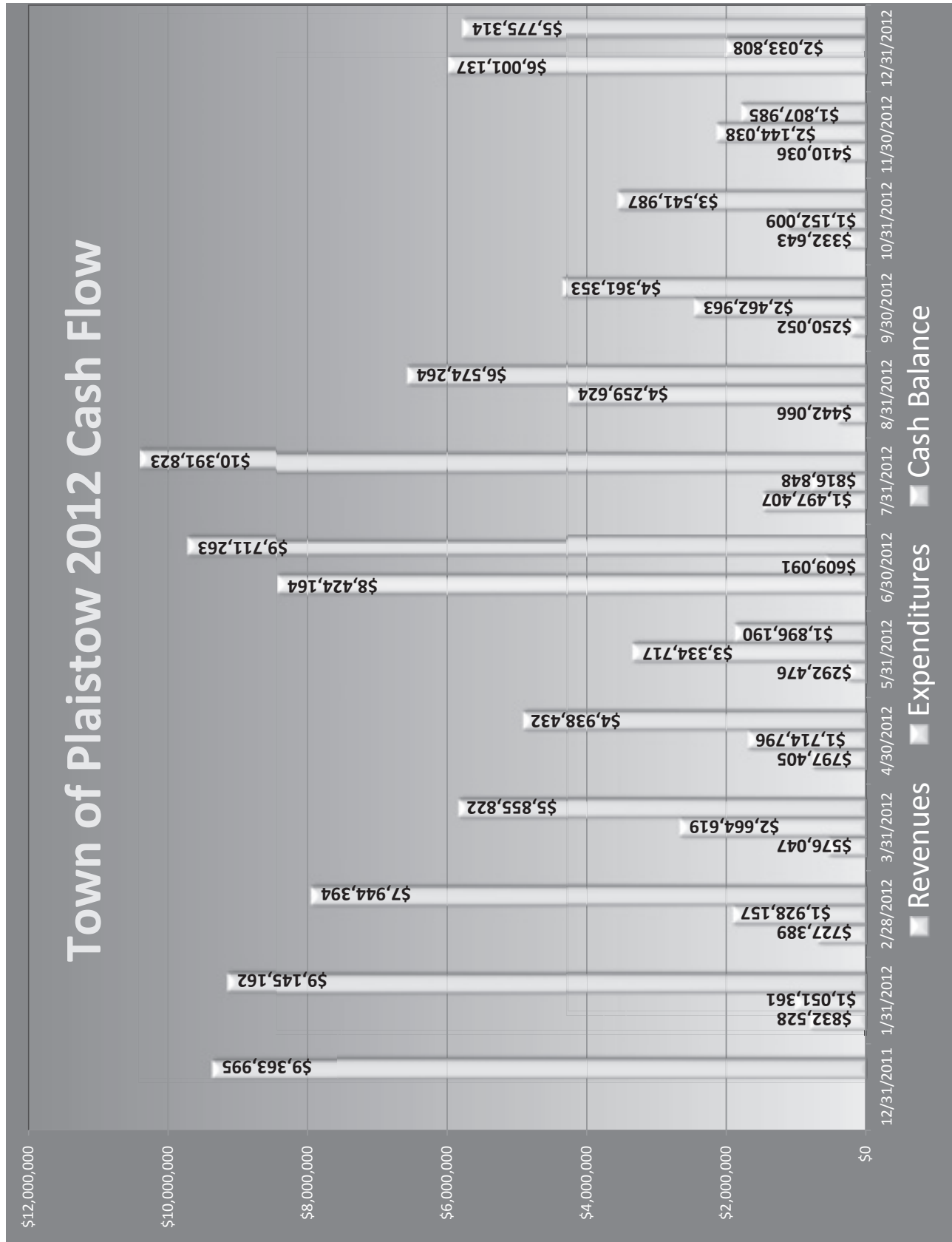
Net Assessed Valuation		Tax Rate	Assessment
State Education Tax (no utilities)	\$803,834,912	\$2.70	\$2,166,907
All other Taxes	\$827,670,502	\$22.01	\$18,220,475
			<u>\$20,387,382</u>





# Town of Plaistow, New Hampshire

## 2012 ANNUAL REPORT





# Town of Plaistow, New Hampshire

## 2012 ANNUAL REPORT



### 2012 TAX RATE ANALYSIS

TAX RATE COMPONENTS	2013	2012	2011	2010	2009	2008	2007	2006	2005	2004	2003	2002	2001
Plaistow Tax Rate		5.980	6.273	6.557	6.37	5.10	4.60	4.34	3.54	4.83	3.92	3.80	3.81
Timberlane District Tax Rate		14.900	14.591	14.398	13.78	12.79	11.12	10.58	9.63	12.29	10.42	10.27	10.00
State Education Tax Rate		2.700	2.71	2.609	2.72	2.43	2.39	2.68	2.53	3.72	5.03	5.28	5.94
County Tax Rate		1.130	1.136	1.158	1.08	0.98	0.89	0.90	0.94	1.25	1.20	1.23	1.41
<b>TOTAL TAX RATE</b>		<b>24.71</b>	<b>24.71</b>	<b>24.72</b>	<b>23.95</b>	<b>21.30</b>	<b>19.00</b>	<b>18.50</b>	<b>16.64</b>	<b>22.09</b>	<b>20.57</b>	<b>20.58</b>	<b>21.16</b>

Assessed Valuation	2012	2011	2010	2009	2008	2007	2006	2005	2004	2003	2002	2001
Residential/Commercial Value	827,670,502	828,352,659	828,441,746	833,761,946	936,108,957	994,755,612	1,002,699,303	1,019,422,093	717,982,421	714,291,718	705,719,788	614,335,107

#### PLAISTOW 2011 TAX RATE

As a general overview, the Town of Plaistow's tax rate is applied annually to both a commercial and residential property's assessed valuation to determine the amount of tax to levy on the property. All the taxing agencies: the Town of Plaistow, Rockingham County, State Education, and the Timberlane School District determine the overall tax rate.

This year, in late November, after working with NH State Officials from the Department of Revenue Administration, the Town of Plaistow established a tax rate of \$24.71 per thousand for 2011. This rate is comprised of Timberlane Local School Rate \$14.591 and the State Education Property Tax Rate of \$2.710, which results in the combined tax rate to support public schools at \$17.30. The Rockingham County rate has decreased to \$1.136 and the Town's share is \$6.273 a decrease of \$0.28.

The tax liability for a year is calculated in the fall of that year. While Plaistow issues two tax bills per year, the first bill is an estimate or an educated guess at what the tax liability may be for the year. It is calculated using the prior year's tax rate and assessed value. However, when the second bill arrives it is the true tax liability using the newly established tax rate in the fall. The first half billed amount is subtracted from the total tax liability to arrive at the final tax amount due in December.

Additionally, over the last several years, the Town's municipal revenues for motor vehicles, Building Permit Fees and State revenues have also decreased significantly but are now starting to pick up. This has been reflected in the reduction of estimated revenues reported to DRA. To help off-set the declining revenues, while developing and managing the Town's 2011 budget, mindful of the overall tax rate that would be approved for 2011, the Town has made significant efforts to lessen the impact to taxpayers. These efforts include:

- \* Significant reductions in the 2011 budget (\$115,000 in Solid Waste)
- \* Increase in Town Revenues (Cell Tower, Cable Franchise Fees, Courthouse Revenues)
- \* Doing more with less. Plaistow Highway Department assumed the landscaping for Town properties; Managing cash-flow to avoid finance charges with taking a Tax Anticipation Note (Savings \$50-\$75K)
- \* Advancing efforts to relocate the Plaistow Cable Studio (Annual Savings of \$15K)
- \* Restructuring numerous contracts with cost savings (Savings +/- \$10K)

All of these efforts have significantly limited the impact to the Town's portion of the 2011 tax rate.

Total Tax Rate	2010	2012	Change
\$200,000.00	\$4,944.00	\$4,942.00	-\$2.00
\$250,000.00	\$6,180.00	\$6,177.50	-\$2.50
\$300,000.00	\$7,416.00	\$7,413.00	-\$3.00
\$350,000.00	\$8,652.00	\$8,648.50	-\$3.50

Town Rate (Values)	2010	2011	Change
\$200,000.00	\$1,311.40	\$1,254.60	-\$56.80
\$250,000.00	\$1,639.25	\$1,568.25	-\$71.00
\$300,000.00	\$1,967.10	\$1,881.90	-\$85.20
\$350,000.00	\$2,294.95	\$2,195.55	-\$99.40

School Rate (Values)	2010	2011	Change
\$200,000.00	\$2,879.60	\$2,918.20	\$38.60
\$250,000.00	\$3,599.50	\$3,647.75	\$48.25
\$300,000.00	\$4,319.40	\$4,377.30	\$57.90
\$350,000.00	\$5,039.30	\$5,106.85	\$67.55

State Education Rate (Values)	2010	2011	Change
\$200,000.00	\$521.80	\$542.00	\$20.20
\$250,000.00	\$652.25	\$677.50	\$25.25
\$300,000.00	\$782.70	\$813.00	\$30.30
\$350,000.00	\$913.15	\$948.50	\$35.35

County Rate (Values)	2010	2011	Change
\$200,000.00	\$231.60	\$227.20	-\$4.40
\$250,000.00	\$289.50	\$284.00	-\$5.50
\$300,000.00	\$347.40	\$340.80	-\$6.60
\$350,000.00	\$405.30	\$397.60	-\$7.70



# Town of Plaistow, New Hampshire

## 2012 ANNUAL REPORT



### ***2012 TOWN LONG TERM DEBT REPORT***

The Town of Plaistow recognizes that the foundation of a well-managed community is having a sound debt strategy. As a Community, from time to time, Plaistow has had to consider the timing and purposes for bond anticipation notes, capital outlay notes, grant anticipation notes, and tax and revenue anticipation notes. These financial tools are available to help improve the quality of decisions and support long-term financial planning, including a multi-year capital plan for the Town's capital projects.

The Town's long-term debt obligation is:

**\$0.00**



# Town of Plaistow, New Hampshire

## 2012 ANNUAL REPORT



### 2012 BUDGET COMPARISON (UNAUDITED)

	GENERAL GOVERNMENT	2012 Budget	2012 Expended	2012 Ending Balance
4130-4139	Executive	272,336	270,111	2,225
4140-4149	Election, Reg. & Vital Statistics	126,954	119,934	7,020
4150-4151	Financial Administration	314,115	305,990	8,125
4153	Legal Expense	40,001	39,656	345
4155-4159	Personnel Administration	1,479,164	1,353,719	125,445
4191-4193	Planning & Zoning	85,034	63,964	21,070
4194	General Government Buildings	213,099	204,893	8,206
4195	Cemeteries	2,775	500	2,275
4196	Insurance	80,000	79,844	156
4197	Advertising & Regional Assoc.	25,569	24,109	1,460
4199	Other General Government	31,560	30,225	1,335
<b>TOTAL GENERAL GOVERNMENT</b>		<b>2,670,607</b>	<b>2,492,945</b>	<b>177,663</b>
<b>PUBLIC SAFETY</b>				
4210-4214	Police	1,872,367	1,834,240	38,127
4220-4229	Fire	480,663	471,587	9,076
4240-4249	Building Inspection	108,361	105,048	3,313
4290-4298	Emergency Management	18,044	17,454	590
<b>TOTAL PUBLIC SAFETY</b>		<b>2,479,435</b>	<b>2,428,329</b>	<b>51,106</b>
<b>HIGHWAYS &amp; STREETS</b>				
4311	Administration	279,057	260,995	18,062
4312	Highways & Streets	576,090	474,458	101,632
4316	Street Lighting	85,000	85,789	(789)
<b>TOTAL HIGHWAYS &amp; STREETS</b>		<b>940,147</b>	<b>821,242</b>	<b>118,905</b>
<b>SANITATION</b>				
4323	Solid Waste Collection	540,000	512,400	27,600
4324	Solid Waste Disposal	47,000	51,769	(4,769)
<b>TOTAL SANITATION</b>		<b>587,000</b>	<b>564,168</b>	<b>22,832</b>
<b>WATER DISTRIBUTION &amp; TREATMENT</b>				
4332	Water Services	70,877	28,119	42,758
<b>TOTAL WATER DIST &amp; TREATMENT</b>		<b>70,877</b>	<b>28,119</b>	<b>42,758</b>
<b>HEALTH/WELFARE</b>				
4411	Administration	79,299	72,103	7,196
4414	Pest Control	15,312	19,032	(3,720)
4415-4419	Health Agencies & Hosp. & Other	66,122	66,122	-
4441-4442	Administration & Direct Assist.	873	520	353
4445-4449	Vendor Payments & Other	37,350	31,857	5,493
<b>TOTAL HEALTH/WELFARE</b>		<b>198,956</b>	<b>189,633</b>	<b>9,323</b>
<b>CULTURE &amp; RECREATION</b>				
4520-4529	Parks & Recreation	210,920	205,165	5,755
4550-4559	Library	458,662	458,662	-
4583	Patriotic Purposes	1,000	800	200
4589	Other Culture & Recreation	26,619	26,836	(217)
<b>TOTAL CULTURE &amp; RECREATION</b>		<b>697,201</b>	<b>691,462</b>	<b>5,739</b>
<b>CONSERVATION</b>				
4611-4612	Admin. & Purch. of Nat. Resources	8,137	7,719	418
<b>TOTAL CONSERVATION</b>		<b>8,137</b>	<b>7,719</b>	<b>418</b>
<b>DEBT SERVICE</b>				
4723	Int. on Tax Anticipation Notes	1	-	1
<b>TOTAL DEBT SERVICE</b>		<b>1</b>	<b>-</b>	<b>1</b>
<b>2012 TOTAL BUDGET</b>		<b>7,652,361</b>	<b>7,223,618</b>	<b>428,743</b>



# Town of Plaistow, New Hampshire

## 2012 ANNUAL REPORT



### ***REPORT FROM THE FINANCE DIRECTOR***

I am pleased to present my 2012 report of the Finance Department. The Finance Office has the responsibility of maintaining the finance records for the Town of Plaistow.

These records are used to file the annual reports to NH Department of Revenue Administration which are then used to calculate the Town Tax Rate at year end. This information is also summarized to prepare the Audited Financial Statements. For this town report, you will find the 2010 Completed Town Audit, the 2011 MS5 (which is completed by the town auditors) and 2012 reports including a comparison of budgeted to actual appropriations, cash flow graphs, and a summary of expenditures and revenues.

#### **2012 OVERVIEW**

We have had another successful year in preparing the budget for 2013. The budget process begins with working with the Town Manager to meet with Department Heads and doing the initial review of the budgets right through presentation to the BOS and Budget Committee.

The BOS and Budget Committee agreed on the bottom line for the 2013 operating budget of \$7,708,218. This is less than 1% of an overall increase from 2012. This process took numerous hours and I am very thankful to the BOS, the Budget Committee and all the Town Staff.

One of our biggest challenges this year was finding areas for reduction to cover the unavoidable increases in NHRS, however with quite a bit of belt tightening we were able to absorb over \$60,000 of this increase without an additional tax impact to the town.

The finance department continues to make improvements with its financial reporting in an effort to provide the BOS and Department Heads the tools they need to make good financial decisions on behalf of the town.

It continues to be both challenging and rewarding to work for the Town of Plaistow and I appreciate the opportunity. I look forward to the future and providing excellent service to the Town of Plaistow.

Sincerely,

*Janet Gallant*

Director of Finance and Administration





# Town of Plaistow, New Hampshire

## 2012 ANNUAL REPORT



### ***INDEPENDENT AUDITOR'S COMPIATION REPORT***

To the Board of Selectmen and Town Manager  
Town of Plaistow, New Hampshire

We have compiled the accompanying financial statements of the Town of Plaistow, New Hampshire as of and for the year ended December 31, 2011 included in the accompanying Form MS-5. We have not audited or reviewed the accompanying financial statements and, accordingly, do not express an opinion or provide any assurance about whether the financial statements are in accordance with the requirements of the New Hampshire Department of Revenue Administration.

Management is responsible for the preparation and fair presentation of the financial statements in accordance with the requirements of the New Hampshire Department of Revenue Administration and for designing, implementing, and maintaining internal control relevant to the preparation and fair presentation of the financial statements.

Our responsibility is to conduct the compilation in accordance with Statements on Standards for Accounting and Review Services issued by the American Institute of Certified Public Accountants. The objective of a compilation is to assist management in presenting financial information in the form of financial statements without undertaking to obtain or provide any assurance that there are no material modifications that should be made to the financial statements.

The financial statements, Form MS-5, are presented in accordance with the requirements of the New Hampshire Department of Revenue Administration which differ from accounting principles generally accepted in the United States of America. Accordingly, these financial statements are not designed for those who are not informed about such differences.

*Vaclav Chubay & Company PC*

December 13, 2012



# Town of Plaistow, New Hampshire

## 2012 ANNUAL REPORT



### INDEPENDENT AUDITOR'S COMPIATION REPORT (Continued)

### FINANCIAL REPORT OF THE TOWN OR CITY BUDGET

Enter TOWN/CITY Name Here >

Plaistow

Enter Calendar Reporting Year Here >

2011

(January 1 to December 31)

Enter Optional Reporting Year Here >

n/a

(July 1 to June 30)

DOES THE TOWN/CITY ACCOUNT FOR SOME  
EXPENDITURES AS PROPRIETARY FUNDS OR  
CAPITAL PROJECT FUNDS?

No

Enter Yes or No in box above & see instructions.

State of New Hampshire Department of Revenue Administration

Municipal Services Division

P.O. Box 487

Concord, NH 03302-0487

Telephone: (603) 230-5090

Return Completed Form By April 1 For Calendar Fiscal Year and By September 1 for Optional Fiscal Year

#### GOVERNING BODY (SELECTMEN)

Date Signed: \_\_\_\_\_

Under penalties of perjury, I declare that I have examined the information contained in this form and to the best of my belief it is true, correct and complete

*John C. Thorne*  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

*Christopher L. Almon*  
\_\_\_\_\_  
\_\_\_\_\_  
*Daniel Polk*  
\_\_\_\_\_

#### PREPARER

Under penalties of perjury, I declare that I have examined the information contained in this form and to the best of my belief it is true, correct and complete. (If prepared by a person other than the City/Town officials, this declaration is based on all information of which the preparer has knowledge.)

Preparer (Please print or type)

Vachon Galloway & Company PC

Regular Office Hours

8:00 am - 5:00 pm Monday - Friday

Signature

*Vachon Galloway & Company PC*

E-mail address

vachongalloway@vachongalloway.com

FOR DRA USE ONLY

MUNICIPAL SERVICES DIVISION

P.O. BOX 487, CONCORD, NH 03302-0487

(603)230-5090

MS-6

Rev. 01/12

See accompanying independent accountant's compilation report



# Town of Plaistow, New Hampshire

## 2012 ANNUAL REPORT



### INDEPENDENT AUDITOR'S COMPIATION REPORT (Continued)

Financial Report of the Budget - Town/City of Plaistow				
MS-5	Reporting Year = 2011			
OP FY Reporting Year = n/a				
1	2	3	4	5
Acct. #	EXPENDITURE	Voted Appropriations Final MS-2	Other Authorizations* Explain Below	Actual Expenditures
GENERAL GOVERNMENT TOTAL = show detail below				
4130-4139	Executive	278,392		244,250
4140-4149	Election Reg & Vital Statistics	122,421		112,272
4150-4151	Financial Administration	305,857		300,168
4152	Property Assessment			
4153	Legal Expense	45,000		32,135
4155-4159	Personnel Administration	1,405,764		1,358,080
4191-4193	Planning & Zoning	87,566		82,244
4194	General Government Buildings	181,785		100,748
4195	Cemeteries	3,525		717
4196	Insurance	78,720		76,496
4197	Advertising & Regional Assoc.	26,843		23,428
4199	Other General Government	27,906		24,232
PUBLIC SAFETY TOTAL = show detail below				
4210-4214	Police	1,884,015		1,801,487
4215-4219	Ambulance			
4220-4225	Fire	469,999		422,885
4240-4249	Building Inspection	108,830		137,358
4290-4298	Emergency Management	18,000		7,499
4299	Other (incl. Communications)	82,000		
AIRPORT/AVIATION CENTER TOTAL = show detail below				
4301-4309	Airport Operations			
HIGHWAYS & STREETS TOTAL = show detail below				
4311	Administration	268,740		269,761
4312	Highways & Streets	637,090		535,906
4313	Bridges			
4316	Street Lighting	85,000		90,318
4319	Other			
SANITATION TOTAL = show detail below				
4321	Administration			
4323	Solid Waste Collection	555,000		544,121
4324	Solid Waste Disposal	49,000		66,347
4325	Solid Waste Facility Clean-up			
4326-4328	Sewage Coll. & Disposal & Other			
Page Sub-Totals		6,695,084	0	8,280,481

Acct. #	Explanation for "Other Authorizations" (Column 4) (Examples: Emergency expenditure; non-lapsing appropriations; grants; agents on capital reserve or trust; transfers)

See accompanying independent accountant's compilation report



# Town of Plaistow, New Hampshire

## 2012 ANNUAL REPORT



### INDEPENDENT AUDITOR'S COMPIATION REPORT (Continued)

MS-6 Financial Report of the Budget - Town/City of Plaistow				
		Reporting Year =	2011	OP FY Reporting Year = n/a
1	2	3	4	5
Acct. #	EXPENDITURE	Voted Appropriations Final MS-2	Other Authorizations* Explain Below	Actual Expenditures
<b>WATER DISTRIBUTION &amp; TREATMENT =</b> show detail below				
4331	Administration			
4332	Water Services	53,344		43,298
4335-4339	Water Treatment, Conserve & Other			
<b>ELECTRIC =</b> show detail below				
4351-4352	Admin. and Generation			
4353	Purchase Costs			
4354	Electric Equipment Maintenance			
4359	Other Electric Costs			
<b>HEALTH =</b> show detail below				
4411	Administration	79,384		74,048
4414	Pest Control	16,468		23,304
4415-4419	Health Agencies & Hosp. & Other	74,122		66,122
<b>WELFARE =</b> show detail below				
4441-4442	Administration & Direct Assist.	64,440		21,845
4444	Intergovernmental Welfare Pymts			
4445-4449	Vendor Payments & Other			
<b>CULTURE &amp; RECREATION =</b> show detail below				
4520-4529	Parks & Recreation	223,872		215,324
4550-4559	Library	432,741		409,265
4593	Parade Purposes	1,000		
4599	Other Culture & Recreation	20,519		24,247
<b>CONSERVATION =</b> show detail below				
4611-4612	Admin & Purch of Nat. Resources	20,025		7,239
4619	Other Conservation	5,000		5,000
4631-4632	Redevelopment and Housing			
4651-4659	Economic Development			
<b>DEBT SERVICE =</b> show detail below				
4711	Princ - Long Term Bonds & Notes			
4721	Interest-Long Term Bonds & Notes			
4723	Int. on Tax Anticipation Notes	28,000		
4790-4799	Other Debt Service			
Page Sub-Totals		1,011,705	0	889,808

Acct. #	Explanation for "Other Authorizations" (Column 4) (Examples: Emergency expenditure, non-lapsing appropriations; grants; agents on capital reserve or trust; transfers)

See accompanying independent accountant's completion report



# Town of Plaistow, New Hampshire

## 2012 ANNUAL REPORT



### INDEPENDENT AUDITOR'S COMPIIATION REPORT (Continued)

Financial Report of the Budget - Town/City of <b>Plaistow</b>				
MS-5		Reporting Year =	2011	DP FY Reporting Year = n/a
1	2	3	4	5
Acct. #	EXPENDITURE	Voted Appropriations Final MS-2	Other Authorizations* Explain Below	Actual Expenditures
	<b>CAPITAL OUTLAY</b> show detail below			
4901	Land			
4902	Machinery, Vehicles & Equipment	113,000		92,031
4903	Buildings			
4909	Improvements Other Than Bldgs.			
	<b>OPERATING TRANSFERS OUT</b> show detail below			
4912	To Special Revenue Fund			
4913	To Capital Projects Fund			
4914	To Enterprise Fund			
	- Sewer			
	- Water			
	- Electric			
	- Airport			
4916	To Capital Reserve Fund	253,600		253,600
4916	To Expend. Trust Fund - not 4917			
4917	To Health Maint. Trust Funds			
4918	To Nonexpendable Trust Funds			
4919	To Fiduciary Funds			
	Page Sub-Totals	363,600	0	352,631
	Total Local Expenditure Sub-Totals	8,070,389	0	7,522,620
	<b>PAYMENTS TO OTHER GOVERNMENTS</b>			
4931	Taxes Assessed for County	941,401		941,401
4932	Taxes Assessed for Village Dist.			
4933	Taxes Assessed for Local Educ.	12,096,217		12,096,217
4934	Taxes Assessed for State Educ.	2,180,041		2,180,041
4939	Payments to Other Governments			
Less Proprietary Funds, Capital Project Funds or Special Revenue Funds				
	<b>TOTAL GENERAL FUND EXPENDITURES</b>	<b>23,278,048</b>	<b>0</b>	<b>22,739,279</b>

Acct. #	Explanation for "Other Authorizations" (Column 4) (Examples: Emergency expenditure; non-funding appropriations; grants, agents on capital reserve or trust; transfers)





# Town of Plaistow, New Hampshire

## 2012 ANNUAL REPORT



### INDEPENDENT AUDITOR'S COMPIIATION REPORT (Continued)

Financial Report of the Budget - Town/City of			Plaistow	
			2011	Reporting Year
			n/a	Op FY Reporting Year
Acct. #	SOURCE OF REVENUE	Estimated Revenues Used to Set Tax Rate	Actual Revenues	
TAXES				
3110	Property Taxes (commercial rate overlay)	20,134,378	20,180,097	
3120	Land Use Charge Taxes - General Fund			
3121	Land Use Charge Taxes - Conservation Fund			
3180	Resident Taxes			
3185	*Motor Taxes			
3186	Payment in Lieu of Taxes			
3187	Excavation Tax (\$1.02 cents per cu yd)			
3189	Other Taxes			
3180	Interest & Penalties on Delinquent Taxes	122,000	167,789	
	Inventory Penalties			
LICENSES, PERMITS & FEES				
3210	Business Licenses & Permits	2,000	2,830	
3220	Motor Vehicle Permit Fees	1,159,000	1,154,344	
3230	Building Permits	89,000	89,222	
3280	Other Licenses, Permits & Fees	50,000	74,943	
3312-3319	From Federal Government	105,341	31,783	
FROM STATE				
3351	Shared Revenues			
3352	Meals & Rooms Tax Distribution	339,873	341,821	
3353	Highway Plank Grant	153,908	154,492	
3354	Water Pollution Grant			
3355	Housing & Community Development			
3356	State & Federal Forest Land Reimbursement			
3357	Flood Control Reimbursement			
3359	Other (including Railroad Tax)	6,000	23,781	
3379	From Other Governments	123,859	98,322	
CHARGES FOR SERVICES				
3401-3405	Income from Departments	214,000	104,807	
3409	Other Charges	12,500		
MISCELLANEOUS REVENUES				
3501	Sale of Municipal Property		3,634	
3502	Interest on Investments	11,000	12,420	
3503-3509	Other	313,000	335,730	
INTERFUND OPERATING TRANSFERS IN				
3812	From Special Revenue Funds			
3813	From Capital Projects Funds			
3814	From Enterprise Funds			
	Sewer - (Official)			
	Water - (Official)	35,000		
	Electric - (Official)			
	Airport - (Official)			
3815	From Capital Reserve Funds	119,500	99,021	
3816	From Trust & Fiduciary Funds			
3817	Transfers from Conservation Fund			
OTHER FINANCING SOURCES				
3914	Proceeds from Long Term Bonds & Notes			
Less Proprietary Funds, Capital Project Funds or Special Revenue Funds				
TOTAL GENERAL FUND REVENUE		22,878,048	22,873,530	

See accompanying independent accountant's compilation report



# Town of Plaistow, New Hampshire

## 2012 ANNUAL REPORT



### INDEPENDENT AUDITOR'S COMPIIATION REPORT (Continued)

General Fund Balance Sheet for Town/City of		Plaistow		2011
		or Optional Reporting Year = n/a		
A. ASSETS	Acct. #	Beginning of Year	End of year	
Current assets	(B)	(b)	(c)	
a. Cash and equivalents	1010	9,719,042	9,364,588	
b. Investments	1030	300,018	300,392	
c. Restricted Assets				
d. Taxes receivable	1080	1,194,209	1,274,386	
e. Tax liens receivable	1110	443,057	483,218	
f. Accounts receivable	1150	35,915	1	
g. Due from other governments	1280	29,649	402,314	
h. Due from other funds	1310	277,142	249,648	
i. Other current assets	1400		24,699	
j. Tax delinquent property (subject to resale)	1670			
<b>TOTAL ASSETS</b>	<b>18518</b>	<b>11,999,032</b>	<b>12,099,246</b>	
B. LIABILITIES AND FUND EQUITY	Acct. #	Beginning of Year	End of year	
Current liabilities	(B)	(b)	(c)	
a. Warrants and accounts payable	2020	878,202	341,984	
b. Compensated absences payable	2036			
c. Contracts payable	2050			
d. Due to other governments	2070	7,028,378	7,521,258	
e. Due to school districts	2075			
f. Due to other funds	2080	14,493	21,521	
g. Deferred revenue	2220	7,263	859	
h. Notes payable - Current	2230			
i. Bonds payable - Current	2250			
j. Other payables	2270			
<b>TOTAL CURRENT LIABILITIES</b>	<b>1193</b>	<b>7,828,338</b>	<b>7,885,568</b>	
Fund Equity				
a. Nonspendable Fund Balance	2440		24,699	
b. Restricted Fund Balance	2450			
c. Committed Fund Balance	2460			
d. Assigned Fund Balance	2490	99,060	228,803	
e. Unassigned Fund Balance	2530	3,971,636	3,980,145	
<b>TOTAL FUND EQUITY</b>	<b>12222</b>	<b>4,070,696</b>	<b>4,213,647</b>	
<b>TOTAL LIABILITIES AND FUND EQUITY</b>	<b>12222</b>	<b>11,999,032</b>	<b>12,099,246</b>	



# Town of Plaistow, New Hampshire

## 2012 ANNUAL REPORT



### INDEPENDENT AUDITOR'S COMPIATION REPORT (Continued)

RECONCILIATION (to assist in balance sheet preparation)	
<b>A. GENERAL FUND BALANCE SHEET RECONCILIATION</b>	
Total Revenues From Page 5	22,873,630
Less Expenditures From Page 4	22,730,578
Increase (decrease)	142,951
Ending Fund Equity From Balance Sheet	4,213,547
Less Beginning Fund Equity From Balance Sheet	4,070,688
Increase (decrease)	142,951
<b>B. RECONCILIATION OF SCHOOL DISTRICT LIABILITY ACCT. #2078</b>	
	Amount
1. School district liability at beg. of year (From balance sheet Acct # 2078, column b)	7,028,378
2. ADD: School district assessment for current year	14,285,258
3. TOTAL LIABILITY WITHIN CURRENT YEAR (Sum of lines 1 and 2)	21,284,538
4. SUBTRACT: Payments made to school district	< 13,773,378 >
(To balance sheet Acct # 2078, column c)	7,521,258
<b>C. RECONCILIATION OF TAX ANTICIPATION NOTES</b>	
	Amount
1. Short-term (TANS) debt at beginning of year	- 0 -
2. ADD: New issues during current year	None
3. SUBTRACT: Issues retired during current year	< None >
4. Short-term (TANS) debt outstanding at end of year (Lines 1 + 2 - 3) (To balance sheet in Acct # 2230, column c)	- 0 -
See accompanying independent accountant's compilation report	





# Town of Plaistow, New Hampshire

## 2012 ANNUAL REPORT



### ***INDEPENDENT AUDITOR'S REPORT***

	<u>Page(s)</u>
INDEPENDENT AUDITOR'S REPORT	
<b>BASIC FINANCIAL STATEMENTS</b>	
EXHIBITS:	
A Statement of Net Assets	1
B Statement of Activities	2
C Balance Sheet – Governmental Funds	3
D Statement of Revenues, Expenditures and Changes in Fund Balances – Governmental Funds	4
E Statement of Fiduciary Net Assets – Fiduciary Funds	5
F Statement of Changes in Fiduciary Net Assets - Fiduciary Funds	6
NOTES TO BASIC FINANCIAL STATEMENTS	7-19
<b>REQUIRED SUPPLEMENTARY INFORMATION</b>	
SCHEDULE:	
I Schedule of Revenues, Expenditures and Changes in Fund Balance – Budget and Actual (Budgetary Basis) – General Fund	20
NOTES TO REQUIRED SUPPLEMENTARY INFORMATION	21
<b>SUPPLEMENTAL SCHEDULES</b>	
SCHEDULES:	
A Combining Balance Sheet – Governmental Funds - All Nonmajor Funds	22
A-1 Combining Balance Sheet – Governmental Funds - All Nonmajor Special Revenue Funds	23
B Combining Statement of Revenues, Expenditures and Changes in Fund Balances – Governmental Funds - All Nonmajor Funds	24
B-1 Combining Statement of Revenues, Expenditures and Changes in Fund Balances – Governmental Funds - All Nonmajor Special Revenue Funds	25
C Combining Statement of Fiduciary Net Assets - Fiduciary Funds - All Agency Funds	26





# Town of Plaistow, New Hampshire

## 2012 ANNUAL REPORT



### ***INDEPENDENT AUDITOR'S REPORT***

To the Board of Selectmen and Town Manager  
Town of Plaistow, New Hampshire

We have audited the accompanying financial statements of the governmental activities, each major fund, and the aggregate remaining fund information of the Town of Plaistow, New Hampshire (the Town) as of and for the year ended December 31, 2010, which collectively comprise the Town's basic financial statements as listed in the table of contents. These financial statements are the responsibility of the Town's management. Our responsibility is to express opinions on these financial statements based on our audit.

We conducted our audit in accordance with auditing standards generally accepted in the United States of America. Those standards require that we plan and perform the audit to obtain reasonable assurance about whether the financial statements are free of material misstatement. An audit includes examining, on a test basis, evidence supporting the amounts and disclosures in the financial statements. An audit also includes assessing the accounting principles used and significant estimates made by management, as well as evaluating the overall financial statement presentation. We believe that our audit provides a reasonable basis for our opinions.

As discussed in Note 2 to the financial statements, management has not recorded a liability for other post-employment benefits in governmental activities and, accordingly, has not recorded an expense for the current period change in that liability. Accounting principles generally accepted in the United States of America require that other post-employment benefits attributable to employee services already rendered and that are not contingent on a specific event that is outside the control of the employer and employee be accrued as liabilities and expenses as employees earn the rights to the benefits, which would increase the liabilities, reduce the net assets, and change the expenses of the governmental activities. The amount by which this departure would affect the liabilities, net assets, and expenses of the governmental activities is not reasonably determinable.

In our opinion, because of the effects of the matter discussed in the preceding paragraph, the financial statements referred to previously do not present fairly, in conformity with accounting principles generally accepted in the United States of America, the financial position of the governmental activities of the Town of Plaistow, New Hampshire as of December 31, 2010, or the changes in financial position thereof for the year then ended.

In addition, in our opinion, the financial statements referred to previously present fairly, in all material respects, the respective financial position of each major fund and the aggregate remaining fund information of the Town of Plaistow, New Hampshire as of December 31, 2010 and the respective changes in financial position thereof for the year then ended in conformity with accounting principles generally accepted in the United States of America.

The budgetary comparison information on pages 20-21 is not a required part of the basic financial statements but is supplementary information required by accounting principles generally accepted in the United States of America. We have applied certain limited procedures, which consisted principally of



# Town of Plaistow, New Hampshire

## 2012 ANNUAL REPORT



### ***INDEPENDENT AUDITOR'S REPORT (Continued)***

inquiries of management regarding the methods of measurement and presentation of the supplementary information. However, we did not audit the information and express no opinion on it. The Town of Plaistow, New Hampshire has not presented the management's discussion and analysis that the Governmental Accounting Standards Board has determined is necessary to supplement, although not required to be part of, the basic financial statements.

Our audit was conducted for the purpose of forming opinions on the financial statements that collectively comprise the Town of Plaistow, New Hampshire's basic financial statements. The combining nonmajor fund and fiduciary fund financial statements are presented for purposes of additional analysis and are not a required part of the basic financial statements. The combining nonmajor fund and fiduciary fund financial statements have been subjected to the auditing procedures applied in the audit of the basic financial statements and, in our opinion, are fairly stated in all material respects, in relation to the basic financial statements taken as a whole.

*Vachon Aubrey & Company PC*

October 22, 2012



# Town of Plaistow, New Hampshire

## 2012 ANNUAL REPORT



### *INDEPENDENT AUDITOR'S REPORT (Continued)*

EXHIBIT A  
TOWN OF PLAISTOW, NEW HAMPSHIRE  
Statement of Net Assets  
December 31, 2010

	Governmental Activities
<b>ASSETS</b>	
Current Assets:	
Cash and cash equivalents	\$ 10,408,919
Investments	1,017,987
Taxes receivable, net	1,637,266
Accounts receivable	89,369
Due from other governments	281,000
Total Current Assets	<u>13,434,541</u>
Noncurrent Assets:	
Capital assets:	
Non-depreciable capital assets	4,938,661
Depreciable capital assets, net	6,205,950
Total Noncurrent Assets	<u>11,144,611</u>
Total Assets	<u>\$ 24,579,152</u>
<b>LIABILITIES</b>	
Current Liabilities:	
Accounts payable	\$ 799,990
Accrued expenses	118,012
Deferred revenue	7,263
Due to other governments	7,028,378
Total Current Liabilities	<u>7,953,643</u>
Noncurrent Liabilities:	
Compensated absences	169,081
Total Noncurrent Liabilities	<u>169,081</u>
Total Liabilities	<u>8,122,724</u>
<b>NET ASSETS</b>	
Invested in capital assets	11,144,611
Restricted	201,228
Unrestricted	5,110,589
Total Net Assets	<u>16,456,428</u>
Total Liabilities and Net Assets	<u>\$ 24,579,152</u>





# Town of Plaistow, New Hampshire

## 2012 ANNUAL REPORT



### INDEPENDENT AUDITOR'S REPORT (Continued)

#### EXHIBIT B

#### TOWN OF PLAISTOW, NEW HAMPSHIRE

#### Statement of Activities

For the Year Ended December 31, 2010

Functions/Programs	<u>Expenses</u>	<u>Program Revenues</u>			Net (Expense) Revenue and Changes in Net Assets
		<u>Charges for Services</u>	<u>Operating Grants and Contributions</u>	<u>Capital Grants and Contributions</u>	
Governmental Activities:					
General government	\$ 2,307,866	\$ 8,078			\$ (2,299,788)
Public safety	2,605,169	198,307	\$ 318,784		(2,088,078)
Highways and streets	794,673		200,623	\$ 540,910	(53,140)
Sanitation	616,131				(616,131)
Water distribution and treatment	57,161	105,252			48,091
Health and welfare	177,912	105			(177,807)
Culture and recreation	768,516	106,647			(661,869)
Total governmental activities	<u>\$ 7,327,428</u>	<u>\$ 418,389</u>	<u>\$ 519,407</u>	<u>\$ 540,910</u>	<u>(5,848,722)</u>
General revenues:					
Property and other taxes					5,446,246
Licenses and permits					1,293,170
Grants and contributions:					
Rooms and meals tax distribution					338,636
Railroad tax					1,244
Interest and investment earnings					14,217
Miscellaneous					490,752
Contributions to permanent fund principal					<u>6,000</u>
Total general revenues and contributions to permanent fund principal					<u>7,590,265</u>
Change in net assets					<u>1,741,543</u>
Net assets - beginning of year, as restated					<u>14,714,885</u>
Net assets - ending					<u>\$ 16,456,428</u>



# Town of Plaistow, New Hampshire

## 2012 ANNUAL REPORT



### INDEPENDENT AUDITOR'S REPORT (Continued)

EXHIBIT C  
TOWN OF PLAISTOW, NEW HAMPSHIRE  
Balance Sheet  
Governmental Funds  
December 31, 2010

	General Fund	Nonmajor Governmental Funds	Total Governmental Funds
<b>ASSETS</b>			
Cash and cash equivalents	\$ 9,719,042	\$ 689,877	\$ 10,408,919
Investments	300,018	717,969	1,017,987
Taxes receivable, net	1,637,266		1,637,266
Accounts receivable	35,915	53,454	89,369
Due from other governments	29,649	251,351	281,000
Due from other funds	277,142	14,493	291,635
Total Assets	<u>\$ 11,999,032</u>	<u>\$ 1,727,144</u>	<u>\$ 13,726,176</u>
<b>LIABILITIES</b>			
Accounts payable	\$ 760,190	\$ 39,800	\$ 799,990
Accrued expenses	118,012		118,012
Deferred revenue	1,278,095		1,278,095
Due to other governments	7,028,378		7,028,378
Due to other funds	14,493	277,142	291,635
Total Liabilities	<u>9,199,168</u>	<u>316,942</u>	<u>9,516,110</u>
<b>FUND BALANCES</b>			
Reserved for encumbrances	99,060		99,060
Reserved for permanent fund endowments		98,608	98,608
Reserved for permanent fund income		22,073	22,073
Unreserved, reported in:			
General fund	2,700,804		2,700,804
Special revenue funds		1,289,521	1,289,521
Total Fund Balances	<u>2,799,864</u>	<u>1,410,202</u>	<u>4,210,066</u>
Total Liabilities and Fund Balances	<u>\$ 11,999,032</u>	<u>\$ 1,727,144</u>	

Amounts reported for governmental activities in the statement of net assets are different because:

Capital assets used in governmental activities are not financial resources and, therefore, are not reported in the funds 11,144,611

Property taxes are recognized on an accrual basis in the statement of net assets, not the modified accrual basis 1,270,832

Long-term liabilities are not due and payable in the current period and therefore are not reported in the funds. Long-term liabilities at year end consist of:

Compensated absences (169,081)

Net assets of governmental activities \$ 16,456,428





# Town of Plaistow, New Hampshire

## 2012 ANNUAL REPORT



### INDEPENDENT AUDITOR'S REPORT (Continued)

TOWN OF PLAISTOW, NEW HAMPSHIRE Statement of Revenues, Expenditures and Changes in Fund Balances of Governmental Funds For the Year Ended December 31, 2010		TOWN OF PLAISTOW, NEW HAMPSHIRE Reconciliation of the Statement of Revenues, Expenditures and Changes in Fund Balances of Governmental Funds to the Statement of Activities For the Year Ended December 31, 2010	
	General Fund	Nonmajor Governmental Funds	Total Governmental Funds
Revenues:			
Taxes	\$ 5,401,439		\$ 5,401,439
Licenses and permits	1,293,170		1,293,170
Intergovernmental	769,300	\$ 630,897	1,400,197
Charges for services	112,567	291,962	404,529
Interest and investment income	11,241	2,976	14,217
Miscellaneous	455,669	54,943	510,612
Total Revenues	8,043,386	980,778	9,024,164
Expenditures:			
Current operations:			
General government	2,247,321	12,535	2,259,856
Public safety	2,334,135	166,460	2,500,595
Highways and streets	682,528	38,910	721,438
Sanitation	616,131		616,131
Water distribution and treatment	28,524		28,524
Health and welfare	175,682		175,682
Culture and recreation	225,088	475,623	700,711
Capital outlay	92,960	896,093	989,053
Total Expenditures	6,402,369	1,589,621	7,991,990
Excess revenues over (under) expenditures	1,641,017	(608,843)	1,032,174
Other financing sources (uses):			
Transfers in		678,926	678,926
Transfers out	(673,926)	(5,000)	(678,926)
Total other financing sources (uses)	(673,926)	673,926	-
Net change in fund balances	967,091	65,083	1,032,174
Fund balances at beginning of year, as restated	1,832,773	1,345,119	3,177,892
Fund balances at end of year	\$ 2,799,864	\$ 1,410,202	\$ 4,210,066

See accompanying notes to the basic financial statements



# Town of Plaistow, New Hampshire

## 2012 ANNUAL REPORT



### *INDEPENDENT AUDITOR'S REPORT (Continued)*

#### EXHIBIT E

#### TOWN OF PLAISTOW, NEW HAMPSHIRE

#### Statement of Fiduciary Net Assets

#### Fiduciary Funds

December 31, 2010

	Private- Purpose Trust Funds	Agency Funds
<b>ASSETS</b>		
Cash and cash equivalents		\$ 145,411
Investments	\$ 5,634	
Total Assets	<u>\$ 5,634</u>	<u>\$ 145,411</u>
<b>LIABILITIES</b>		
Deposits		\$ 141,634
Due to other governments		3,777
Total Liabilities	<u>\$ -</u>	<u>\$ 145,411</u>
<b>NET ASSETS</b>		
Held in trust	<u>5,634</u>	
Total Net Assets	<u>\$ 5,634</u>	



**Town of Plaistow, New Hampshire**  
2012 ANNUAL REPORT



***INDEPENDENT AUDITOR'S REPORT (Continued)***

EXHIBIT F  
TOWN OF PLAISTOW, NEW HAMPSHIRE  
Statement of Changes in Fiduciary Net Assets  
Fiduciary Funds  
For the Year Ended December 31, 2010

	Private- Purpose <u>Trust Funds</u>
ADDITIONS:	
Investment earnings:	
Interest	\$     16
Total Additions	<u>16</u>
 Change in Net Assets	 16
 Net assets - beginning of year	 <u>5,618</u>
Net assets - end of year	<u>\$   5,634</u>



# Town of Plaistow, New Hampshire

## 2012 ANNUAL REPORT



### ***INDEPENDENT AUDITOR'S REPORT (Continued)***

#### **TOWN OF PLAISTOW, NEW HAMPSHIRE NOTES TO BASIC FINANCIAL STATEMENTS December 31, 2010**

##### **NOTE 1—SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES**

The accounting policies of the Town of Plaistow, New Hampshire conform to accounting policies generally accepted in the United States of America for local governmental units, except as indicated hereinafter. The following is a summary of significant accounting policies.

##### ***Financial Reporting Entity***

The Town of Plaistow, New Hampshire (the "Town") was incorporated in 1749. The Town operates under the Town Meeting/Board of Selectmen/Town Manager form of government and performs local governmental functions authorized by State law.

The financial statements include those of the various departments governed by the Board of Selectmen and other officials with financial responsibility. The Town has no other separate organizational units, which meet criteria for inclusion in the financial statements as defined by the Governmental Accounting Standards Board (GASB).

##### ***Basis of Presentation***

The Town's basic financial statements consist of government-wide statements, including a statement of net assets and a statement of activities, and fund financial statements which provide a more detailed level of financial information.

##### **1. Government-Wide Financial Statements:**

The statement of net assets and the statement of activities display information about the Town as a whole. These statements include the financial activities of the primary government, except for fiduciary funds.

The statement of net assets presents the financial condition of the governmental activities of the Town at year end. The statement of activities presents a comparison between direct expenses and program revenues for each program or function of the Town's governmental activities. Direct expenses are those that are specifically associated with a service, program or department and therefore clearly identifiable to a particular function. Program revenues include charges paid by the recipient of the goods or services offered by the program, grants and contributions that are restricted to meeting the operational or capital requirements of a particular program and interest earned on grants that is required to be used to support a particular program. Revenues which are not classified as program revenues are presented as general revenues of the Town. The comparison of direct expenses with program revenues identifies the extent to which each governmental function is self-financing or draws from the general revenues of the Town.

##### **2. Fund Financial Statements:**

During the year, the Town segregates transactions related to certain Town functions or activities in separate funds in order to aid financial management and to demonstrate legal compliance. Fund financial statements are designed to present financial information of the Town at this more detailed level. The focus of governmental fund financial statements is on major funds. Each major fund is presented in a





# Town of Plaistow, New Hampshire

## 2012 ANNUAL REPORT



### ***INDEPENDENT AUDITOR'S REPORT (Continued)***

#### **TOWN OF PLAISTOW, NEW HAMPSHIRE NOTES TO BASIC FINANCIAL STATEMENTS (CONTINUED) December 31, 2010**

separate column. Nonmajor funds are aggregated and presented in a single column. The fiduciary funds are reported by type.

#### ***Fund Accounting***

The Town uses funds to maintain its financial records during the fiscal year. A fund is defined as a fiscal and accounting entity with a self-balancing set of accounts. The Town employs the use of two categories of funds: governmental and fiduciary.

#### **1. Governmental Funds:**

Governmental funds are those through which most governmental functions typically are financed. Governmental fund reporting focuses on the sources, uses and balances of current financial resources. Expendable assets are assigned to the various governmental funds according to the purposes for which they may or must be used. Current liabilities are assigned to the fund from which they will be paid. The difference between governmental fund assets and liabilities is reported as fund balance. The following is the Town's major governmental fund:

The *General Fund* is the main operating fund of the Town and is used to account for all financial resources except those required to be accounted for in another fund.

#### **2. Fiduciary Funds:**

Fiduciary fund reporting focuses on net assets and changes in net assets. The fiduciary fund category is split into two classifications: private purpose trust funds and agency funds. Trust funds are used to account for assets held by the Town under a trust agreement for individuals, private organizations, or other governments and are therefore not available to support the Town's own programs. The Town maintains private purpose trust funds which account for monies designated to benefit individuals within the Town. The Town's agency funds are custodial in nature (assets equal liabilities) and do not involve the measurement of results of operations. The Town's agency funds consist of planning board escrow deposits and impact fees held for the school.

#### ***Measurement Focus***

#### **1. Government-Wide Financial Statements:**

The government-wide financial statements are prepared using the economic resources measurement focus. All assets and liabilities associated with the operation of the Town are included on the Statement of Net Assets.

#### **2. Fund Financial Statements:**

All governmental funds are accounted for using a flow of current financial resources measurement focus. With this measurement focus, only current assets and current liabilities generally are included on the balance sheet. The statement of revenues, expenditures and changes in fund balances reports on the sources (i.e., revenues and other financing sources) and uses (i.e., expenditures and other financing uses) of current financial resources. This approach differs from the manner in which the governmental activities of the government-wide financial statements are prepared. Governmental fund financial





# Town of Plaistow, New Hampshire

## 2012 ANNUAL REPORT



### ***INDEPENDENT AUDITOR'S REPORT (Continued)***

#### **TOWN OF PLAISTOW, NEW HAMPSHIRE NOTES TO BASIC FINANCIAL STATEMENTS (CONTINUED) December 31, 2010**

statements therefore include a reconciliation with brief explanations to better identify the relationship between the government-wide statements and the statements for governmental funds.

The private purpose trust funds are reported using the economic resources measurement focus.

#### ***Basis of Accounting***

Basis of accounting determines when transactions are recorded in the financial records and reported on the financial statements. Government-wide financial statements are prepared using the accrual basis of accounting. Fiduciary funds also use the accrual basis of accounting. Governmental funds use the modified accrual basis of accounting. Differences in the accrual and the modified accrual basis of accounting arise in the recognition of revenue, the recording of deferred revenue, and in the presentation of expenses versus expenditures.

In the government-wide financial statements, private-sector standards of accounting and financial reporting issued prior to December 1, 1989, are followed to the extent that those standards do not conflict with or contradict guidance of the Governmental Accounting Standards Board. The Town has elected not to follow the FASB pronouncements issued subsequent to November 30, 1989.

#### **1. Revenues – Exchange and Non-exchange Transactions:**

Revenue resulting from exchange transactions, in which each party gives and receives essentially equal value, is recorded on the accrual basis when the exchange takes place. On a modified accrual basis, revenue is recorded in the fiscal year in which the resources are measurable and become available. Available means that the resources will be collected within the current fiscal year or are expected to be collected soon enough thereafter to be used to pay liabilities of the current fiscal year. For the Town, available means expected to be received within sixty days of year end.

Non-exchange transactions, in which the Town receives value without directly giving equal value in return, include property taxes, grants, entitlements and donations. On an accrual basis, revenue from property taxes is recognized in the year for which the taxes are levied (see Note 3). Revenue from grants, entitlements and donations is recognized in the year in which all eligibility requirements have been satisfied. Eligibility requirements include timing requirements, which specify the year when the resources are required to be used or the fiscal year when use is first permitted; matching requirements, in which the Town must provide local resources to be used for a specified purpose; and expenditure requirements, in which the resources are provided to the Town on a reimbursement basis. On a modified accrual basis, revenue from non-exchange transactions must also be available before it can be recognized.

Under the modified accrual basis, the following revenue sources are considered to be both measurable and available at year end: property taxes and interest on investments.

Licenses and permits, charges for services, and miscellaneous revenues (except interest on investments) are recorded as revenues when received in cash because they are generally not measurable until actually received.



# Town of Plaistow, New Hampshire

## 2012 ANNUAL REPORT



### ***INDEPENDENT AUDITOR'S REPORT (Continued)***

#### **TOWN OF PLAISTOW, NEW HAMPSHIRE NOTES TO BASIC FINANCIAL STATEMENTS (CONTINUED) December 31, 2010**

##### **2. Deferred Revenue:**

Deferred revenue arises when assets are recognized before revenue recognition criteria have been satisfied. Grants and entitlements received before the eligibility requirements are met are recorded as deferred revenue. On governmental fund financial statements, receivables that will not be collected within the available period have also been reported as deferred revenue.

##### **3. Expenses/Expenditures:**

On the accrual basis of accounting, expenses are recognized at the time they are incurred.

The measurement focus of governmental fund accounting is on decreases in net financial resources (expenditures) rather than expenses. Expenditures are generally recognized in the accounting period in which the related fund liability is incurred, if measurable. Allocations of cost, such as depreciation and amortization are not recognized in governmental funds.

##### ***Budgetary Data***

The Town's budget represents functional appropriations as authorized by annual or special Town meetings. The Selectmen may transfer funds between operating categories as they deem necessary. The Town adopts its budget under State regulations, which differ somewhat from accounting principles generally accepted in the United States of America in that the focus is on the entire governmental unit rather than on the basis of fund types.

State law requires balanced budgets but permits the use of beginning fund balance to reduce the property tax rate. For the year ended December 31, 2010, the Town applied \$150,000 of its unappropriated fund balance to reduce taxes.

##### ***Encumbrance Accounting***

Encumbrance accounting, under which purchase orders and other commitments for expenditure of monies are recorded in order to reserve a portion of the applicable appropriation, is employed as an extension of formal budgetary integration in Governmental Funds. Encumbrances outstanding at year end are reported as a component of fund balance since they do not constitute expenditures or liabilities, but rather commitments related to the underperformed contracts for goods or services.

##### ***Investments***

Investments are stated at their fair value in all funds. Certificates of deposit with a maturity of greater than ninety days from the date of issuance are included in investments.

##### ***Taxes Receivable***

Taxes levied during the current year and prior and uncollected at December 31, 2010 are recorded as receivables net of reserves for estimated uncollectibles of \$520,000.





# Town of Plaistow, New Hampshire

## 2012 ANNUAL REPORT



### ***INDEPENDENT AUDITOR'S REPORT (Continued)***

#### **TOWN OF PLAISTOW, NEW HAMPSHIRE NOTES TO BASIC FINANCIAL STATEMENTS (CONTINUED) December 31, 2010**

##### ***Capital Assets***

General capital assets result from expenditures in the governmental funds. These assets are reported in the government-wide statement of net assets, but are not reported in the governmental fund financial statements.

All capital assets including infrastructure are capitalized at cost (or estimated historical cost) and updated for additions and retirements during the year. Donated capital assets are recorded at their fair values as of the date received. The Town maintains a capitalization threshold of \$30,000. The Town's infrastructure consists of roads, bridges, sidewalks, water purification and distribution system, and similar items. Improvements are capitalized; the costs of normal maintenance and repairs that do not add to the value of the asset or materially extend an asset's life are not.

The Town is not required to retroactively report its general infrastructure (e.g. roads, bridges, and sidewalks). Infrastructure records have been maintained effective January 1, 2004 and are included in these financial statements.

All reported capital assets except for land and construction in progress are depreciated. Improvements are depreciated over the remaining useful lives of the related capital assets. Useful lives for infrastructure were estimated based on the Town's historical records of necessary improvements and replacement. Depreciation is computed using the straight-line method over the following useful lives:

<u>Description</u>	<u>Years</u>
Infrastructure	25-50
Buildings and improvements	15-50
Vehicles and equipment	10-50

##### ***Compensated Absences***

Dependent upon length of service, full time employees, other than the police department, earn vacation at five to twenty days per year dependent on length of service. Pursuant to the Town's personnel policy, employees may accumulate (subject to certain limitations) unused vacation and upon severance of employment, will be compensated for such amounts at current rates of pay.

Full time employees, other than the police department, may accumulate sick leave days at a rate of one per month, cumulative to a maximum of 90 days. Upon termination, an employee will be reimbursed for half of the unused accumulated sick leave days in excess of a minimum of 20 days.

Police department employees accumulate earned time dependent upon length of service. All unused earned time is paid upon termination.

For governmental fund financial statements, compensated absences are reported as liabilities and expenditures as payments come due each period upon the occurrence of employee death or retirement. The entire compensated absence liability is reported on the government-wide financial statements.



# Town of Plaistow, New Hampshire

## 2012 ANNUAL REPORT



### ***INDEPENDENT AUDITOR'S REPORT (Continued)***

#### **TOWN OF PLAISTOW, NEW HAMPSHIRE NOTES TO BASIC FINANCIAL STATEMENTS (CONTINUED) December 31, 2010**

##### ***Accrued Liabilities and Long-Term Obligations***

Except for the obligation for other post-employment benefits (see Note 2), all payables, accrued liabilities, and long-term obligations are reported in the government-wide financial statements. In general, governmental fund payables and accrued liabilities that, once incurred, are paid in a timely manner and in full from current resources are reported as obligations of the funds. However, compensated absences that will be paid from governmental funds are reported as liabilities in the fund financial statements only to the extent that they are due for payment during the current year.

##### ***Net Assets***

Net assets represent the difference between assets and liabilities. Net assets invested in capital assets, net of related debt consists of capital assets, net of accumulated depreciation, reduced by the outstanding balances on any borrowings used for the acquisition, construction or improvement of those assets. Net assets are reported as restricted when there are limitations imposed on their use either through the enabling legislation adopted by the Town or through external restrictions imposed by creditors, grantors or laws or regulations of other governments.

The Town's policy is to first apply restricted resources when an expense is incurred for purposes for which both restricted and unrestricted net assets are available.

##### ***Fund Balance Reserves***

The Town reserves those portions of fund balance which are legally segregated for a specific future use or which do not represent available expendable resources and, therefore, are not available for appropriation or expenditure. Unreserved fund balance indicates that portion which is available for appropriation in future periods. A fund balance reserve has been established for endowments and encumbrances.

##### ***Interfund Activity***

Exchange transactions between funds are reported as revenues in the seller funds and as expenditures/expenses in the purchaser funds. Flows of cash or goods from one fund to another without a requirement for repayment are reported as interfund transfers. Interfund transfers are reported as other financing sources/uses in governmental funds. Repayments from funds responsible for particular expenditures/expenses to the funds that initially paid for them are not presented in the financial statements.

##### ***Estimates***

The preparation of financial statements in conformity with accounting principles generally accepted in the United States of America require management to make estimates and assumptions that affect certain reported amounts and disclosures. Accordingly, actual results may differ from those estimates. Significant estimates include depreciation expense and the allowance for uncollectible taxes.

#### **NOTE 2—STEWARDSHIP, COMPLIANCE AND ACCOUNTABILITY**

The Town did not implement GASB Statement 45, *Accounting and Financial Reporting by Employers for Post-Employment Benefits Other Than Pensions*. Statement 45 requires governments to account for other post-employment benefits (OPEB), primarily healthcare, on an accrual basis rather than on a pay-as-you-





# Town of Plaistow, New Hampshire

## 2012 ANNUAL REPORT



### ***INDEPENDENT AUDITOR'S REPORT (Continued)***

#### **TOWN OF PLAISTOW, NEW HAMPSHIRE NOTES TO BASIC FINANCIAL STATEMENTS (CONTINUED) December 31, 2010**

go basis. The provisions of GASB 45 were required to be implemented by the Town during the fiscal year ended December 31, 2009.

#### **NOTE 3—PROPERTY TAXES**

Taxes are levied on the assessed valuation of all taxable real property as of the prior April 1 (\$828,441,746 as of April 1, 2010) and are due in two installments on July 1, 2010 and December 17, 2010. Taxes paid after the due dates accrue interest at 12% per annum. Property taxes are recognized as revenue when received in cash or if available to finance current period operations (within sixty days of year end).

Under State law, the Tax Collector obtains tax liens on properties which have unpaid taxes in the following calendar year after taxes were due for the amount of unpaid taxes, interest and costs. These priority tax liens accrue interest at 18% per annum. If the property is not redeemed within a two year redemption period, the property may be tax deeded to the Town.

In accordance with State law, the Town collects taxes for the Timberlane Regional School District and Rockingham County, both independent governmental units, which are remitted to them as required by law. The Town also collects State of New Hampshire Education taxes, which are remitted directly to the school district. Total taxes appropriated during the year were \$14,028,378 and \$959,532 for the Timberlane Regional School District and Rockingham County, respectively. These taxes are not recognized as revenues in these financial statements. The Town bears responsibility for uncollected taxes.

#### **NOTE 4—RISK MANAGEMENT**

The Town is exposed to various risks of losses related to torts; theft of, damage to, and destruction of assets; errors and omissions; injuries to employees; and natural disasters. During the year ended December 31, 2010, the Town was a member of the Local Government Center (LGC) and the New Hampshire Public Risk Management Exchange (PRIMEX). The Town currently reports all of its risk management activities in its General Fund. These Trusts are classified as "Risk Pools" in accordance with accounting principles generally accepted in the United States of America.

The Trust agreements permit the Trusts to make additional assessments to members should there be a deficiency in Trust assets to meet its liabilities. Accounting principles generally accepted in the United States of America require members of pools with a sharing of risk to determine whether or not such assessment is probable and, if so, a reasonable estimate of such assessment. At this time, the Trusts foresee no likelihood of an additional assessment for any of the past years. Claims expenditures and liabilities are reported when it is probable that a loss has occurred and the amount of that loss can be reasonably estimated. These losses include an estimate of claims that have been incurred but not reported. Based on the best available information there is no liability at December 31, 2010.

#### ***Property and Liability Insurance***

The LGC provides certain property and liability insurance coverages to member towns, cities, and other qualified political subdivisions of New Hampshire. As a member of the LGC, the Town shares in contributing to the cost of and receiving benefit from a self-insured pooled risk management program.





# Town of Plaistow, New Hampshire

## 2012 ANNUAL REPORT



### ***INDEPENDENT AUDITOR'S REPORT (Continued)***

#### **TOWN OF PLAISTOW, NEW HAMPSHIRE NOTES TO BASIC FINANCIAL STATEMENTS (CONTINUED) December 31, 2010**

The program includes a Self Insured Retention Fund from which is paid up to \$500,000 for each and every covered property, crime and/or liability loss that exceeds \$1,000.

#### ***Worker's Compensation***

PRIMEX provides statutory worker's compensation coverage to member towns, cities, and other qualified political subdivisions of New Hampshire. The Trust is self-sustaining through annual member premiums and provides coverage for the statutorily required workers' compensation benefits and employer's liability coverage up to \$2,000,000. The program includes a Loss Fund from which is paid up to \$500,000 for each and every covered claim.

#### **NOTE 5—DEPOSITS AND INVESTMENTS**

Deposits and investments as of December 31, 2010 are classified in the accompanying financial statements as follows:

Statement of Net Assets:	
Cash and cash equivalents	\$ 10,408,919
Investments	1,017,987
Statement of Fiduciary Net Assets:	
Cash and cash equivalents	145,411
Investments	5,634
	<u>\$ 11,577,951</u>

Deposits and investments at December 31, 2010 consist of the following:

Cash on hand	\$ 100
Deposits with financial institutions	1,109,319
Investments	10,468,532
	<u>\$ 11,577,951</u>

The Town's investment policy for governmental fund types requires that deposits and investments be made in New Hampshire based financial institutions that are participants in one of the federal depository insurance programs. The Town limits its investments to demand deposits, money market accounts, certificates of deposit, obligations of the US Government maturing in less than one year, and repurchase agreements in accordance with New Hampshire State law (RSA 41:29) or the New Hampshire Public Deposit Investment Pool (NHPDIP), an external investment pool.

Responsibility for the investments of the expendable trust funds, permanent funds, and private-purpose trust funds is with the Board of Trustees of Trust Funds. Investments of the library funds are at the discretion of the Library Trustees.

#### ***Credit Risk***

Generally, credit risk is the risk that an issuer of an investment will not fulfill its obligation to the holder of the investment. This is measured by the assignment of a rating by a nationally recognized statistical rating organization.



# Town of Plaistow, New Hampshire

## 2012 ANNUAL REPORT



### ***INDEPENDENT AUDITOR'S REPORT (Continued)***

#### **TOWN OF PLAISTOW, NEW HAMPSHIRE NOTES TO BASIC FINANCIAL STATEMENTS (CONTINUED) December 31, 2010**

The Town's policy states that the Treasurer may place any excess funds that are not immediately needed for the purpose of expenditure into certificates of deposit, obligations of the United States government, or the NHPDIP. The investment policy of the Trustees of Trust Funds states that funds may be invested in the NHPDIP or obligations guaranteed by the United States government. The Library Trustees have no policy with respect to credit risk.

The following is the actual rating at year end for each investment type.

<u>Investment Type</u>	<u>Not Rated</u>
Money market funds	\$ 9,594,145
State investment pool	874,387
	<u>\$ 10,468,532</u>

#### ***Custodial Credit Risk***

Custodial credit risk for deposits is the risk that in the event of a bank failure, the Town's deposits may not be returned to it. The custodial credit risk for investments is the risk that, in the event of the failure of the counterparty to a transaction a government will not be able to recover the value of its investment or collateral securities that are in the possession of another party. The policy of the Town and the Trustees of Trust Funds states that investments shall be protected through third-party collateralized securities. The Library Trustees have no policy regarding custodial credit risk of its governmental funds.

Of the Town's deposits with financial institutions at year end, \$515,394 was collateralized by securities held by the bank in the bank's name and \$-0- was uninsured and uncollateralized. As of December 31, 2010, Town investments in the following investment types were held by the same counterparty that was used to buy the securities.

<u>Investment Type</u>	<u>Reported Amount</u>
Money market funds	<u>\$ 9,594,145</u>

#### ***Investment in NHPDIP***

The Town is a voluntary participant in the New Hampshire Public Deposit Investment Pool (NHPDIP), an external investment pool. The NHPDIP is not registered with the United States Securities and Exchange Commission as an investment company. The NHPDIP was created by state law and is administered by a public body of state, local and banking officials.

Investments in the NHPDIP are not investment securities and, as such, are not categorized by risk. The Town's exposure to derivatives is indirect through its participation in the NHPDIP. The Town's proportional share of these derivatives is not available. The fair value of the position in the investment pool is equal to the value of the pool shares.

#### **NOTE 6—DUE FROM OTHER GOVERNMENTS**

Receivables from other governments at December 31, 2010 consist of federal and state funded programs and amounts due from local governments. All receivables are considered collectible in full and will be



# Town of Plaistow, New Hampshire

## 2012 ANNUAL REPORT



### INDEPENDENT AUDITOR'S REPORT (Continued)

#### TOWN OF PLAISTOW, NEW HAMPSHIRE NOTES TO BASIC FINANCIAL STATEMENTS (CONTINUED) December 31, 2010

received within one year. A summary of the principal items of intergovernmental receivables is as follows:

Garden Road Bridge project	\$ 251,351
Timberlane Regional School District	29,649
	<u>\$ 281,000</u>

#### NOTE 7—CAPITAL ASSETS

The following is a summary of changes in capital assets in the governmental funds:

	Balance 1/1/2010	Additions	Reductions	Balance 12/31/2010
Governmental activities:				
Capital assets not depreciated:				
Land	\$ 3,925,820			\$ 3,925,820
Construction in progress	92,969	\$ 919,872		1,012,841
Total capital assets not being depreciated	<u>4,018,789</u>	<u>919,872</u>	<u>\$ -</u>	<u>4,938,661</u>
Other capital assets:				
Infrastructure	1,712,690			1,712,690
Buildings and improvements	5,874,405			5,874,405
Vehicles and equipment	2,073,597	42,960		2,116,557
Total other capital assets at historical cost	<u>9,660,692</u>	<u>42,960</u>	<u>-</u>	<u>9,703,652</u>
Less accumulated depreciation for:				
Infrastructure	(339,360)	(43,948)		(383,308)
Buildings and improvements	(1,835,804)	(147,129)		(1,982,933)
Vehicles and equipment	(1,029,070)	(102,391)		(1,131,461)
Total accumulated depreciation	<u>(3,204,234)</u>	<u>(293,468)</u>	<u>-</u>	<u>(3,497,702)</u>
Total other capital assets, net	<u>6,456,458</u>	<u>(250,508)</u>	<u>-</u>	<u>6,205,950</u>
Total capital assets, net	<u>\$ 10,475,247</u>	<u>\$ 669,364</u>	<u>\$ -</u>	<u>\$ 11,144,611</u>

Depreciation expense was charged to governmental functions as follows:

General government	\$ 28,341
Public safety	109,136
Highways and streets	66,902
Water distribution and treatment	28,636
Culture and recreation	60,453
Total governmental activities depreciation expense	<u>\$ 293,468</u>

#### NOTE 8—DUE TO OTHER GOVERNMENTS

In accordance with State Law, the Town collects taxes for the Timberlane Regional School District and Rockingham County, both independent governmental units, which are remitted to them as required by law. At December 31, 2010, the balance of the property tax appropriation due to the Timberlane Regional School District is \$7,028,378.





# Town of Plaistow, New Hampshire

## 2012 ANNUAL REPORT



### ***INDEPENDENT AUDITOR'S REPORT (Continued)***

#### **TOWN OF PLAISTOW, NEW HAMPSHIRE NOTES TO BASIC FINANCIAL STATEMENTS (CONTINUED) December 31, 2010**

##### **NOTE 9—DEFINED BENEFIT PLAN**

###### ***Plan Description***

The Town contributes to the New Hampshire Retirement System (NHRS), a cost-sharing multiple-employer defined benefit pension plan administered by the NHRS Board of Trustees. The plan provides service, disability, death and vested retirement allowances to plan members and beneficiaries. Benefit provisions are established and may be amended by the New Hampshire State legislature. The NHRS issues a publicly available financial report that includes financial statements and required supplementary information for NHRS. That report may be obtained by writing to New Hampshire Retirement System, 54 Regional Drive, Concord, New Hampshire 03301.

###### ***Funding Policy***

Covered public safety employees are required to contribute 9.3% of their covered salary, whereas general employees are required to contribute 5.0% of their covered salary. The Town is required to contribute at an actuarially determined rate. The Town's contribution rates for the covered payroll of police officers, fire employees, and general employees were 13.66%, 17.28%, and 9.16%, respectively through June 30, 2010 and 14.63%, 18.52% and 9.16%, respectively, thereafter. The Town contributes 70% of the employer cost for public safety officers employed by the Town, and the State contributes the remaining 30% of the employer cost, through June 30, 2010 and 75% and 25%, respectively, thereafter. The Town contributes 100% of the employer cost for general employees of the Town. In accordance with accounting principles generally accepted in the United States of America (GASB Statement #24), on-behalf fringe benefits contributed by the State of New Hampshire of \$73,341 have been reported as a revenue and expenditure in the General Fund in these financial statements.

Per RSA-100:16, plan member contribution rates are established and may be amended by the New Hampshire State legislature and employer contribution rates are determined by the NHRS Board of Trustees based on an actuarial valuation. The Town's contributions to the NHRS for the years ending December 31, 2010, 2009, and 2008 were \$315,701, \$305,679, and \$238,404, respectively, equal to the required contributions for each year.

##### **NOTE 10—LONG-TERM OBLIGATIONS**

###### ***Changes in Long-Term Obligations***

The changes in the Town's long-term obligations for the year ended December 31, 2010 are as follows:

	Balance 1/1/2010	Additions	Reductions	Balance 12/31/2010	Due Within One Year
Governmental activities:					
Compensated absences	\$ 164,279	\$ 187,729	\$ (182,927)	\$ 169,081	\$ -
Total governmental activities	<u>\$ 164,279</u>	<u>\$ 187,729</u>	<u>\$ (182,927)</u>	<u>\$ 169,081</u>	<u>\$ -</u>

Compensated absences will be paid from the fund where the employee's salary is paid.





# Town of Plaistow, New Hampshire

## 2012 ANNUAL REPORT



### INDEPENDENT AUDITOR'S REPORT (Continued)

#### TOWN OF PLAISTOW, NEW HAMPSHIRE NOTES TO BASIC FINANCIAL STATEMENTS (CONTINUED) December 31, 2010

##### NOTE 11—INTERFUND BALANCES AND TRANSFERS

The General Fund has paid for various items that are to be reimbursed from the Nonmajor Governmental Funds. These reimbursements due to the General Fund are reflected as an interfund receivable from the Nonmajor Governmental Funds. In addition, an overpayment was refunded and deposited into the General Fund instead of the appropriate Nonmajor Governmental Fund. Interfund balances at December 31, 2010 are as follows:

	General Fund	Due from Nonmajor Governmental Funds	
			Totals
Due to General Fund		\$ 277,142	\$ 277,142
Nonmajor Governmental Funds	\$ 14,493		14,493
	<u>\$ 14,493</u>	<u>\$ 277,142</u>	<u>\$ 291,635</u>

During the year, several interfund transactions occurred between funds. The various transfers between the General Fund and the Nonmajor Governmental Funds were made in accordance with budgetary authorizations. Interfund transfers for the year ended December 31, 2010 are as follows:

	General Fund	Transfer from Nonmajor Governmental Funds	
			Totals
Transfer to Nonmajor Governmental Funds	\$ 673,926	\$ 5,000	\$ 678,926
	<u>\$ 673,926</u>	<u>\$ 5,000</u>	<u>\$ 678,926</u>

##### NOTE 12—RESTRICTED NET ASSETS

Net assets are restricted for specific purposes at December 31, 2010 as follows:

Permanent funds - Endowments	\$ 98,608
Permanent funds - Income	22,073
Police Fund	43,352
Public Safety Grants Fund	18,323
Other Grants Fund	18,872
	<u>\$ 201,228</u>

##### NOTE 13—COMMITMENTS AND CONTINGENCIES

###### *Sanitation Contract*

During June 2010, the Town entered into a long-term agreement with an independent company for the disposal of solid waste and recycling services through June 2013. Terms of the contract include minimum payments plus a tipping fee per tonnage disposed. The Town shall have the option to extend the contract for two additional one-year terms. For the year ended December 31, 2010, the Town



# Town of Plaistow, New Hampshire

## 2012 ANNUAL REPORT



### ***INDEPENDENT AUDITOR'S REPORT (Continued)***

#### **TOWN OF PLAISTOW, NEW HAMPSHIRE NOTES TO BASIC FINANCIAL STATEMENTS (CONTINUED) December 31, 2010**

expended \$560,680 under the terms of the agreement. Minimum future payments based on the flat rate charged for services will be as follows:

Year Ending December 31,	Solid Waste	Recycling	Totals
2011	\$ 197,935	\$ 80,800	\$ 278,735
2012	201,894	82,416	284,310
2013	101,946	41,616	143,562
	<u>\$ 501,775</u>	<u>\$ 204,832</u>	<u>\$ 706,607</u>

#### ***Litigation***

The Town's general counsel estimates that any potential claims against the Town, which are not covered by insurance, are immaterial and would not affect the financial position of the Town.

#### **NOTE 14—RESTATEMENT OF FUND BALANCE/NET ASSETS**

##### ***Governmental Fund Statements – Nonmajor Governmental Funds***

During the year ended December 31, 2010, it was determined that the Impact Fees Fund was previously reported as an Agency Fund. The impact fees are collected for the purpose of future use by the Town. Accordingly, these funds should be reported as a governmental fund.

Fund balance of the Nonmajor Governmental Funds as of January 1, 2010 has been restated as follows:

	Nonmajor Governmental Funds
Fund Balance, January 1, 2010 (as previously reported)	\$ 1,261,042
Amount of restatement due to:	
Impact Fees Fund previously accounted for as an Agency Fund	<u>84,077</u>
Fund Balance, January 1, 2010, as restated	<u>\$ 1,345,119</u>

##### ***Government Wide Statements***

As previously referenced above for the Governmental Fund Statements, the Impact Fees Fund was previously reported as an Agency Fund at December 31, 2009.

Net assets of the Governmental Activities as of January 1, 2010 have been restated as follows:

Net Assets - January 1, 2010 (as previously reported)	\$ 14,630,808
Amount of restatement due to:	
Reclassification of Impact Fees Fund	<u>84,077</u>
Net Assets - January 1, 2010, as restated	<u>\$ 14,714,885</u>



# Town of Plaistow, New Hampshire

## 2012 ANNUAL REPORT



### INDEPENDENT AUDITOR'S REPORT (Continued)

#### SCHEDULE 1

#### TOWN OF PLAISTOW, NEW HAMPSHIRE

#### Schedule of Revenues, Expenditures and Changes in Fund Balance

#### Budget and Actual (Budgetary Basis) - General Fund

For the Year Ended December 31, 2010

	Budgeted Amounts		Actual Amounts	Variance with Final Budget - Favorable (Unfavorable)
	Original	Final		
Revenues:				
Taxes	\$ 5,287,841	\$ 5,287,841	\$ 5,446,246	\$ 158,405
Licenses and permits	1,264,000	1,264,000	1,293,170	29,170
Intergovernmental	605,604	605,604	695,959	90,355
Charges for services	66,000	66,000	112,567	46,567
Interest and investment income	10,000	10,000	11,241	1,241
Miscellaneous	308,026	308,026	455,669	147,643
Total Revenues	<u>7,541,471</u>	<u>7,541,471</u>	<u>8,014,852</u>	<u>473,381</u>
Expenditures:				
Current operations:				
General government	2,423,740	2,423,740	2,295,141	128,599
Public safety	2,351,399	2,351,399	2,262,366	89,033
Highways and streets	931,224	931,224	701,617	229,607
Sanitation	661,000	661,000	616,131	44,869
Water distribution and treatment	47,355	47,355	28,524	18,831
Health and welfare	218,910	218,910	175,782	43,128
Culture and recreation	231,323	231,323	227,547	3,776
Capital outlay	543,250	543,250	92,960	450,290
Debt service:				
Interest and fiscal charges	26,000	26,000	-	26,000
Total Expenditures	<u>7,434,201</u>	<u>7,434,201</u>	<u>6,400,068</u>	<u>1,034,133</u>
Excess revenues over (under) expenditures	<u>107,270</u>	<u>107,270</u>	<u>1,614,784</u>	<u>1,507,514</u>
Other financing sources (uses):				
Transfers in	412,224	412,224		(412,224)
Transfers out	(669,494)	(669,494)	(673,926)	(4,432)
Total other financing sources (uses)	<u>(257,270)</u>	<u>(257,270)</u>	<u>(673,926)</u>	<u>(416,656)</u>
Net change in fund balances	(150,000)	(150,000)	940,858	1,090,858
Fund balance at beginning of year				
- Budgetary Basis	<u>3,030,778</u>	<u>3,030,778</u>	<u>3,030,778</u>	-
Fund balance at end of year				
- Budgetary Basis	<u>\$ 2,880,778</u>	<u>\$ 2,880,778</u>	<u>\$ 3,971,636</u>	<u>\$ 1,090,858</u>



# Town of Plaistow, New Hampshire

## 2012 ANNUAL REPORT



### TOWN OF PLAISTOW, NEW HAMPSHIRE NOTES TO REQUIRED SUPPLEMENTARY INFORMATION December 31, 2010

#### NOTE 1—BUDGET TO ACTUAL RECONCILIATION

Amounts recorded as budgetary amounts in the Schedule of Revenues, Expenditures and Changes in Fund Balance – Budget and Actual (Budgetary Basis) – General Fund (Schedule 1) are reported on the basis budgeted by the Town. Those amounts differ from those reported in conformity with accounting principles generally accepted in the United States of America in the Statement of Revenues, Expenditures and Changes in Fund Balances – Governmental Funds (Exhibit D). Property tax budgetary revenues are recognized when levied rather than when susceptible to accrual. Budgetary revenues and expenditures were adjusted for encumbrances and on-behalf payments for fringe benefits.

	Revenues and Other Financing Sources	Expenditures and Other Financing Uses
Per Exhibit D	\$ 8,043,386	\$ 7,076,295
Difference in property taxes meeting susceptible to accrual criteria	44,807	
Encumbrances, December 31, 2010		99,060
Encumbrances, December 31, 2009		(28,020)
On-behalf fringe benefits	(73,341)	(73,341)
Per Schedule 1	<u>\$ 8,014,852</u>	<u>\$ 7,073,994</u>

#### NOTE 2—ENCUMBRANCES

Functional encumbrances at December 31, 2010 are as follows:

General government	\$ 47,820
Public safety	17,177
Highways and streets	28,089
Health and welfare	100
Culture and recreation	5,874
	<u>\$ 99,060</u>

#### NOTE 3—BUDGETARY FUND BALANCES

The components of the budgetary fund balance for the General Fund are as follows:

Unreserved:	
Undesignated	<u>\$ 3,971,636</u>





# Town of Plaistow, New Hampshire

## 2012 ANNUAL REPORT



### *INDEPENDENT AUDITOR'S REPORT (Continued)*

SCHEDULE A  
TOWN OF PLAISTOW, NEW HAMPSHIRE  
Combining Balance Sheet  
Governmental Funds - All Nonmajor Funds  
December 31, 2010

	Special Revenue Fund	Permanent Funds	Combining Totals
<b>ASSETS</b>			
Cash and cash equivalents	\$ 689,877		\$ 689,877
Investments	597,218	\$ 120,751	717,969
Accounts receivable	53,454		53,454
Due from other governments	251,351		251,351
Due from other funds	14,493		14,493
Total Assets	<u>\$ 1,606,393</u>	<u>\$ 120,751</u>	<u>\$ 1,727,144</u>
<b>LIABILITIES</b>			
Accounts payable	\$ 39,800		\$ 39,800
Due to other funds	277,072	\$ 70	277,142
Total Liabilities	<u>316,872</u>	<u>70</u>	<u>316,942</u>
<b>FUND BALANCES</b>			
Reserved for permanent fund endowments		98,608	98,608
Reserved for permanent fund income		22,073	22,073
Unreserved, reported in:			
Special revenue funds	1,289,521		1,289,521
Total Fund Balances	<u>1,289,521</u>	<u>120,681</u>	<u>1,410,202</u>
Total Liabilities and Fund Balances	<u>\$ 1,606,393</u>	<u>\$ 120,751</u>	<u>\$ 1,727,144</u>



# Town of Plaistow, New Hampshire

## 2012 ANNUAL REPORT



### INDEPENDENT AUDITOR'S REPORT (Continued)

SCHEDULE A-1  
TOWN OF PLAISTOW, NEW HAMPSHIRE  
Combining Balance Sheet  
Governmental Funds - All Nonmajor Special Revenue Funds  
December 31, 2010

	Library Fund	Conservation Fund	Police Fund	Outside Deaths Fund	Water Suppression Fund	Cannons and Statue Fund	World War II Monument Fund	Public Safety Grants Fund	Forest Fire Fund	Recreation Revolving Fund	Westville Road Mitigation Fund	Other Grants Fund	Impact Fees Fund	Expendable Trust Fund	Combining Totals
<b>ASSETS</b>															
Cash and cash equivalents	\$ 41,548	\$ 183,832	\$ 44,000	\$ 27,624	\$ 246,149	\$ 1,390	\$ 85	\$ 18,323	\$ 15	\$ 19,163	\$ 39,031		\$ 74,700	\$ 447,985	\$ 689,897
Investments	149,233			27,871	25,983										397,218
Accounts receivable				\$ 55,695	\$ 266,149					375		\$ 251,351			53,454
Due from other governments														14,118	251,351
Due from other funds															14,495
<b>Total Assets</b>	<b>\$ 190,781</b>	<b>\$ 183,832</b>	<b>\$ 44,000</b>	<b>\$ 55,695</b>	<b>\$ 266,149</b>	<b>\$ 1,390</b>	<b>\$ 85</b>	<b>\$ 18,323</b>	<b>\$ 15</b>	<b>\$ 19,538</b>	<b>\$ 39,031</b>	<b>\$ 251,351</b>	<b>\$ 74,700</b>	<b>\$ 447,985</b>	<b>\$ 1,666,393</b>
<b>LIABILITIES</b>															
Accounts payable			\$ 648	\$ 19,036											\$ 39,800
Due to other funds				19,036											271,672
<b>Total Liabilities</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 648</b>	<b>\$ 19,036</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 38,910</b>	<b>\$ 252,479</b>	<b>\$ 25,799</b>	<b>\$ -</b>	<b>\$ 316,872</b>
<b>FUND BALANCES</b>															
Unreserved, reported as:															
Special revenue funds	190,781	183,832	43,352	36,659	266,149	1,390	85	18,323	15	19,538	121	18,872	48,901	442,105	1,388,521
Total Fund Balances	190,781	183,832	43,352	36,659	266,149	1,390	85	18,323	15	19,538	121	18,872	48,901	442,105	1,388,521
<b>Total Liabilities and Fund Balances</b>	<b>\$ 190,781</b>	<b>\$ 183,832</b>	<b>\$ 44,000</b>	<b>\$ 55,695</b>	<b>\$ 266,149</b>	<b>\$ 1,390</b>	<b>\$ 85</b>	<b>\$ 18,323</b>	<b>\$ 15</b>	<b>\$ 19,538</b>	<b>\$ 39,031</b>	<b>\$ 251,351</b>	<b>\$ 74,700</b>	<b>\$ 442,105</b>	<b>\$ 1,666,393</b>



# Town of Plaistow, New Hampshire

## 2012 ANNUAL REPORT



### *INDEPENDENT AUDITOR'S REPORT (Continued)*

#### SCHEDULE B

#### TOWN OF PLAISTOW, NEW HAMPSHIRE

#### Combining Statement of Revenues, Expenditures and Changes in Fund Balances

#### Governmental Funds - All Nonmajor Funds

For the Year Ended December 31, 2010

	Special Revenue Funds	Permanent Funds	Combining Totals
Revenues:			
Intergovernmental	\$ 630,897		\$ 630,897
Charges for services	291,962		291,962
Interest and investment income	2,738	\$ 238	2,976
Miscellaneous	48,943	6,000	54,943
Total Revenues	<u>974,540</u>	<u>6,238</u>	<u>980,778</u>
Expenditures:			
Current operations:			
General government	12,535		12,535
Public safety	166,460		166,460
Highways and streets	38,910		38,910
Culture and recreation	475,623		475,623
Capital outlay	896,093		896,093
Total Expenditures	<u>1,589,621</u>	<u>-</u>	<u>1,589,621</u>
Excess of revenues over (under) expenditures	<u>(615,081)</u>	<u>6,238</u>	<u>(608,843)</u>
Other financing sources (uses):			
Transfers in	678,926		678,926
Transfers out	(5,000)		(5,000)
Total other financing sources (uses)	<u>673,926</u>	<u>-</u>	<u>673,926</u>
Net change in fund balances	58,845	6,238	65,083
Fund balances at beginning of year, as restated	<u>1,230,676</u>	<u>114,443</u>	<u>1,345,119</u>
Fund balances at end of year	<u>\$ 1,289,521</u>	<u>\$ 120,681</u>	<u>\$ 1,410,202</u>



# Town of Plaistow, New Hampshire

## 2012 ANNUAL REPORT



### INDEPENDENT AUDITOR'S REPORT (Continued)

SCHEDULE B-1  
TOWN OF PLAISTOW, NEW HAMPSHIRE  
Combining Statement of Revenues, Expenditures and Changes in Fund Balances  
Governmental Funds - All Nonmajor Special Revenue Funds  
For the Year Ended December 31, 2010

	Library Fund	Conservation Fund	Police Fund	Outside Details Fund	Water Suppression Fund	Cannons and Statue Fund	World War II Monument Fund	Public Safety Grants Fund	Forest Fire Fund	Recreation Revolving Fund	Waste Mitigation Fund	Other Grants Fund	Impact Fees Fund	Expendable Trust Fund	Combining Totals
Revenue															
Intergovernmental															
Charges for services	\$ 3,936		\$ 48,161	\$ 157,260	\$ 105,252			\$ 5,508	\$ 147	\$ 25,514		\$ 540,910		\$ 15,771	\$ 633,897
Interest and investment income	1,286		21	34	153	\$ 1		44		14	\$ 21			973	2,915
Miscellaneous	6,433		4,892		2,595										2,720
Total Revenues	11,655	133	53,075	157,294	107,910	1		5,552	147	25,528	24,021	540,910		16,746	978,546
Expenditures															
Current operations															
General government															
Public safety			26,980	128,578				289	913		38,910			12,535	166,440
Highways and streets	445,424	3,975								18,345				9,879	38,910
Culture and recreation															
Capital outlay	445,424	3,975	36,980	128,578				389	913	18,345	38,910	546,530	41,258	308,564	896,093
Total Expenditures	890,848	7,950	63,960	257,156	107,910	1		5,552	1,466	36,685	77,820	546,530	41,258	428,414	1,589,621
Excess of revenues over (under) expenditures	(879,193)	(7,817)	(10,885)	(100,862)	(1,000)			(1,000)	(1,319)	(11,157)	(52,799)	(105,620)	(2,000)	(211,668)	(611,075)
Other financing sources (uses):															
Transfers in	437,094	10,000												227,600	674,694
Transfers out	(437,094)	(10,000)												(227,600)	(674,694)
Total other financing sources (uses)															
Net change in fund balances	3,225	6,188	36,095	28,716	977,910	1		5,552	(1,319)	7,188	(18,809)	3,897	(17,176)	(89,772)	28,843
Fund balances at beginning of year, as reported	187,656	177,674	9,213	3,143	358,279	1,380	85	12,560	381	12,555	15,018	18,075	84,077	551,675	1,230,826
Fund balances at end of year	\$ 190,781	\$ 183,862	\$ 45,308	\$ 31,859	\$ 368,189	\$ 1,381	\$ 85	\$ 18,112	\$ 379	\$ 19,743	\$ 1,221	\$ 21,972	\$ 66,901	\$ 461,903	\$ 1,259,669





# Town of Plaistow, New Hampshire

## 2012 ANNUAL REPORT



### *INDEPENDENT AUDITOR'S REPORT (Continued)*

SCHEDULE C  
TOWN OF PLAISTOW, NEW HAMPSHIRE  
Combining Statement of Fiduciary Net Assets  
Fiduciary Funds - All Agency Funds  
December 31, 2010

	School Agency Funds	Escrow Agency Funds	Combining Totals
ASSETS			
Cash and cash equivalents	\$ 3,777	\$ 141,634	\$ 145,411
Total Assets	<u>\$ 3,777</u>	<u>\$ 141,634</u>	<u>\$ 145,411</u>
LIABILITIES			
Deposits		\$ 141,634	\$ 141,634
Due to other governments	\$ 3,777		3,777
Total Liabilities	<u>\$ 3,777</u>	<u>\$ 141,634</u>	<u>\$ 145,411</u>



# Town of Plaistow, New Hampshire

## 2012 ANNUAL REPORT



### ***REPORT OF THE ASSESSOR'S AGENTS***

The responsibilities of the Assessor's Office include keeping information about all properties current. Ownership changes, property sales, property data, tax maps and other property information is constantly being updated so that anyone needing this information may acquire it and be confident that it is accurate.

The Assessor's Office is responsible, under the direction of the Board of Selectmen, for keeping assessments current with market value. State law requires assessments to be proportionate, each year, and that at least once in every five years, bring all assessments to full market value.

Legislation resulting from the 'Sirrell' v. Portsmouth decision has placed the Department of Revenue Administration (DRA) in an oversight role to ensure compliance to State assessing standards, where they produce a report to the Assessing Standards Board (ASB) reflecting the DRA's findings during their 5-year 'assessment review' process. This report addresses all facets of the assessing office from assessment equity to the way in which we address requests for abatements, veteran's credits and many other assessment functions. The DRA measures our performance against standards developed by the Assessing Standards Board (ASB) and the Equalization Standards Board (ESB). Plaistow is scheduled for our next assessment review in 2014.

#### **2012 Assessment Update:**

In 2011 the Town went through a certification process from the Department of Revenue Administration. As a part of that process the Town reviewed all property values and the results met State requirements for 2011. Because the market had stabilized from 2011 into 2012, no general updates to values were required for 2012. If an individual assessment had changed during 2012 it was as a result of changes in data from the cycled inspection process, building permit, subdivision or other physical change.

#### **2012 Real Estate Market:**

Based upon the sales coming through the Registry of Deeds during 2012 it appears that the market has stabilized in terms of market value. The Town's official ratio for 2011 was 95.3%, meaning that our assessments were reflecting 95.3% of market value last year. Our preliminary ratio for 2012 is 97.5%. While this indicates a 2% increase in market value, it may be a matter of the sampling performed by the State. Effectively, there was very little change and thus no general update in assessments occurred for 2012.

Notices of foreclosures are no longer published publically (formerly published by NH Housing Finance Authority). However, based upon foreclosure deeds received from the Registry of Deeds, 20 properties were foreclosed upon in Town during 2012. This is a slight increase over the previous year and is likely a result of pressure from the FDIC for banks to liquidate their 'non-performing' assets (properties where owners have fallen behind in their mortgage payments).



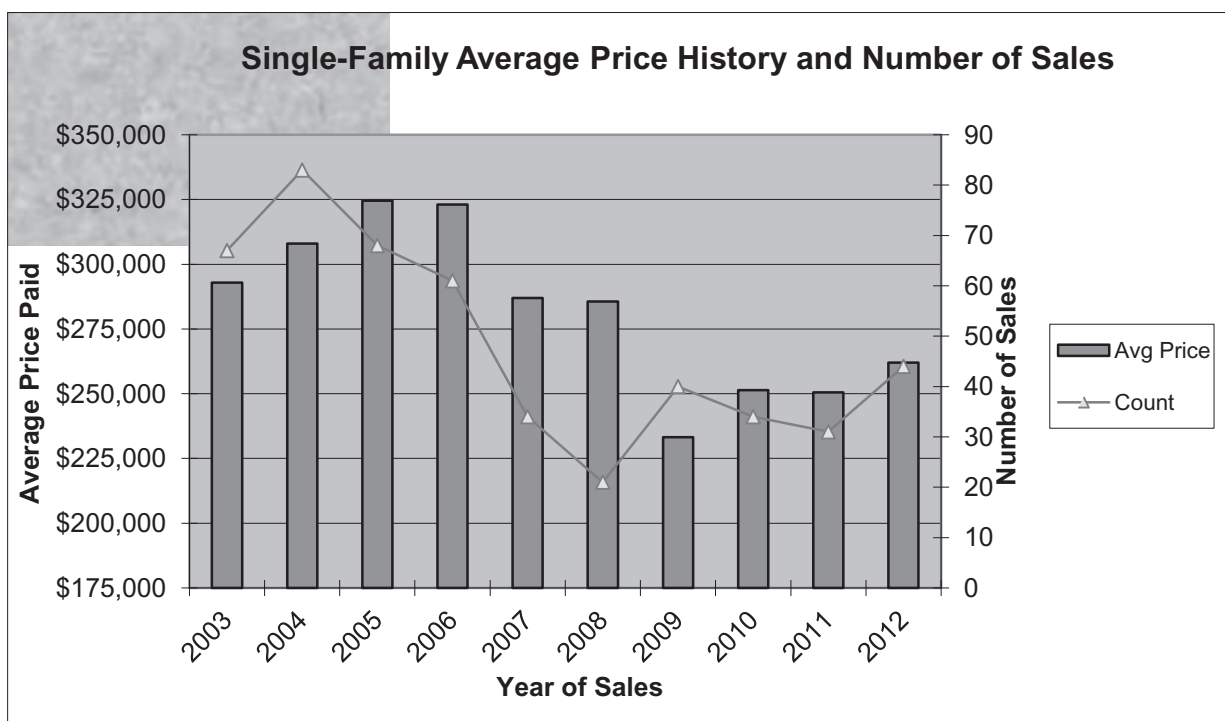
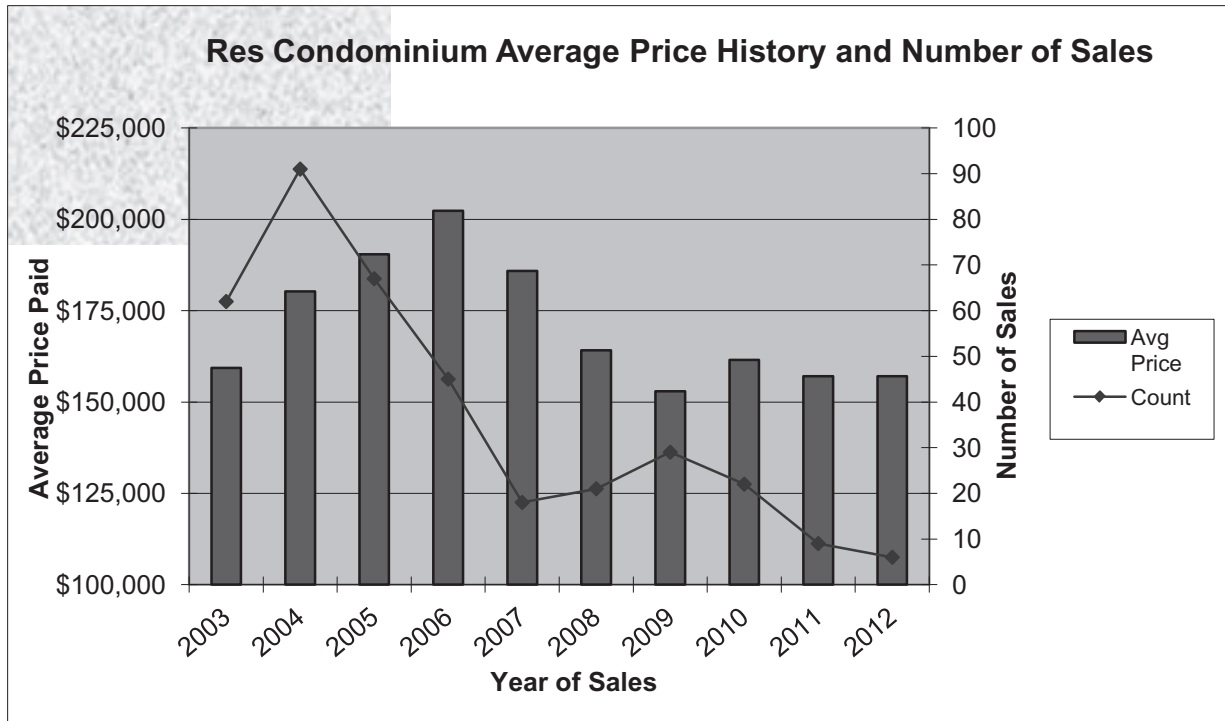
# Town of Plaistow, New Hampshire

## 2012 ANNUAL REPORT



### REPORT OF THE ASSESSOR'S AGENT (Continued)

The number of open-market residential single-family home sales increased in 2012 over 2011 with a corresponding slight increase in sales prices. The average price of condominiums remained the same over the two years while at the same time the *number* of sales occurring for condominiums decreased from 9 sales in 2011 to 6 in 2012 as the sales history graph depicts below:





# Town of Plaistow, New Hampshire

## 2012 ANNUAL REPORT



### ***REPORT OF THE ASSESSOR'S AGENT (Continued)***

#### **Assessment Statistics**

Equity in assessments is measured in statistical terms. Specifically, the **assessment ratio** is the primary measure as to how our assessments relate to market value. For example, if a property sells for \$100,000 but is assessed for \$90,000, the assessment ratio is 90% for this property (\$90,000 divided by \$100,000). Each sale (open market sales only) is analyzed in this way, both by the Town and the Department of Revenue Administration. All non-forced sales occurring within the ratio period (October 1, 2011 through September 30, 2012 for this current year) are arrayed in this way, low to high, and the median point of all the ratios becomes the assessment ratio for the Town for that year.

While no general updates occurred for 2012, there was some movement, albeit slight. The market did not move uniformly across all property types however. Following are the official ratios from 2011 as compared to the preliminary ratios for 2012 (the DRA has yet to certify the 2012 ratio):

Category	2011 Ratio	2012 Ratio
Overall	95.3%	97.5%
Single-Family	94%	97%
Condo	94%	100%
Commercial	96%	99%

#### **2012 Valuation Report:**

Because of the permitting process, the overall value for the Town increased from the previous year. Following are the changes in the assessed value of taxable properties from 2011 to 2012 as taken from the report sent to the State for tax rate setting purposes (MS1 report):







# Town of Plaistow, New Hampshire

## 2012 ANNUAL REPORT



### *REPORT OF THE ASSESSOR'S AGENT (Continued)*

Category	2011	2012	Difference	% Change
Current Use Lands	\$82,151	\$82,456	\$305	0.37%
Conservation Lands	\$2,322	\$0	(\$2,322)	-100.00%
Residential Lands	\$236,458,170	\$235,962,550	(\$495,620)	-0.21%
Commercial Lands	105,701,280	\$104,561,820	(\$1,139,460)	-1.08%
<b>Total Lands</b>	<b>\$342,243,923</b>	<b>\$340,606,826</b>	<b>(\$1,637,097)</b>	<b>-0.48%</b>
Residential Buildings	\$325,636,900	\$326,493,470	\$856,570	0.26%
Manufactured Housing	\$319,300	\$276,800	(\$42,500)	-13.31%
Commercial Buildings	\$149,125,240	\$150,095,510	\$970,270	0.65%
<b>Total Buildings</b>	<b>\$475,081,440</b>	<b>\$476,865,780</b>	<b>\$1,784,340</b>	<b>0.38%</b>
Public Utilities	\$23,805,190	\$23,841,722	\$36,532	0.15%
<b>Total Taxable Property</b>	<b>\$841,136,685</b>	<b>\$841,314,328</b>	<b>\$177,643</b>	<b>0.02%</b>
Less All Exemptions	(\$12,784,026)	(\$13,643,826)	(\$859,800)	6.73%
<b>Net Valuation</b>	<b>\$804,547,469</b>	<b>\$827,670,502</b>	<b>\$23,123,033</b>	<b>2.87%</b>

The values shown above include all public utilities, however, the State of New Hampshire deducts a large portion of the utility values for use in their State School Tax rate calculations. Some calculations may not add correctly due to some exemption amounts exceeding their respective assessments.

The Net Valuation shown is after elderly and veteran deductions, less inclusions of revenue from sources other than property taxes (such as registrations, licenses, etc.). The Net Valuation (plus revenue from other sources) is what is applied against expenses approved at the public deliberative sessions to determine the tax rate for the year.



# Town of Plaistow, New Hampshire

## 2012 ANNUAL REPORT



### ***REPORT OF THE ASSESSOR'S AGENT (Continued)***

#### **Tax Rate Changes:**

The tax rate is made up of four categories representing the expenditures required of each entity. Collectively for 2012, from all categories, the Town tax rate remained the same from 2011. The breakdown is as follows:

<b>Tax Rates:</b>	<b>2011</b>	<b>2012</b>	<b>\$Change</b>
Town	\$6.27	\$5.98	(\$0.29)
County	\$1.14	\$1.13	(\$0.01)
Local School	\$14.59	\$14.90	\$0.31
State School	\$2.71	\$2.70	(\$0.01)
Totals	\$24.71	\$24.71	\$0.00

It is important that taxpayers understand that increasing or decreasing assessments does not lead to a loss or an increase in revenue to the Town. This is because the Town must raise the revenues approved by the taxpayers, neither more nor less. If the overall assessments are higher than the previous year, the tax rate will be less, and if the overall assessments are lower than the previous year, the tax rate will be higher. In each case the same amount of overall revenue will be raised to cover essential municipal services approved by the taxpayers during Town Meetings or Deliberative Sessions (one for the Town, and another for the School District).

The following illustration shows how the tax changes according to market value and required Town, County and State revenue authorizations:

For discussion purposes, assume that the net valuation of the Town is one billion dollars in assessed value. Also, assume that the Town budget is \$10,000,000. The tax rate is determined by dividing the amount of taxes to raise by the net assessed value. The answer, times 1000, indicates a tax rate of \$10.00 per thousand of assessed value.

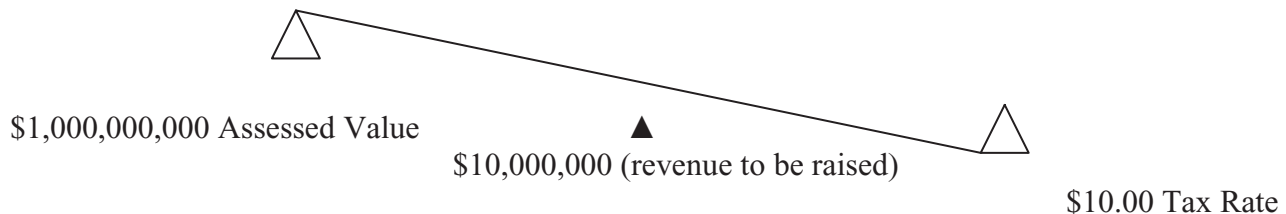


# Town of Plaistow, New Hampshire

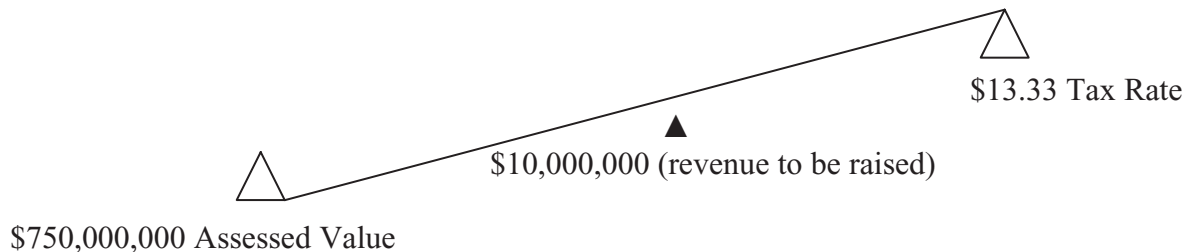
## 2012 ANNUAL REPORT



### *REPORT OF THE ASSESSOR'S AGENT (Continued)*



If the assessed value were to fall to \$750,000,000, the Town still needs to raise the authorized \$10,000,000. So, dividing the same \$10,000,000 by \$750,000,000 in net assessed value causes the tax rate to increase to \$13.33, yet no additional revenue is raised.



So, the function of the tax rate is to raise authorized expenditures. The assessed values change with the market, and the tax rate fluctuates according to the amount of taxes to be raised.

If property values changed equally, and the budget remained the same as the previous year, there would be no change in tax bills. However, as referenced earlier, not all market values change equally over the same timeframe.

#### **Property Data Collections/Accuracy**

Personnel from the Assessor's Office are continually collecting data on properties in the Town. Each property is inspected, by law, at least once in every five years. This is an important part of the assessment process for incorrect data can lead to incorrect assessments.

We encourage all taxpayers to review the data on file for their property when you have the opportunity. If any questions or discrepancies are noted, please bring them to the attention of the assessment office personnel. We remain open to any and all observations as to how we may better serve you, and we appreciate the courtesy and patience extended to our staff while we perform our necessary duties.



# Town of Plaistow, New Hampshire

## 2012 ANNUAL REPORT



### ***REPORT OF THE ASSESSOR'S AGENT (Continued)***

#### **Elderly Exemptions**

New Hampshire provides for an exemption of property taxes to qualified elderly taxpayers. The process is 'needs' based, and is applied according to the following criteria:

To qualify, applicant must:

- be 65 years of age or older on or before April 1<sup>st</sup> in the year they're applying.
- be a New Hampshire resident for at least 5 years prior to April 1st.
- be living in the house, which must be their primary residence.
- have total household income not exceeding \$35,000 if single, or \$50,000 if married
  - (all sources of income are included)
- have total assets not exceeding \$80,000. Assets do not include the value of the house or up to 2 acres of land that the house is situated on.

If qualified, the exemption is as follows:

- ages 65 to 74 - \$110,000 is subtracted from the assessment and taxes are paid on the remainder.
- ages 75 to 79 - \$150,000 is subtracted from the assessment and taxes are paid on the remainder.
- ages 80 and over - \$190,000 is subtracted from the assessment and taxes are paid on the remainder.

#### **Totally and Permanently Disabled**

To qualify, applicant must:

- be a New Hampshire resident for at least 5 years prior to April 1st.
- be living in the house, which must be their primary residence.
- be totally and permanently disabled and collecting Social Security.
- Have a total household income not exceeding \$35,000 if single, or \$50,000 if married
  - all sources of income are included.
- total assets cannot exceed \$80,000. Assets do not include the value of the house or up to 2 acres of land that the house sits on.

If qualified, the exemption is as follows:

- \$150,000 is subtracted from the assessment and taxes are paid on the remainder.

#### **Blind Exemption**

To qualify, applicant must:

- be a New Hampshire resident for at least 1 year prior to April 1<sup>st</sup> in the year the exemption is claimed.
- be legally blind as determined by the administrator of blind services and provide a letter stating such.

If qualified, the exemption is as follows:

- \$15,000 is subtracted from the assessment and taxes will be paid on the remainder.





# Town of Plaistow, New Hampshire

## 2012 ANNUAL REPORT



### ***REPORT OF THE ASSESSOR'S AGENT (Continued)***

#### **Veteran's Tax Credit:**

To qualify, applicant must:

- be a New Hampshire resident for at least 1 year prior to April 1<sup>st</sup> in the year the credit is claimed;
- had honorably served at least 90 consecutive days of active duty during a qualifying period; and,
- supply a copy of paperwork (DD-214, for example) showing date of entry, date of discharge, and character of service.

If applying for service connected total disability tax credit, disability must be 100% total and permanent, must be service-connected and a letter from the veteran's administration must be supplied at time of application.

If qualified, the exemption is as follows:

- \$500 will be deducted from the taxes for a standard veteran credit and \$2,000 for a veteran with a service connected total and permanent disability.

#### **Veteran Spouse or Widow:**

To qualify, applicant must:

- Demonstrate that the spouse or deceased veteran met all requirements for Veterans Tax Credit (referenced above), and,
- Has not remarried.
- The surviving spouse of any veteran killed or died while on active duty, as listed in RSA 72:28, providing that the spouse or widow has not remarried.

The State of New Hampshire has a program to rebate a portion of the state-wide property tax for qualifying elderly residents. Information is available at Town Hall in the Assessor's Office.

---

The assessing personnel would like to take this opportunity to thank all the taxpayers in the Town for their patience and assistance throughout the year. The tax assessment process is a necessary process, however not necessarily an enjoyable one for anyone involved, however we do appreciate your unfailing courtesies extended over the past many years.

Respectfully Submitted,  
*Wil Corcoran & Marybeth Walker, Assessor's Agents*



## Town of Plaistow, New Hampshire

### 2012 ANNUAL REPORT



### ***CURRENT USE DESCRIPTION AND INVENTORY***

#### **What is Current Use?**

Started in 1973, the current use program is an extremely important mechanism for keeping open land open. It does not, however, provide any long term protection from the future development of this land.

New Hampshire's Current Use Law (NH RSA 79-A) allows qualifying land to be taxed according to its current, rather than its potential use. Without the Current Use program, all open land regardless of the owner's intent for future use would be assessed and taxed at full market value. In many cases this would have the effect of forcing landowners to sell their property to escape high property taxes. Inevitably this would mean losing much of this land to development, most likely in the form of residential subdivisions. Current Use assessment typically reduces property taxes assessed on undeveloped land by more than two-thirds and is vital to the preservation of open space in the region.

#### **What Happens When Property is Removed From Current Use Status?**

When property is removed from Current Use Designation, the property owner is assessed a "Land Use Change Tax." The March 2000 Town Meeting voted to put the "Land Use Change Tax" into the Conservation Fund. The "Conservation Fund 36-A" may be used for land or easement acquisition, or for any other purpose for which the Conservation Commission Fund was established under NH RSA 36-A allows, such as resource inventories, management of Town lands, etc. The 36-A Fund requires approval of both the Conservation Commission's and the Board of Selectmen's approval for withdrawal of these funds. This Current Use Fund has \$96,324.80 in it as of December 31, 2011 and the Conservation Fund has \$59,881.09 in it as of December 31, 2011.

#### **What are the Benefits of Current Use?**

Current use provides a wide variety of benefits for many different interest groups that include landowners, municipalities, the state and the general public.

The benefits of open space are numerous. Without the current use program; meadows such as the one above, might be sold off and landscapes changed forever. It is "open spaces" such as this one that brings in thriving tourist revenue into the beautiful State of New Hampshire.

*-Photo courtesy of John Harrigan, Colebrook NH.*





# Town of Plaistow, New Hampshire

## 2012 ANNUAL REPORT



### ***CURRENT USE PROPERTY LIST***

<b>PARCEL</b>	<b>OWNER</b>	<b>#</b>	<b>STREET</b>	<b>ACRES</b>	<b>TOTAL</b>
7-003-000-000	EMERSON III, ROBERT		ATKINSON LINE	21	\$ 1,720
8-025-002-000	DUSTON, VIRGINIA L		HAMPSTEAD LINE	0.55	\$ 50
8-027-000-000	GALLANT, MICHAEL J & PAMELA	23	HICKORY RIDGE RD	16.57	\$ 383,660
11-006-000-000	POST, GARY K.	19	ATKINSON DEPOT RD	2.4	\$ 180
11-008-000-000	POST, GARY K	15	ATKINSON DEPOT RD	9.46	\$ 391,730
12-001-000-000	POST, GARY K.		ATKINSON DEPOT RD RE	9.4	\$ 2,060
14-008-000-000	PETTENGILL, DEBORAH	30	EAST RD	9.05	\$ 313,160
18-010-000-000	ONE TWENTY ONE A REALTY CO	244	MAIN ST	14.6	\$ 1,790
20-035-000-000	COLLINS JR, JOHN J	93	OLD COUNTY RD	19.25	\$ 222,390
21-002-000-000	BARIBEAU, ROGER R	310	MAIN ST	15.05	\$ 227,590
21-005-000-000	ANDREWS, ELEANOR F		MT MISERY	12.6	\$ 870
22-001-000-000	PAUL, RICHARD E		MAIN ST REAR MT MISE	6	\$ 560
22-015-000-000	PAUL, RICHARD E		MAIN ST REAR MT MISE	4	\$ 310
33-001-000-000	KNP LAND ASSOCIATES, LLC	32	KELLEY RD	62	\$ 1,240
37-035-000-000	DOUGHERTY, WILLIAM E	6	WOODLAND DR	11.85	\$ 192,910
37-055-000-000	NOYES, DORIS M	27	MAIN ST	9.84	\$ 178,960
38-004-000-000	HOYT TR, DAVID M	18	CHANDLER AV	11.49	\$ 2,080
41-014-000-000	COPELAS, PETER W	148	MAIN ST	29	\$ 357,800
42-062-000-000	MAJOR TR, NORMAN L	1	MAJOR LN	4.23	\$ 137,510
44-050-000-000	JAMES TR, BRUCE M & BARBARA	67	KINGSTON RD	47	\$ 6,200
47-003-000-000	RUTLEDGE, CHARLES JOHN		SCHOOL & BACKLAND	43	\$ 318,760
48-032-000-000	HOYT TR, DAVID M	63	FORREST ST	15.36	\$ 516,850
48-032-003-000	HOYT TR, DAVID M	55	FORREST ST	2.55	\$ 210
48-033-000-000	SARACUSA TR, MARION	49	FORREST ST	18.89	\$ 251,390
48-039-000-000	BARTLETT, WILLIAM B	43	FORREST ST	5	\$ 380,620
48-040-000-000	BARTLETT, WILLIAM B		FORREST ST REAR	12.34	\$ 3,200
49-003-000-000	LEBLANC TR, M G	31	FORREST ST	12	\$ 93,290
50-078-000-000	HOLT, GERALD E	17	HARRIMAN RD	53	\$ 232,190
53-013-000-000	MAJOR TR, NORMAN L &	12	KINGSTON RD	8.6	\$ 272,560
53-028-000-000	EMBREY-ROOKE, MONA E	7	HILL HAVEN RD	31	\$ 271,550
55-005-000-000	GATTENIRI TR, DANIEL	43	CRANE CROSSING RD	19.06	\$ 1,560
55-009-000-000	ENGLEMANN, JANICE CHRISTINE	29	CRANE CROSSING RD	10.89	\$ 293,500
56-003-000-000	DEPTULA-HICKS, DARLENE M	30	CRANE CROSSING RD	19.61	\$ 371,900
62-029-000-000	HERRICK, STANLEY T	44	SWEET HILL RD	18.8	\$ 133,210
62-041-001-000	RONALD BROWN INVESTMENT	1	GUNSTOCK RD	2.5	\$ 140
62-041-002-000	RONALD BROWN INVESTMENT	3	GUNSTOCK RD	2.5	\$ 190
62-041-003-000	RONALD BROWN INVESTMENT	5	GUNSTOCK RD	5.1	\$ 830
62-041-004-000	RONALD BROWN INVESTMENT	7	GUNSTOCK RD	4	\$ 410
62-041-005-000	RONALD BROWN INVESTMENT	9	GUNSTOCK RD	3	\$ 390
62-041-015-000	RONALD BROWN INVESTMENT	2	GUNSTOCK RD	3.5	\$ 260
63-062-041-006	RONALD BROWN INVESTMENT	11	GUNSTOCK RD	3.7	\$ 410
63-062-041-008	RONALD BROWN INVESTMENT	15	GUNSTOCK RD	3	\$ 9,680
63-062-041-009	RONALD BROWN INVESTMENT	17	GUNSTOCK RD	2.9	\$ 7,790
63-062-041-010	RONALD BROWN INVESTMENT	12	GUNSTOCK RD	3.4	\$ 120
63-062-041-013	RONALD BROWN INVESTMENT	6	GUNSTOCK RD	2.5	\$ 90
63-062-041-014	RONALD BROWN INVESTMENT	4	GUNSTOCK RD	2.5	\$ 180
65-002-000-000	BIGGART, JANET	2B	NEWTON RD	13.33	\$ 129,290
66-017-000-000	HAVERHILL GOLF \$ COUNTRY	93	FORREST ST	257	\$ 1,859,220
67-001-000-000	CORSO-UPTON FAMILY TRUST	34	NEWTON RD	17.1	\$ 196,120
68-008-000-000	GOUDREAU, RICHARD E	82	NEWTON RD	25.62	\$ 455,330



# Town of Plaistow, New Hampshire

## 2012 ANNUAL REPORT



### TOWN OWNED PROPERTY LIST

PARCEL	LOCATION	ACRES	LAND	BUILDING	TOTAL ASSESSED VALUE
6-003-000-000	EAST RD REAR	1.83	\$ 22,230.00	\$ -	\$ 22,230.00
6-006-000-000	ATKINSON LINE REAR L	13.45	\$ 127,460.00	\$ -	\$ 127,460.00
6-008-000-000	FORMERLY J A NOYES L	6.1	\$ 59,640.00	\$ -	\$ 59,640.00
7-001-000-000	ATKINSON LINE	88	\$ 440,000.00	\$ -	\$ 440,000.00
7-004-000-000	FROG POND WOODS	58.68	\$ 285,340.00	\$ -	\$ 285,340.00
7-005-000-000	FROG POND WOODS	9.5	\$ 102,650.00	\$ -	\$ 102,650.00
8-022-000-000	MAIN ST	5.2	\$ 56,640.00	\$ -	\$ 56,640.00
8-023-000-000	MAIN ST REAR KELLY B	7.4	\$ 72,160.00	\$ -	\$ 72,160.00
8-024-000-000	REAR HICKERY RIDGE R	8	\$ 86,600.00	\$ -	\$ 86,600.00
8-025-000-000	HAMPSTEAD LINE	6	\$ 65,200.00	\$ -	\$ 65,200.00
9-011-000-000	OLD STAGECOACH RD	4.8	\$ 46,290.00	\$ -	\$ 46,290.00
11-007-000-000	NEAR B+M RAILROAD	0.56	\$ 9,070.00	\$ -	\$ 9,070.00
14-035-000-000	EAST RD REAR	5	\$ 2,500.00	\$ -	\$ 2,500.00
15-008-000-000	ATKINSON LINE	0.5	\$ 250.00	\$ -	\$ 250.00
16-001-000-000	GREENOUGH RD	2.34	\$ 86,020.00	\$ -	\$ 86,020.00
17-006-000-000	FROG POND WOODS	21.54	\$ 170,970.00	\$ -	\$ 170,970.00
17-007-000-000	FROG POND WOODS	3.1	\$ 36,960.00	\$ -	\$ 36,960.00
17-029-000-000	CULVER ST	0.75	\$ 107,990.00	\$ -	\$ 107,990.00
17-030-000-000	LOWER	0.75	\$ 113,680.00	\$ -	\$ 113,680.00
17-031-000-000	LOWER RD	0.7	\$ 113,090.00	\$ -	\$ 113,090.00
17-032-000-000	LOWER RD	5.8	\$ 121,920.00	\$ -	\$ 121,920.00
18-002-000-000	FROG POND WOODS	6.4	\$ 70,480.00	\$ -	\$ 70,480.00
18-003-000-000	FROG POND WOODS	7.9	\$ 86,530.00	\$ -	\$ 86,530.00
18-004-000-000	FROG POND WOODS	2.6	\$ 29,420.00	\$ -	\$ 29,420.00
18-014-000-000	MAIN ST REAR	14.5	\$ 145,350.00	\$ -	\$ 145,350.00
18-015-000-000	CULVER ST	0.92	\$ 13,250.00	\$ -	\$ 13,250.00
19-005-000-000	MAIN ST	36	\$ 744,500.00	\$ -	\$ 744,500.00
19-006-000-000	MAIN ST	38	\$ 776,900.00	\$ -	\$ 776,900.00
20-012-000-000	HICKORY RIDGE RD	1.4	\$ 700.00	\$ -	\$ 700.00
20-037-000-000	OLD COUNTY ROAD REAR	5	\$ 54,500.00	\$ -	\$ 54,500.00
20-038-000-000	MT MISERY	21.46	\$ 260,140.00	\$ -	\$ 260,140.00
21-007-000-000	MAIN ST	12.9	\$ 433,080.00	\$ -	\$ 433,080.00
21-008-000-000	MT MISERY REAR	2.5	\$ 22,200.00	\$ -	\$ 22,200.00
21-009-000-000	MT MISERY	11	\$ 106,830.00	\$ -	\$ 106,830.00
21-010-000-000	MT MISERY	13.8	\$ 133,790.00	\$ -	\$ 133,790.00
21-011-000-000	MAIN ST REAR	2.5	\$ 27,750.00	\$ -	\$ 27,750.00





# Town of Plaistow, New Hampshire

## 2012 ANNUAL REPORT



### TOWN OWNED PROPERTY LIST (Continued)

PARCEL	LOCATION	ACRES	LAND	BUILDING	TOTAL ASSESSED VALUE
21-012-000-000	MAIN ST REAR	3.5	\$ 38,450.00	\$ -	\$ 38,450.00
21-013-000-000	MAIN ST REAR	3.8	\$ 41,660.00	\$ -	\$ 41,660.00
21-014-000-000	MAIN ST REAR	1.37	\$ 15,660.00	\$ -	\$ 15,660.00
21-017-000-000	MAIN ST REAR	14.7	\$ 142,460.00	\$ -	\$ 142,460.00
22-005-000-000	MAIN ST REAR	3.65	\$ 32,040.00	\$ -	\$ 32,040.00
22-007-000-000	MT MISERY CENTER	2.12	\$ 16,580.00	\$ -	\$ 16,580.00
22-008-000-000	MT MISERY CENTER	10	\$ 75,600.00	\$ -	\$ 75,600.00
22-009-000-000	MT MISERY CENTER	5	\$ 43,600.00	\$ -	\$ 43,600.00
22-010-000-000	KINGSTON LINE	1.07	\$ 9,960.00	\$ -	\$ 9,960.00
22-011-000-000	MT MISERY LEDGE	9.57	\$ 82,720.00	\$ -	\$ 82,720.00
22-012-000-000	REAR LAND	2.37	\$ 21,090.00	\$ -	\$ 21,090.00
22-014-000-000	MAIN ST REAR	2.76	\$ 24,430.00	\$ -	\$ 24,430.00
25-015-000-000	WEST PINE ST	5.02	\$ 127,680.00	\$ -	\$ 127,680.00
25-038-000-000	PLAISTOW RD REAR	2	\$ 35,940.00	\$ -	\$ 35,940.00
22-012-000-000	REAR LAND	2.37	\$ 21,090.00	\$ -	\$ 21,090.00
22-014-000-000	MAIN ST REAR	2.76	\$ 24,430.00	\$ -	\$ 24,430.00
25-015-000-000	WEST PINE ST	5.02	\$ 127,680.00	\$ -	\$ 127,680.00
25-038-000-000	PLAISTOW RD REAR	2	\$ 35,940.00	\$ -	\$ 35,940.00
26-002-000-000	ROUTE 125 Y ROAD	0.1	\$ 3,090.00	\$ -	\$ 3,090.00
27-054-000-000	WESTVILLE RD	0.16	\$ 118,500.00	\$ -	\$ 118,500.00
30-065-000-000	PLAISTOW RD	7.4	\$ 1,026,700.00	\$ -	\$ 1,026,700.00
31-005-000-000	BRENTWOOD	0.92	\$ 11,570.00	\$ -	\$ 11,570.00
31-068-000-000	PLAISTOW RD	7.4	\$ 471,770.00	\$ -	\$ 471,770.00
32-025-000-000	OLD COUNTY RD	2.62	\$ 113,130.00	\$ -	\$ 113,130.00
32-028-000-000	OLD COUNTY RD	27.3	\$ 365,930.00	\$ 63,200.00	\$ 429,130.00
32-032-000-000	TOWN LANDFILL	37.2	\$ 630,230.00	\$ 74,000.00	\$ 704,230.00
33-002-000-000	KELLEY RD	8	\$ 53,160.00	\$ -	\$ 53,160.00
33-003-000-000	KELLEY RD	13.5	\$ 126,040.00	\$ -	\$ 126,040.00
33-004-000-000	OLD COUNTY RD REAR	12.4	\$ 83,790.00	\$ -	\$ 83,790.00
37-036-000-000	WOODLAND DR	0.08	\$ 900.00	\$ -	\$ 900.00
37-051-000-000	NORTH AV REAR	0.21	\$ 2,370.00	\$ -	\$ 2,370.00
38-020-000-000	MASSASSOIT BV	1.26	\$ 88,790.00	\$ -	\$ 88,790.00
39-047-000-000	BITTERSWEET DR	0.52	\$ 86,730.00	\$ -	\$ 86,730.00
39-050-021-003	MAIN ST	4.88	\$ 303,160.00	\$ 2,276,700.00	\$ 2,579,860.00
40-001-000-000	WHITON PL	0.23	\$ 2,600.00	\$ -	\$ 2,600.00



# Town of Plaistow, New Hampshire

## 2012 ANNUAL REPORT



### TOWN OWNED PROPERTY LIST (Continued)

PARCEL	LOCATION	ACRES	LAND	BUILDING	TOTAL ASSESSED VALUE
40-007-000-000	WESTVILLE RD	1.74	\$ 18,920.00	\$ -	\$ 18,920.00
40-060-000-000	DAVIS PARK REAR	3.5	\$ 261,560.00	\$ 7,500.00	\$ 269,060.00
40-067-000-000	MAIN ST	0.25	\$ 119,780.00	\$ 162,900.00	\$ 282,680.00
41-011-000-000	MAIN ST	7.55	\$ 557,010.00	\$ 15,000.00	\$ 572,010.00
41-063-000-000	MAIN ST	1.9	\$ 244,350.00	\$ 812,700.00	\$ 1,057,050.00
41-067-000-000	ELM ST	0.46	\$ 217,070.00	\$ 296,700.00	\$ 513,770.00
41-077-000-000	ELM ST	5.7	\$ 421,740.00	\$ 2,336,400.00	\$ 2,758,140.00
41-082-000-000	ELM ST	4.9	\$ 608,850.00	\$ -	\$ 608,850.00
42-043-000-000	INGALLS TR	2.16	\$ 126,680.00	\$ 79,700.00	\$ 206,380.00
42-057-000-000	ARBOR LN	2.41	\$ 110,890.00	\$ 16,500.00	\$ 127,390.00
43-012-000-000	PLAISTOW ROAD REAR	6.9	\$ 74,830.00	\$ -	\$ 74,830.00
44-052-000-000	OLD COUNTY RD	1.77	\$ 23,120.00	\$ -	\$ 23,120.00
44-061-000-000	PLAISTOW RD	0.4	\$ 5,400.00	\$ -	\$ 5,400.00
45-008-000-000	PLAISTOW RD-ST OF	0.92	\$ 147,000.00	\$ -	\$ 147,000.00
48-026-000-000	AUTUMN CR	2.86	\$ 27,880.00	\$ -	\$ 27,880.00
49-035-000-000	CANTERBURY FOREST	1.45	\$ 52,550.00	\$ -	\$ 52,550.00
50-070-000-000	HARRIMAN RD	5.49	\$ 71,940.00	\$ -	\$ 71,940.00
53-027-000-000	TOWN RD	4.17	\$ 67,550.00	\$ -	\$ 67,550.00
59-008-000-000	AUTUMN CR REAR	0.43	\$ 4,470.00	\$ -	\$ 4,470.00
60-028-000-000	TIMBERLANE RD REAR	5.93	\$ 69,790.00	\$ -	\$ 69,790.00
62-018-000-000	SWEET HILL RD	1.13	\$ 31,120.00	\$ -	\$ 31,120.00
66-024-000-000	NEWTON RD	0.09	\$ 2,730.00	\$ -	\$ 2,730.00
69-021-000-000	DUNDEE DR	0.31	\$ 3,220.00	\$ -	\$ 3,220.00
69-051-000-000	NEWTON REAR	3.4	\$ 55,080.00	\$ -	\$ 55,080.00
69-054-000-000	NEWTON REAR	3.46	\$ 28,030.00	\$ -	\$ 28,030.00
73-003-000-000	(OFF) NEWTON RD	1.71	\$ 13,850.00	\$ -	\$ 13,850.00



# Town of Plaistow, New Hampshire

## 2012 ANNUAL REPORT



### ***ASSESSMENT UPDATE PROCEDURE ADOPTED BY THE BOARD OF SELECTMEN***

1. The Board will determine a budget necessary to do the work needed for the *certification year* and make that a request as part of the budget process in the fall of the year.
2. The Assessing Firm will do the sales analysis and measurement each year as part of its regular duties. All work will be done in compliance with state laws and enforceable Administrative rules that are based upon the latest changes to the state laws.
3. The Board of Selectmen will proceed with an update based upon measurements that fall outside of recommendations for good assessing practices in the median values, stratification, and/or Coefficient of Dispersion.
4. The Board of Selectmen will make the public aware of the planned process and hold a public hearing to explain the rationale for undertaking such a process. When there is a mass update, the database for taxes will not be changed for those updates until the Board agrees upon the proposed numbers.
5. The Board of Selectmen will make available speakers for groups who wish to hear about the subject, e.g. PACE, Lions, etc. Announcements will go on channel 17, the web, and via a press release to the papers.
6. All mass mailings, sent by the assessing department, will be reviewed by the Board of Selectmen before they are sent, including any attachments.
7. Those with elderly and disabled exemptions will receive a separate letter indicating the potential impact on them of the changes.
8. The Assessing Firm should make a recommendation of values (subject to revision in the hearing process) to the Board of Selectmen by July 17<sup>th</sup>.
9. The Board of Selectmen will hold an informational hearing to explain the process before formally voting on accepting the assessing firm's recommendation, but the absence of this vote will not hinder proceeding with hearings for taxpayers.
10. When the new proposed values are ready, letters will be sent to invite each property owner with a new value to come and review their values. Available times will include evening hours as well as days. The letters will emphasize that an increase or decrease in values does not translate directly into an increase or decrease in a person's tax bill.
11. The letters will be sent to everyone whose property value changes by more than 5% and allow the owners at least 10 days notice before the hearing period ends. The hearing period will last at least 5 days. Evening appointments will be available at least 4 of those days. If more than one quarter of the parcels changes more than 5%, there will be at least 8 days for appointments with 7 evenings.
12. Lists will be available of current and proposed values at the Town Hall, Library, and on the Town's web site. If possible a program will be developed for repeated broadcast on channel 17 of the process and especially focus on the impact of the update.



# Town of Plaistow, New Hampshire

## 2012 ANNUAL REPORT



### ***REPORT OF THE BUDGET COMMITTEE***

I would like to thank all the members of this years Committee for their time and dedication throughout this year's budget season.

The Plaistow Budget Committee is a twelve member board who are elected for a three year term. A member of the Board of Selectman is appointed each year as the Budget Committee Representative. For too many years to count John Sherman has held that position on our board. The Budget Committee meetings are held every Tuesdays from early October to the final approval of the budget in January.

During the budgeting process the Committee met with each Department Head to review their requests and to develop a budget that is fiscally responsible for our residents and to ensure that the Town of Plaistow continues operates in an efficient manner.

The 2013 budget was presented at the Public Hearing on Wednesday January 9, 2013 for a proposed budget of 7,708,218 which is an increase of \$54,847 (or less than 1%) from 2012. This was one of the first years I remember that the budget wasn't amended at the First Session of the Town Meeting which was held on Saturday, February 2, 2013.

The Budget Committee recognizes that Plaistow Taxpayers are concerned how the Town is spending their tax dollars. For the third year consecutive year the Towns portion of the tax bill has decreased. Unfortunately, the Town of Plaistow doesn't have control over the School Budget or County Tax portion of this bill. Committee Members are always mindful of these concerns when reviewing proposed budgets and Warrant Articles during the budget process.

The proposed budget and all warrant articles can be found in the back of this Town Report on the New Hampshire State mandated MS-7 form and Town Warrant. The Committee hopes that you will review this information and contact any of the Town Officials if you have questions or concerns. We hope that you find this information to be informative when voting at the Second Session of Town Meeting at Pollard School on Tuesday March 12, 2012.

Respectfully Submitted,

*Martha L. Sumner, Chairperson*







# Town of Plaistow, New Hampshire

## 2012 ANNUAL REPORT



### ***REPORT OF THE BUILDING MAINTENANCE DEPARTMENT***

There was much ***PROGRESS*** made by the Building Maintenance Department during 2012. Plaistow's buildings and properties are the Town's most valuable infrastructure and require constant maintenance and upkeep. The buildings and properties that the Building Maintenance Department is responsible for include the Town Hall, Court House, Public Safety Complex, Library and Historical Society buildings. Staff also maintains both of the newly constructed Plaistow Athletic Recreation Complex (PARC) concession stands, playground and grounds located on Old County Road. The shed and the grounds at Ingalls Terrace Recreation Facility are also maintained.

During 2012, there were numerous projects completed and/or overseen by Plaistow's Building Maintenance Staff:

- Re-Sided the dormers at the Town Hall
- Completed major structural repairs and new paint on the Courthouse
- Completed the installation of a new heating and cooling system at the Courthouse
- Installed safety railing on the Public Safety Complex Roof
- Designed and constructed new handicapped parking spaces in front of the Town Hall and installed a new brick walkway from the street to the front steps of the Town Hall. The horseshoe driveway was also repaved.
- Restored/rebuilt the cannon located in front of the Public Safety Complex
- Repainted the lobby of the Public Safety Complex
- Developed a "Building Assessment Plan" which identifies work and capital improvements needed on Town buildings and properties over the next six years.



The Building Maintenance Department plays a very critical role in ensuring that the Town's buildings and facilities are properly maintained, are clean and neat, and are operating safely on a daily basis. In addition to custodial tasks, Building Maintenance Staff are also responsible for



## Town of Plaistow, New Hampshire

### 2012 ANNUAL REPORT



the proper operations of all building systems such as electrical, plumbing, heating, cooling, septic systems, wells, and roofing.

Also throughout 2012, there were many events sponsored by, and held at the Plaistow Town Hall. Examples of these events include several Senior Lunches, Easter Egg Hunts, Old Home Day, 9/11 Ceremony, a ribbon cutting for the new Handicapped Parking spaces, the annual Pumpkin Lighting Festival, and the second annual Festival of Trees and Holiday Celebration. Building Maintenance Department Staff assisted with the set-up and clean-up associated with these exciting Town sponsored events.

I have been the Town's Building Maintenance Department Supervisor for the last 17 years. In addition to me, there are two other staff members. Ernie Miller, who came on board as a part-time staff person in January, 2012 is responsible for maintenance of the Public Safety Complex and assisting with various projects. Gerard Marchand, who has been with us since 2010, is responsible for maintaining the Library as well as assisting with other special projects.



The Building Maintenance Department staff is always here to keep everything running safely and smoothly.

Respectfully Submitted,

*David R. Bowles*

*David Bowles, Building Maintenance Supervisor*





# Town of Plaistow, New Hampshire

## 2012 ANNUAL REPORT



### ***REPORT OF THE DEPARTMENT OF BUILDING SAFETY***

The ***PROGRESS*** of the Plaistow Building Community continues to be hindered by the tight economy. 2012 was a slow year for building with a few exceptions. These exceptions lead us to believe that there is light at the end of the tunnel and 2013 will be an even better year for our residents and businesses.

Commercial development was again slow in 2012. Firestone Complete Auto Car opened as the first new commercial business of 2012. This new site was ground-up construction and a tribute to our efforts to renew and restore the commercial district. Tractor Supply, the first chain-type retail store to venture over the Westville Road Bridge, was the other new business of 2012. Now that this imaginary barrier has been breached and once the State of New Hampshire completes the final leg of their Route 125 improvements, we believe there will be continued development of the commercial district. This office works very closely with the Planning Department and the Planning Board to review proposed development and insure that growth and progress are both responsible and respectful of the Plaistow Community.

There were a few more permits issued for residential development in 2012 than in recent past. We issued building permits for a small new development off of Witch Lane called Karl's Circle. Once completed there will be three condex dwellings on this new street. We also issued permits for some replacement dwellings. These brand new, energy-efficient structures replaced existing dwellings that were in some cases extremely neglected. These new structures not only increase the value of the property they are constructed on but bring up the aesthetic value of their neighborhoods as well.

Below is a chart that shows the revenues collected for permitting in the past three years:

<b>Type of Fee Collected</b>	<b>2010</b>	<b>2011</b>	<b>2012</b>
Building Permit	\$26,026.08	\$45,974.32	\$27,005.85
Electric Permit	\$4,885.00	\$5,145.00	\$6,785.00
Electrical Insp.	\$6,035.00	\$6,450.00	\$6,670.00
Plumbing Permit	\$1,830.00	\$1,985.00	\$3,515.00
Plumbing Insp.	\$2,370.00	\$2,430.00	\$3,090.00
Occupancy Permit	\$5,600.00	\$5,840.00	\$6,715.00
Mechanical Permit	\$4,010.00	\$4,980.00	\$5,770.00
Mechanical Insp.	\$3,430.00	\$4,560.00	\$5,280.00
Septic	\$2,955.00	\$2,060.00	\$3,065.00
Sign Permit	\$10,400.00	\$9,200.00	\$11,150.00
Auto Dealer Permit	\$500.00	\$200.00	\$2,200.00
Well Permit	\$190.00	\$240.00	\$210.00
Copies	\$0.00	\$0.00	\$1.00
Fire Dept Revenue	\$915.00	\$1,075.00	\$1,625.00
Salvage Yard Licenses	\$340.00	\$10.00	\$0.00
Admin./Misc. Fees	\$160.00	\$180.00	\$180.00
<b>TOTAL</b>	<b>\$69,646.08</b>	<b>\$90,329.32</b>	<b>\$83,261.85</b>



# Town of Plaistow, New Hampshire

## 2012 ANNUAL REPORT

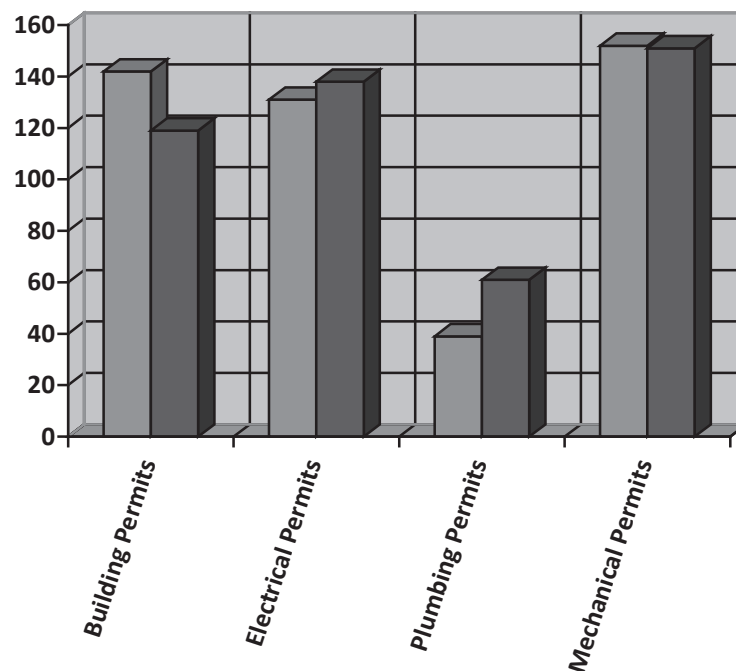


### ***REPORT OF THE DEPARTMENT OF BUILDING SAFETY (Continued)***

While there is a small decline from last year's revenues we are still far from the revenue levels of two and three years ago. We are very optimistic that with the projects currently under review by the Planning Board that 2013 is going to be a bright year.

There were 119 total building permits issued, 61 plumbing permits, 138 electrical and 151 mechanical permits. The decline in building permits issued explains the decline in our revenue numbers for 2012. The simple fact seems to be that people just don't seem to have the money to do much more than continued maintenance and emergency repairs to their properties. The electrical and mechanical (gas) permits remain steady. We continue to see residents equip their homes with generators to help combat the New England weather extremes.

Permit Comparison 2011-2012				
Year	Building Permits	Electrical Permits	Plumbing Permits	Mechanical Permits
2011	142	131	39	152
2012	119	138	61	151



■ 2011

■ 2012







## Town of Plaistow, New Hampshire

### 2012 ANNUAL REPORT



#### ***REPORT OF THE DEPARTMENT OF BUILDING SAFETY (Continued)***

Plumbing/Mechanical Inspector, and I continue to attend training, to keep current on the ever-changing codes and maintain our certifications. We remain dedicated to our responsibility to assist and educate the Plaistow Community. We're here and "at the ready" to serve the largest commercial contractor right on down to a new homeowner who wants to DIY (Do It Yourself).

Our team approach extends to our involvement in assisting other departments, boards and committees, such as the Fire, Health, Emergency Management, Assessing and Police Departments: Planning Board, Zoning Board of Adjustment and Conservation Commission, as we all work together to support responsible **PROGRESS** and growth in the Plaistow Community .

The Department of Building Safety is here to assist property owners with all their building questions and needs. Our office hours are Monday through Friday, 8:00 a.m. to 4:30 p.m. Stop by or call us at 382-1191, Extension 20, anytime!

Respectfully Submitted,

*P. Michael Dorman, Chief Building Official*





# Town of Plaistow, New Hampshire

## 2012 ANNUAL REPORT



### ***REPORT OF THE CABLE ADVISORY COMMITTEE***

The Cable Advisory Committee has had a very productive, ***PROGRESSive*** 2012. This year's programming line-up included a couple of new shows, "Going Green in Plaistow" with Heather Bealieu and "Scribes". Hosted by local residents/authors Michael Berry and Lara Croft, the show introduces local authors and discusses their works, experiences and influences.

Storytime and Plaistow Live (formerly Hit it Hard Radio) also continued to produce new shows.

Below is a list of shows and local events that have been recorded, edited and aired on Plaistow Area Cable (PLAISTOW ACCESS) Channel 17 and 23 throughout 2012:

#### **Local Shows on Cable**

- Storytime
- Plaistow Live formerly Hit It Hard Radio(Live Call-in)
- Scribes(New show about local authors)
- Go Green Plaistow
- Beede Site Updates

#### **Local Events on Cable**

- Memorial Day
- Old Home Day
- 9/11 Ceremony
- Easter Egg Hunt
- Pumpkin Lighting
- December in Plaistow



#### **PLAISTOW ACCESS Channel 23**

PLAISTOW ACCESS Channel 23 celebrated its First Birthday. Cable Coordinator, Dean Zanello worked hard to seamlessly implement the new Channel by moving all local programming to be broadcast on Channel 23. Channel 17 is now a dedicated government access channel that broadcasts all government meetings with Community message boards. Thanks, Dean!

#### **Open House for the Cable Studio**

This year during Old Home Day the Cable Coordinator and Plaistow Advisory Committee featured a green screen at the Cable Studio during its annual open house. There were a lot of kids who participated and fun was had by all.

#### **VIMEO**

Plaistow continues to use [www.vimeo.com](http://www.vimeo.com) to host recorded meetings and locally produced shows. This is convenient for viewers who do not subscribe to Comcast cable or may have missed a meeting or show they are interested in watching on PLAISTOW ACCESS Channel 17



# Town of Plaistow, New Hampshire

## 2012 ANNUAL REPORT



### ***REPORT OF THE CABLE ADVISORY COMMITTEE (Continued)***

and 23. The site can be accessed at the following URL: [www.vimeo.com/plaistow](http://www.vimeo.com/plaistow).

#### **Facebook**

Plaistow Access 17 & 23 is now on facebook. Like us on Facebook at "Plaistow Access 17 & 23."

#### **Library**

The Plaistow Public Library was configured in early 2011 for live broadcasts. The library has sponsored many different events over the passed years, which have been broadcast on Channel 23.

#### **Coming New in 2013**

The Cable Coordinator is working to finalize and implement a wiring project that will allow for the use of the high quality studio cameras in the Great Hall. The Cable Committee and Cable Coordinator are working together to put together a workshop in 2013 to show local residents how to develop, produce and edit shows. The Cable Committee and Coordinator are also working on a new web page that will be accessible via the [www.plaistow.com](http://www.plaistow.com). Cable also has added an email distribution where you can easily receive programming and event updates.

#### **Seeking More Volunteers**

The Cable Advisory Committee is looking for enthusiastic people who would like to be members of the committee or people who are interested in volunteering to help record local events and help produce shows inside and outside of the studio. Please contact Town Hall if you are interested.

#### **More Local Programming**

Going forward in 2013 the Cable Advisory Committee is dedicated to **PROGRESS** and to reaching out to the Community to help any interested Plaistow residents in developing, producing and editing their own shows to be broadcast on PLAISTOW ACCESS Channel 23. One of the Cable Advisory Committee's continuous goals is to have more local programming written and produced by Plaistow residents. As part of getting more people interested in using the studio, training will be provided to anyone interested. The Cable Advisory Committee is very excited about the upcoming year and looking forward to working with our Community. Please contact Town Hall if you are interested.

Thank you, and have a wonderful 2013!

Respectfully Submitted,

*Jay DeRoche, Chairman*





# Town of Plaistow, New Hampshire

## 2012 ANNUAL REPORT



### ***REPORT OF THE PLAISTOWACCESS CABLE / CHANNELS 17 AND 23***

The last couple years at PlaistowAccess have seen great **PROGRESS**. In 2010, we relocated our entire operation to Town Hall, in a newly renovated facility in previously unoccupied basement space. We realized a significant range of efficiencies from this move, from eliminating travel time to eliminating monthly rent and utilities expenses. In 2011, we became a two-channel operation with the launch of Public Access Channel 23. While this new channel is dedicated to public access programming, the existing Channel 17 is now exclusively a government access channel, providing more airtime for televised meetings and other town/administrative programs. Additionally, the community message board is now getting additional airtime on both channels at various times of the day.

While these major milestones are past us, our work is not complete. Currently, we are in the process of several wiring projects throughout Town Hall. The existing operations on the 2nd and 3rd floors will be better integrated with our new basement facility. This will provide for enhanced abilities to televise special events at Town Hall, as well as deliver a higher quality end-product to our viewers.

From here, we are continuing to look forward, and develop a 5 year plan. Upcoming goals include:

- Replacing obsolete/inefficient technology as needed
- Delivering a higher quality signal to our viewers
- Determining needs and opportunities to expand our facilities
- As always, generate interest in volunteering at the studio and/or joining the Cable Committee





## Town of Plaistow, New Hampshire

### 2012 ANNUAL REPORT



From a programming standpoint, we have immediately utilized Channel 23 to broadcast several local origination programs produced right here at PlaistowAccess. The list of programs includes, but is not limited to the following:

- **PlaistowAccess: About Us**, a brief presentation on how to get involved with the station.
- Holiday/Seasonal Events, such as **Easter**, **Halloween**, and **“December in Plaistow”**
- Televised events at Plaistow Public Library, including: **“New England Authors”**, Storyteller **Rebecca Rule**, **Acoustic Musician Jeff Snow** performance, and Cooking with **Rick Blair**.
- **StoryTime with Mrs. Sherman**: Children’s stories and crafts, based on a specific theme
- **“Scribes”**: A monthly program hosted by authors and featuring authors as guests
- **Voter ID Information** with Town Moderator Robert Harb
- **Candidates Night**, hosted by Robert Gray
- **Plaistow Warrant Articles Presentation**
- **Going Green in Plaistow** with Heather Beaulieu
- Regular status updates from the EPA regarding progress at the **Beede Superfund Site**
- **Plaistow Live**: a live text/call-in program hosted by Dan Bush.
- Several Town Events, including **Arbor Day / Ruth Jenne Dedication**, **Memorial Day**, **Old Home Day**, **September 11 Memorial**, and the **ADA Entrance Ribbon Cutting Event**

While our primary purpose is to make TV shows, we also have taken pride in opening up our facility to share with the Community:

- **Open House**: on Old Home Day, we gave tours of our facility, where visitors participated in live demonstrations of our chroma-key (green screen) technology. This was a fun event for all ages!
- **Scout Tours**: we have done multiple tours for local Cub Scout groups looking to explore various fields and occupations.



Please feel free to contact us if you have any questions or comments about our programming, facility, or the station in general.

Respectfully Submitted,

Dean Zanello  
Cable Coordinator, PlaistowAccess / Channels 17 & 23



## Town of Plaistow, New Hampshire

### 2012 ANNUAL REPORT



#### ***REPORT OF THE CAPITAL IMPROVEMENT PROGRAM COMMITTEE***

The Capital Improvement Program (CIP) is an adjunct to the Master Plan; like the Master Plan it is strictly a planning document. The CIP Committee is charged by the Planning Board to prepare an annual CIP to present to the Planning Board for approval and then to the Board of Selectmen and Budget Committee to aid them in preparing the annual budget. The CIP Committee is made up of members from the Planning Board, Board of Selectmen, and the Budget Committee. A member of the Planning Board, I also serve as the CIP Committee Chairman. The Town Planner and Town Manager support the CIP Committee in preparation of the plan.

The CIP has estimates of capital expenditures over a 6 year period; the plan prepared in calendar year 2012 has estimates for 2013 through 2018 and is used to help prepare the 2013 budget that is voted on at the March, 2013 Town Meeting. The CIP committee also reviews the capital reserve accounts set up for the purchase of large expense items such as fire apparatus, highway department vehicles, and long term building maintenance. The purpose of the review is to make sure the balances in the accounts are sufficient to cover the planned expenses in the next 6-year planning period. The reviews for the highway and fire departments extend over longer periods of time that match the longest useful life of a piece of equipment.

The table below compares the proposed CIP totals with the budget totals (including warrant articles) and then calculates the percent of the total budget allocated for capital expenditures. The amounts shown reflect amounts proposed at Town Meeting and not those voted at Town Meeting. Also note that the amounts have been rounded to the nearest thousand dollars.

<b>Budget Year/Item</b>	<b>2008</b>	<b>2009</b>	<b>2010</b>	<b>2011</b>	<b>2012</b>	<b>2013</b>
<b>CIP Total</b>	\$957	\$1277	\$1233	\$816	\$849	\$1200
<b>Budget Total</b>	\$7479	\$8192	\$7680	\$7193	\$8709	\$
<b>Percent of CIP Total to Budget Total</b>	12.8%	15.6%	16.1%	11.3%	9.8%	%

When a CIP is in place and maintained, it allows towns to impose impact fees on developers. The purpose of the impact fee is to charge an up front fee from developers, at building permit time, a sum of money to help offset the additional capital expenditures required because of the new residential, commercial, or industrial growth. The Town of Plaistow has impacts fees in place for schools, recreation, public safety complex, fire suppression water line, and new subdivision roads.

The CIP also has two other important functions: maintain capital equipment and help to level the total budget. It is important to maintain our buildings so that small repairs can be made in a timely fashion and avoid large expenditures after problem that could have been fixed with a small repair, has deteriorated to the point where only a costly repair can fix the problem. This in turn avoids large increases in our tax bills. It is also important that our entire fleet of vehicles –



## Town of Plaistow, New Hampshire

### 2012 ANNUAL REPORT



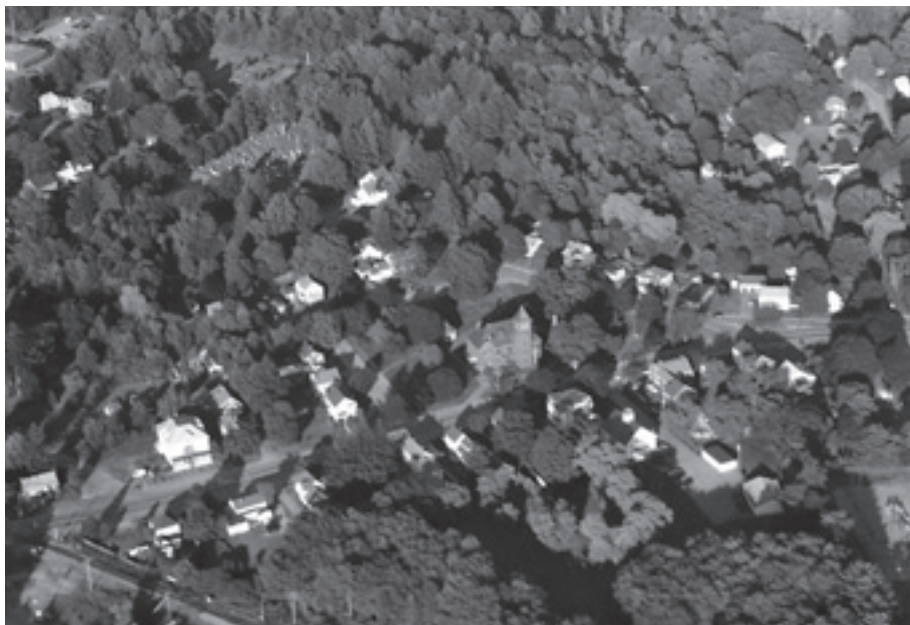
rescue trucks, police cruisers, highway department trucks, etc. in good condition so that all employees can have confidence they will be able to perform their duties in a safe manner.

Each year the CIP Committee tries to make improvements and **PROGRESS** to the CIP document including the process that collects and analyzes the data that is input into the CIP. Last year we prepared CIP presentation information in both memorandum and power point formats. Since the information was repeated in both documents, this year only the power point format was used, saving a substantial amount of time. This year we also made some minor changes to the CIP spreadsheet and made sure that qualifying capital expenditures for all Town buildings, recreational facilities, and the cemetery were included in the spreadsheet.

Respectfully Submitted,

*Timothy E. Moore*

*Timothy Moore, Chairman*







# Town of Plaistow, New Hampshire

## 2012 ANNUAL REPORT



### CAPITAL IMPROVEMENT PROGRAM PLAN (1 OF 9)

Highway Department	Master Plan Reference		2012 CIP Approved	2012 Town Approved	2013	Recom- mended (Warrant or Budget)	2014	2015	2016	2017	2018
	Chapter / Section	MP Project Number									
HIGHWAY DEPARTMENT EXPENSES											
Replace Westville Road Bridge	Transportation	3	\$85.0	\$85.0	\$140.0	Warrant	\$1,000.0	\$0.0	\$0.0	\$0.0	\$0.0
Hazard Mitigation Plan (HMP) Projects	Transportation	3	\$0.0	\$0.0	\$0.0	N/A	\$100.0	\$0.0	\$0.0	\$0.0	\$0.0
Highway Capital Projects/Drainage	Transportation	3	\$60.0	\$60.0	\$60.0	Budget	\$60.0	\$60.0	\$60.0	\$60.0	\$60.0
Road Surface Management Projects	Transportation	3	\$225.0	\$185.0	\$225.0	Budget	\$225.0	\$225.0	\$225.0	\$225.0	\$225.0
Highway Department Vehicles (Capital Reserve Deposit)	Community Facilities	1	\$81.0	\$81.0	\$81.0	Warrant	\$81.0	\$81.0	\$81.0	\$81.0	\$81.0
Replace 2006 F-350 Ford Pickup Truck	Community Facilities	1	\$0.0	\$0.0	\$50.0	Warrant	\$0.0	\$0.0	\$0.0	\$0.0	\$0.0
Replace 2010 International 6W Dump Truck	Community Facilities	1	\$0.0	\$0.0	\$0.0	N/A	\$0.0	\$0.0	\$0.0	\$0.0	\$0.0
Replace 2012 F-550 Ford Dump Truck	Community Facilities	1	\$110.0	\$110.0	\$0.0	N/A	\$0.0	\$0.0	\$0.0	\$0.0	\$0.0
Replace 2008 International 6W Dump Truck	Community Facilities	1	\$0.0	\$0.0	\$0.0	N/A	\$0.0	\$160.0	\$0.0	\$0.0	\$0.0
Replace Caterpillar 924 Front-End Loader	Community Facilities	1	\$0.0	\$0.0	\$0.0	N/A	\$0.0	\$0.0	\$120.0	\$0.0	\$0.0
HIGHWAY DEPARTMENT EXPENSES SUBTOTAL			\$561.0	\$521.0	\$556.0		\$1,406.0	\$526.1	\$486.0	\$366.0	\$366.0
HIGHWAY DEPARTMENT CAPITAL											
RESERVE WITHDRAWALS											
Replace 2012 F-550 Ford Dump Truck			\$110.0	\$110.0	\$0.0		\$0.0	\$0.0	\$0.0	\$0.0	\$0.0
Replace 2006 F-350 Ford Pickup Truck			\$0.0	\$0.0	\$50.0		\$0.0	\$0.0	\$0.0	\$0.0	\$0.0
Replace 2008 International 6W Dump Truck			\$0.0	\$0.0	\$0.0		\$0.0	\$160.0	\$0.0	\$0.0	\$0.0
Replace 2010 International 6W Dump Truck			\$0.0	\$0.0	\$0.0		\$0.0	\$0.0	\$0.0	\$0.0	\$0.0
Replace Caterpillar 924 Front-End Loader			\$0.0	\$0.0	\$0.0		\$0.0	\$0.0	\$120.0	\$0.0	\$0.0
HIGHWAY DEPARTMENT CAPITAL RESERVE WITHDRAWALS SUBTOTAL			\$110.0	\$110.0	\$50.0		\$0.0	\$160.1	\$120.0	\$0.0	\$0.0
HIGHWAY DEPARTMENT REVENUES											
Sale of Vehicles			\$5.0	\$5.0	\$5.0		\$0.0	\$10.0	\$16.0	\$0.0	\$0.0
Highway Rev. Block Grant			\$141.0	\$141.0	\$130.1		\$130.1	\$130.1	\$130.1	\$130.1	\$130.1
State/Federal bridge aid (80% for Westville Rd. Bridge)			\$68.0	\$68.0	\$112.0		\$720.0	\$0.0	\$0.0	\$0.0	\$0.0
HIGHWAY DEPARTMENT REVENUES SUBTOTAL			\$214.0	\$214.0	\$247.1		\$850.1	\$140.1	\$146.1	\$130.1	\$130.1
HIGHWAY DEPARTMENT IMPACT FEE											
New Road Impact Fee			\$0.0	\$0.0	\$0.0		\$0.0	\$0.0	\$0.0	\$0.0	\$0.0
HIGHWAY DEPARTMENT IMPACT FEE WITHDRAWALS SUBTOTAL			\$0.0	\$0.0	\$0.0		\$0.0	\$0.0	\$0.0	\$0.0	\$0.0
HIGHWAY DEPARTMENT NET EXPENSES			\$237.0	\$197.0	\$258.9		\$615.9	\$226.1	\$219.9	\$235.9	\$235.9



# Town of Plaistow, New Hampshire

## 2012 ANNUAL REPORT



### CAPITAL IMPROVEMENT PROGRAM PLAN (2 OF 9)

Fire Department	Master Plan Reference		2012 CIP Approved	2012 Town Approved	2013	Recom- mended (warrant or warrant Article)	2014	2015	2016	2017	2018
	Chapter / Section	Project Number									
FIRE DEPARTMENT EXPENSES											
(Reserve Deposit) - Fire Equipment	Community Facilities	1	\$105.0	\$105.0	\$105.0	Warrant	\$105.0	\$105.0	\$105.0	\$105.0	\$105.0
Replace Engine 7	Community Facilities	1	\$405.0	\$405.0	\$0.0	N/A	\$0.0	\$0.0	\$0.0	\$0.0	\$0.0
Replace Command Vehicle	Community Facilities	1	\$0.0	\$0.0	\$0.0	N/A	\$45.0	\$0.0	\$0.0	\$0.0	\$0.0
Replace Rescue 2	Community Facilities	1	\$0.0	\$0.0	\$0.0	N/A	\$0.0	\$0.0	\$150.0	\$0.0	\$0.0
Replace Forestry 4	Community Facilities	1	\$0.0	\$0.0	\$0.0	N/A	\$40.0	\$0.0	\$0.0	\$0.0	\$0.0
Replace Tanker 5	Community Facilities	1	\$0.0	\$0.0	\$0.0	N/A	\$0.0	\$0.0	\$0.0	\$0.0	\$400.0
Replace Cardiac Monitors and AED Units	Community Facilities	1	\$0.0	\$0.0	\$0.0	N/A	\$34.2	\$35.3	\$0.0	\$0.0	\$0.0
Replace Thermal Imaging Camera(s)	Community Facilities	1	\$0.0	\$0.0	\$0.0	N/A	\$8.5	\$8.5	\$0.0	\$0.0	\$0.0
FIRE DEPARTMENT SUBTOTAL EXPENSES			\$510.0	\$510.0	\$105.0		\$232.7	\$149.3	\$255.0	\$105.0	\$505.0
FIRE DEPARTMENT REVENUES											
Sale of Vehicles			\$15.0	\$0.0	\$0.0	N/A	\$2.0	\$0.0	\$1.0	\$0.0	\$1.0
Grant money to offset the cost of Cardiac Monitors, AED Units and Thermal Imaging Cameras			\$0.0	\$0.0	\$0.0	N/A	\$42.7	\$42.7	\$0.0	\$0.0	\$0.0
FIRE DEPARTMENT CAPITAL RESERVE WITHDRAWALS											
Replace Engine 7			\$405.0	\$401.8	\$0.0		\$0.0	\$0.0	\$0.0	\$0.0	\$0.0
Replace Command Vehicle			\$0.0	\$0.0	\$0.0		\$45.0	\$0.0	\$0.0	\$0.0	\$0.0
Replace Rescue 2			\$0.0	\$0.0	\$0.0		\$0.0	\$0.0	\$150.0	\$0.0	\$0.0
Replace Forestry 4			\$0.0	\$0.0	\$0.0		\$40.0	\$0.0	\$0.0	\$0.0	\$0.0
Replace Tanker 5			\$0.0	\$0.0	\$0.0		\$0.0	\$0.0	\$0.0	\$0.0	\$400.0
FIRE DEPARTMENT CAPITAL RESERVE WITHDRAWALS SUBTOTAL			\$405.0	\$401.8	\$0.0		\$85.0	\$0.0	\$150.0	\$0.0	\$400.0
PUBLIC SAFETY IMPACT FEE WITHDRAWALS											
Public Safety - Apparatus			\$0.0	\$3.2	\$0.0		\$0.0	\$0.0	\$0.0	\$0.0	\$0.0
Public Safety - Fire Department			\$0.0	\$0.0	\$0.0		\$0.0	\$0.0	\$0.0	\$0.0	\$0.0
SUBTOTAL IMPACT FEE WITHDRAWALS			\$0.0	\$3.2	\$0.0		\$0.0	\$0.0	\$0.0	\$0.0	\$0.0
AMBULANCE REVOLVING FUND WITHDRAWALS											
Rescue Vehicles/Equipment			\$0.0	\$0.0	\$0.0		\$0.0	\$0.0	\$0.0	\$0.0	\$0.0
SUBTOTAL AMBULANCE REVOLVING FUND WITHDRAWALS			\$0.0	\$0.0	\$0.0		\$0.0	\$0.0	\$0.0	\$0.0	\$0.0
FIRE DEPARTMENT NET EXPENSES			\$105.0	\$105.0	\$105.0		\$105.0	\$106.3	\$105.0	\$105.0	\$105.0

# CAPITAL IMPROVEMENT PROGRAM PLAN (3 OF 9)



## Town of Plaistow, New Hampshire 2012 ANNUAL REPORT



Police Department	Master Plan Reference		2012 CIP Approved	2012 Town Approved	2013	Recom- mended (warrant or budget)	2014	2015	2016	2017	2018
	Chapter / Section	Project Number									
POLICE DEPARTMENT EXPENSES											
Replacement of Cruiser/Related Equipment	Community Facilities	1	\$66.0	\$66.0	\$70.0	Budget	\$70.0	\$70.0	\$70.0	\$70.0	\$70.0
Replace Animal Control Officer (ACO) Vehicle	Community Facilities	1	\$0.0	\$0.0	\$0.0	N/A	\$18.0	\$0.0	\$0.0	\$0.0	\$0.0
Replace Management Info Computer System	Community Facilities	1	\$0.0	\$0.0	\$0.0	N/A	\$100.0	\$0.0	\$0.0	\$0.0	\$0.0
Automated Fingerprint Identification System	Community Facilities	1	\$0.0	\$0.0	\$0.0	N/A	\$0.0	\$30.0	\$0.0	\$0.0	\$0.0
Replace Communications Monitoring/Recording System	Community Facilities	1	\$0.0	\$0.0	\$0.0	N/A	\$0.0	\$0.0	\$10.0	\$0.0	\$0.0
Replace Communications Radio Dispatch System - Establish Capital Reserve Account and Associated Deposit(s)	Community Facilities	1				Warrant					
Replace Communications Radio Dispatch System (Actual Purchase)	community Facilities	1	\$25.0	\$0.0	\$50.0		\$50.0	\$50.0	\$50.0	\$0.0	\$0.0
Replace Portable Radios	Community Facilities	1	\$0.0	\$0.0	\$0.0	N/A	\$0.0	\$0.0	\$200.0	\$0.0	\$0.0
Replace Mobile Radios	Community Facilities	1	\$0.0	\$0.0	\$0.0	N/A	\$87.0	\$0.0	\$0.0	\$0.0	\$0.0
Less-Lethal Weapons	Community Facilities	1	\$0.0	\$0.0	\$52.0	Warrant	\$0.0	\$0.0	\$0.0	\$0.0	\$0.0
Emergency Community Notification System	Community Facilities	1	\$0.0	\$0.0	\$35.0	Warrant	\$0.0	\$0.0	\$0.0	\$0.0	\$0.0
Replace Computer Hardware/Software	Community Facilities	1	\$0.0	\$0.0	\$40.0	Warrant	\$0.0	\$0.0	\$0.0	\$0.0	\$0.0
Replace Mobile Radar Units	Community Facilities	1	\$20.0	\$20.0	\$20.0	Budget	\$20.0	\$20.0	\$20.0	\$20.0	\$20.0
POLICE DEPARTMENT EXPENSES SUBTOTAL			\$111.0	\$86.0	\$267.0		\$366.0	\$170.0	\$350.0	\$90.0	\$90.0
PUBLIC SAFETY IMPACT FEE											
WITHDRAWALS											
Public Safety Impact Fee - Police Portion			\$0.0	\$0.0	\$0.0		\$0.0	\$0.0	\$0.0	\$0.0	\$0.0
PUBLIC SAFETY IMPACT FEE WITHDRAWALS SUBTOTAL			\$0.0	\$0.0	\$0.0		\$0.0	\$0.0	\$0.0	\$0.0	\$0.0
POLICE DEPARTMENT CAPITAL											
RESERVE WITHDRAWALS											
Communication Radio Dispatch Systems			\$0.0	\$0.0	\$0.0		\$0.0	\$0.0	\$200.0	\$0.0	\$0.0
POLICE RESERVE WITHDRAWALS SUBTOTAL			\$0.0	\$0.0	\$0.0		\$0.0	\$0.0	\$200.0	\$0.0	\$0.0
POLICE DEPARTMENT REVENUES											
Grant money to offset the Purchase of Replacement Portable Radios			\$0.0	\$0.0	\$0.0		\$35.0	\$0.0	\$0.0	\$0.0	\$0.0
Revenue offset of sale of used cruisers			\$8.6	\$8.6	\$8.6		\$8.6	\$8.6	\$8.6	\$8.6	\$8.6
POLICE DEPARTMENT REVENUES SUBTOTAL			\$8.6	\$8.6	\$8.6		\$43.6	\$8.6	\$8.6	\$8.6	\$8.6
POLICE DEPARTMENT NET EXPENSES			\$102.4	\$77.4	\$258.4		\$357.4	\$161.4	\$141.4	\$81.4	\$81.4





# Town of Plaistow, New Hampshire

## 2012 ANNUAL REPORT



### CAPITAL IMPROVEMENT PROGRAM PLAN (4 OF 9)

Town Buildings	Master Plan Reference		2012 CIP Approved	2012 Town Approved	2013	Recom- mended (Warrant or Budget)	2014	2015	2016	2017	2018
	Chapter / Section	Project Number									
TOWN BUILDINGS EXPENSES - SAFETY COMPLEX											
Public Safety Architectural/Coat Study	Community Facilities	3	\$25.0	\$25.0	\$25.0	Warrant	\$0.0	\$0.0	\$0.0	\$0.0	\$0.0
Public Safety Complex Construction	Community Facilities	3	\$0.0	\$0.0	\$0.0	N/A	\$0.000	\$0.0	\$0.0	\$0.0	\$0.0
Bond for Public Safety Complex Expansion (30yr/4.5%)	Community Facilities	3	\$0.0	\$0.0	\$0.0	N/A	\$0.0	\$486.4	\$486.4	\$486.4	\$486.4
Replace Rooftop Unit #4	Community Facilities	3	\$0.0	\$0.0	\$0.0	N/A	\$15.0	\$0.0	\$0.0	\$0.0	\$0.0
Replace Roof on Public Safety Complex	Community Facilities	3	\$0.0	\$0.0	\$00.0	Warrant	\$0.0	\$0.0	\$0.0	\$0.0	\$0.0
Concrete Reinforcement and Replacing of Apron at Fire Department and Police Department Sally Port Area	Community Facilities	3				Warrant					
TOWN BUILDINGS EXPENSES - LIBRARY											
Install Emergency Generator	Community Facilities	NA	\$0.0	\$0.0	\$50.0	Warrant	\$0.0	\$0	\$0	\$0.0	\$0.0
Replace/Retrofit HVAC System	Community Facilities	NA	\$0.0	\$0.0	\$0.0	N/A	\$0.0	\$0	\$0	\$0.0	\$15.0
TOWN BUILDINGS EXPENSES - CABLE											
None	Community Facilities	NA	\$0.0	\$0.0	\$0.0	N/A	\$0.0	\$0.0	\$0.0	\$0.0	\$0.0
TOWN BUILDINGS EXPENSES - HIGHWAY											
Salt Shed	Community Facilities	Highway Dept.	\$0.0	\$0.0	**166	Warrant	\$0.0	\$0.0	\$0.0	\$0.0	\$0.0
Highway Garage	Community Facilities	Highway Dept.	\$0.0	\$0.0	*600	Warrant	\$0.0	\$0.0	\$0.0	\$0.0	\$0.0
Bond Highway Garage/Salt Shed (20yr/5%)	Community Facilities	Highway Dept.	\$0.0	\$0.0	\$0.0	Warrant	\$99.5	\$99.5	\$99.5	\$99.5	\$99.5
TOWN BUILDINGS EXPENSES - COURTHOUSE											
Replace HVAC at Court House	Community Facilities	NA	\$10.0	\$10.0	\$0.0	N/A	\$0.0	\$0.0	\$0.0	\$0.0	\$0.0
Painting the Court House	Community Facilities	NA	\$9.0	\$9.0	\$0.0	N/A	\$0.0	\$0.0	\$0.0	\$0.0	\$0.0
Replace Windows at Courthouse	Community Facilities	NA	\$0.0	\$0.0	\$0.0	N/A	\$0.0	\$30.0	\$0.0	\$0.0	\$0.0
Repair Walkways around Court House	Community Facilities	NA	\$0.0	\$0.0	\$6.0	Warrant	\$0.0	\$0.0	\$0.0	\$0.0	\$0.0
TOWN BUILDING EXPENSES - CEMETERY											
Replace Fence and Sign	Community Facilities	NA	\$0.0	\$0.0	\$30.0	Warrant	\$0.0	\$0.0	\$0.0	\$0.0	\$0.0
TOWN BUILDINGS EXPENSES - HISTORICAL SOCIETY											
Replace HVAC System	Community Facilities	NA	\$12.5	\$0.0	\$23.0	Budget	\$0.0	\$0.0	\$0.0	\$0.0	\$0.0
Painting the Historical Society	Community Facilities	NA	\$0.0	\$0.0	\$0.0	N/A	\$0.0	\$0.0	\$10.0	\$0.0	\$0.0





# Town of Plaistow, New Hampshire

## 2012 ANNUAL REPORT



### CAPITAL IMPROVEMENT PROGRAM PLAN (5 OF 9)

Town Buildings - Continued		Master Plan Reference		2012 CIP Approved	2012Town Approved	2013	Recom- mended (Warrant or Budget)	2014	2015	2016	2017	2018	
		Chapter / Section	Project Number										
TOWN BUILDINGS EXPENSES - TOWN HALL													
	Repave Pathways around Pollard Park	Community Facilities	NA	\$0.0	\$0.0	\$0.0	N/A	\$25.0	\$0.0	\$0.0	\$0.0	\$0.0	
	Replace Remaining Gutters and Downspouts (Sides and Back of Town Hall)	Community Facilities	NA	\$0.0	\$0.0	\$14.0	Warrant	\$0.0	\$0.0	\$0.0	\$0.0	\$0.0	
TOWN BUILDINGS EXPENSES - BEEDE SUPERFUND SITE REUSE PLAN													
	Beede Superfund Site Reuse Plan Implementation	Community Facilities	NA	\$0.0	\$0.0	\$0.0	N/A	\$0.0	\$0.0	\$0.0	\$1,500.0	\$0.0	
TOWN BUILDINGS EXPENSES - CELL TOWER													
	Cell Tower Maintenance Work	Community Facilities	NA	\$20.0	\$20.0	\$0.0	NA	\$0.0	\$407.0	\$0.0	\$0.0	\$0.0	
	Cell Tower Maintenance Capital Reserve Fund Deposit	Community Facilities	NA	\$20.0	\$20.0	\$125.0	Warrant	\$125.0	\$125.0	\$0.0	\$0.0	\$0.0	
TOWN BUILDINGS EXPENSES - RECREATION BUILDINGS AT P.A.R.C.													
	None	Community Facilities	NA	\$0.0	\$0.0	\$0.0	N/A	\$0.0	\$0.0	\$0.0	\$0.0	\$0.0	
TOWN BUILDINGS EXPENSES - CAPITAL RESERVE ACCOUNT DEPOSIT													
	Buildings/Building System Repairs and Maintenance Capital Reserve Fund Deposit	Community Facilities	NA	\$106.5	\$94.0	\$388.0	Warrant	\$274.5	\$1,157.3	\$695.9	\$2,095.9	\$610.9	
TOWN BUILDINGS EXPENSES SUBTOTAL													
TOWN BUILDINGS REVENUES				\$0.0	\$0.0	\$0.0		\$0.0	\$0.0	\$0.0	\$0.0	\$0.0	
TOWN BUILDINGS REVENUES SUBTOTAL				\$0.0	\$0.0	\$0.0		\$0.0	\$0.0	\$0.0	\$0.0	\$0.0	
TOWN BUILDINGS RESERVE WITHDRAWALS													
	Buildings/Building Systems Capital Reserve Fund			\$10.0	\$10.0	\$10.0		\$10.0	\$10.0	\$10.0	\$10.0	\$10.0	
	Cell Tower Maintenance Capital Reserve Fund			\$20.0	\$20.0	\$0.0		\$0.0	\$407.0	\$0.0	\$0.0	\$0.0	
TOWN BUILDINGS RESERVE WITHDRAWALS SUBTOTAL				\$30.0	\$30.0	\$10.0		\$10.0	\$417.0	\$10.0	\$10.0	\$10.0	
TOWN BUILDINGS - PUBLIC SAFETY COMPLEX IMPACT FEE WITHDRAWALS													
	PS Complex - Fire			\$0.0	\$0.0	\$20.0		\$0.0	\$0.0	\$0.0	\$0.0	\$0.0	
	PS Complex - Police			\$0.0	\$0.0	\$5.0		\$0.0	\$0.0	\$0.0	\$0.0	\$0.0	
TOWN BUILDINGS PUBLIC SAFETY IMPACT FEE WITHDRAWALS SUBTOTAL				\$0.0	\$0.0	\$25.0		\$0.0	\$0.0	\$0.0	\$0.0	\$0.0	
TOWN BUILDINGS NET EXPENSES				\$76.5	\$64.0	\$363.0		\$264.5	\$740.9	\$595.9	\$2,095.9	\$600.9	



# Town of Plaistow, New Hampshire

## 2012 ANNUAL REPORT



### CAPITAL IMPROVEMENT PROGRAM PLAN (6 OF 9)

Town Hall Services	Master Plan Reference		2012 CIP Approved	2012 Town Approved	2013	Recom- mended (Warrant or Budget)	2014	2015	2016	2017	2018
	Chapter / Section	Project Number									
TOWN HALL SERVICES—EXPENSES											
Replace Building Inspection Truck	Community Facilities	NA	\$0.0	\$0.0	\$0.0	NA	\$0.0	\$0.0	\$27.0	\$0.0	\$0.0
TOWN HALL SERVICES EXPENSES SUBTOTAL			\$0.0	\$0.0	\$0.0		\$0.0	\$0.0	\$27.0	\$0.0	\$0.0
TOWN HALL SERVICES REVENUES											
Sale of vehicles			\$0.0	\$0.0	\$0.0		\$0.0	\$0.0	\$0.0	\$0.0	\$0.0
TOWN HALL SERVICES NET EXPENSES			\$0.0	\$0.0	\$0.0		\$0.0	\$0.0	\$27.0	\$0.0	\$0.0



# Town of Plaistow, New Hampshire

## 2012 ANNUAL REPORT



### CAPITAL IMPROVEMENT PROGRAM PLAN (7 OF 9)

Water Department	Master Plan Reference		2012 CIP Approved	2012 Town Approved	2013	Recom- mended (Warrant or Budget)	2014	2015	2016	2017	2018
	Chapter / Section	Project Number									
WATER DEPARTMENT EXPENSES -											
WATER LINES											
(Reserve Deposit) Fire Suppression Water Capital Reserve Fund	Community Facilities	2	\$0.0	\$0.0	\$0.0	N/A	\$0.0	\$0.0	\$0.0	\$0.0	\$0.0
RL 125 - East Rd to Old Rd (10044G/Start: 2014)	Community Facilities	2	\$0.0	\$0.0	\$400.0	Warrant	\$0.0	\$0.0	\$0.0	\$0.0	\$0.0
RL 125 - Old County Rd to Kingston Town Line (10044H/Start: 2018)	Community Facilities	2	\$0.0	\$0.0	\$0.0	N/A	\$0.0	\$0.0	\$0.0	\$0.0	\$172.0
WATER DEPARTMENT EXPENSES -											
WATER DEPARTMENT (OTHER)											
(Reserve Deposit) Pump & Pump House Replacement	Community Facilities	NA	\$70.0	\$70.0	\$70.0	Warrant	\$70.0	\$70.0	\$0.0	\$0.0	\$0.0
Replace Pump	Community Facilities	NA	\$0.0	\$0.0	\$0.0	N/A	\$0.0	\$200.0	\$0.0	\$0.0	\$0.0
Replace Pump House	Community Facilities	NA	\$0.0	\$0.0	\$0.0	N/A	\$0.0	\$150.0	\$0.0	\$0.0	\$0.0
Replace Water Department Truck	Community Facilities	NA	\$0.0	\$0.0	\$40.0	Warrant	\$0.0	\$0.0	\$0.0	\$0.0	\$0.0
Update Water/Wastewater Study	Community Facilities	NA	\$0.0	\$0.0	\$30.0	Warrant	\$0.0	\$0.0	\$0.0	\$0.0	\$0.0
WATER DEPARTMENT SUBTOTAL EXPENSES			\$70.0	\$70.0	\$570.0		\$70.0	\$420.0	\$0.0	\$0.0	\$172.0
WATER DEPARTMENT REVENUES											
Sale of vehicles			10.0	\$0.0	\$5.0		\$0.0	\$0.0	\$0.0	\$0.0	\$0.0
WATER DEPARTMENT SUBTOTAL REVENUES			10.0	\$0.0	\$5.0		\$0.0	\$0.0	\$0.0	\$0.0	\$0.0
WATER DEPARTMENT RESERVE											
WITHDRAWALS											
Water Line Capital Reserve			10.0	\$0.0	\$58.8		\$0.0	\$0.0	\$0.0	\$0.0	\$0.0
Pump & Pump House Capital Reserve			10.0	\$0.0	\$0.0		\$0.0	\$350.0	\$0.0	\$0.0	\$0.0
WATER DEPARTMENT RESERVE WITHDRAWALS SUBTOTAL			10.0	\$0.0	\$58.8		\$0.0	\$350.0	\$0.0	\$0.0	\$0.0
WATER LINE IMPACT FEE WITHDRAWALS											
Water Line Impact Fee			10.0	\$0.0	\$11.2		\$0.0	\$0.0	\$0.0	\$0.0	\$0.0
SUBTOTAL IMPACT FEE WITHDRAWALS			10.0	\$0.0	\$11.2		\$0.0	\$0.0	\$0.0	\$0.0	\$0.0
WATER DEPARTMENT WATER USER FEE											
WITHDRAWALS											
Water User Fee (RSA 30:27)			10.0	\$0.0	\$370.0		\$0.0	\$0.0	\$0.0	\$0.0	\$172.0
WATER DEPARTMENT WATER USER FEE WITHDRAWALS SUBTOTAL			10.0	\$0.0	\$370.0		\$0.0	\$0.0	\$0.0	\$0.0	\$172.0
WATER DEPARTMENT NET EXPENSES			\$0.0	\$70.0	\$76.2		\$70.0	\$70.0	\$0.0	\$0.0	\$0.0





# Town of Plaistow, New Hampshire

## 2012 ANNUAL REPORT



### CAPITAL IMPROVEMENT PROGRAM PLAN (8 & 9 OF 9)

Conservation and Recreation		Master Plan Reference		2012 CIP Approved	2012 Town Approved	2013	Recom- mended (Warrant or Budget)	2014	2015	2016	2017	2018
Chapter / Section	Project Number											
CONSERVATION EXPENSES												
Conservation Fund	Open Space & Recreation	Funding & Acquisition 1	\$5.0	\$5.0	\$10.0	Warrant	\$10.0	\$10.0	\$10.0	\$10.0	\$10.0	\$10.0
(Reserve Deposit) - Acquisition of Land and/or Buildings Fund	Open Space & Recreation	Org & Mgmt 2	\$0.0	\$0.0	\$0.0	N/A	\$0.0	\$0.0	\$0.0	\$0.0	\$0.0	\$0.0
Acquisition of Property	Open Space & Recreation	Org & Mgmt 3	\$0.0	\$0.0	\$0.0	N/A	\$0.0	\$0.0	\$0.0	\$0.0	\$0.0	\$0.0
RECREATION EXPENSES												
Shelter (Pavilion) at P.A.R.C	Open Space & Recreation	NA	\$150.0	\$0.0	\$150.0	Warrant	\$0.0	\$0.0	\$0.0	\$0.0	\$0.0	\$0.0
Splash Park	Open Space & Recreation	NA	\$0.0	\$0.0	\$0.0	N/A	\$0.0	\$50.0	\$0.0	\$0.0	\$0.0	\$0.0
Safety Improvements at Smith Field	Open Space & Recreation	NA	\$20.0	\$20.0	\$0.0	N/A	\$0.0	\$0.0	\$0.0	\$0.0	\$0.0	\$0.0
Shade Board Park Relocation	Open Space & Recreation	NA	\$0.0	\$0.0	\$0.0	N/A	\$20.0	\$0.0	\$0.0	\$0.0	\$0.0	\$0.0
Resurface Basketball Court at Ingalls Terrace - Recurring Maintenance	Open Space & Recreation	NA	\$0.0	\$0.0	\$0.0	N/A	\$0.0	\$0.0	\$0.0	\$5.0	\$0.0	\$0.0
RECREATION SUBTOTAL EXPENSES			\$175.0	\$25.0	\$160.0		\$30.0	\$60.0	\$10.0	\$15.0	\$10.0	\$10.0
RECREATION IMPACT FEE WITHDRAWALS												
Recreation Impact Fee			\$0.0	\$0.0	\$0.0		\$0.0	\$0.0	\$0.0	\$0.0	\$0.0	\$0.0
SUBTOTAL IMPACT FEE WITHDRAWALS			\$0.0	\$0.0	\$0.0		\$0.0	\$0.0	\$0.0	\$0.0	\$0.0	\$0.0
CONSERVATION/FORESTRY FUNDS WITHDRAWALS												
Conservation Fund			\$0.0	\$0.0	\$0.0		\$0.0	\$0.0	\$0.0	\$0.0	\$0.0	\$0.0
Forestry Fund			\$0.0	\$0.0	\$0.0		\$0.0	\$0.0	\$0.0	\$0.0	\$0.0	\$0.0
SUBTOTAL CONSERVATION/FORESTRY FUND WITHDRAWALS			\$0.0	\$0.0	\$0.0		\$0.0	\$0.0	\$0.0	\$0.0	\$0.0	\$0.0
ACQUISITION OF PROPERTY AND/OR BUILDINGS CAPITAL RESERVE FUND WITHDRAWALS												
Fund Withdrawal			\$0.0	\$0.0	\$0.0		\$0.0	\$0.0	\$0.0	\$0.0	\$0.0	\$0.0
ACQ. OF PROPERTY AND/OR BLDG. FUND WITHDRAWALS			\$0.0	\$0.0	\$0.0		\$0.0	\$0.0	\$0.0	\$0.0	\$0.0	\$0.0
CONSERVATION AND RECREATION NET EXPENSES			\$175.0	\$25.0	\$160.0		\$30.0	\$60.0	\$10.0	\$15.0	\$10.0	\$10.0
GRAND TOTALS												
Total Expenses	Master Plan Reference		2012 CIP Approved	2012 Town Approved	2013	Recom- mended (Warrant or Budget)	2014	2015	2016	2017	2018	
Total Revenues	Project Number		\$1,533.5	\$1,306.0	\$1,966.0		\$2,439.2	\$2,483.2	\$1,733.9	\$2,671.9	\$1,753.9	
Total Impact Fee Withdrawals			\$222.6	\$222.6	\$260.7		\$901.4	\$191.4	\$181.7	\$138.7	\$138.7	
Total Reserve & Other Fund Withdrawals			\$0.0	\$3.2	\$36.2		\$0.0	\$0.0	\$0.0	\$0.0	\$0.0	
			\$545.0	\$541.8	\$488.8		\$95.0	\$927.0	\$480.0	\$10.0	\$582.0	
TOTAL NET EXPENSES			\$765.9	\$538.4	\$1,200.3		\$1,442.8	\$1,364.8	\$1,072.2	\$2,523.2	\$1,033.2	





# Town of Plaistow, New Hampshire

## 2012 ANNUAL REPORT



### ***REPORT OF THE CEMETERY SEXTON***

The Town's Cemetery again proved to be an affordable and attractive option to our Plaistow residents.

The prices for Cemetery plots are available as follows:

- Plaistow Residents: \$150 for the Sale of a plot and \$275 for perpetual care (\$425 total)
- Non Resident: \$300 for the Sale of a plot and \$495 for perpetual care (\$795 total)
- Internment Fee for a full burial: \$100
- Internment Fee for a cremation: \$50

There were a total of twenty (20) graves sold in 2012.

The Town Highway Department continues to maintain the perpetual care in the cemetery. This consists of the mowing, trimming, and Spring and Fall cleanups. Performing these tasks with in-house resources is important when it comes to the timing of work getting done. Important dates in the cemetery are Memorial Day, Mother's Day, Father's Day, Easter, and Veteran's Day. We do all we can to make the cemetery look special for these days.

We hope all who have spent a few moments at Plaistow's cemetery found some peaceful reflections and fond memories of loved ones. In 2013, we look to update some of the maps as we make ***PROGRESS*** in our ability to keep track of the graves and lots.

Please know that comments and suggestions from the residents of Plaistow are always appreciated, so please contact the Town Manager's office if there is anything you need at 603-382-5200, Extension 13.

Respectfully Submitted,

*Daniel Garlington*  
*Plaistow Highway Supervisor*





# Town of Plaistow, New Hampshire

## 2012 ANNUAL REPORT



### ***REPORT OF THE CONFLICT OF INTEREST COMMITTEE (COIC)***

#### **Purpose of the Committee**

In order for the citizens of Plaistow to have confidence in the integrity of its government, the Conflict of Interest Committee is dedicated to serving Plaistow's citizenry by ensuring that:

- 1) Our public officials act independently, impartially and with responsibility to the people of Plaistow for the public's best interests;
- 2) Our government's decisions and policies are made through the proper channels of governmental structure;
- 3) Any and all public offices are not used for personal gain; and
- 4) Our public officials perform their duties without conflicts between their private interests and those of the citizens they serve.

#### **How to File a Petition**

Since March 2011, the COIC has not received any petitions. Any citizen who believes that a conflict of interest exists regarding a Plaistow public officer and wishes to submit a formal complaint is encouraged to review the Town of Plaistow's Conflict of Interest Ordinance, Section V, "Prohibited Conduct."

To obtain copies of the Conflict of Interest Ordinance, Bylaws and the Petition of Alleged Violations form, you may:

- 1) Mail a request to the Conflict of Interest Committee, PO Box 903, Plaistow, NH 03865;
- 2) Print from online: [www.plaistow.com/Pages/PlaistowNH\\_Bcomm/conflict](http://www.plaistow.com/Pages/PlaistowNH_Bcomm/conflict);
- 3) E-mail [townofplaistowcoic@yahoo.com](mailto:townofplaistowcoic@yahoo.com), and enter "COIC Business" in the subject line;
- 4) Attend a COIC meeting; or
- 5) Inquire at the Town Hall or Plaistow Public Library.

All correspondence to the post office box and e-mail address go directly to the Conflict of Interest Committee, and remain confidential in accordance with our bylaws and ordinances. All Petitions of Alleged Violation forms must be mailed to the Conflict of Interest Committee at the above PO Box only; hand-delivered petitions will not be accepted.

#### **NH Conflict of Interest Area Towns Group**

The Committee is still interested in forming a NH Conflict of Interest Group of area towns who have a Conflict of Interest Ordinance or who would like to adopt an ordinance of their own. Committees would share ideas and information on Conflict of Interest Ordinances and possible areas of improvement.

#### **Committee Member Assistance**

The Committee is available to interpret and/or discuss the COI Ordinance and Bylaws with citizens and town officials at all regular meetings. Suggestions to improve the ordinance will be taken under consideration at the COIC's discretion.



# Town of Plaistow, New Hampshire

## 2012 ANNUAL REPORT



### ***REPORT OF THE CONSERVATION COMMISSION***

The members of the Conservation Commission take a lot of pride in serving on the commission and its role in protecting and preserving the natural resources in Plaistow. There is a real sense of community in most of the activities that we participate in, both in serving the community and in working together with students, scouts, and residents to make a better community.

Arbor Day in New Hampshire is observed every year on the last Friday in April. It is a unique holiday, celebrated by planting a tree, that looks to the future and not at some past happening, as is the case of most holidays. New Hampshire extends the celebration with Forest Conservation Week, which begins the day after Arbor Day. This special day envisioned by J. Sterling Morton of Nebraska City, Nebraska and was first adopted by the State of Nebraska in 1872. The idea swiftly spread across the country. New Hampshire's first official Arbor Day was proclaimed on April 29, 1886 by Governor Moody Currier who advocated reforestation of waste and cutover lands, and planting of shade and ornamental trees and shrubs around homes, along highways, and other public places. Today every state has an official date for Arbor Day.

Education is always an important part of conservation. The Conservation Commission sponsored a poster contest for grades 1 through 5. The poster theme for this year's contest was "Trees Are Cool". The winners and finalists are:

<b>Grade</b>	<b>Winner</b>	<b>Finalists</b>
1	Jillian Brown	Braidon Bowman, Nick DeLucia
2	Olivia Rando	Morgan Canney, Kyle Perrault
3	Aryana Anthony	Jordan Randall
4	Iain Sidor	Jason Ramos
5	Samantha Carrigan	Julianne DeGreenia, Jillian Fitzpatrick

Congratulations to all the poster participants who not only participated in the Arbor Day activities but learned that it is important to maintain and protect trees. Jill Senter presented the Board of Selectmen with T-Shirts "May the Forest Be With You". The winners of the Pollard School Poster contest received the same t-shirt.

Additionally, the 5<sup>th</sup> graders participated in an Arbor Day poetry contest as well. Congratulations to all those who participated. The winner and finalists follow:

<b>Grade</b>	<b>Winner</b>	<b>Finalists</b>
5	Brenna Marcotte	Julianne DeGreenia, Rosemary Cruz, Cameron Marino

This Arbor Day, Friday, April 21, 2012 a special Arbor Day celebration was held on Pollard Green to honor Ruth Jenne. Friends, family, and local officials all gathered to plant a tree in commemoration of Ruth's long time service to Plaistow and its people. Ruth above all others brought a true sense of community to Plaistow and did everything she could to help those in need.



## Town of Plaistow, New Hampshire

### 2012 ANNUAL REPORT



This was a record breaking year for tree planting – 1 tree at Pollard Park, 2 trees at the Plaistow Public Library, 1 tree at Pollard School, and a special thanks to the members of the Lions Club who planted 4 or 5 trees at PARC.

Earth Day is also celebrated in April and was envisioned by Senator Gaylord Nelson of Wisconsin to make all citizens aware of the valuable and life-sustaining resource of the planet earth. The first Earth Day was celebrated on April 1, 1970 and is now celebrated on Wednesday with dates ranging from April 19<sup>th</sup> to April 25<sup>th</sup>.

**PROGRESS** in taking care of our planet is critical and the importance that trees play in our global ecosystems is vital to helping to clean the air and stabilize soils so storm water runoff does not pollute our waters. There are places however, where storm-damaged, fallen trees can take down power lines and cause power interruptions. There is always a delicate balance between not cutting trees, thus helping to preserve our ecosystems, and the cutting of trees under power lines to prevent wide-spread power outages. Because of the close proximity of the dates and a similar theme, Earth Day activities are combined with Arbor Day activities.

The Conservation Commission participated in the annual Old Home Day celebration. This year we shared our booth with the Elder Affairs committee and the Recycling Committee. We had displays and handouts of how to help protect both the quality and quantity of drinking water. The displays also described steps the Town is taking to properly manage storm water as part of the Environmental Protection Agency's (EPA) storm water requirements. This part of the display was an important piece to help the Town meet the storm water requirements.

This year, as with prior years, we worked closely with the Boy Scouts to help maintain the trail system in the Town Forest. (*Please see the special report on the Town Forest elsewhere in this year's Town Report*).

We continued our annual sampling of the streams, brooks, and rivers in Plaistow at 17 different points. Below are the results of the testing for nitrates and nitrites for various increments dating back over twenty-five years:

Sample Point	Test Type (mg/l)	1983 (mg/l)	1993 (mg/l)	2003 (mg/l)	2009 (mg/l)	2010 (mg/l)	2011 (mg/l)	2012 (mg/l)
Little River at intersection of Old County Rd and Kingston Rd	Nitrates	< 0.10	0.5	0.56	< 0.20	< 0.20	< 0.20	< 0.2
	Nitrites	< 0.10	< 0.05	< 0.05	< 0.05	< 0.05	< 0.2	<0.2
Little River at the Atkinson/Plaistow Town Lines	Nitrates	0.14	0.5	1.34	0.27	0.27	0.35	0.50
	Nitrites	< 0.10	< 0.05	< 0.05	< 0.05	< 0.05	< 0.2	< 0.2





## Town of Plaistow, New Hampshire

### 2012 ANNUAL REPORT



Note the “<” symbol means “less than” and gets reported when the available measurement techniques measure some quantity of a substance but it is so small that it can not be measured accurately. These points are often referred to as Minimum Detectable Limit (MDL) points.

The unit of measure for both nitrates and nitrites is milligrams per liter (mg/l). Drinking water standards require less than 10 mg/l for nitrates.

Although the water quality in our streams does not meet drinking water standards for some measures such as pH and coliform, neither does it pose a severe health risk.

Respectfully Submitted,

*Timothy E. Moore*

*Timothy Moore, Secretary*





## Town of Plaistow, New Hampshire

### 2012 ANNUAL REPORT



#### ***REPORT OF THE CONSERVATION COMMISSION – TOWN FOREST***

The Town Forest is an excellent example of a community coming together and preserving land for the good of the community. As far back as the late 1970s and early 1980s the Plaistow began purchasing land in the area of what is generally known as Frog Pond Woods. The Town purchased several parcels of land in the area and several more were donated to the Town and were to be used for conservation purposes. One of the initial uses proposed in a 1970s water study proposed that Kelley Brook be dammed and the resulting pond be used as a reservoir for a municipal water system. While the reservoir never made it beyond the proposal stage, the Town none-the-less kept the acquired land away from development pressures and continues to this day to acquire through easement or purchase parcels adjacent to those already protected.

Between Plaistow, Atkinson, and Hampstead the combined acreage of the land from the 3 towns is over 490 acres. Both Atkinson and Hampstead own land in Plaistow and Plaistow owns land in Atkinson. All three Boards of Selectmen have agreed to waive taxes for the conservation land owned by another community.

The Conservation Commission members in the 1980s started to define a Town Forest. This initial concept was advanced substantially in 1999 when the Conversation Commission hired Charles Marino, a registered forester, to prepare a Forest Management Plan for the parcels own by the Town in the Frog Pond Woods area and a 20-acre parcel adjacent to Old County near the top of the hill as you head towards Hampstead. This management plan was well received by both the Conservation Commission and the Board of Selectmen. The plan recommended doing a selective cut of approximately 75 acres and with the help of the forester, a logger was contracted to do this cut in the 1999/2000 time frame. The logging netted the Town about \$37,000 that was placed in a Forestry Fund that can be used to maintain the forest and conservation lands, promote and teach good forestry practices, and to acquire new lands through purchase or easement that would be added to the Town Forest. Approximately \$24,000 of that fund balance remains as of December, 2012.

The next couple of years will see a lot of activity in the Town Forest. In 2012 the Commission contacted Charles Marino to update our Forest Management Plan and propose the next section of forest to do some selective cutting. During the selective cutting process only a very small percentage of trees are cut. The cutting are is scanned for diseased trees to be cut. This process serves to maintain the long-term health of the forest.

Several Town-owned properties that abut Town Forest lands will be added to the Town Forest after a vote at Town Meeting to do so occurs. The Conservation Commission is working with the Southeastern Land Trust and the Board of Selectmen to place all of the Town Forest properties under an easement that would be held by the Southeastern Land Trust. This action will ensure that the Town Forest properties will saved in perpetuity and can only be used for uses specifically called out in the easement. Both the Town of Plaistow (owner of the property) and the Southeastern Land Trust (holder of the easement) would have to agree on any use not consistent with the easement.



## Town of Plaistow, New Hampshire 2012 ANNUAL REPORT



### ***REPORT OF THE CONSERVATION COMMISSION – TOWN FOREST***

In 2012 we made a huge amount of progress in getting the easement in place. Working with the Southeast Land Trust, we were able to secure a \$100,000 Aquatic Resource Mitigation grant from the NH Department of Environmental Services. The total project cost will be approximately \$125,000. This includes survey costs, deed research, property acquisition costs, repair of some minor wetlands damage, and easement preparation. The additional \$25,000 will come from the Forest and Conservation Funds.

In the 1999/2000 time frame, the Boy Scouts from Troop 18 (sponsored by the Plaistow Fish and Game) approached the Conservation Commission about the potential for doing trail work in the Town Forest. It was the beginning of a cooperative effort that continues today. The scouts have done a dozen or more Eagle Scout projects in the Town Forest including building and maintaining trails, building and creating bridges so that trail crossings of Kelley Brook can be easily accomplished, building and maintaining a wildlife observation platform, designing and installing a Town Forest sign at its entrance on Main Street, creating a trail map and markers and then building a kiosk to house the trail map, and putting the finishing touches on the parking lot and picnic areas.

In 2012, Alex Shields constructed a new trail – the “Orange Trail” that will connect at the White Trail just beyond the parking lot and proceed in a northerly direction to the west of the White Trail and connect at the Yellow Trail where the hiker may proceed to the wildlife viewing stand or return to the parking lot via the White or Red Trails. The Orange Trail is the longest trail constructed to date. Not only is it a long trail, but fairly rigorous as well – lot of hilly and rocky terrain.

Also in 2012 Zach Bowen extended the Yellow trail so hikers may get a glimpse of a heron rookery. Zach also constructed a suspension bridge as part of the trail and if you have not yet seen the bridge you should plan on doing so. Bring your camera!

Discussions with Troop 18 revealed they have another 4 to 6 prospective Eagle Scouts that would be interested in continuing to improve the trail markers, add new trails, construct benches along the existing trails, connect the existing trail system to those in Atkinson and Hampstead as well as trying to construct a short handicapped accessible trail.

As always, thanks to Dan Garlington and his work crew for keeping the parking lot plowed during the winter months. Please be patient, however as it may take a couple days to get the roads plowed, sanded, and salted before resources can be directed to the Town Forest parking lot.

Respectfully Submitted,

*Timothy Moore, Secretary*



# Town of Plaistow, New Hampshire

## 2012 ANNUAL REPORT



### ***REPORT OF THE ELDER AFFAIRS COMMITTEE***

The Elder Affairs Committee had another great year of ***PROGRESS***. This Committee was established by the Board of Selectmen to give a voice to concerns regarding Senior Citizens and to explore, identify and create opportunities for Senior Citizens in the Plaistow Community. Top on the list of goals identified and pursued during 2012 by this Committee are:

#### **Improve the Handicapped Parking Access for Town Hall**

The completion of a new handicapped accessible parking in front of Town Hall tops our list this year. This much needed change to the existing parking eliminates the excessive distance from previous handicapped parking spots, eliminates the high curbing which made it difficult for opening van/car door, controls the severe angle at which a handicapped parker must negotiate to get to the Town Hall front door, and increases the safety of the driver by recessing the parking spots along the N.H. Route 121A (Main Street) access. ***PROGRESS*** has been attained and now there is better handicapped access for all. Thank you to all who assisted, including the Board of Selectmen and Chief Building Official, Mike Dorman, for the support and sketches to make this plan a reality.



#### **Provide a Senior Service Fair for Area Residents**

Our second annual Senior Service Fair was held at the Plaistow Fish and Game in late September. Over twenty-five (25) service organizations attended and distributed much appreciated information to our residents. There were plenty of opportunities for our Citizens to visit and mingle, and receive many great tips offered to our Seniors. Many thanks to all the participants and to the members of the Timberlane Regional Middle School Student Senate who served as hosts for the event.

#### **Study the Possible Transportation Needs of Our Seniors**

With the goal of increasing and improving the transportation demands of our seniors in mind, the Committee approached our resident Regional and Town Planner, Tim Moore, for help with a survey to obtain data relative to the needs seniors might have regarding transportation. Surveys were available at the Town Hall and the Library. The results will be evaluated and a report prepared and presented to the Board of Selectmen.

#### **Other Activities**

Other events that the Elder Affairs Committee takes part in throughout the year include: Senior recreation trips, the "Festival of Trees," a Senior Craft Fair, and other social events for seniors.

#### **Thanks and Keep Watching!**

All are welcome to attend our Committee meetings! Come join us or just watch as we continue our ***PROGRESS*** in 2013. "Thank You" to all the members of our Elderly Affairs Committee!

Respectfully Submitted,





# Town of Plaistow, New Hampshire

## 2012 ANNUAL REPORT



### ***REPORT OF THE EMERGENCY MANAGEMENT DEPARTMENT***

#### ***“PROGRESS”***

The Plaistow Emergency Management Department consists of Lt. William M. Baldwin as the Director of Emergency Management, and P. Michael Dorman, and Dennise Horrocks as Deputy Emergency Management Directors. Offering additional support to the Department are members from Fire, Police, Highway, Communications, Health, Department of Building Safety, Recreation, and the Timberlane Regional School District.

In 2012, grant money enabled the updating to begin on the Town’s Local Emergency Operations Plan (LEOP). The plan is an “all-hazard” plan developed to ensure a coordinated and effective response to natural, technological, or man-made disasters that may occur. The plan is organized to correspond to the four phases of emergency management: mitigation, preparedness, response, and recovery and include functional annexes, Emergency Support Functions, (ESF’s) which identify the functions that may need to be addressed to manage a disaster. For more information on the Town’s Emergency Operations Plan visit the Emergency Management website at [www.plaistow.com/Emergency](http://www.plaistow.com/Emergency). The Department also received grant money to purchase a dual purpose Mobile Emergency Operations Center (EOC) vehicle/ Patrol vehicle.



This year, the Emergency Management Team was active in public health and weather- related events. In late July, the NH Department of Health & Human Services (DHHS) announced the need for expanded testing for patients that had a possible exposure to hepatitis C, and requested the assistance of the Greater Derry Public Health Network to establish a testing site in our public health region. Timberlane Regional High School was chosen as the testing site, and our Public Health Network Coordinator, Garrett Simonsen, began the planning for this two day event that could be testing about 200 patients. The testing clinic was held on August 14<sup>th</sup> and 15<sup>th</sup>, and Plaistow’s Emergency Management Team was actively involved in the operation and management of the clinic.

In late October, the team worked on coordinating the pre-planning and storm related events associated with Hurricane Sandy. Pre-planning efforts included:

- Frequent updates to cable channel and Town website with information regarding the storm and preparedness.
- The Meals on Wheels program delivered a preparedness fact sheet with all the meals delivered to home bound seniors.
- Fact sheets were distributed at Toddler Trick or Treat and at Household Hazardous Waste Day.
- The Timberlane Regional School District sent out preparedness information through their “Alertnow Notification System”.
- The Plaistow Highway Department coordinated advanced monitoring and cleaning of culverts and drainage areas throughout Town.
- Emergency Operations Center (EOC) staff participated in the NH Emergency Management and Unitil conference calls to coordinate all response activities and responsibilities.



# Town of Plaistow, New Hampshire

## 2012 ANNUAL REPORT



### ***REPORT OF THE EMERGENCY MANAGEMENT DEPARTMENT (Continued)***

After the storm hit on Monday October 29th, over 1,900 residents in Plaistow were without power. After a damage assessment was completed by Unitil, major restoration work began. This



major restoration work reduced those without power to roughly 900 by Monday afternoon and then down to several hundred by Monday night. By Tuesday October 30th, any remaining residences that were without power were being specifically tended to house by house. EOC Staff, Fire, Highway, Police, Police Dispatch and Utility Restoration Crews worked admirably well before, during, and after Hurricane Sandy.

We encourage volunteers that have an interest in supporting the Town's Emergency planning activities to consider participating in a Community Emergency Response Team (CERT) Program. The CERT Program provides training for people to be better prepared for disasters that may impact their community. The skills learned in the program can include fire safety, team organization, light search and rescue, and disaster medical operations. Using the training learned in the classroom and during exercises, CERT members can give support to first responders, provide immediate assistance to victims, and organize volunteers at a disaster site. CERT members are encouraged to take an active role in emergency preparedness activities in their community but can also help with non-emergency projects that help improve the safety of the community. More information on CERT can be found at [www.plaistow.com/Emergency](http://www.plaistow.com/Emergency) or if you are interested in a CERT program, please email your interest to any of the Emergency Management Team.

#### **Plaistow's Emergency Management Team:**

Lt. William Baldwin: [wbaldwin@plaistow.com](mailto:wbaldwin@plaistow.com)

Michael Dorman: [mdorman@plaistow.com](mailto:mdorman@plaistow.com)

Dennise Horrocks: [dhorrocks@plaistow.com](mailto:dhorrocks@plaistow.com)

At the start of a new year, we encourage all to make an emergency preparedness commitment.

- ***Be Informed.*** Know the risks and hazards in your community.
- ***Make a family emergency plan,*** so you know how you would communicate with and find your loved ones if a disaster hit.
- ***Build an emergency supply kit-*** both at home and for your car. This should include water, food and first aid supplies to help you survive if you lose power or are stranded in your car.
- ***Get involved- find out how you can promote preparedness in your community!***

Lastly, I want to thank my coworkers for their dedication, cooperation and hard work in supporting the Emergency Management Department, and commending them on the ***PROGRESS*** being made in Emergency preparedness for the Town of Plaistow.

Respectfully Submitted,

*Lt. William M. Baldwin, Emergency Management Director*



## Town of Plaistow, New Hampshire

### 2012 ANNUAL REPORT



### ***REPORT OF FAMILY MEDIATION & JUVENILE SERVICES***

We saw significant changes in 2012 in the types of support Family Mediation and Juvenile Services (FMJS) was asked to provide for our communities. FMJS continued to support families with parent-child mediation and classes for substance abuse, anger management, shoplifting, and tobacco. Services also included community service placement, participation in the SoRock Steering Committee, Making Change, and team consultations with educational, legal, and mental health professionals to assist students in succeeding in school. We also began participating in more events for older adults in our communities, as they are finding themselves parenting their grandchildren.



This year, we found ourselves providing consultations and referrals for families' many needs. The intensity of the problems families are experiencing has increased, as many of them are without jobs, without income, and without knowledge of where to turn for help. They often have no health insurance or access to other types of support. We received requests for mental health consultations, parenting support, and referrals to connect households to services for domestic violence. We had more families asking where they might obtain food, clothing, shelter, and heating assistance.

Our data is indicative of the services we have traditionally provided for families. They do not reflect those families who sought support outside of our traditional programs. Our database is currently being updated to include those families who requested consultations, referrals, and information.

Funds from federal, state, and county resources have dwindled, and in some cases, disappeared. With consistent fundraising efforts, we have been able to keep our funding request level. We maintained our accreditation with the State of New Hampshire, as required by law for diversion programs, and we are anticipating renewing our certification in 2013.

Family Mediation & Juvenile Services is a non-profit agency dedicated to serving the towns of Atkinson, Danville, Hampstead, Kingston, Newton, Plaistow and Salem, NH. Our mission is to provide quality resources to youth and families in order to reduce delinquency and out of home placements, and to empower them as individuals, family members, and citizens of the community. Please visit us at [www.fmjs.org](http://www.fmjs.org) to learn more about the programs and services we have to offer, at low or no cost, to residents and their families.

The members of the Board of Directors thank you for your continued support as we expand our programming, and please know you can continue to rely on FMJS to provide our traditional support and programming.

Respectfully Submitted,

*Debra DeSimone,*



# Town of Plaistow, New Hampshire

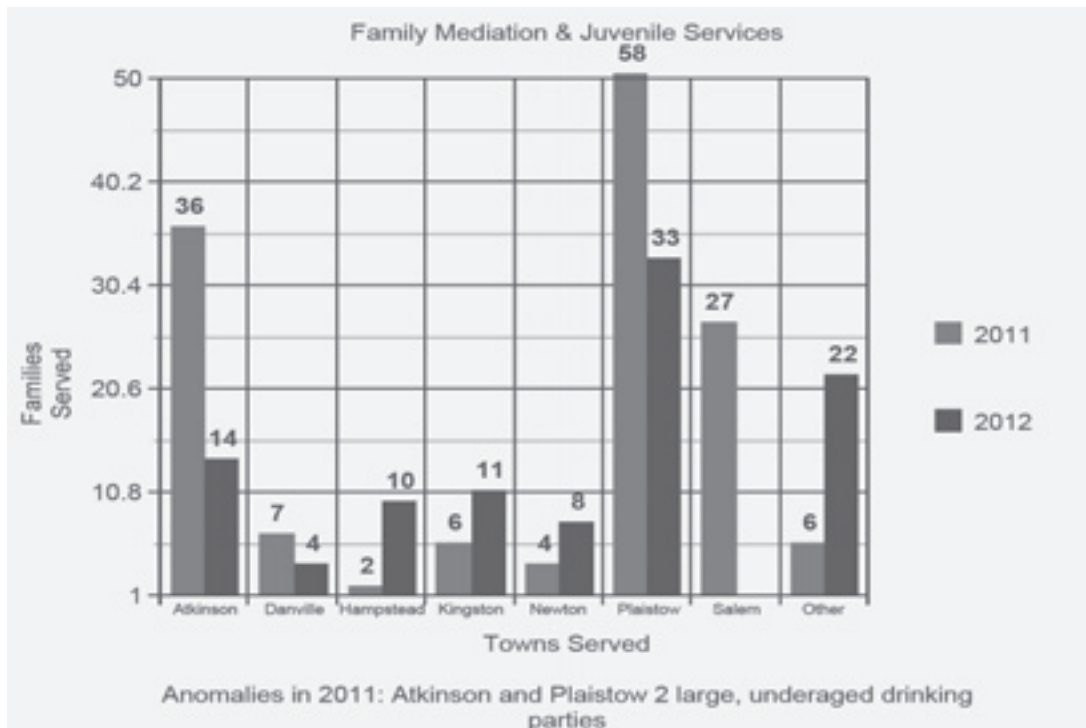
## 2012 ANNUAL REPORT



### FAMILY MEDIATION AND JUVENILE SERVICES BOARD OF DIRECTORS

Debra DeSimone-CHAIR, *Atkinson*  
Pat Macomber-TREASURER, *Plaistow*  
Natalie Gallo, *Hampstead*  
Dick Gerrish, *Kingston*  
Laura Bertogli, *Newton*  
Barbara Tavitian, *Member-at-large*

Marta Modigliani-VICE CHAIR, *Danville*  
Rose Cavalear-SECRETARY, *Atkinson*  
Kathleen Marino, *Newton*  
Michelle Curran, *Plaistow*  
Kathie Costa, *Hampstead*







# Town of Plaistow, New Hampshire

## 2012 ANNUAL REPORT



### ***REPORT OF THE FIRE DEPARTMENT***

This year your Fire Department made several steps forward in many areas. Through your support we have been able to maintain our ***PROGRESSive*** approach to keeping some of the finest apparatus on-line and available to meet the challenges we face. Fire apparatus has a finite useful life expectancy and the Town has been supportive of our efforts to ensure we maintain our apparatus in service for as long as is fiscally responsible. When it comes time to replace a piece, your support has been there. In June, through the exhaustive efforts of our truck committee and your vote at Town Meeting, we placed an order to replace our 1987 KME pumper. We anticipate delivery of the new truck in early 2013, and we anticipate it to have an equally long and productive service life. The work to research and specify a piece of apparatus intended to last 20-25 years is not one taken lightly by this department. Forecasting the future of the Town's needs over that time period and designing a cost competitive and technically ***PROGRESSive*** apparatus is an immense challenge. Taking the input from all members who wished to contribute in this effort, interviewing departments that have recently taken apparatus deliveries and questioning vendors about their products has resulted in what we feel will be a very responsible use of your tax dollars.

Training is a continuous activity for the fire service and we embrace the opportunities to improve our skills. Every year, we plan to incorporate mandatory training necessary to meet specific fire/EMS standards; incorporating progressive innovations in technology for responses and refreshing our basic skill sets. Most of the hours spent in training are uncompensated, but certainly not unappreciated. This year the department took advantage of a grant that allowed us to refresh our knowledge of the Incident Command System as well as some aspects of Advanced Rescue systems. Through this program, administered through the NH Department of Homeland Security and the Fire Academy, we were able to compensate our members for their some of their time spent in training and recoup nearly \$7,000 to completely cover those hours. In addition, 5 new members completed basic fire training, 2 completed advanced fire certifications and 4 completed basic Emergency Medical Technician training. Most of these classes were in addition to our routine weekly training activities. Finally, we were able to sponsor the fall Firefighter I course in our station. This was the first state sanctioned firefighter class held in our station in approximately 20 years. This progressive interaction with the Fire Academy opens up future opportunities for advanced classes to be held in our community.

The Town also approved our request to add an additional member to our day shift complement. In March we began the process of assembling resumes and begin the selection process to fill this position. With over 40 resumes, we had a fairly large group to review and screen. In the end, we confidently settled on one of our volunteer members to fill this position. Shortly after coming on board, we were able extend our coverage to include a 2 hour period in the morning where we have found the available resources of our volunteer component to be limited, primarily due to work requirements. This added coverage, at no additional cost, provides greater assurance that we have the right resources in place at the time of need. Thank you to the Town for again supporting another progressive initiative of your Fire Department.

Through the tireless and continuous efforts of the Firemens' Association, we assembled the first official Honor Guard of the Fire Department. Making their debut during the Memorial Day Parade, they were well received by those in attendance. They have also participated in other



## Town of Plaistow, New Hampshire

### 2012 ANNUAL REPORT



Community events that honor our current and fallen Veterans, Public Servants and that honorably demonstrate the pride of service to our Town felt by our members.

It is my goal to continue to develop and advance your Fire Department to meet the continually changing needs of the Town, in a fiscally responsible manner. We are constantly looking at ways to improve how we deliver our services to the Town, gaining efficiencies in our day-to-day operations and maximizing our resources at the Public Safety Complex to meet the demands of the community. If you feel you might be interested in joining the department, or would like more information regarding our activities, please feel free to contact us at the Safety Complex or call 382-5012.



The Town is extremely fortunate to have a group of citizens that are focused on giving so much back to our community. Without their dedication and sacrifice, and the support of their families, the department would cease to exist as we know it. The hours spent responding to alarms is only one aspect of the time it takes to remain a valuable asset in this organization. I am publicly thanking them for their continued service and dedication.

Finally, thank you for your continued support of your Fire Department. Without this support, we cannot do the job you expect of us. From the financial needs of operating the department to the compassion and respect you demonstrate to us when we are responding to calls, your interaction helps us to keep in focus as to why we exist as a vital part of our community. To find out more about our ongoing activities, check our page on Facebook: "Plaistow Fire Department" or "Plaistow-fire Explorers".

#### Summary of Fire Department Responses - 2012

Type	#		Type	#
Auto Fires	4		Odor Investigations	15
Carbon Monoxide/Heating Syst.	17		Other (non-specific)	9
Chimney Fires	2		Public Assists	17
Cooking/Stove Fires	2		Rescue	560
Fire Alarm Activations	100		Smoke Investigations	16
Hazardous Materials Incidents	1		Structure Fires	3
Motor Vehicle Accidents	76		Woods/Grass/Brush Fires	25
Mutual Aid (Provided)	39		<b>Total Alarms</b>	<b>886</b>

Respectfully Submitted,

John H. McArdle, Fire Chief



# Town of Plaistow, New Hampshire

## 2012 ANNUAL REPORT

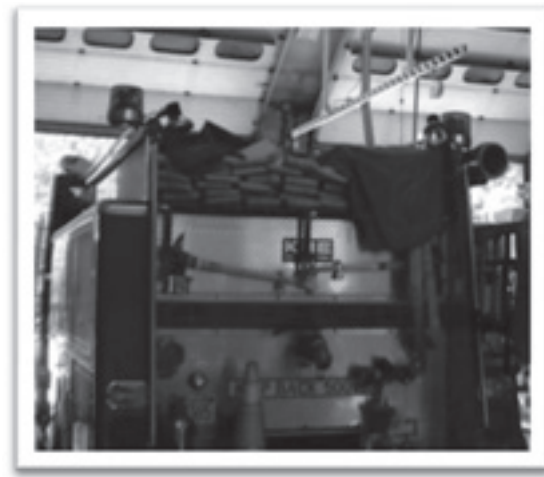


### ***FIRE/RESCUE VEHICLE & APPARATUS REPLACEMENT PLAN***

<b>Fire/Rescue Vehicle &amp; Apparatus Replacement Plan</b>						
<b>Vehicle</b>	<b>Year &amp; Make/Model</b>	<b>Serviceable Years</b>	<b>Estimated Replacement Cost per Vehicle</b>	<b>Number Units per 25-year Interval</b>	<b>25-year Estimated Total Cost</b>	<b>Proposed Replacement Year</b>
Command	2004 Ford	10	\$45,000	2.5	\$112,500	2014
Engine-1	2003 KME	25	\$405,000	1	\$405,000	2028
Engine-7*	1987 KME	25	\$405,000	1	\$405,000	2028
Tower-3	1991 Pierce	25	\$350,000	1	\$350,000	2021
Tanker-5	1993 Pierce	25	\$400,000	1	\$400,000	2018
Forestry-4	1994 GMC	20	\$40,000	1.25	\$50,000	2014
Rescue-2	2006 Chevrolet	10	\$150,000	2.5	\$375,000	2016
Rescue-6*	1994 Ford	N/A	N/A	N/A	N/A	N/A
*Note: The New Engine-7 purchased in 2012 includes the functions of Rescue-6.					25-Year Total	\$2,097,500
					Cost per year	\$83,900

#### **Explanation:**

For a number of years the Town of Plaistow has had a very successful Fire Apparatus Vehicle Replacement Plan. The goal is to schedule vehicle replacements in such a way as to level the tax impact each year. The CIP Committee, with input from the Fire Chief, calculates the total cost to replace vehicles over the next 25-year horizon. That total cost is then divided by 25 to get an annual cost. Via annual warrant articles, that amount is then requested to be placed into the Fire Department Capital Reserve Account which is dedicated to replacing Fire Department apparatus. As a replacement need comes up, a warrant article must then be submitted to request that the appropriate amount be removed from the Capital Reserve Account. This method promotes the leveling of the tax burden on Plaistow taxpayers and eliminates the need to issue a bond or note to borrow the necessary funds.





# Town of Plaistow, New Hampshire

## 2012 ANNUAL REPORT



### ***REPORT OF FOREST FIRE WARDEN AND STATE FOREST RANGER***

Your local Forest Fire Warden, Fire Department, and the State of New Hampshire Division of Forests & Lands, work collaboratively to reduce the risk and frequency of wildland fires in New Hampshire. To help us assist you, please contact your Forest Fire Warden at the Plaistow Fire Department to determine if a permit is required before doing ANY outside burning. Under State law (RSA 227-L:17) a fire permit is required for all outside burning, unless the ground is completely covered with snow. The New Hampshire Department of Environmental Services also ***prohibits the open burning of household trash***. Citizens are encouraged to contact the Plaistow Fire Department at 382-5012 or DES at 603-271-1370 or [www.des.state.nh.us](http://www.des.state.nh.us) for more information. Safe open burning requires diligence and responsibility. Help us to protect New Hampshire's forest and wildland resources. For more information please contact the Division of Forests & Lands at (603) 271-2214, or online at [www.nhdfl.org](http://www.nhdfl.org).

Due to a record warm winter and little snow, our first fire occurred on February 4<sup>th</sup> with several more early fires to follow. Normally a large percentage of the warm windy days with low humidity occur when the ground is saturated from a long snow covered winter. By the time the surface fuels and ground dry out enough to burn, we only have a few weeks until "green up". This year however we had an extended period of these favorable spring fire conditions. Our largest fire in the state was 86 acres. The average size fire was .6 acres. Extensive summer rains kept total acreage burned to near normal levels.

As has been the case over the last few years, state budget constraints have limited the staffing of our statewide system of 16 fire lookout towers to Class III or higher fire danger days. Despite the reduction in the number of days staffed, our fire lookouts are credited with keeping most fires small and saving several structures due to their quick and accurate spotting capabilities. The towers fire spotting was supplemented by the NH Civil Air Patrol when the fire danger was especially high. Several of the fires during the 2012 season threatened structures, a constant reminder that forest fires burn more than just trees. Please help Smokey Bear, your local fire department, and the state's Forest Rangers by being fire wise and fire safe!

### **2012 FIRE STATISTICS BY COUNTY**

*(All fires reported as of October 2012)*

County	Acres	# of Fires
Belknap	3.6	7
Carroll	5.5	25
Cheshire	8.3	43
Coos	11.8	35
Grafton	96.5	59
Hillsborough	34.2	64
Merrimack	20.8	31
Rockingham	6.4	21
Strafford	12.9	19
Sullivan	6	14

*\*(Figures do not include fires under the jurisdiction of the White Mountain National Forest)*



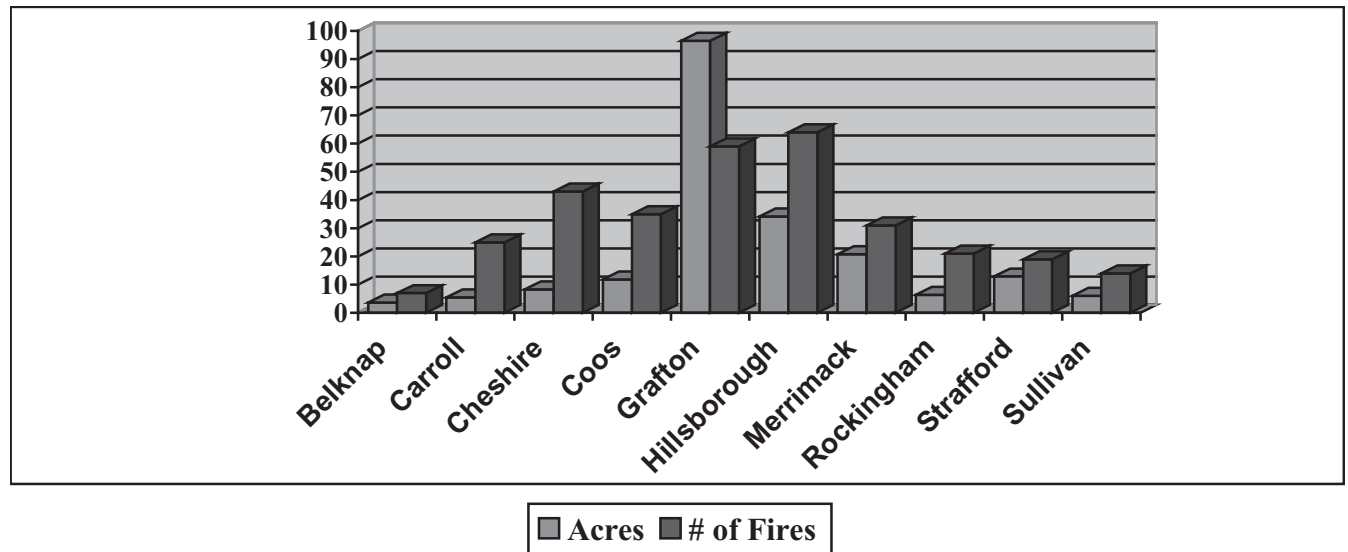


# Town of Plaistow, New Hampshire

## 2012 ANNUAL REPORT



### **REPORT OF FOREST FIRE WARDEN AND STATE FOREST RANGER** (Continued)

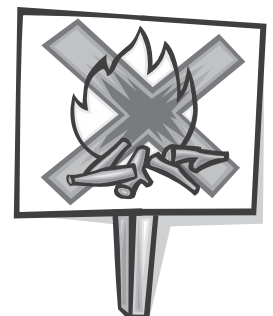


### **2012 CAUSES OF FIRES REPORTED**

*Total Fires*                      318  
*Total Acres Burned*        206

<u>CAUSE</u>	<u>NUMBER OF FIRES</u>
Arson	14
Debris	105
Campfire	14
Children	15
Smoking	17
Railroad	0
Equipment	6
Lightning	7
Misc.*	140
(*Misc. = power lines, fireworks, electric fences, etc.)	

**ONLY YOU CAN PREVENT WILDLAND FIRES!**





# **Town of Plaistow, New Hampshire**

## **2012 ANNUAL REPORT**



### ***REPORT OF THE SOUTHEASTERN NEW HAMPSHIRE HAZARDOUS MATERIALS DISTRICT***

**Richard H. Snow**  
**Selectman, Candia**  
**Chairman, Board of Directors**



**Chief Thomas McPherson, Jr.**  
**Windham Fire Department**  
**Chairman, Operations Committee**

#### **About the District**

The Southeastern New Hampshire Hazardous Materials Mutual Aid District's membership is comprised of 14 communities, covering of approximately 350 square miles with a population of over 175,000 people within the Route 93 corridor. Essentially the District is bordered in the east by Route 125 and the Merrimack River to the west. North and south borders are defined by Manchester, Route 101 and the Massachusetts state line. The District was formed in 1993 to develop a regional approach in dealing with the increasing amounts of hazardous materials being used and transported within these communities. This District is recognized by the State of New Hampshire as the Regional Emergency Planning Committee (REPC) for the member communities. The REPC which consists of representatives from local government, industry, and the general public is working with industry to comply with federal regulations for the reporting of chemicals used within and traveling through the District.

The District draws its funding from an annual assessment from each community as well as from grants and donations. The 2012 operating budget for the District was \$97,118.00. Additionally, in 2012 the District applied for and received federal grants for equipment, training, and operational expenses totaling \$196,714.91.00. The Fire Chiefs from each of the member communities' make-up the Operations Committee of the District. This Operations Committee is overseen by a Board of Directors consisting of elected representatives from each community, who approve the budget and any changes to the bylaws. The Executive Board of the Operations Committee, which consists of the Chairman, Vice-Chairman, Treasurer, Technician Team Liaison, and one Member at Large, manages the operations of the District within the approved budget. The District employs a part-time REPC Director to manage the administration functions of the District, including grants management, financial management, and emergency planning.

#### **The Emergency Response Team:**

The District operates a technical emergency response team. This response team is overseen by one of the member community's Chief Fire Officer who serves in the Technical Team Liaison position. The team maintains a three level readiness response posture to permit it to immediately deploy an appropriate response to a District's community's request for help involving an unplanned release of potentially dangerous chemicals within their jurisdiction. While the team primarily prepares for response to unplanned accidental chemical releases it is



## Town of Plaistow, New Hampshire

### 2012 ANNUAL REPORT



### ***REPORT OF THE SOUTHEASTERN NEW HAMPSHIRE HAZARDOUS MATERIALS DISTRICT (Continued)***

also equipped and trained to deal with a variety of weapons of mass destruction (WMD) scenarios. The team maintains a host of specialized response equipment to deal with chemical and environmental emergencies.

The Emergency Response Team is made up of 32 members drawn from the ranks of the fire departments within the District. The team consists of 6 Technician Team Leaders, 18 Technician Level members, 5 Communication Specialists, and 3 Information Technology Specialists. In addition to members drawn from member fire departments, the team also includes members from various backgrounds that act as advisors to the team in their specific areas of expertise. These advisors include an industrial chemist, and several police officers.

The Team maintains a fleet of vehicles and specialized equipment with a value of approximately \$1,000,000. The vehicles consist of a mobile Command Support Unit, 2 Response Trucks, 2 Spill Trailers, a Technician Trailer, an Operations/Spill Trailer and a Mobile Decontamination Trailer.

With the use of State Homeland Security Program Grant funds this year we added a Firefighting Foam Trailer which carries 500 gallons of specialized firefighting foam that is capable for use on gasoline fires containing ethanol, as well as providing a vapor suppressing blanket for chemical spills. The trailer also has firefighting hoses, nozzles, a generator and floodlights. This new trailer is a important asset to the Districts members as all gasoline used in the State is blended with ethanol. This unit is the only resource of this type within the State.





# Town of Plaistow, New Hampshire

## 2012 ANNUAL REPORT



### ***REPORT OF THE SOUTHEASTERN NEW HAMPSHIRE HAZARDOUS MATERIALS DISTRICT (Continued)***

#### **Firefighting Foam Trailer**

This mobile apparatus carries the team's equipment which includes chemical detection and identification instruments, containment supplies, plugging, patching and intervention supplies, communication equipment, computer based and other chemical reference guides as well as chemical protective equipment. The team equipment is store at various locations within the District, allowing for rapid deployment when the team is activated. Activation of the team is made by the request of the local incident commander through the Derry Fire Department Dispatch Center.

#### **Response Team Training**

In 2012 the Emergency Response Team completed 1970 hours of training, during monthly training drills and specialized classes attended by team members. This included hazardous materials refresher training, "Hot Zone" operations, cargo tank workshop, public safety sampling procedures, facility familiarization, transportation emergencies, Incident Command.

The Team provided training to member fire departments, in various Hazardous Materials subjects. In addition the District received a grant to provide training to all member departments on the operation of the Firefighting Foam Trailer and ethanol fires.

#### **Emergency Responses**

In 2012 the Team responded to 15 incidents within the District. These incidents included requests for technical assistance for member departments where a Response Team Leader provides consultation to the fire department on the handling of an incident. Additionally, team responses included hydrocarbon fuel spills and assisting the NH State Police Bomb Squad and local police departments with identifying unknown substances. The mobile command post was also used to support member departments during large scale incident.

For further information about the Southeastern New Hampshire Hazardous Materials District please visit our website at [www.senhazmat.org](http://www.senhazmat.org).

Respectfully Submitted,

Thomas L. McPherson Jr.,  
Chairman,  
Board of Operations

James Stone,  
Director, REPC

Richard Hartung,  
Chairman,  
Board of Directors





# Town of Plaistow, New Hampshire

## 2012 ANNUAL REPORT



### ***REPORT OF THE HEALTH DEPARTMENT***

#### **Public Health Emergency Preparedness and Response**

This past decade has seen great ***PROGRESS*** with an increased focus on preparedness activities for public health. Health Departments across the State participated in continual planning and training for potential public health emergencies. The focus of the planning was to not be incident specific, but to plan for “all- hazards”. This planning was put to the test in late July, when the NH Department of Health & Human Services (DHHS) announced the need for expanded testing for patients that had a possible exposure to hepatitis C. DHHS requested the assistance of the Greater Derry Public Health Network to establish a testing site in our region. While we had planned and exercised for responding to public health incidents, typically giving vaccinations, we had never exercised on performing blood draws or supporting on-site lab testing. Due to the large number of potentially exposed patients being from the Plaistow area, the testing site was planned for Timberlane Regional High School. The school district has partnered with our region for public health planning purposes for years, and successfully hosted an H1N1 clinic in December 2009. Planning started immediately, and we identified August 14th and 15th as dates for the clinics, with mid morning hours for the first clinic, and early evening hours for the second.

DHHS provided clinical staff and supplies necessary for the testing, and regional public health supplies for the administrative portion of the clinic were transferred to Plaistow. We reached out to Medical Reserve Corps, Community Emergency Response Teams (CERT), our regional partners from surrounding towns, and other Public Health networks. DHHS Emergency Services Unit declared a public health incident in response to the Hepatitis C outbreak, which subsequently allowed the volunteers working at the clinics to act as “agents of the State”.

The clinic was set up in four sections: Registration; Blood Draw Section; Waiting Area; and Test Result Areas. Patients had the option of waiting for rapid test results which took approximately



30-45 minutes, or they could call the State the next day for the results. The blood draw included several vials, one for a rapid test, and the others were sent to the State lab for verification of results. All patients that waited for their results had a private consultation with a clinician who would reveal the results. Behavioral health specialists were also on hand to assist patients if needed.



## Town of Plaistow, New Hampshire

### 2012 ANNUAL REPORT



On the first day of the clinic, we had approximately 50 volunteers, and 90 patients. On the second day, we had over 50 volunteers and saw over 100 patients. As with all incidents of this magnitude, some minor glitches were identified during the first day of operation, and corrections were in place for the second day. This was a tremendous achievement that could not have been done without the guidance of Garrett Simonsen, our PH Network Coordinator, and the support of the school district and all of our regional partners. We continue to evaluate the lessons learned from the clinics in order to modify our emergency plans and response.

#### **Public Protection from Foodborne Illness and Disease**

Plaistow is one of 16 towns or cities in the State that has the authority to license and inspect all food service establishments and retail food stores located in our town. The Health Department is responsible for licensing and inspecting any Plaistow establishments where food is produced, manufactured, stored or sold. This is accomplished through plan reviews of new or remodeled establishments, safe food handling training, routine inspections, compliance inspections, and investigations for foodborne illnesses and consumer complaints. Having local authority allows rapid response and action to ensure that food is prepared under safe, sanitary and secure conditions. A two-day training program on risk based inspection methods at retail, presented by the U.S. Food and Drug Administration, was completed in September and will be useful in assuring establishments are handling food in a safe manner.

#### **Comprehensive Mosquito Surveillance and Control Plan**

Mosquito surveillance and control are essential components of any response plan aimed at preventing mosquito-borne diseases, such as Eastern Equine Encephalitis (EEE) and West Nile virus (WNV). Mosquito surveillance includes targeted mosquito trapping, species identification, and testing of mosquitoes for EEE and WNV. Mosquito control includes source reduction (e.g., draining standing water) of habitats where mosquitoes breed and chemical control through the appropriate use of larvicides and adulticides (chemicals aimed at killing mosquito larvae and adults). Adulticiding may be performed as "spot spraying", targeting specific high-activity areas.

During 2012, the State of New Hampshire reported 1 human case of WNV, 41 mosquito batches that tested positive for WNV and 9 mosquito batches testing positive for EEE. There were no positive results in Plaistow.

#### **Resource for Public Health Concerns and Information**

The Plaistow Health Department works collaboratively with Federal, State and local partners to provide the public with accurate information on emerging public health concerns. Bed bugs, norovirus, and disaster and emergency preparedness, are just some of the recent concerns in the news. Questions on these and many other topics can be found on our town website, [www.plaistow.com](http://www.plaistow.com) or by contacting the health department at 382-2494.

Respectfully Submitted,

*Dennise Horrocks, Plaistow Health Officer*



# Town of Plaistow, New Hampshire

## 2012 ANNUAL REPORT



### ***REPORT OF THE HIGHWAY DEPARTMENT***

The Plaistow Highway Department personnel remained the same in 2012- Dana Rabito, Foreman; Aaron Shea, Laborer; Andy Jones, Laborer; summertime Laborer, Mike Gaff; and myself. With the assistance from several outside contractors, the Highway Department completed several important projects.

The winter of 2012 really never showed up. It was the most uneventful winter season that I can recall in my 25 years. We had a few small storms throughout the season with a larger one hitting us at the end of February and beginning of March.

We hired Immaculate Power Sweeping Company from Pelham, NH, to sweep all our streets. This is very important as it allows us to remove any leftover debris from the winter before it ends up in our storm drains.

The Highway Department continues to maintain the landscaping responsibilities, but we also completed several major road projects. We are moving closer to replacing the existing street signs with larger street signs. This makes for easier reading. We rented a brush chipper several times during the course of the year so we can cut the larger size brush. Eventually we hoping to get in a rotating program so that all areas of town can be cut every third year with the bad sections getting addressed every year. Cutting this brush helps maintain sign visibility and sight distance at intersections.

We are continuing to work to comply with the EPA's MS-4 Storm Water permit requirements. In early fall, the town hired N.E. Storm Water Management, LLC of Westford, Massachusetts to clean all 500 Town maintained catch basins. We also hired Mark Veins & Sons to install four new catch basins and 500 feet of culvert pipe to address a substantial drainage issue on Greenough Road.

In late fall, Continental Paving from Londonderry, NH, was hired to repave all of Rustic Lane, Brookside Road, Greystone Avenue, and parts of Sequoia and Forrest Street. This took 2,777 tons of material. This is a step in the right direction to make ***PROGRESS*** in fully utilizing our Road Surface Management Strategy (RSMS). In 2012, we updated the data, including sidewalks, and will continue to progress on making the roads of Plaistow safer. Our roadway infrastructure is very important in many ways and it saves costs in our road maintenance program. Rough roads are more difficult to navigate, plow, salt, and sweep.

Also in late fall, we replaced our 2004 F550 dump truck with a new F550 dump truck that has a sander, front plow, and a wing plow. This is the first time we put a wing plow on a truck this size.

Looking forward, our priority will continue to be the replacement of the Highway Department facility and Salt Shed. We are making progress with this and in 2012 began working with the Plaistow First Committee to help evaluate any Town owned or privately owned properties that meet our requirements. The current location is space limited and is located adjacent to a capped landfill which means the employees are sometimes exposed to the associated gases. Also, I will continue to work hard on the MS-4 Permit.



# Town of Plaistow, New Hampshire

## 2012 ANNUAL REPORT



### ***REPORT OF THE HIGHWAY DEPARTMENT (Continued)***

In closing, I wish to once again express my sincere thanks to all the residents, hired contractors, the Board of Selectmen, Town Manager, and most of all, to my staff for all their continued support.

Respectfully Submitted,

*Daniel Garlington, Highway Supervisor*

<b>Plaistow Landfill Schedule for 2013</b>			
<b>May</b>	Saturday	4	18
	Wednesday	8	22
	Saturday	11	<b>Household Hazardous Waste Collection</b>
<b>June</b>	Saturday	1	15
	Wednesday	5	19
<b>July</b>	Saturday	6	20
	Wednesday	10	24
<b>August</b>	Saturday	3	17
	Wednesday	7	21
<b>September</b>	Saturday	7	14
	Wednesday	4	18
<b>October</b>	Saturday	5	19
	Saturday	26	<b>Household Hazardous Waste Collection</b>
<b>November</b>	Saturday	2	16

#### **Hours of Operation:**

**Saturdays:** 7:00 a.m. - 3:00 p.m.

**Wednesdays:** 4:00 p.m. - 8:00 p.m.

*(Hours subject to change depending on weather and/or facility conditions)*

**HOUSEHOLD HAZARDOUS WASTE COLLECTION DAY(S):** Is a program designed to properly dispose of common household items such as lawn and garden pesticides, automotive fluids, left over paint, and other potentially harmful chemicals. Please check our website [www.plaistow.com](http://www.plaistow.com), Channel 17 or 23, or your local paper for the 2013 locations.





# Town of Plaistow, New Hampshire

## 2012 ANNUAL REPORT



### *HIGHWAY EQUIPMENT REPLACEMENT PLAN*

Highway Equipment Replacement Plan						
Vehicle	Year & Make/Model	Serviceable Years	Estimated Replacement Cost per Vehicle	Number Units Per 20 Year Interval	20-Year Estimated Total Cost	Proposed Replacement Year
6 Wheel Dump Truck	2010 International	9	\$160,000	2.22	\$355,556	2019
6 Wheel Dump Truck	2008 International	9	\$160,000	2.22	\$355,556	2015
Dump Truck	2004 Ford F-550	7	\$110,000	2.86	\$314,286	2019
Pick-Up Truck	2006 Ford F-350	7	\$50,000	2.86	\$116,000	2013
Front-End Loader	2001 Caterpillar 924	15	\$120,000	1.33	\$160,000	2016
Roadside Brush Cutter/Mower	2011 New Holland T-5050	15	\$110,000	1.33	\$146,667	2026
Backhoe	1987 Ford	N/A	\$0	N/A	N/A	N/A
Trailer for Landscaping Equipment	Purchased in 2011	10	\$10,000	2.00	\$20,000	2021
					20-Year Total	\$1,494,921
					Cost Per Year	\$74,746

#### **Explanation:**

For a number of years, the Town of Plaistow has had a very successful Highway Equipment Replacement Plan. The goal is to schedule vehicle replacements in such a way as to level the tax impact each year. The CIP Committee, with input from the Highway Supervisor, calculates the total cost to replace vehicles over the next 20-year horizon. That total cost is then divided by 20 to get an annual cost. Via annual warrant articles, that amount is then requested to be placed into the Highway Department Capital Reserve Account which is dedicated to replacing Highway Department vehicles and equipment. As a replacement need comes up, a warrant article must then be submitted to request that the appropriate amount be removed from the Capital Reserve Account. This method promotes the leveling of the tax burden on Plaistow taxpayers and eliminates the need to issue a bond or note to borrow the necessary funds.





# Town of Plaistow, New Hampshire

## 2012 ANNUAL REPORT



### ***REPORT OF THE HIGHWAY SAFETY COMMITTEE***

Plaistow's Highway Safety Committee has always been focused on safety concerns and, ultimately, forward **PROGRESS** of the Town in very challenging times for everyone. During this past year, we met to discuss a myriad of concerns including:



- Route 125/Service Road,
- Beede Access Point,
- Street Lights,
- Radar Grants,
- Main Street traffic,
- Traffic calming suggestions,
- Safe Routes to School Grant for sidewalks, and
- Speed and truck traffic.

Filling our monthly Agenda is an easy task, as you can see.

Many of the Committee members have significant time invested in the group so their input is valued and insightful. We continue to be advisory Committee to the Board of Selectmen only and make our recommendations back to them on issues they believe affect the day-to-day lives of the citizens of Plaistow.

The Committee thanks the citizens and Board of Selectmen for their trust in our chartered mission of improving highway safety conditions in Plaistow.

Respectfully Submitted,

*Chief of Police Stephen C. Savage, Chairman*

#### **2012 Members of the Highway Safety Committee**

Stephen C. Savage (Chief of Police), Chairman  
John McArdle (Fire Chief), Vice Chairman  
Sean Fitzgerald (Town Manager)  
Daniel Garlington (Highway Supervisor)  
Michael Dorman (Building Inspector)  
Leigh Komornick (Town Planner)  
Daniel Poliquin (Selectman Representative)  
Ernie Sheltry (Citizen's Representative)  
Lisa Withee (Citizen's Representative)  
Richard Latham (Citizen's Representative)  
Sarah Gibbs (Recording Secretary)





# Town of Plaistow, New Hampshire

## 2012 ANNUAL REPORT



### ***REPORT OF THE HISTORICAL SOCIETY***

2012 was another busy, but ***PROGRESSIVE*** year for the Historical Society and we are pleased to provide the following update to the Town.

#### **Membership and Position Status**

Plaistow resident and Historical Society member Jim Peck is our new Treasurer, replacing Ellie Peabody. We wish to express our gratitude to Ellie for all of her years of service as the Treasurer! And, unfortunately, Tami Smith is unable to continue as our Corresponding Secretary. She will be missed and we thank her for her years of service to the Society.

Sadly, Ed Everett, Vice-President of the Historical Society from 1993 through 1998, passed away. Ed donated a beautiful grandfather clock that all are welcome to come see at the Historical Society.

#### **Projects**

The Historical Society became involved with numerous projects during 2012. Jim Peck, our new Treasurer, started a project to catalog the old houses of Plaistow and is even offering to provide historical information (a house history) on resident's homes. Contact us if you are interested!

The Society started a Veteran's Identification Program, an on-going project that is being hosted by Society member, Bob Hobbs and local Veteran, Roy Jeffrey. The purpose of this program is to provide a central listing of all veterans from Plaistow, including their date(s) of service, branch of service and a picture whenever possible. All Plaistow veterans are being asked to provide this information. The American Legion Post is also interested in obtaining information on Revolutionary War veterans. If you would like to provide any of this information, please contact us!

The Historical Society has also been working on a project with the Plaistow Police Department. Initiated by Lucia Theberge, Plaistow Police Department's Communications Supervisor, and Master Patrol Officer Brett Morgan, this project involves the collection of information, newspaper articles, photographs and other memorabilia or artifacts that relate to the Plaistow Police Department. The information and materials collected are assisting them in documenting the history of the Department throughout the decades. One picture included in their collection is this picture to the right that shows Police Chief Lyman Hill who served as Chief from 1948 until 1970, and passed away in 1994.



The Police Department hopes to continue their efforts in 2013 and would greatly appreciate any assistance from relatives and family members of former members of the Plaistow Police Department in obtaining any information or other items. Contact either Master Patrol Officer Brett Morgan or Communications Supervisor Lucia Theberge at 603-382-1200, or by email at [bmorgan@plaistow.com](mailto:bmorgan@plaistow.com) or [ltheberge@plaistow.com](mailto:ltheberge@plaistow.com). Further information on this project can be found under the Police Department on the Town's website [www.plaistow.com](http://www.plaistow.com).

#### **Documents Available**

The Historical Society now has copies of the all three volumes of "Merrimac Valley Memories" which are books sold by the Eagle Tribune newspaper. There are pictures of Plaistow in volumes two and three.

Jim Peck has provided the Society with a copy of the amazing "Isaac Merrill Diary" from the special collection section of the Haverhill Public Library and created a searchable digital version.



## Town of Plaistow, New Hampshire

### 2012 ANNUAL REPORT



### ***REPORT OF THE HISTORICAL SOCIETY (Continued)***

The newest Boston Post Cane recipient, Dena Carbone, along with her family and friends, has self-published a book on her life and a copy can now be found at the Society or the Plaistow Library.

Plaistow resident Peter Bealo has provided us with an extensive archive of Plaistow centered documents relating to Franklin Davis and his estate which was administered by Colonel Joseph Pollard.

#### **Training**

I had the opportunity to attend a workshop on “Preservation Issues for Small Museums”. This day-long event was co-sponsored by the New Hampshire Historical Society and the Northeast Document Conservation Center. The Plaistow Historical Society is now an official member of the New Hampshire Historical Society.

#### **Sponsored Events and Activities**

The Historical Society partnered with the New Hampshire Humanities Council and the Plaistow Library to host three special presentations including J. Dennis Robinson on “the Making of Strawberry Banke”, Rebecca Rule reprising her famous “That Reminds Me of a Story” and Jeff Warner entertained us with “Songs of Old New Hampshire”.

Bob Hobbs hosted a visit from the local Girl Scout Brownie Troop and was presented with various Scout materials that they donated to the Historical Society “museum”. Various students and faculty at the Timberlane Schools also provided some much needed assistance to Bob.

Plaistow’s annual Old Home Day was very successful, along with the annual Toddler “Trick or Treat”. In addition to the toddlers, we had over a hundred adult visitors. The Historical Society also had a membership table at the Senior’s Annual Holiday Craft Fair held at the Plaistow Fish and Game Club, resulting in several new memberships.

#### **Building Improvements**

The Historical Society is scheduled to have a much needed new heating and ventilation and air conditioning (HVAC) system installed. Also, we are very thankful to the Hills Insurance Agency for their work on improving the efficiency of the well that supplies our water.

#### **Come Visit Us and Become a Member**

Stop by and visit us at 126 Main Street --- we are usually there on Thursdays from 10:00 a.m. until 2:00 p.m. You’ll be amazed at some of the old artifacts and documents we have! Historical Society membership is only \$10.00 a year! Contact our Treasurer Jim Peck @ [info@plaistowhistorical.org](mailto:info@plaistowhistorical.org) or 603-382-1675 to become a member.

Respectfully Submitted,

*Robert J. Carolan, President*





# Town of Plaistow, New Hampshire

## 2012 ANNUAL REPORT



### ***REPORT OF THE HUMAN SERVICES DEPARTMENT***

*"THE WAY YOU GET MEANING INTO YOUR LIFE IS TO DEVOTE YOURSELF TO LOVING OTHERS, DEVOTE YOURSELF TO YOUR COMMUNITY AROUND YOU, AND DEVOTE YOURSELF TO CREATING SOMETHING THAT GIVES YOU PURPOSE AND MEANING." - MITCH ALBOM*

The basic responsibilities of the Human Services Department are outlined in RSA 165:1 and states that "Whenever a person in any town is poor and unable to support himself, he shall be relieved and maintained by the overseers of public welfare of such town, whether or not he has a residence there". Unlike State and Federal Assistance that have limited responsibilities and more time to process applications, the Town has greater short term responsibilities. Applicants that apply to the Town for assistance often have an immediate need of shelter, heat, power or food that day.

#### **Assistance Standards**

RSA 165 provides a set of minimum standards that must be met to assist a applicant. The local Human Services Department is often the only agency that will help applicants out of an emergency situation. The Town of Plaistow focuses on assisting applicants in stabilizing their lives. Through case management, the Town is able to aid applicants in restoring themselves to an independent status, often renewing their outlook on life and rejuvenating their desire to begin the rebuilding process. Many referrals to other agencies that can assist in that process are provided.

#### **Assistance Guidelines**

The duties that are outlined in RSA 165 are considerable but are not boundless. A person applying for assistance must meet a set of guidelines for assistance. The Board of Selectmen approves the guidelines each year. Clear guidelines can avoid misunderstanding in decisions rendered. The guidelines exist to prevent arbitrary decisions, yet remain flexible so that special needs, such as medical or unforeseen situations, are considered. The Board of Selectmen also approves allowable levels each year. Allowable levels are reviewed yearly to insure that the needs of the applicant are met and the numbers used are not artificially low.



#### **Assistance Determination**

The basic formula that Human Services Coordinators use is: basic need minus income/available assets = the amount of assistance that may be granted. The need formula is applied to a household as a whole. When a household is approved for assistance, a voucher is used to pay for rent, heat, electric or food. Cash is never given from the Town to an applicant. Local assistance involves looking at the whole picture. It is designed to assist a household through a difficult circumstance and return the household to self sufficiency. It is the Human Services Coordinator who leads the applicants on a path to personal and financial renewal.



## Town of Plaistow, New Hampshire

### 2012 ANNUAL REPORT



### ***REPORT OF THE HUMAN SERVICES DEPARTMENT (Continued)***

#### **Assistance Repayment**

Many people are not aware that the assistance the Town provides to applicants is not an outright grant. Under RSA 165:20-b, a applicant is expected to repay the assistance they received when they return to an income status that allows this to be possible without creating a financial hardship. If the applicant owns property in Town, a lien is placed on the property until the funds are returned to the Town.

#### **Assistance Statistics**

2012 has been a busy year of many unusual challenges for the Human Services Department assisting applicants. Requests for financial and general assistance continue to increase, with support provided for rent, heat, electric, food and other basic maintenance needs. In 2012, 207 applicants made contact with the Human Services Department, 115 were granted assistance and 190 were provided with a list of or referred to additional public and private agencies for assistance.

Requests for financial and other assistance continue, with support provided for rent, heat, electric, food and other basic maintenance needs. In 2012, the Town of Plaistow budgeted \$37,350 and spent \$26,930 in direct assistance.

#### **Other Human Service Agencies**

In addition to administering the general assistance budget, The Human Services Department oversees annual Town contributions to area non profit organizations. These organizations are a valuable asset to all applicants in Plaistow. Many of these organizations offer free or income-based services. Each agency is asked to submit an application for community support for review in the fall. Through this multi-question application and personal interaction, a determination is made to continue, increase or decrease funding. The 2012 budgeted support to approved agencies was \$66,122. The services provided by these organizations to Plaistow applicants had a value far greater than the annual allotment. Services are available to all applicants. For more information and resource list, please see The Human Services Department page on [www.plaistow.com](http://www.plaistow.com).

#### **Thank You**

The year 2012 has been to be a very generous year with non-profit agency, private and anonymous donations. Because of your generous efforts you have provided needs and granted wishes bringing joy to many families throughout the year. It is with sincere appreciation and awe we thank the many individuals, families and organized groups who continue to serve this Community and allow our residents to **PROGRESS** back to a more positive situation.

*"TO KNOW WHEN YOU HAVE ENOUGH, IS TO BE RICH BEYOND MEASURE" - LAO TZU*

Respectfully Submitted,

*Lorice Sadewicz, Human Services Department*





# Town of Plaistow, New Hampshire

## 2012 ANNUAL REPORT



### ***REPORT OF THE HUMAN SERVICES DEPARTMENT (Continued)***

**We Thank the Following Human Service Agencies for  
Providing Much Needed Services to the Resident's of Plaistow:**

<b>Human Services Agency</b>	<b>Service(s) Provided to Plaistow</b>
Family Mediation and Juvenile Services	Youth & Family Resources
Child and Family Services of NH	Community Based Health Care
Rockingham Community Action Program	Fuel Assistance, WIC, Etc.
Sexual Assault Support Services	24-Hour Crisis Hotline
Pregnancy Care Center	Crisis Pregnancy Services
A Safe Place	Domestic Violence
Seacoast Child Advocacy	Safe Child Abuse Evaluation
Center for Life Management	Mental Health Services
Rockingham Nutrition & Meals on Wheels	Meals to Seniors and Disabled
Retired Seniors Volunteer Program	Age +55 Transportation
Greater Salem Caregivers	Senior & Disabled Trans. Services
Vic Geary Senior Center	Senior Center
Lamprey Health Care	Medical & Transportation Services
SeaCare Health Services	Affordable Health Care
Greater Derry/Salem Transportation Services	Transportation Service
Community Health Services	Medical/Prescription Services
Sad Café	Adolescent Programming





# Town of Plaistow, New Hampshire

## 2012 ANNUAL REPORT



### ***REPORT OF THE LIBRARY***

#### **New Library System**

The year 2012 opened to great change as the Southern New Hampshire Library Cooperative with neighbors Atkinson and Sandown entered full swing. This joint venture is only the second of its kind in the state of New Hampshire. All three libraries made the switch to the Open Source library circulation system, Koha, a system which merged three separate collections and make great ***PROGRESS*** in improving the options patrons have to share, search and record their reading. Circulation Staff Anita Micale and Kelli Lennon tackled the challenge of mastering the system and keeping up with the cooperative's new demands, without compromising their customary standard of service and efficiency. Interlibrary Loan Librarian Lara L. Croft went above and beyond by implementing a "fast-add" procedure which allows patrons to see their interlibrary loan materials on Koha. The entire Staff's excellence and dedication during this time cannot be overstated. The ongoing collaboration between the directors and staffs of the three libraries is laudable as we continue to rise to meet the community's needs, now and in the future.

#### **Record Number of Volunteer Hours**

During this change and ***PROGRESS***, the Library also benefitted from a wellspring of support from Community Volunteers. This year over 600 hours of time have been donated by Volunteers, for tasks ranging from rebarcoding books to marching with the "Bookettes"—the Library's drill cart team in the Plaistow Old Home Day Parade—to always-needed shelf reading, to assisting with the ongoing book sale, events and fund-raising. The effect of Library Volunteers' help on service, functionality and community presence is far-reaching and long-lasting. The Library was fortunate to have Sharon Nieman join the staff under the Senior Community Service Employment Program (SCSEP). Sharon has worked diligently on rebarcoding the Library collection as well as various other projects as needed since she started work in August.

#### **New Website**

This year's changes included the implementation of a new website. Dale Dormody of Piper Mountain Webs assisted the Library with designing a user-friendly beautiful website. The transfer from the previous website (implemented in 2002) was completed primarily by Library Cataloguer Rand Hall, whose website maintenance skills were invaluable. The new website has received approximately 700 more hits per month than the old since its implementation. Visit [www.plaistowlibrary.com](http://www.plaistowlibrary.com) to find current Library information, event calendar, Trustee meeting minutes, meeting room use forms and much more.

#### **Retirement**

LuAnn Blair, affectionately known as "Mrs. Lu," joined the Library's Staff in 1998, and since then has served as Circulation Librarian, children's librarian, Head of Youth Services and Assistant Director. Mrs. Lu has coordinated many Summer Reading Programs and organized Children's Programs such as Baby Lap Sit Reading Times, Toddler Times, Crafternoons, and Young Authors events. She maintained the Children's and Young Adult Collections in the Library with awareness of reading trends, Community interest and love. She has at different times served the Library in other ways by publicizing its goings-on, visiting local schools,





# Town of Plaistow, New Hampshire

## 2012 ANNUAL REPORT



### ***REPORT OF THE LIBRARY (Continued)***

writing press releases, updating the website, and running multiple book clubs, as well as collaborating with the NH Humanities and others to bring informative speakers to the Library. Her time on the Library's Staff leaves a legacy of passionate commitment to service.

#### **Programming**

This was a red-letter year for programming, featuring a variety of programming geared toward being the "intellectual heart" of the Community, as per the analysis of data collected during 2011's Strategic Planning Meetings and Survey. Adult Programming included three "Authors & Experts" evenings this fall: a Food & Health panel, a Local Atmosphere panel, and an evening with Deborah Swiss, in which local authors Berry & Croft interviewed Swiss at the Library for their Plaistow Access show *Scribes*. Other Adult Programming included cooking classes with Oonagh Williams and Rick Blair, a variety of craft workshops, three book groups, Jeff Snow's "The Softer Side of Celtic" and two programs co-sponsored with NH Humanities, Rebecca Rule's "That Reminds me of a Story," and Jeff Warner's "Music in my Pockets."

Summer Reading this year featured a story time with Dora the Explorer, a Comic Workshop with Marek Bennett, Lindsay and her Puppet Pals, weekly summer-fun-themed games and events, including "Between the Lines" with Teen Volunteers Molly Lane and Anna Deloi, for kids ages 5-8 to explore the ties between music and children's literature together. New Children's Programming with substitute Children's Librarian Nancy Chase included monthly programs such as Stories with Savannah, the reading therapy dog, a Magic Tree House book club, and Crafty Doodles, a monthly Saturday morning program. Family films now show once a month on Saturday afternoons, as well.

#### **Friends of the Library**

Our newly revitalized Friends Group pulled off an amazing Annual Vendor Fair, attended by a whopping 500 people. The Friends sponsor several of our available museum passes and support the Library in many ways. Plaistow is lucky to have such a committed and enthusiastic group working on the Library's behalf. New members are always welcome!

#### **Outreach to the Community**

Networking with Community Organizations such as the Plaistow Lions Club and PACE, the Plaistow Area Commerce Exchange, the Plaistow's Emergency Management Program and the Plaistow Recreation Department have afforded the Library the opportunity to reach out and help create a place of Community. During extreme heat and cold, the Library has been asked to be a cooling or warming center. It is hoped that the addition of a generator would allow the Library to be even more of a shelter for those who need it during any type of severe weather or disaster.

The Mary Nelson Meeting Room is used continuously by various Organizations in Town, including the Boy and Girl Scouts, quilting organizations, the Exchange Club, Little League, knitting groups, Town groups and many others. This outreach to the Community is very valuable for both the Library and the Organizations. Many of the groups that use the room donate to the Library to say, "Thanks," for having access to a comfortable space.



## Town of Plaistow, New Hampshire

### 2012 ANNUAL REPORT



#### ***REPORT OF THE LIBRARY (Continued)***

Donations are accepted throughout the year and are greatly appreciated. Mr. Roy Jeffrey has given the Library two collections that belonged to his wife, Carolyn, as well as a flat screen television for use in the children's room. Other donations include memorial donations for loved ones, when appropriate.

Each month the Library features an artist whose work graces the walls and often a collection that is placed in the display cases in the entranceway to the Library. Some of the artists whose work has been featured include: Nicole DeClerck, Judy Krassowski, Susan Lindblad, Elizabeth Orban and many others.

#### **Library *PROGRESS***

The Library has begun to offer E readers for loan, as well as online resources for borrowing e books through the "Overdrive Program." Anyone with a current Library Card can borrow these items and download them to their devices. Patrons who sign up with their email address will receive an electronic newsletter, ("Constant Contact") that keeps them up to date with all the happenings at the Library. The Library has added many database resources that enhance what is offered through the print collection in Plaistow. Databases such as Chilton's Auto Repair, Universal Class, Transparent Language, Antiques Guide and many others are among those added. Check out our website for more information.

The Library continues to offer computers for the Public and wireless access throughout the building. These are used by both Residents and Non-Residents. ***PROGRESS*** will continue in terms of the number of computers available and printing options available. During 2012 the library purchased a multi-purpose copier that allows customers to make color copies, scan documents and fax paperwork. This has been very well received by our patrons.

When the Southern New Hampshire Cooperative was formed, it was decided to raise loan periods from two weeks to three weeks, to raise fines from five cents a day to ten cents a day, and to charge \$65 for a non-resident card instead of \$45 since the customer would then have access to 3 libraries instead of one. Patrons have accepted these changes very gracefully.

Finally, any day at the library can be your Lucky Day! The library staff purchases extra copies of the best sellers and displays them at the front desk. The titles change frequently and offer patrons the option to pick up a new book that they might be waiting for on a list. If you find one that you've been waiting for, you can take it out and consider it your "lucky day!" There truly is something for everyone at the library.

#### **Continued Success and *PROGRESS***

The Library Staff attended many valuable workshops and conferences throughout the year and continue to increase their knowledge of the many developments and changes taking place in the information world. The Library Staff definitely rose to new heights this year, conquering challenges, and setting a new standard of success. Many thanks to LuAnn Blair, Lara L. Croft, Rand Hall, Kelli Lennon, Anita Micale, Nancy Chase, Dorothy Ketchum, Annie Averill, Meriwether Kimball, Amanda Plante and Elizabeth Skerry for their hard work. Thanks as well to



# Town of Plaistow, New Hampshire

## 2012 ANNUAL REPORT



### *REPORT OF THE LIBRARY (Continued)*

the support of the Library Trustees as the Library forged ahead as a Cooperative and to The Friends, Volunteers, and Patrons for their many contributions.

Respectfully Submitted,

*Diane Arrato Gavrish*

*Diane Arrato Gavrish, Library Director  
(with Lara L. Croft, Administrative Assistant)*





# Town of Plaistow, New Hampshire

## 2012 ANNUAL REPORT



### *REPORT OF THE LIBRARY (Continued)*

LIBRARY STATISTICS					
GENERAL SERVICE	2012	2011	PROGRAMMING	2012	2011
Hours of service per week	54	54	Total programs by library	190	200
Registered resident customers	3,893	4,802	Total program attendance	1,660	1,040
Non-resident customers	136	21	Summer reading programs	57	47
Total visits by customers	63,598	60,372	Summer reading attendance	430*	705
Staffing (2 full time, 4 part time, 2 student aides)			COMPUTER USE	2012	2011
Days open	301	295	Resident computer use	5,833	6,321
Meeting room use	3,780	2,170	Non-resident computer use	3,381	3,211
# people attending programs in mtg. rooms			Total Adult computer use	9,214	9,532
			Children/teen computer use	1,282	1,739
LIBRARY HOLDINGS	2012	2011	VOLUNTEERS	2012	2011
Total materials in the collection	48,447	47,061	Volunteers	24	22
Materials added to collection	2,534	2,330	Volunteer hours	600	301
Materials taken from collection	1,148	4,851	OTHER	2012	2011
CIRCULATION	2012	2011	Website hits	17,598	16,290
Total Circulation	71,236	72,412	Downloadable audio bks. usage	2,656	789
Total adult materials circulated	20,901	23,104	EPUB books usage*	600	157
Total children's material circulated	17,101	20,257	MP3 audio books usage*	223	80
Total magazines circulated	1,792	2,360	WMA audio*	532	241
Total audio books circulated	3,314	3,816	Kindle*	1,083	146
Total movies circulated	10,897	9,799	Avg. wkly. visits to our website*	17,598	16,290
Interlibrary loan borrowed	463	610	Total incoming calls	4,495	N/A
Interlibrary loan loaned	748	921	Total outgoing calls	2,204	N/A
Unfilled interlibrary loans	12	11	Total reference questions	893	N/A
Museum pass usage	453	527	Other questions	1,298	N/A
			E-reader loaned	35	N/A
			Video games loaned	261	N/A







# Town of Plaistow, New Hampshire

## 2012 ANNUAL REPORT



### ***REPORT OF MOSQUITO CONTROL***

Dry conditions favor West Nile Virus (WNV). That was apparent in NH and across the country last season. As of Dec 2012, there were 5,387 human cases of WNV with 243 deaths nationwide. In NH, there were 41 WNV positive mosquito batches in eight communities and a human case in Manchester. The WNV positive mosquitoes were trapped in Seabrook, Brentwood, North Hampton, Exeter, Stratham, Salem, Manchester and Nashua.

Mosquitoes carrying EEE were found in Sandown, Manchester, Brentwood, Newton, Danville, and Newfields last season. Two horses and two emus died of EEE. The horses lived in Durham and Derry while the emus were from Fitzwilliam. Massachusetts had an active season with 266 mosquito batches testing positive for EEE and seven human cases of the disease. EEE may be on the rise again after two previously quiet years in NH. I would expect to see more EEE activity next year in the state.

Dragon has identified 134 larval mosquito habitats in the Town of Plaistow. Crews checked larval habitats 250 times throughout the season. There were 36 sites treated to eliminate mosquito larvae. In addition, 1000 catch basin treatments were made to combat disease carrying mosquitoes. Adult mosquitoes were monitored at four locations throughout town. Nearly 5500 mosquitoes were collected in light traps, identified to species, and select species were sent to the State Lab to be tested for diseases. No mosquitoes collected in Plaistow tested positive for disease in 2012.

The proposed 2013 Mosquito Control plan for Plaistow includes trapping mosquitoes for disease testing, sampling wetlands for larval mosquito activity, larviciding where mosquito larvae are found, efficacy monitoring, and emergency spraying when a public health threat exists. The control program begins in April when mosquito larvae are found in stagnant water such as red maple and cedar swamps, ditches, and woodland pools. Trapping adult mosquitoes begins in July. The mosquito control program ends in October when temperatures drop and daylight diminishes.

Homeowners can reduce the number of mosquitoes in their yard by emptying any outdoor containers that hold standing water such as buckets, trash barrels, and boats. Tires collect enough water for mosquitoes to survive. It is also a good idea to change the water in bird baths every two or three days.

Residents who do not want their wetlands treated may use our No-Spray Registry online at [www.DragonMosquito.com/No-Spray-Registry](http://www.DragonMosquito.com/No-Spray-Registry) or write to Dragon Mosquito Control, P.O. Box 46, Stratham, NH 03885. Be sure to include your name, physical address, phone number, and a description of your property with boundaries. Otherwise, your property may be treated. Anyone who submitted a request in 2012 may contact the office to reaffirm your request. Inquiries may be emailed to [info@dragonmosquito.com](mailto:info@dragonmosquito.com) or call the office at 734-4144. You may call or email our office for assistance regarding mosquitoes, insecticides or questions about EEE or WNV.



# Town of Plaistow, New Hampshire

## 2012 ANNUAL REPORT

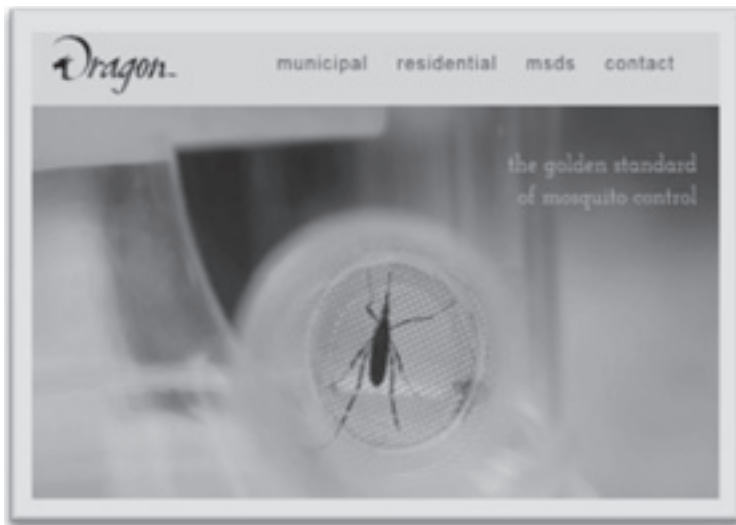


### *REPORT OF MOSQUITO CONTROL (Continued)*

Check out our web site: [www.dragonmosquito.com](http://www.dragonmosquito.com) where you can request a larval survey, sign up for email alerts or follow us on Twitter.

Respectfully Submitted,

*Sarah MacGregor, President  
Dragon Mosquito Control, Inc.*





## Town of Plaistow, New Hampshire

### 2012 ANNUAL REPORT



### ***REPORT OF THE OLD HOME DAY COMMITTEE***

Plaistow Old Home Day is an event that the Town of Plaistow celebrates every year in late June. Traditionally, the day is full of fun events and entertainment, a parade that runs through the center of Town, and the day capped off with a fireworks display at the Town's PARC facility on Old County Road.

The 2012 Old Home Day was a great success, and, as always, the Old Home Day Committee took great pride in helping the Town put to hold another great event. Committee members are always looking for comments and ideas for fun new activities or events that we could add to the schedule. This year's day was full of great fun and entertainment such as: Inflatable Rides, Live Entertainment, Food and Games, and of course, the Parade which was followed by the Fireworks.

Each year, the Old Home Day Committee grows with new members with some existing members moving on. The Old Home Day Committee takes pride in this event every year because they know how much it means to every Citizen of Plaistow. The Committee is always striving to ***PROGRESS*** and looking for volunteers and new members to help the Old Home Day Committee and/or event out. Interested citizens can contact us via [www.Plaistow.com](http://www.Plaistow.com), or, on our Facebook page at [Facebook.com/PlaistowOldHomeDays](https://www.facebook.com/PlaistowOldHomeDays).

I would especially like to acknowledge and thank Wendy Bush, a long-standing member of our Committee. Regretfully, 2012 was Wendy's last year on our Committee and I want to thank her for all of the time and energy she has put into the work of planning for Plaistow's annual Old Home Day. We were truly privileged to have had her serve on our Committee for so long. We will truly miss her and wish her the best of luck in her future endeavors.

As in previous years, I would like to again note a special thanks to the members of the Plaistow Lions Club for their great help and service in organizing and assisting with setting up for the day. I would also like to thank all of our volunteers, friends, and Town Officials that help us each year. Without them, we would not be able to put on an event such as Old Home Day.

This 2013 Old Home Day event planning has already started, and we look forward to having another great year. We hope to see you on the Town Green on June 29, 2013!

Respectfully Submitted,

*Dan Bush, Chairman  
Old Home Day Committee*







# Town of Plaistow, New Hampshire

## 2012 ANNUAL REPORT



### *REPORT OF THE OLD HOME DAY COMMITTEE (Continued)*

### FINANCIALS

Transaction	Period	Date	Transaction Description	vnd#	Vendor Name	Document#	Trn Amount
004682-000077	Apr 2012	04/16/12	OHD-FIREWORKS	001569	American Thunder Fireworks	AP V 051136 VE	3,000.00
004682-000078	Apr 2012	04/16/12	OHD-BALLADEER ENTERTAINMENT	BARJA	Jim Barnes	AP V 051137 VE	300.00
004682-000079	Apr 2012	04/16/12	OHD-SHUTTLEBUS	COPPO	Coppola, Inc.	AP V 051138 VE	130.00
004682-000080	Apr 2012	04/16/12	OHD-T-SHIRTS	008660	Valerie Haggett-Torrissi	AP V 051139 VE	150.00
004682-000082	Apr 2012	04/16/12	OHD-SUPPLIES	018780	ROSETTES & RIBBONS	AP V 051141 VE	67.55
004682-000083	Apr 2012	04/16/12	OHD-PUPPETS	003923	Dan Grady	AP V 051142 VE	420.00
004685-000018	Apr 2012	04/23/12	Old Home Day Performer	MCAMA	Gregory McAdams	AP V 051172 VE	280.00
004694-000125	May 2012	05/07/12	Old Home Day Entertainment	012732	MAD SCIENCE OF SO NH & NO	AP V 051350 VE	617.50
004743-000063	May 2012	05/29/12	ASCAP LICENSE FEE	001600	ASCAP	AP V 051532 VE	334.25
004746-000050	Jun 2012	06/04/12	OHD-PETTING ZOO	MCDGAR	McDonny's Farm LLC	AP V 051576 VE	325.00
004746-000051	Jun 2012	06/04/12	OHD-RIDES	PARVIS	Party Visions LLC	AP V 051577 VE	1,000.00
004749-000025	Jun 2012	06/11/12	OHD-FIREWORKS	001569	American Thunder Fireworks	AP V 051627 VE	3,000.00
004749-000058	Jun 2012	06/11/12	OHD-PARADE UNITS	016021	Plaistow Lions Club	AP V 051659 VE	10,500.00
004753-000025	Jun 2012	06/14/12	OHD-REMAINDER OF BILL FOR ACT	PARVIS	Party Visions LLC	AP V 051694 VE	2,400.00
004753-000056	Jun 2012	06/18/12	OHD-PETTING ZOO	MCDGAR	McDonny's Farm LLC	AP V 051725 VE	325.00
004758-000007	Jun 2012	06/21/12	OHD-TRASH CLEAN UP	020650	TROOP 18 BSA	AP V 051737 VE	500.00
004758-000057	Jun 2012	06/25/12	OHD-SHIRTS	008660	Valerie Haggett-Torrissi	AP V 051775 VE	150.00
004766-000059	Jul 2012	07/09/12	OHD-PORTABLE TOILET	016010	Peter Johnson	AP V 051931 VE	350.00
004830-000051	Aug 2012	07/30/12	OHD-TRAFFIC CONTROL	018714	Rockingham Cty. Sheriff's	AP V 052148 VE	204.00
004830-000055	Aug 2012	07/30/12	OHD	023124	Westville Grand Rental Sta	AP V 052152 VE	1,245.00
004830-000056	Aug 2012	07/30/12	OHD-MISC ITEMS	023124	Westville Grand Rental Sta	AP V 052153 VE	332.00
004830-000076	Aug 2012	07/30/12	OHD-SUPPLIES	023200	WalMart Community 1930	AP V 052162 VE	50.41
004830-000078	Aug 2012	07/30/12	OHD-WATER FOR PARADE	023200	WalMart Community 1930	AP V 052164 VE	23.88
004830-000082	Aug 2012	07/30/12	OHD AND ECONOMIC DEVELOPING	023200	WalMart Community 1930	AP V 052168 VE	275.00
005026-000092	Sep 2012	09/21/12	BANQUET TABLE OLD HOME DAY	023124	Westville Grand Rental Sta	AP V 052747 VE	17.00
005026-000093	Sep 2012	09/21/12	OHD AUDIO SYSTEM GENERATOR	023124	Westville Grand Rental Sta	AP V 052748 VE	388.54
Expenditure Total							26,385.13







## Town of Plaistow, New Hampshire

### 2012 ANNUAL REPORT



#### ***REPORT OF THE PLAISTOW AREA TRANSIT ADVISORY COMMITTEE***

The Plaistow Area Transit Advisory Committee (PATAC) was formed as a grass roots organization in 1990 with charter members from Plaistow and all surrounding towns as well as representatives from Rockingham Planning Commission, NH State transportation officials, and local transit companies. A three (3) phased series of goals were established, including: 1) To create a Park and Ride lot at Westville Rd and Route 125; 2) Establish Plaistow to Boston express commuter bus service, and 3) Extend the MBTA service from Haverhill to Plaistow. **PROGRESS** was made and the first two (2) goals were attained in the mid 1990s. Three years after the bus service began, the direct Boston leg of the service was terminated and now only goes to Newburyport where it continues to Boston. The third goal is currently actively being pursued.

#### **Plaistow Rail Station Status**

In January, 2011 the Town of Plaistow received a Congestion Mitigation Air Quality (CMAQ) grant for \$7,526,220 in addition to the CMAQ grant (\$975,800) that was obtained by PATAC in 2001 to fund the MBTA station. These funds, up to \$2,300,000, may be used to complete an alternative site analysis, an environmental assessment, and an updated ridership study.

In order for the studies to begin, NH Department of Transportation (NHDOT) will transfer some of the CMAQ funds to a fund that can be administrated federally by the Federal Transit Authority (FTA), a division of the US Department of Transportation. This is necessary because the project is a transit project and not a highway project. This task was accomplished in 2012 and a team of NHDOT employees, with input from Plaistow officials, prepared a Letter of Interest for contractors/consultants that might be interested in working on this project. The same team of state and local officials reviewed the replies from the Letter of Interest and selected the top 3 replies. A Request For Proposal (RFP) was sent to the top 3 respondents and the team of state and local officials then selected a contractor. HDR, a large rail contractor with several NH employees, submitted the best overall reply to the RFP and was selected as the contractor for the Plaistow project. The NHDOT agreed to use toll credits to provide the 20% local match for the FTA funding to do the studies.

**Note:** Toll credits are state-only monies that have been spent for transportation projects such as our turnpike system, and that have not been funded with federal transportation dollars. This allows their use as a local match for other federally funded transportation projects. Unfortunately, the NH Legislature passed a bill placing another hurdle to be overcome for the success of the project. The bill requires all uses of toll credits for non-highway uses must be approved by the Capital Budget Oversight Committee.

During the early part of 2013, we are hopeful that the Budget Oversight Committee will approve the use of toll credits for the Plaistow rail project, and that an agreement between HDR and NHDOT on the cost of the studies will come to fruition and that a contract can be prepared and signed by the Governor and the Executive Council.

The results of the studies will be used to determine if a rail station and companion layover facility is feasible and if so where they will be located. If the studies conclude the rail station



## Town of Plaistow, New Hampshire

### 2012 ANNUAL REPORT



and companion layover facility are feasible, then a locally preferred alternative (LPA) site for both the layover facility and rail station will be selected. Once that is completed a bill will be introduced in the NH House of Representatives to authorize the NH Department of Transportation to spend the remaining CMAQ funds to complete the construction of the rail station and purchase the land where the layover facility is to be located.

#### **Abutter Concern**

Some Plaistow and Atkinson abutters have raised concern that their quality of life will be severely impacted by the rail station and layover facility. Noise and air quality are the primary concerns. The studies will address both of these issues and how they can be mitigated so they have little or no impact.

#### **Route 125 Widening Project Update**

Construction for the current phase of improvements the Danville Rd, Old Rd, Jesse George Rd, and Main St intersections as well as the jug handle on the east side of Rt. 125 across from the intersection at Walton Rd was completed in 2012.

The next phase of improvements will include the widening of Rt. 125 from East Rd. to Old Rd. with a signalized intersection constructed at the entrance to Brickyard Square plaza and a service road behind the businesses that have frontage on the east side of Rt. 125. This phase of construction is scheduled to begin in fiscal 2014 (Oct 2013 – Sep 2014).

The final phase of construction will include the widening of Rt. 125 from Old County Rd. to match the widening already completed for the intersection of Newton Junction/Hunt Rd. in Kingston. It will also include reconstruction of the Kingston Rd. intersection in Plaistow along with the reconstruction of Granite St. in Kingston to a signalized intersection at Roadstone Dr. in Kingston.

Respectfully Submitted,

*Timothy E. Moore*

*Timothy Moore, Chairman*





# Town of Plaistow, New Hampshire

## 2012 ANNUAL REPORT



### ***REPORT OF THE PLAISTOW FIRST COMMITTEE***

The Plaistow Board of Selectmen (BOS) created the Plaistow First Committee (PFC) in 2010 to review all Town-owned properties and to make recommendations about the future use or ownership of properties in an effort to provide effective tools to be used by management to ***PROGRESS*** in meeting the long term needs of the Town. The PFC is made up of representatives from the BOS, Planning Board, Conservation Commission, and members of the community interested in helping shape the future of Plaistow. The Town staff took on a support role for the PFC to do parcel ownership investigation, minute taking, meeting preparation (agenda, copies of materials, etc.), and creation of a GIS map that delineates all Town-owned properties and their use and recommended disposition.

#### **Plaistow First Committee (PFC) Members**

Michael Dorman (Staff)	Sean Fitzgerald (Staff)	Robert Gray (BOS and PB)
David Hansbury (Citizen)	Robert Harb, Chair (Citizen)	Daniel Johnson (Citizen)
Leigh Komornick (Staff)	Charles Lanza (PB)	Richard Latham (Citizen)
George Melvin (Citizen)	Timothy Moore (PB and CC)	John Sherman (BOS)
Paul Sickel (Citizen)		

The original charter for the PFC adopted by the BOS included:

**Part 1** – Develop a “Needs List” of property and buildings that are required for ensuring the future effective management of the Town of Plaistow by reviewing the Town Master Plan and interviewing the Board of Selectmen and Town Manager

**Part 2** – Develop an “Inventory List” of property and buildings currently owned by the Town or which have relevant easements

**Part 3** – Develop a “Recommendations List” to include properties that should be disposed of, properties that should be utilized differently, and properties that should be considered for possible acquisition.

**Part 4** - A Water Utilization Subcommittee will study current and future water related issues, including, but not limited to: fire suppression, potable water supply, water conservation, and wastewater disposition.

### ***2012 PROGRESS***

Since submitting the first report to the Board of Selectmen in September, 2011, the PFC undertook the last task which was to review properties that are not owned by the Town, but could be a valuable asset to the Town for various needs (herein referred to as “Properties of Interest.”). In addition, Phase II Recommendations also include several “Other” recommendations that concern specific recommended actions. The following is the Plaistow First Committee’s agreed upon definition of “Properties of Interest.”

#### ***Definition of “Properties of Interest”***

Properties of Interest are defined as: “Those properties that the Board of Selection may want to review for future acquisition or easement as they abut, or are in close proximity to, Town-owned properties that the Town may want to consider for future expansion. Acquiring these properties or an easement in these properties may increase the utilization of the existing Town-owned parcel(s).”



## Town of Plaistow, New Hampshire

### 2012 ANNUAL REPORT



The Plaistow First Committee held their last “official” meeting (based upon their amended Charter) on Wednesday, April 25th to review and approve the Phase II Recommendations and the Committee’s Final Report to the BOS. A spreadsheet containing all of the Phase II recommendations put forth from the PFC and an updated map to depict the “Properties of Interest” and the “Other” Phase II Recommendations were presented to the Board of Selectmen along with the Final Report. The PFC hopes that the recommendations that are contained in this Final Report will be useful as the Town moves toward the utilization of lands for various uses. Members noted that the work they had completed was very important and that 57 recommendations had already been completed! True **PROGRESS** had been made.

Also at their last meeting in April, the Committee discussed what their role would be moving forward and the fact that their final efforts associated with their current charter as defined by the BOS had been completed. It was agreed that the Committee would remain “in tact” as an Ad Hoc Committee and all of the members agreed to remain members of this Committee in order to address any important Town-owned lands related efforts Plaistow may engage in.

In fact, the Plaistow First Committee was asked to reconvene again in October, 2012 to address the issue of the Town’s need for a new Highway Garage and Landfill and what possible sites could be pursued. During October, November and December, 2012, the Committee held several meetings, received a powerpoint presentation from the Town Manager on the deficiencies of the Highway Garage and Salt Shed, and conducted numerous site walks to look at Town-owned and non Town-Owned properties listed on a score card for possible sites for the relocation of the Highway Garage and Salt Shed.

Upon review of numerous properties, the Plaistow First Committee will reconvene in early 2013 to provide a summary of their review of properties and associated recommendations.

Respectfully Submitted,

*Robert Harb, Chairman  
Plaistow First Committee*







# Town of Plaistow, New Hampshire

## 2012 ANNUAL REPORT



### ***REPORT OF THE PLANNING BOARD***

#### **Subdivision and Site Plan Applications**

A major role of the Planning Board is to review and approve subdivision and site plan applications for residential and commercial development. During 2012, the Planning Board reviewed and approved numerous subdivision, site plans and minor site plans including:

- A 2-Lot Subdivision for property located at 96 Plaistow Road and a new “Tractor Supply” retail store totaling 19,097 square feet.
- A Site Plan for the demolition of a portion of an existing shopping center (approximately 12,820 square feet) located at 5-9 Plaistow Road, and a proposed 14,820 square foot free standing pharmacy with a drive-thru and associated parking. This property is known as Tax Map 24, Lot 38, and totals 20.39 acres.
- A Minor Site Plan for the Sale of Storage Sheds at 119 Plaistow Road (Site of the Old Dano’s Pizza).
- A Minor Site Plan for a Special Business Event (Grand Opening) at the New Firestone Tire Store on Garden Road.
- A Site Plan Amendment to include razing the existing gas station and constructing a 4,052 square foot bakery/café at 4 Plaistow Road (Stateline Plaza) -Tax Map 24, Lot 44 and totals 17.5 acres.
- A request for a new tenant at Testa Corp. located at 144 Main Street.
- A Site Plan Amendment for a retaining wall for property located at 29 Newton Road, Tax Map 66, Lot 20 totaling 7.29 acres.
- A letter of request regarding occupancy of a unit at 1 Red Oak Drive, Unit H, on Newton Road by M.E.F. Controls and Electrical Services, Inc.
- A letter of request regarding occupancy of Unit # 4 at 207 Main Street.
- A letter of request to lease 2 service bays at 7 Rose Avenue for repair of vehicles for an auto dealership, including state inspection license.
- A Site Plan Amendment to add a 25 X 16 sunroom to the residential portion of 2,688 square foot, 2-story residential unit with a small art studio with room for instruction of 5 art students, and a in-law unit. The property is located at 92 Newton Road, Tax Map 68, Lot 8B containing 1.84 acres.
- A request for a Personal Training Facility at Westville Business Park.
- A Minor Site Plan Application for the Temporary Sale of Christmas Trees at 127 Plaistow Road, Tax Map 29, Lot 58 (Existing Location of Hope’s Diner).
- A discussion with Ron LeBlanc regarding a driveway approved by the NHDOT and Dan Garlington into his property at the intersection of Route 125 and Old County Road.
- A letter of request regarding the occupancy of a Unit at Red Oak on Newton Road for Classic Car Restoration Business.
- A Site Plan for proposed storage containers on a site with an existing apartment building on the property located at 241 Main Street, Tax Map 31, Lot 18-1, totaling 3.36 acres.
- An amendment to the Conditional Use Permit by Pennichuck Water Works originally granted by the Planning Board on June 15, 2011 for a new well to be located on



# Town of Plaistow, New Hampshire

## 2012 ANNUAL REPORT



### ***REPORT OF THE PLANNING BOARD (Continued)***

common land within the Twin Ridge Condominiums. The amendment involved the addition well line (pipe) and electrical line connections from the newly installed well south and easterly to connect back to an existing waterline located just north of the intersection of Lower and Brentwood Roads.

- A Condominium Conversion of a previously approved Site Plan for a 40-Unit Elderly Housing Complex Project on 34.05 acres resulting from the Consolidation Plan of Tax Map 62, Lots 41-4 through 41-14.
- A Condominium Conversion of an existing duplex building for the property located at 24 Hale Spring Road (FKA 17 Kingston Road), Tax Map 53, Lot 14.
- A discussion regarding the use of 7 Main Street property for “Just Stuff” Business.
- A Condominium Conversion of a Duplex on Karl’s Way.
- A review and discussion regarding a request to locate “Phil’s Old Fashioned Barbeque” at 127 Plaistow Road, Tax Map 29, Lot 58 (Existing Location of Hope’s Diner).
- A request for a Dance Studio in Basement of Recesso Physical Therapy.
- A request for a Temporary Occupancy Permit for Blinn’s Auto Body.
- Approval of a request for a Certificate of Occupancy at 51 Kingston Road (ProBark).
- A recommendation from the Planning Board to the Board of Selectmen regarding acceptance of Karl’s Circle as a Class V (Town) Road.
- Updates from applicants on various site plan and subdivision projects.
- Requests throughout the year for various Bond and Escrow monies releases.

### **Master Plan**

One of the required duties of the Planning Board is to create and maintain a Master Plan for the Town with periodic updates to the Plan every 10 years at a minimum. Although most Master Plans have multiple chapters, and Plaistow’s Plan is no different, by law on



two (2) chapters are required – a Vision statement or chapter and a Land Use chapter. Major updates were done in 1988 and 2004 with minor updates completed in 1995. In 1988 and 2004, the Planning Board hired a consultant to do the updates. The Planning Board is working very hard to do the updates with our current board members and Town Planner, Leigh Komornick. The plan is to update the Master Plan chapter by chapter over a period of two (2) to three (3) years.



# Town of Plaistow, New Hampshire

## 2012 ANNUAL REPORT



### ***REPORT OF THE PLANNING BOARD (Continued)***

The procedure to update the Master Plan is for the Planning Board to hold a Public Hearing for the proposed update and then vote to approve, amend, or deny the update based on the presented material and input received during the Public Hearing from the public, Planning Board members, or Town Staff. The following table lists each of the Master Plan chapters and the chapter update status.

<b>Master Plan Update Status and Proposed Completion Schedule</b>		
<b>Chapter</b>	<b>Latest Update Adoption</b>	<b>Proposed Completion</b>
Introduction	December, 2011	
Update Schedule		On-going
Implementation		On-going
History of Plaistow	December, 2011	
Mission Statement	December, 2011	
Goals	December, 2011	
Population	January, 2012	
Community Facilities	May, 2012	
Housing		March, 2013
Transportation		2013
Recreation	December, 2012	
Energy		2013
Land Use		2013
Economic Development		2014
Natural Resources		2014
Water Resources		2014

An important adjunct to the Master Plan is a Capital Improvements Program (CIP). Please see the separate report for the CIP for more details. Its relation to the Master Plan however is extremely important in that it provides a planned funding mechanism for the projects listed in the Master Plan. Another important goal for 2013 is to more formally link the CIP with the Master Plan.



As in the past, we are hoping for lots of participation throughout 2013 as we hold public information sessions and hearings for the Master Plan Updates. If anyone would like to help the Planning Board we currently have one (possibly two) Alternate Member positions available. Although Alternate Members do not have a vote at Planning Board meetings, their

input is always welcome and in a case where a regular member cannot make a meeting, the Chairman can appoint an alternate member as a voting member to fill in for the absent regular member. If anyone is interested in becoming an alternate or would like to help us update a chapter in the Master Plan, please let us know.

Respectfully Submitted,

*Timothy E. Moore, on Behalf of the Plaistow Planning Board*



# Town of Plaistow, New Hampshire

## 2012 ANNUAL REPORT



### ***REPORT OF THE PLANNING DEPARTMENT***

The Planning Department Staff consists of Town Planner Leigh Komornick who has been with the Town for over eleven (11) years. The primary responsibilities of the Planning Department Staff are to administer the Town's land use controls, including the Zoning Ordinance, and Subdivision and Site Plan Review Regulations, and for carrying out all of the administrative duties needed to support the work of the Planning Board. Each year, Staff continues to ***PROGRESS*** in carrying out these responsibilities, and has branched out into other areas of responsibility including Town projects and efforts that require planning support. The following is a more detailed discussion of the work that the Planning Department Staff carries out during the past year.

#### **Administrative Support and Customer Service**

Planning Department Staff provides the administrative support to the Planning Board and interacts with the public and other Town Staff, consultants, and applicants on a daily basis. This assistance also includes preparing the Planning Board agendas and packets for their bimonthly meetings that are held on the first and third Wednesday of the month, attending the meetings to provide technical input and guidance, and providing follow-up assistance with all issues that arise from the meetings.

#### **PlanNH Results**

On Monday, April 23<sup>rd</sup> at 6:30 p.m., members of the Plan NH Team made a presentation of Plaistow's Village Center Plan NH Final Report at the Board of Selectmen's meeting. This included a power point presentation, as well as distribution of paper copies of the final report. In addition to the public, the Planning Board, Highway Safety Committee, Conservation Commission and all other Boards, Committees and Public Officials were invited to attend the meeting.

Later in 2012, the Planning Board held a separate Workshop to Review the Plan NH Final Report and Main Street Study and seek input.

#### **Master Plan**

Public Hearings were held throughout 2012 to adopt the following updated chapters of the Town of Plaistow Master Plan:

- *Community Facilities Chapter*
- *Population Chapter*
- *Review of Proposed Implementation Chapter and the Establishment of an Implementation Committee*
- *Recreation Chapter*

#### **Other Long Range Planning Activities**

Our other major responsibility is Long-Range Planning for the Community. This involves updating and implementing the Town's Master Plan, serving on and providing technical and administrative assistance to the Capital Improvement Program (CIP) Committee, preparing planning studies and grant applications, and working on a variety of miscellaneous projects for the betterment of the Town.





# Town of Plaistow, New Hampshire

## 2012 ANNUAL REPORT



### ***REPORT OF THE PLANNING DEPARTMENT***

The Planning Department Staff consists of Town Planner Leigh Komornick who has been with the Town for over eleven (11) years. The primary responsibilities of the Planning Department Staff are to administer the Town's land use controls, including the Zoning Ordinance, and Subdivision and Site Plan Review Regulations, and for carrying out all of the administrative duties needed to support the work of the Planning Board. Each year, Staff continues to ***PROGRESS*** in carrying out these responsibilities, and has branched out into other areas of responsibility including Town projects and efforts that require planning support. The following is a more detailed discussion of the work that the Planning Department Staff carries out during the past year.

#### **Administrative Support and Customer Service**

Planning Department Staff provides the administrative support to the Planning Board and interacts with the public and other Town Staff, consultants, and applicants on a daily basis. This assistance also includes preparing the Planning Board agendas and packets for their bimonthly meetings that are held on the first and third Wednesday of the month, attending the meetings to provide technical input and guidance, and providing follow-up assistance with all issues that arise from the meetings.

#### **PlanNH Results**

On Monday, April 23<sup>rd</sup> at 6:30 p.m., members of the Plan NH Team made a presentation of Plaistow's Village Center Plan NH Final Report at the Board of Selectmen's meeting. This included a power point presentation, as well as distribution of paper copies of the final report. In addition to the public, the Planning Board, Highway Safety Committee, Conservation Commission and all other Boards, Committees and Public Officials were invited to attend the meeting.

Later in 2012, the Planning Board held a separate Workshop to Review the Plan NH Final Report and Main Street Study and seek input.

#### **Master Plan**

Public Hearings were held throughout 2012 to adopt the following updated chapters of the Town of Plaistow Master Plan:

- *Community Facilities Chapter*
- *Population Chapter*
- *Review of Proposed Implementation Chapter and the Establishment of an Implementation Committee*
- *Recreation Chapter*

#### **Other Long Range Planning Activities**

Our other major responsibility is Long-Range Planning for the Community. This involves updating and implementing the Town's Master Plan, serving on and providing technical and administrative assistance to the Capital Improvement Program (CIP) Committee, preparing planning studies and grant applications, and working on a variety of miscellaneous projects for the betterment of the Town.



# Town of Plaistow, New Hampshire

## 2012 ANNUAL REPORT



### NOTICE TO PROPERTY OWNERS:

If you own real estate lots that were involuntarily merged by municipal action, you may be able to have those lots restored to their pre-merger status. Your property may qualify if two or more lots were merged for zoning, assessing, or taxation purposes and the merger occurred:

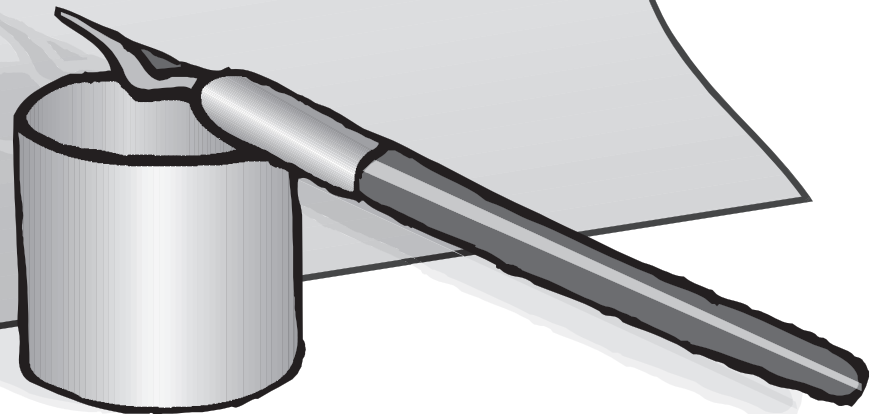
- During your ownership, without your consent; or
- Prior to your ownership, if no previous owner consented to the merger.

**To restore your property to pre-merger status, you must:**

- Make a request to the local governing body
- No later than December 31, 2016.

**Once restored:**

- Your properties will once again become separate (taxable) lots; however, they must still conform to applicable land use ordinances. Restoration does not cure non-conformity.



**(You may read the full text of this statute at RSA674:39-aa Restoration of Involuntarily Merged Lots).**



# Town of Plaistow, New Hampshire

## 2012 ANNUAL REPORT



### ***REPORT OF THE POLICE DEPARTMENT***

As I reflect back on the year, 2012, and ponder the events that occurred, I am quite proud of our accomplishments and **PROGRESS** that has been made on several issues. We sought help from the public on raising money for soft-body armor for our K9 partner, Kraken, as well as establishing a granite memorial for all of our past service K9s. We embarked on a bold initiative to improve our training facility (firing range) without any cost to the taxpayers. Our staffing levels have begun to dramatically smooth out with completion of field training for several new Officers. Our ACO, Brian Farrell, has firmly established his presence in the Department and Town and completed the NH Police Standards and Training Part-Time Police Academy. We have started transitioning our cruisers from the Ford Crown Victoria to the Ford Taurus Interceptor, with an initial cost increase due to retro-fitting interior equipment. Taxpayers will see a down shifting of overall cruiser fleet mileage which is directly reflected by five Officer vacancies. This will pivot upward in 2013. Our motto, "Progress with the People", is prominently displayed on our new cruisers and will be on others to follow.

#### **Mission Statement**

The mission of the Plaistow Police is to protect our residents and all those who pass through our town.

This goal will be accomplished by forming and maintaining positive and informative relationships with the community to improve the quality of life and safety for future generations through establishing high standards of impartial and professional law enforcement.

#### **Core Values**

##### PROFESSIONALISM

Dedication  
Serving with Pride  
Fairness to All

##### TEAMWORK

Peers  
Community  
Positive Approach

##### VISION

Learn from the Past  
Meet the Present Challenge  
Plan for the Future

Our Animal Control function has expanded with a signed contract with the Town of Danville, providing a more regional approach. During 2012, ACO Brian Farrell handled 93 calls for service for Danville and 311 calls for service for Plaistow. He also assisted our Town Clerk with licensing responsibilities for over 1,280 dogs.

Our K9 team consisting of Sgt. Porter and Kraken had 53 calls for service, which were lower this year due to Kraken's unexpected emergency surgery, which caused him to be out of service for approximately two months. The K9 team was also involved in 224 hours of in-service training during the year.

Contracted prosecution services once again proved to be a productive and efficient method of seeking justice with a total of 1,435 complaints filed on a total of 929 cases. Plaistow filed 646 complaints, which is up from 592 from last year on 399 cases.



# Town of Plaistow, New Hampshire

## 2012 ANNUAL REPORT



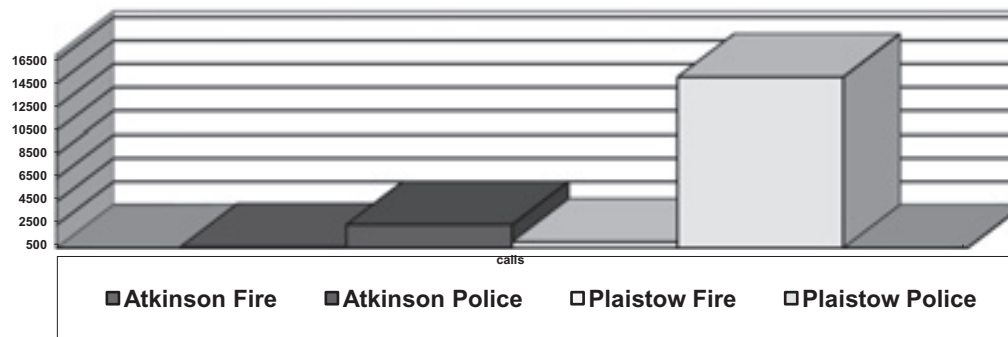
### ***REPORT OF THE POLICE DEPARTMENT (Continued)***

A vital part of the prosecution function is our Victim Witness Advocate. The position continues to be partially funded through a Federal Grant, which has been in existence for several years. The VWA provides valuable support to victims of crime, specifically, domestic violence for all Towns in the District Court catchment. During 2012, the VWA handled 309 total initial contacts for all Towns with 132 originating from Plaistow.

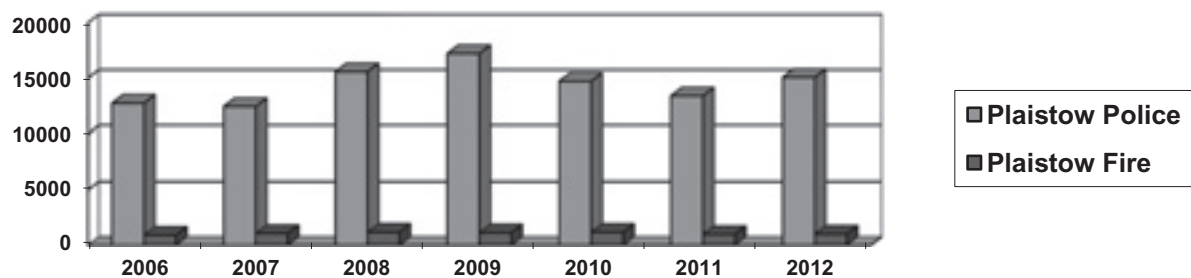
At year end, we tracked our active arrest warrant histories with MPO Dorothy McGurren's assistance and determined that we had 95 warrants, 90 of which are from Massachusetts. Some defendants are currently incarcerated and our oldest warrant dates back to 1990.

As I have continuously stressed with each passing year, our Communications Division is our life blood and is charged with the overwhelming responsibility of answering and dispatching emergency calls and accurately logging the calls.

### **2012 CALLS FOR SERVICE**



### **CALLS FOR SERVICE FOR SIX-YEAR PERIOD (2006 – 2012)**



Our overall calls for service have risen over 2011 by approximately 1,700, a significant increase. Of special note, in the chart below, is that motor vehicle activity has risen dramatically including DWI enforcement, largely the result of staffing levels and aggressive enforcement. Property crimes have increased, paralleling the increases in drug activity.





# Town of Plaistow, New Hampshire

## 2012 ANNUAL REPORT



### REPORT OF THE POLICE DEPARTMENT (Continued)

#### Crime Statistics for 2012

Murder/Manslaughter	0	Alarms (Police)	586
Burglary	59	Assaults	60
Theft/Robbery	338	Sexual Assaults	13
Motor Vehicle Theft	15	Traffic Citations	304
Criminal Mischief	105	Motor Vehicle Stops	6,103
DWI	26	Domestic Calls	126
Motor Vehicle Accidents	419		

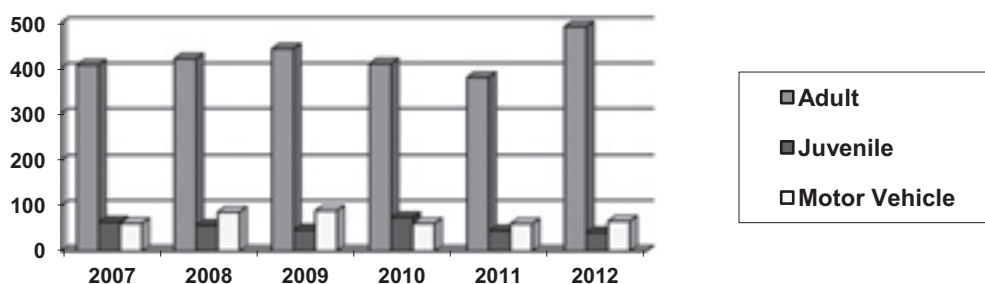
Our Special Investigative Unit (SIU) has amassed some significant statistics as well, in spite of being short-handed during the year.

#### Special Investigation Unit Cases for 2012

Assaults/Sexual Assault	6	Secondhand Dealer Licenses	11
Burglary/Robbery	21	Pawn Transactions	16,500
Theft/Receiving Stolen Property	80	Sex Offender Registrations	34
Fraud	2	Calls for Service	830
Drug	114	Search Warrant Applications	26
Gun Line Violations	37	Child Abuse	1

Of special note, is how our drug investigations have increased yet again, as well as the SIU's calls for service and search warrants. The SIU has handled and processed approximately 16,500 pawn transactions and licensed 11 second-hand pawnbroker dealers.

#### SIX YEAR ARREST COMPARISON (2007 – 2012)



Deputy Chief Jones advises that we committed the Department to 3,873 man hours in training, largely because of so many new Police Officers in the Academy and Field Training. We are committed to advanced training to minimize risk and retain good Officers.



## Town of Plaistow, New Hampshire

### 2012 ANNUAL REPORT



#### ***REPORT OF THE POLICE DEPARTMENT (Continued)***

The value of our Administration staff, consisting of Administrative Assistant Sarah Gibbs, Secretary Jen Page, and Part-Time Records Clerk Wendy Ventura, is immeasurable, continuously assisting members of the public as well as, members of this department with records requests, pawn slip inquiries, pistol permits, personnel requests, purchasing, inventory, payroll, vendor payments, and court scheduling to name just a few. The efficiencies in these areas are the result of having a skilled and dedicated group of staff that simply know their jobs and do them exceptionally well.

As I contemplate 2012, our ***PROGRESS*** in a number of areas was noticeable. We reached an agreement with an abutter to acquire land for a possible stand-alone police facility and an expansion of the Town Cemetery. We initiated a number of important drug cases, one of which, had a huge federal impact on Bath Salts. We completed our Secure Server Room as mentioned in last year's report. We are constantly seeking solutions to our police/fire radio coverage in Plaistow and Atkinson and have some goals for the short term that are attainable. The Department is working to improve our Training Facility for Officers, mitigate some ongoing hazards at the site, and apply for an as-built plan through the Planning Board. Most of this progress will be achieved through committed partnerships with the Haverhill Police Department and U.S. Postal Inspection Service.

We look forward to 2013, with renewed vigor and enthusiasm, in part due to newer, fully trained, eager Officers and their commitment to serving Plaistow.

Respectfully Submitted,

***Stephen C. Savage, Chief of Police***

2012 Swearing in  
Promotional Ceremony  
of Sgt. Alec Porter &  
Sgt. Jason Mazza.





# Town of Plaistow, New Hampshire

## 2012 ANNUAL REPORT



### ***REPORT OF PUBLIC SAFETY COMPLEX BUILDING COMMITTEE***

During 2012, the Public Safety Complex Committee met several times for site discussion purposes. The Committee has looked at a variety of off-site locations for a new stand-alone Police Station and decided that the rear of the current site offers the Town the best and financially responsible solution to overcrowding. We embarked on negotiations with an abutter for a land swap to increase our footprint to allow for more parking at a new facility.

As of the preparation of this report, both parties are substantively in agreement to the terms. We are preparing for Public Hearings with the Board of Selectmen to help citizens understand our work to date. Our ***PROGRESS*** to reach the overall goal of construction of a new police facility, although time-consuming and slow at times, will be measured by the end result.

We have begun PowerPoint presentations in the Community on this project to the Board of Selectmen, Lions Club, and Firemen's Association and anticipate a presentation to the Library Trustees and the School Board soon.

I thank everyone for their focus on this project and encourage continued attention to this important capital project.

Respectfully Submitted,

*Chief of Police Stephen C. Savage*  
*Chairman*

### **2012 Public Safety Complex Building Committee Members**

Stephen C. Savage (Chief of Police), Co-Chairman  
John McArdle (Chief of Police), Co-Chairman  
Sean Fitzgerald (Town Manager), Co-Chairman  
Michael Dorman (Building Inspector)  
William Baldwin (Emergency Management)  
Dan Poliquin (Selectman Representative)  
Neal Morin (Budget Committee Representative)  
Darrell Britton (Budget Committee Alternate Representative)  
Martha Sumner (Budget Committee Alternate Representative) - resigned  
William Query (Citizen's Representative)  
Sarah Gibbs (Recording Secretary)



# Town of Plaistow, New Hampshire

## 2012 ANNUAL REPORT



- Serious safety issue to Officers in processing arrestees.



- Suicide risks.
- Sight and sound separation by gender.
- No juvenile facility.



- Significantly crowded 24 hour Communication Center with no immediate locker facility for dispatchers or break room.



- Handicap access deficiencies including doorways, halls, men and ladies locker rooms.





# Town of Plaistow, New Hampshire

## 2012 ANNUAL REPORT



### ***REPORT OF THE RECREATION COMMISSION***

The Plaistow Recreation Commission made significant **PROGRESS** in 2012 by completing a Recreation Strategic Plan as requested by the Board of Selectmen, based on a specific recommendation they received from the Plaistow First Committee which reads as follows:

***#51- The BOS direct Town Manager to work with the Recreation Department and Recreation Commission to develop a Recreation Strategic Plan, to include properties, buildings and/or other facilities to be developed and/or acquired including a priority designation.***

The members of the Recreation Commission are all active participants in the recreation programs and have compiled this data based on our first-hand knowledge of Town needs and in consultation with the parents that we work with. We are confident that a costly formal community survey would reveal the same list of activities and priorities.

These activities are consistent with (1) both national and local trends and (2) the primary goal as stated in the newly adopted Recreation Chapter of the Master Plan which reads as follows: “To “provide suitable recreation opportunities - land, programs, and facilities - to service the Town’s existing and future populations.”

The Recreation Commission believes that “Recreation is for Everybody” and that the recreation activities and opportunities we provide in Plaistow should be able available to all age groups. To this end, we have included both passive and active recreational activities, as well as the traditional team sports activities.

Over the past decade, while the Town of Plaistow has been successful in expanding its recreational facilities (i.e. PARC) and programs, there is much more that can be done to meet the recreation needs of Plaistow’s current and future population.

While many current national trends include increased water activities such as – swimming, fishing, boating, canoeing, sailing, water skiing, power boating – Plaistow does NOT have the water resources to possibly meet that demand. To compensate for this, we must pursue other types of activities that will make up for the lack of Plaistow’s water resources such as walking, hiking, running, team sports, etc.

The activities that are listed in the Recreation Strategic Plan include those that Plaistow currently has available as well as additional activities we would like to make available. While we have not yet completed a detailed cost analysis of the proposed activities, many of them are no-cost/low-cost family oriented activities that can be accommodated on existing Town-owned land.

During 2013, we will further expand the “Needs List” currently included in the Recreation Strategic Plan and listed on the following page. We will also continue to make **PROGRESS** in implementing the primary goal as stated in the updated Recreation Chapter of the Master Plan.



# Town of Plaistow, New Hampshire

## 2012 ANNUAL REPORT



### ***REPORT OF THE RECREATION COMMISSION (Continued)***

The following recreation “Needs” have been identified by the Recreation Commission and are included in the current Recreation Strategic Plan:

- Trails to include running, walking, biking, cross country skiing, snow shoeing, picnic areas and shelter, rock climbing, sledding hills, bouldering, fitness trails, Letterboxing trails
- Additional diamonds to include T Ball, Softball, Babe Ruth Baseball, Senior Leagues
- Community Garden Space
- Additional Courts for Volleyball, Bocce ball, Horseshoes and Badminton
- Dog Park
- Pool Areas, wading pool and swimming pool
- Ice Rink
- Community Center
- Adult Fitness Park
- Additional Playground
- Additional Basketball Court
- Wall Ball Area
- Batting Cages
- Driving Range
- Chip and Putt Golf
- Climbing Wall
- Floor Hockey Rink
- Frisbee Golf Course
- Fenced in Whiffle Ball Court

The Recreation Commission would like to thank the Board of Selectmen for their continued support in recognizing the importance of the Recreation Strategic Plan we have developed and the many efforts that it will take to bring to fruition the recreation needs of all Plaistow residents. Even sledding like Paul and Connie Holmes were doing in 1929 off of Sweet Hill Road!

Respectfully Submitted,

*Bill Coye, Chair*





# Town of Plaistow, New Hampshire

## 2012 ANNUAL REPORT



### ***REPORT OF THE RECREATION DEPARTMENT***

The year 2012 brought about change to the Recreation Department. After almost two decades of service, Carli Malette, Director of the Recreation Department has left her position. After 18 years of service and countless accomplishments, Carli opened many doors and opportunity for **PROGRESS** and growth within this department. Ms. Malette has served on a wide variety of boards, she was a Selectwoman, member of the School Board Committee, Chairwoman of the Friends of Recreation, and served on the Recreation Commission prior to accepting the fulltime appointment of Recreation Director. Ms. Malette's service to this Town spans twenty-five (25) years. During her tenure, she has developed Community programs such as Toddler Trick or Treat, both the Pumpkin and Tree Lighting and also our Summer Recreation program. In addition, she has been instrumental in the development of Senior Activities. Trips around New England and liaison to Vic Geary Center, Carli has done it all with grace and enthusiasm. Plaistow Athletic Recreation Complex is probably the largest undertaking within the Recreation Department, turning a piece of land into a beautiful park to include: baseball diamonds, concession stand, playscape, sandboxes and a new home for the Summer Recreation program. Countless hours of research and planning went into this project and a multitude of personnel, at the helm was Carli. So in essence, we the Town of Plaistow would like to take this time to publically thank Carli Malette for her dedication and years of service to not only the Recreation Department but the Town of Plaistow. Her commitment to Plaistow, recreation programming and the residents has been amazing and will be a hard act to follow.

#### **Senior Activities**

Our seniors lead by example, many of Plaistow's senior residents gave countless hours to bettering the lives of others. Our seniors have been hard at work, knitting work that is, completing four bins full of lap robes, hats and scarves for our veterans. Their donations were well received by over 35 residents of the Tilton Veteran's Home. A day of giving and singing of Christmas carols made the day of both our residents and the men and woman who have served our Country. The Timberlane Middle School Student Senate created a program to bridge the gap of young and old with hopes of learning from each other and building lasting friendships, it is called the Senior Buddy Program. These youngsters under the direction of their advisor, Sue Sherman have begun building relationships with our seniors over the last three years. The Student Senate consists of





## Town of Plaistow, New Hampshire

### 2012 ANNUAL REPORT



#### ***REPORT OF THE RECREATION DEPARTMENT (Continued)***

45 middle school students who meet daily to discuss, plan and execute a number of programs aimed at bettering the communities of Plaistow, Atkinson, Danville and Sandown. The Senior Buddy program is just one of those programs. A highlight of the program is the Annual Cookie Swap, a day of cookie consumption and entertainment by the musical talents of our own Middle School students. In addition, this partnership participates in a Valentine's Day Luncheon, assistance with the Senior Craft Fair; the Student Senate even donated a "Senior Buddy" tree to our Annual Festival of Trees celebration. Most importantly, this program's goal was to integrate service learning and the senior population. Hats off to Sue Sherman, the Timberlane Middle School Student Senate and to the 100 seniors who have had the privilege of participating in this program, it truly is a wonderful addition to our Community.

#### **Summer Recreation Program**

As we began our second season at PARC, we introduced the first season of creating age appropriate activities for all campers. As the growing pains of our first season had subsided, the programming geared toward age groups grew, and we were now able to offer recreational activities as well as field trips based on camper's age and ability. Along with golf, basketball and painting, pre-teens were able to participate in kayaking. Fields trips such as Build a Bear and Nuttin but a Good Time were geared towards younger campers.

During Summer Recreation, we partnered with many agencies within our Town. The campers were visited by our Fire Department that was headed up by Captain Scott Vezina who taught Fire Safety. In addition, we had two special guests from the Plaistow Police Department. Officer Joan Marsilia, School Resource Officer, came and presented a program on Bullying, discussing the importance of accepting individuals for who they are. Sergeant Alec Porter and his K-9 partner, Kraken, also visited PARC for a K9 Demonstration.

The 2012 Summer Recreation program attendance was the highest ever, averaging 130 children per week. I would like to take this opportunity to thank the incredible staff of the Summer Recreation Program without whom this program would not be successful!



#### **Holiday Events**

Holiday Events begin as early as October in Plaistow with the Recreation Department kicking off a series of Community Events to celebrate Halloween and Christmas that I hope we all remember as being FUN! Just as the season changes, families across Plaistow gear up for the Annual Pumpkin Lighting, with categories including Most Creative Pumpkin, Scariest Pumpkin, and the Most Halloweeny Pumpkin! In 2012, 109 pumpkins were lit illuminating the walkway of the Town Green, it was beautiful. The Pollard PTA joined us in preparing games to be played by attendees, faces were painted by Colleen Ferrante and friends and this year the Recreation Department staff was joined by the Plaistow Library staff that facilitated Science experiments by making snow and GAK.





## Town of Plaistow, New Hampshire

### 2012 ANNUAL REPORT

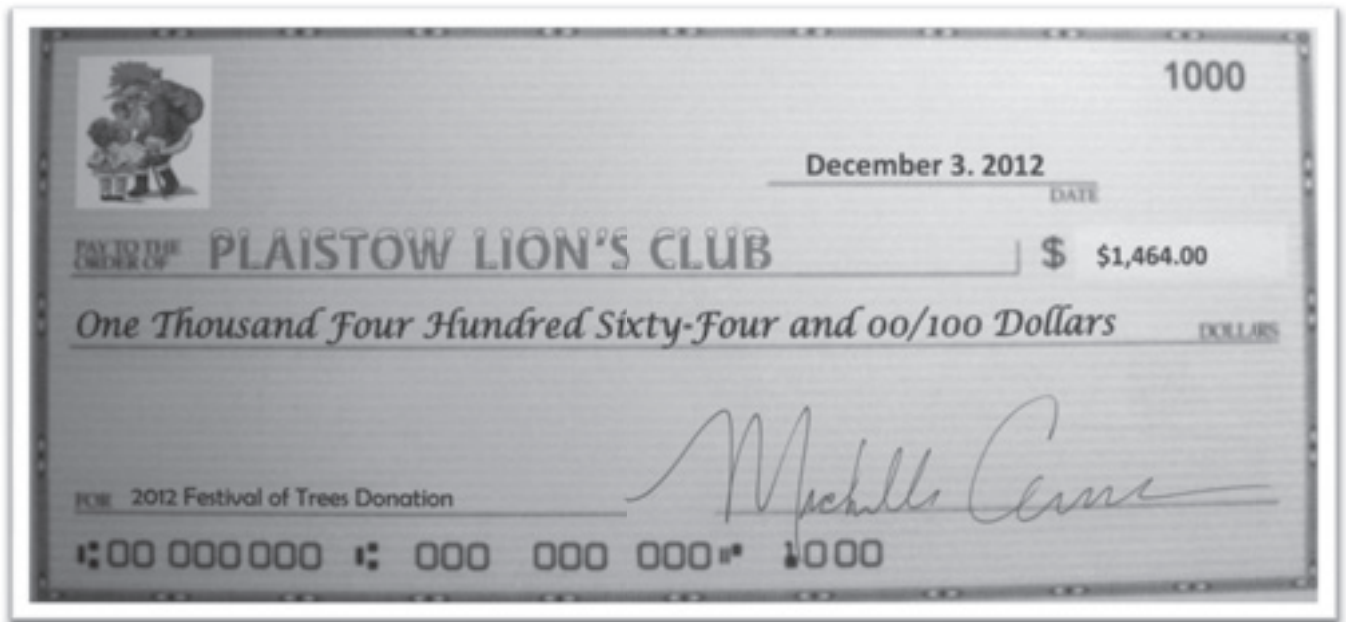


#### ***REPORT OF THE RECREATION DEPARTMENT (Continued)***

Moving closer to winter, the second year of the Festival of Trees Celebration took place the week after Thanksgiving. This year, there were a total of 29 trees donated by various businesses and residents, and more than 200 residents walked through the second floor of the Town Hall to experience this truly beautiful event.

On December 2<sup>nd</sup>, the Recreation Department collaborated with friends from Rockingham Church, the Girl Scouts and our very own Plaistow Fire Department to make the Annual Tree Lighting a success. Santa was brought in on a fleet of fire trucks all the way from the North Pole down to the Town Green and with a little wiggle of his nose and cheers from some very anxious children, the Tree was lit! Hot chocolate consumed, carols sung and the night was warm even though the rain made it a bit cold.

Overall, this year's Festival of Trees Celebration raised \$1,464.00 for the Lion's Club, and a special "Thank You" goes out to the Plaistow Lions Club who is always willing to extend a hand to not only Plaistow Recreation but to the Community at large. THANK YOU Lions Club for making this Christmas Season one to remember for so many of the residents!



To also celebrate the Christmas season, the Recreation Department teamed up with Ms. Nancy at the Library for the Annual Ornament making. Over 65 children participated in this event and made over 400 ornaments! We thank the Community for sharing their Holiday season with us.

Respectfully Submitted,

*Christina Cruz, Acting Director*



# Town of Plaistow, New Hampshire

## 2012 ANNUAL REPORT



### ***REPORT OF THE GO-GREEN PLAISTOW COMMITTEE***

#### ***Our Mission***

The Go-Green Plaistow Committee was established in 2011 with the mission to: “Encourage and educate Plaistow residents on the benefits of recycling and sustainable practices.” The emphasis in 2012 was to show **PROGRESS** in increasing the level of recycling in Plaistow by focusing on continued education. These efforts were reflected in the 2013 budget that will show a savings of \$25,000. We know recycling will make a difference to our earth, and educating our citizens to be good stewards of the earth is an important mission.

#### ***Why Recycle?***

“I am only one; but still I am one. I cannot do everything, but I still can do something; I will not refuse to do the something I can do.” Helen Keller (From [www.oberlin.edu/recycle/facts](http://www.oberlin.edu/recycle/facts))

#### ***2012 Go-Green Committee Events***

**OLD HOME DAY:** We set up an information table at Old Home Day with free literature, barrel stickers, and free raffle prizes. Numerous residents registered to take “the Go-Green Plaistow pledge”. Cooking with solar power was very progressive activity and we enjoyed Girl Scout S’mores cooked perfectly by the sun.

A 2012 Recycling and Trash Information Guide was made available to each Plaistow citizen. All this information was presented as a background for encouraging recycling and supported by creating a two barrel limit for regular trash. Please refer elsewhere in the Town report for the dates/days for recycling.

**CABLE SHOWS:** The Committee produced six (6) shows for Cable Channels 17 and 23, including:

- Worm Composting: How to Raise Worms and Recycle Food Scraps.
- Story time with Michael Recycle.
- What’s in Your Trash That Can Be Recycled? This program was a “show and tell” of a family’s weekly trash and discussion about what and how the various items could or could not be recycled.
- Repurposing Household Materials for Holiday Crafts for Children.
- Why Recycle? An interview with Peter Gamache, President of JRM, the Town’s waste management company.
- A three part show entitled, “Going Green in Plaistow with Heather Beaulieu.”

**MONTHLY NEIGHBORHOOD RECYCLING STARS:** Each month, the Committee recognizes a neighborhood for their recycling efforts. The winners in 2012 included neighborhoods on Partridge Lane, North Avenue, Kelleher Ave and Sunrise Terrace.



# Town of Plaistow, New Hampshire

## 2012 ANNUAL REPORT



### ***REPORT OF THE GO-GREEN PLAISTOW COMMITTEE (Continued)***

#### ***Our Thank You's***

Committee members would like to thank the following organizations and individuals for their continued support: Board of Selectmen, Town Manager, Administrative Assistant, JRM, Pollard PTA, Timberlane Middle School Student Senate, and the Vic Geary Center.

#### ***Our Future Plans***

- Community Garden
- Composting in your own yard
- Energy audits for homes
- Recycling hazardous materials in a safe way
- Sustainable water practices- make your own rain barrel
- Increased citizen recycling effort

#### ***Did You Know?***

- The average American individual consumes 120 pounds of natural resources every day, and throws away 3 and 1/2 pounds of trash per day.
- About 75 percent of the water we use in our homes is used in the bathroom. (California Energy Commission, 2006)
- Improperly sealed/caulked windows can account for up to 25% of total heat loss from a house. (Environment Canada, 2007)
- Compact fluorescent light bulbs (CFLs) are an energy-saving alternative to incandescent bulbs
- Each of us uses approximately one 100-foot-tall Douglas fir tree in paper and wood products
- Recycling paper instead of making it from new material generates 74 percent less air pollution and uses 50 percent less water. (EPA, 2008)
- Recycling aluminum saves 95% of the energy needed to produce new aluminum
- Recycling one aluminum can save enough energy to run a 100-watt bulb for 20 hours, a computer for 3 hours, or a TV for 2 hours
- Most bottles and jars contain at least 25% recycled glass.
- Every year we make enough plastic film to shrink-wrap Texas
- If every American household recycled just one out of every ten HDPE bottles they used, we'd keep 200 million pounds of the plastic out of landfills every year.
- The junk mail Americans receive in one day could produce enough energy to heat 250,000 homes.
- The average baby generates a ton of garbage every year. (Mostly in plastic diapers)
- \$1 out of every \$11 Americans spend for food goes for packaging



# Town of Plaistow, New Hampshire

## 2012 ANNUAL REPORT



### ***REPORT OF THE GO-GREEN PLAISTOW COMMITTEE (Continued)***

***Here Are 3 Great Web Sites to Help You with Your Recycling!!***



**<http://www.nhptv.org/planetgranite/>  
[http://www.nhthebeautiful.org/recycling.](http://www.nhthebeautiful.org/recycling)  
<http://www.oberlin.edu/recycle/whyrecycle.html>**

**NEVER FORGET THAT ONE PERSON CAN MAKE A DIFFERENCE!**

**Reduce! Reuse! Recycle! Repurpose!**

Respectfully Submitted,

*Susan Sherman*

*Susan Sherman, Chair*







# Town of Plaistow, New Hampshire

## 2012 ANNUAL REPORT



### ***REPORT OF THE ROCKINGHAM COUNTY CONSERVATION DISTRICT***

The mission of the Rockingham County Conservation District (RCCD) is to conserve and sustain the natural environment for present and future generations by working to make wise land use decisions. The RCCD was formed in 1946 as a legal subdivision of the State of New Hampshire and is directed by a Board of Supervisors that is a state appointed governing body made up of five residents of the County. The position of District Supervisor is a public office and, as such, the Board of Supervisors has a legal and moral responsibility to their constituents -- the people of the District.

The RCCD delivers soil and water conservation assistance at the local level. We receive a small portion of our funding from the County, but rely heavily on funds generated from our services to keep us operating.

The RCCD offers numerous services to both towns and individuals including the following:

#### **Conservation Partnerships With Municipalities and Organizations**

- ❖ Conservation Grant Application Assistance
- ❖ Non-Point Source Pollution Control
- ❖ Watershed Management
- ❖ Natural Resource Evaluation
- ❖ Ecological Restoration
- ❖ Invasive Species Control
- ❖ Sustainable Agriculture Promotion
- ❖ Green Energy and Conservation
- ❖ Conservation Easements/Open Space
- ❖ Education & Outreach

#### **Landowner Assistance Landowner Initiated Conservation**

- ❖ Guidance on Best Management Practices
- ❖ Current Use Application Assistance
- ❖ Soil Potential Index Calculation
- ❖ Soil Interpretation
- ❖ Conservation Easements
- ❖ Sustainable Agriculture

#### **Specialized Equipment Rental Assist Small Farms/Improve Soil Quality and Reduce Nutrient Runoff**

- ❖ Stoltzfus Woodash/Lime Spreader
- ❖ AerWay Soil Aerator
- ❖ Great Plains No-Till Seeder\*Coming in 2013

#### **Municipal Review Assistance Plan Reviews/Impact Assessment/Monitoring**

- ❖ Stormwater Management Plan Review
- ❖ Erosion and Sediment Control Plan Review
- ❖ Wastewater Disposal Test Pit Witnessing
- ❖ Wastewater Disposal System Reviews
- ❖ Natural Resource Impact Evaluation
- ❖ Wetland Impact Permit Reviews
- ❖ Compensatory Wetland Mitigation Compliance
- ❖ Construction Monitoring & Compliance
- ❖ Conservation & Agriculture Zoning Assistance



## Town of Plaistow, New Hampshire

### 2012 ANNUAL REPORT



### ***REPORT OF THE ROCKINGHAM COUNTY CONSERVATION DISTRICT (Continued)***

The RCCD also offers several sales programs including Trout Stocking. For each sale, the RCCD will stock trout in a pond every spring. Six (6) to eight (8) inch Rainbow and Brook Trout can be ordered in multiples of twenty-five (25) already for pick up. Larger sized trout (ten (10) to twelve (12) inch), with a minimum order of 50, are delivered directly to pond. The sales program for trout begins in early March with delivery normally in late April. We have stocked tens-of-thousands of trout over the years to happy pond owners and fishing derby sponsors.

The RCCD now manages more than one hundred and three (103) different conservation easements protecting over 4,600 acres of land. These efforts have been hugely successful in helping to maintain Rockingham County's rural characteristics.

During 2012, the RCCD provided technical assistance to seventeen (17) municipalities on nearly two hundred (200) projects involving natural resource evaluations and protection methods. Plaistow's Conservation Commission has been in contact with the RCCD many times over the past years for advice on current use, best management practices, and soils information.

RCCD Staff includes various specialists including:



- ❖ Soil Scientists
- ❖ Wetland Scientists
- ❖ Ecologists
- ❖ Licensed Pesticide Applicator
- ❖ Engineers
- ❖ Erosion Control Specialists
- ❖ Septic System Designers
- ❖ Restoration Hydrologist
- ❖ Conservation Specialists

Anybody is welcome to contact us about our services which are described on our web site: <http://rockinghamccd.org>. Feel free to contact us online or for general inquiries please contact the Office Manager by Phone: (603) 679-2790; by Fax: (603) 679-2860, by Email: [rccd@rockinghamccd.org](mailto:rccd@rockinghamccd.org), or by Mail:

Rockingham County Conservation District  
110 North Road  
Brentwood, New Hampshire 03833  
(Our office hours are Monday through Friday, 9:00 a.m. – 4:00 p.m.)

Respectfully Submitted,

*Leonard A. Lord, PhD , RCCD District Manager*



# Town of Plaistow, New Hampshire

## 2012 ANNUAL REPORT



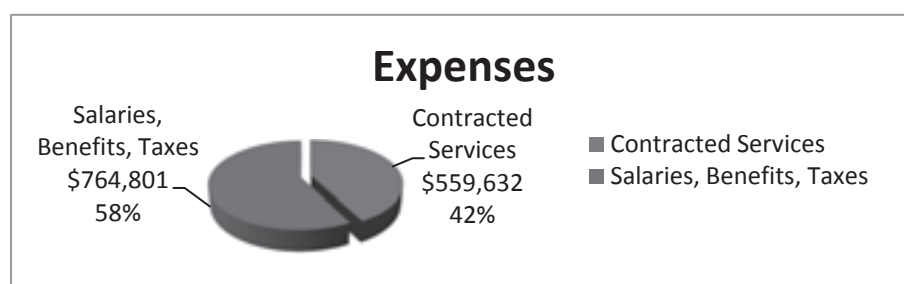
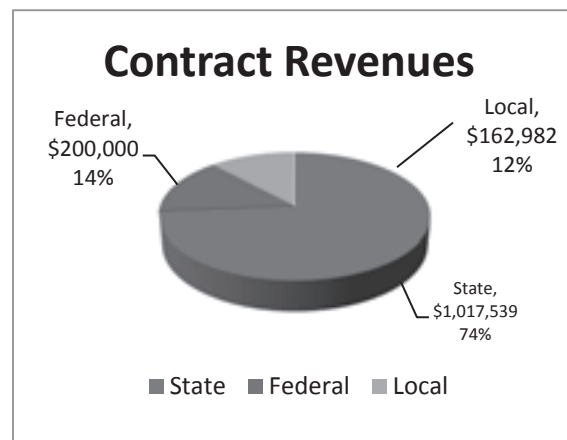
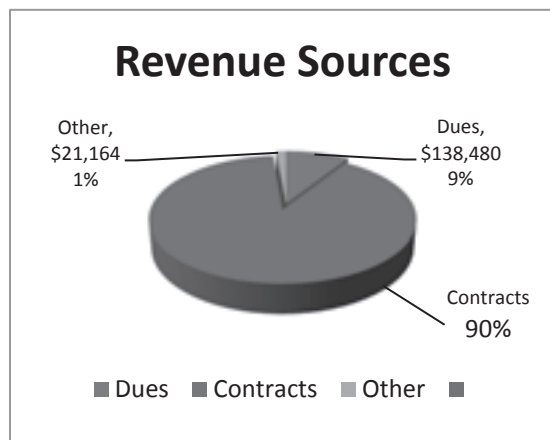
### ***REPORT OF THE ROCKINGHAM PLANNING COMMISSION***



156 Water Street, Exeter, NH 03833  
Tel. 603-778-0885 • Fax: 603-778-9183  
[email@rpc-nh.org](mailto:email@rpc-nh.org) • [www.rpc-nh.org](http://www.rpc-nh.org)

The Rockingham Planning Commission (RPC) is a voluntary local public regional planning commission established under state law (RSA 36). It exists in an advisory capacity to provide professional planning assistance to local governments and to coordinate local and regional planning in the areas of land use, transportation, natural resource protection, and housing and economic development. The Commission, which is not affiliated with Rockingham County, serves a state-defined planning region that includes 27 municipalities in southern and seacoast Rockingham County with a population of approximately 180,000. Commission membership is voluntary and is maintained through the payment of annual dues from each of the 27 municipalities based on their respective population. The 2013 dues are based on a per capita rate of \$0.93 or \$7,079 for Plaistow. This rate has not been increased in the last 4 years.

The number of commissioners from each municipality is also based on population; Plaistow is entitled to 2 commissioners who serve 4-year terms. Alternates may also be named. Generally planning boards make recommendations to boards of selectmen who then appoint a person as a commissioner. The RPC is controlled by a Board of Commissioners (appointed from each municipality), who set policy, oversee the budget and decide what work the Commission will undertake. The Commission has a very modest budget of approximately \$1.5 million. The following charts show the sources of revenues and expenses.





# Town of Plaistow, New Hampshire

## 2012 ANNUAL REPORT



### ***REPORT OF THE ROCKINGHAM PLANNING COMMISSION (Continued)***

The Commission holds monthly meetings on the 2<sup>nd</sup> Wednesday of the month. The meetings rotate each month among the member towns. The meeting in Plaistow is typically held in April.

The Commission undertakes many land use activities; typical activities include the following:

- ❖ Provides Developments of Regional Impact (DRI) Committee support.
- ❖ Provides Geographic Information System (GIS) support for use in local and regional planning.
- ❖ Updates RPC web site and continues to make commonly requested planning documents available for download. We can be found at: [www.rpc-nh.org](http://www.rpc-nh.org).
- ❖ Fulfills numerous inquiries and requests for statistical information regarding the region regarding demographic and related information and maintained the RPC's role as State Data Center Affiliate for Census and other data.
- ❖ Provided technical assistance to the NH Office and Energy and Planning in administering the FEMA Flood Insurance Program.

The Commission is involved in the activities that promote regional water quality and is also involved in economic development planning and provides assistance to the Rockingham Economic Development Council.

The Commission provides educational programs for its members including the following:

- ❖ Organized and sponsored several workshops for Stormwater Management and climate adaptation planning.
- ❖ Provided a training session for new commissioners.
- ❖ Organized and held the Annual Legislative Forum, where RPC legislative priorities were presented and local officials and legislators were invited to discuss current bills before the Legislature.

The Commission undertakes many transportation planning activities; typical activities include the following:

- ❖ Traffic Counting: In cooperation with NHDOT, the RPC maintains a robust traffic counting program in the region. This data is used by NHDOT, communities and RPC to monitor traffic growth and flow, to update and calibrate the regional traffic model and to identify congestion mitigation projects.
- ❖ Safe Routes to School: Staff worked with several member communities in the development of Safe Routes to School (SRTS) initiatives, including Rye, Hampton, Plaistow, Newfields and Portsmouth.
- ❖ 2014-2040 Long Range Transportation Plan: Extensive preparation activities occurred during 2012 for the next Long Range Transportation Plan. These included work on a state-wide evaluation criteria for projects where only the highest ranking projects





# Town of Plaistow, New Hampshire

## 2012 ANNUAL REPORT



### *REPORT OF THE ROCKINGHAM PLANNING COMMISSION (Continued)*

advance to the 10-Year Plan and eventual implementation. Also worked with the NH Department of Transportation to improve the efficiency of the 10-Year Plan.

- ❖ MPO Technical Advisory Committee and Policy Committee Meetings: Held 4 Policy Committee Member meetings throughout the year and several Technical Advisory Committee meetings throughout the year as necessary (typically every 2 months).

Respectfully Submitted,

*Timothy E. Moore*

*Timothy Moore, Chairman  
Rockingham Planning Commission*





# Town of Plaistow, New Hampshire

## 2012 ANNUAL REPORT



### ***REPORT OF THE STORMWATER MANAGEMENT TASK FORCE***

#### **What is Stormwater?**

Stormwater runoff is generated when precipitation from rain and snowmelt events flows over land or impervious surfaces and does not percolate into the ground. As the runoff flows over the land or impervious surfaces (paved streets, parking lots, and building rooftops), it accumulates debris, chemicals, sediment or other pollutants that could adversely affect water quality if the runoff is discharged untreated. The primary method to control stormwater discharges is the use of best management practices (BMPs).

#### **Why is it so Important to Reduce, Eliminate or Control Stormwater Runoff?**

Since the passage of the Clean Water Act (CWA), the quality of our Nation's waters has improved dramatically. Despite this progress, however, degraded waterbodies still exist. According to the 2000 National Water Quality Inventory (Inventory), a biennial summary of State surveys of water quality, approximately 40 percent of surveyed U.S. waterbodies are still impaired by pollution and do not meet water quality standards. A leading source of this impairment is polluted runoff. In fact, according to the Inventory, 13 percent of impaired rivers, 18 percent of impaired lake acres and 32 percent of impaired estuaries are affected by urban/suburban stormwater runoff.

#### **Environmental Protection Agency's (EPA) Stormwater Program and Associated Permit Requirements**

Phase I of the U.S. Environmental Protection Agency's (EPA) stormwater program was promulgated in 1990 under the CWA. Phase I relies on National Pollutant Discharge Elimination System (NPDES) permit coverage to address stormwater runoff from: (1) "medium" and "large" municipal separate storm sewer systems (MS4s) generally serving populations of 100,000 or greater, (2) construction activity disturbing 5 acres of land or greater, and (3) ten categories of industrial activity.

The Stormwater Phase II Final Rule was the next step in EPA's effort to preserve, protect, and improve the Nation's water resources from polluted stormwater runoff. Phase II was intended to further reduce adverse impacts to water quality and aquatic habitat by instituting the use of controls on the unregulated sources of stormwater discharges that have the greatest likelihood of causing continued environmental degradation.

#### **Plaistow's Stormwater Permit Requirements**

The Town of Plaistow is covered under a NPDES Phase II MS4s General Permit, which requires us to develop and implement a Stormwater Management Program (SWMP) to prevent or reduce harmful pollutants from being washed or dumped into an MS4, and prohibit illicit discharges. In New Hampshire, the EPA remains the permitting authority and provides oversight and issues stormwater permits.

For Plaistow, the MS4s includes all Town-owned storm drains, pipes, and ditches that make up the system of conveyance for stormwater discharge. The EPA has found that stormwater discharges from MS4s are a concern because of the high concentration of pollutants found in these discharges. Concentrated development in urbanized areas substantially increases impervious surfaces, such as city streets, driveways, parking lots, and sidewalks, on which pollutants from concentrated human activities settle and remain until a storm event washes them into nearby storm drains. Common pollutants include pesticides, fertilizers, oils, salt, litter and



# Town of Plaistow, New Hampshire

## 2012 ANNUAL REPORT



### ***REPORT OF THE STORMWATER MANAGEMENT TASK FORCE*** ***(Continued)***

other debris, and sediment. Another concern is the possible illicit connections of sanitary sewers, which can result in fecal coliform bacteria entering the storm sewer system. Stormwater runoff picks up and transports these and other harmful pollutants then discharges them – untreated – to waterways via storm sewer systems. When left uncontrolled, these discharges can result in fish kills, the destruction of spawning and wildlife habitats, a loss in aesthetic value, and contamination of drinking water supplies and recreational waterways that can threaten public health.

Under the Small MS4 Stormwater Program, Plaistow was required to apply for NPDES permit coverage in 2003 at which time the Town developed the initial stormwater management program that includes the required six minimum control measures. Since 2003, the program continues to be updated annually based upon these six control measures and the progress the Town of Plaistow has made on each of the specified measures. Each year, the Town submits a report to the EPA summarizing the work accomplished to achieve these goals and remain in compliance with the Town's General Permit.

#### **Measured Performance Criteria**

Listed below are the six minimum control measures that were the basis of the the Town of Plaistow's MS4 Permit. They were identified by the EPA as being measures that are expected to result in significant reductions of pollutants discharged into receiving waterbodies.

- Public Education and Outreach
- Public Participation/Involvement
- Illicit Discharge Detection and Elimination
- Construction Site Runoff Control
- Post-Construction Runoff Control
- Pollution Prevention/Good Housekeeping

#### **Technical Assistance Provided to the Town of Plaistow to Meet the MS4 Requirements**

The Town of Plaistow has hired Normandeau Associates, Inc., an environmental firm out of Bedford, NH, to assist, oversee, review, and at times, conduct the required activities. Their guidance allows the Town to most effectively utilize its employees and volunteers to accomplish the work associated with the Town's EPA municipal stormwater permit compliance responsibilities.

#### **The New EPA Permit**

The EPA has issued a draft permit to replace the 2003 permit. The draft permit includes many new required tasks. As this draft permit is still undergoing revisions and the Town is waiting until the final permit is issued before taking further action.

For more information about the EPA's Stormwater program, visit the **Stormwater Basic Information** page.

Respectfully Submitted,

*Leigh Komornick, Town Planner*



## Town of Plaistow, New Hampshire

### 2012 ANNUAL REPORT



#### ***SUPERVISORS OF THE VOTER CHECK LIST***

Election records are kept at the Town Hall for reference by anyone who is authorized and in need of that information. Voting checklist is retained for a period of 6 years and can be referenced as proof of voting in any given election if needed.

Residents may change their voting record any time that the Town Clerk's Office is open, at an Election or during any work session of the Supervisors of the Check List as allowed by the NH RSA's.

**REGISTERING TO VOTE:** New residents may register to vote during regular office hours in the Town Clerk's office, during any session of the Supervisors of the Check List or on Election Day at the polls. The Supervisor's sessions are posted on the Cable TV station (Channel 17) and also in the local newspapers. The session is held about 10 days prior to any election. A person cannot register to vote in the Town Clerks' office 10 days prior to any election. New Hampshire has a same day registration policy, so they can register at the polls on Election Day and still vote. Residents may not register at the Deliberative Session.

To register as a voter a resident must prove that he/she is a resident of Plaistow. To do this we require a mortgage statement or notarized letter from you landlord, plus a current utility bill showing that they are indeed living there. ID is also required; this can be in the form of a current NH driver's license, certified birth certificate or a current passport. If a person's name has changed and it doesn't reflect the new name on their documents, we will need to see the document that confirms the name change. Anyone that has become a citizen after moving to the USA will need to show his or her naturalization papers as well. Should a resident not have any of the above documentation during an Election Day Registration, they will be allowed to sign an affidavit as proof.

Town and School Elections are held together on the second Tuesday in March each year. These elections have articles on them that directly affect your real estate tax rate.

Respectfully Submitted,

*Nancy J. Jackman, Supervisor of the Checklist*



***PLEASE TAKE PRIDE IN OUR TOWN – GET OUT AND VOTE!***





# Town of Plaistow, New Hampshire

## 2012 ANNUAL REPORT



### ***REPORT OF THE TAX COLLECTOR***

In New Hampshire, the Tax Collector is an elected position that is responsible for maintaining the detailed accounting of the taxes due, collected, and abated, and all of the property sold for nonpayment of taxes. In 2012, our office continued to ***PROGRESS*** in customer service by providing accurate, courteous and efficient service to Plaistow's citizens.

#### **Tax Bills Issued by Plaistow**

Plaistow issues two tax bills per year (semi-annually), with payments due in July and December. The tax year runs from April 1st – March 31st (NH RSA 76:15-a). The first tax bill is an estimated bill, *approximately* the entire previous year's bill amounts divided by two. The second bill is determined by the new tax rate set by the State of New Hampshire Department of Revenue Administration ("DRA"). The DRA usually sets the tax rates for the towns in the late fall. Once the rate is set by DRA, the second bill is then calculated by multiplying the new tax rate by the assessed value of the property minus any payments made on the first bill.

This office's regular schedule is Monday, Tuesday, and Wednesday - 8:30 a.m. until 4:30 p.m. For each month prior to the two due dates for tax bill payments, the Tax Office offers expanded hours:

*Monday - 8:30 a.m. until 7:00 p.m.*  
*Tuesday, Wednesday, Thursday - 8:30 a.m. to 4:30 p.m.*  
*Friday - 8:30 a.m. to 3:00 p.m.*

#### **Escrowed Taxes**

State Law requires that tax bills be mailed to the owner of record. If your taxes are escrowed by a mortgage company, and they request that you send them the bills, please provide them with a copy, as our office does not do so. Most mortgage companies do request tax bill amounts, however, it is not guaranteed. Feel free to contact us to check on the status of your tax payments.

#### **Maintaining Proper Tax Bill Mailing Address Information**

If you purchase property in Plaistow, whether you live at the property or not, it is critical that you come in and fill out a "Change of Address" form so that your tax bills are sent to you - the property owner. Likewise, if you continue to own property in Plaistow but live elsewhere, it is critical that you notify the Town each time you have a change of address.

If you have any questions or need clarification on your tax bill, please don't hesitate to contact me at (603) 382-5200, Extension 17. (Email: [rbayek@plaistow.com](mailto:rbayek@plaistow.com)).

Respectfully Submitted,

*Rosemarie L. Bayek, Tax Collector*





# Town of Plaistow, New Hampshire

## 2012 ANNUAL REPORT



### ***REPORT OF THE TOWN CLERK***

The Clerk's office is busy even though computers have made things much faster. Many of our residents may remember the days of the clerk's manually looking up the weight and list price to register vehicles, then calculating the fees and finally typing the registration and title applications. This process would take 10 minutes to renew a vehicle but twenty minutes to do a title and new registration. Today we can process renewals in about two to three minutes and a new vehicle only five to seven minutes.

Next year we will be doing Boat Registration by computer. We have waited for years for this to happen. Residents will be happy to know that we will be able to accept checks and credit cards as well as cash with this new update, as we continue to ***PROGRESS*** in our ability to provide improved customer services.

We also hope to be able to accept Visa logo credit and debit cards next year. The Visa Corporation has not allowed us to do this in the office due to the fact that we pass on the credit card fees, that we are charged, (2.75%) to the individual person using the card and not to all our residents.

Another new change will be using a computer and printer to create the dog licenses at the annual rabies clinic instead of hand writing them out, then entering the information into the computer back at the office.

We look forward to another year of service to our residents and we are always open to suggestions.

Respectively Submitted,

*Maryellen Pelletier, Town Clerk*





# Town of Plaistow, New Hampshire

## 2012 ANNUAL REPORT



### ***"HOW TO" INFORMATION FROM THE TOWN CLERK'S OFFICE***

#### **To Establish Residency**

You will need to bring in either a notarized letter from your landlord stating that you live at their property, or a copy of your mortgage statement showing both your name and the Plaistow address. Plus, you will need a current utility bill or a piece of mail containing a recent postmark and your name with the Plaistow address.

#### **To Register Your Vehicles if You Are From Out-Of-State**

If you have just moved to Plaistow from out-of-state, you will need to bring in titles for each vehicle you are registering, or, if you have a bank loan on the vehicle, you will need to bring in your current registration and the name and address of the bank that is holding the title. We will also need to know the date you bought the vehicle and the mileage at the time of the sale. We will then prepare the title application and have you mail it to the Title Bureau who will then contact your lien holder and have your title swapped for a NH title. The NH Department of Motor Vehicles in Concord, NH will then mail you a letter explaining that you should bring their letter to the Town Clerk's Office, along with your blue copy of the title application, and we can then issue the license plates. You will be charged a state fee and a town tax, which is an excise tax.

#### **To Register New Vehicles If You Are a New Hampshire Resident**


If you have moved to Plaistow from another NH community, or are already a Plaistow resident and are registering a new vehicle, you will need to present a certificate of origin, a title, or a title application prepared by a NH dealer for 1999 and newer vehicles. For 1998 and older vehicles, a bill of sale is required along with a previously issued NH registration, or a copy of a previous title, or a TDMV 19A form (available at the Town Clerk's Office). With all transactions, you will need to show proof of residency and proof of identification. Fees for the town tax are based on the value of the vehicle and state fees are based on weight. There are also fees for the title, plates, special plates, mail notices and e-registration fees.

#### **To Renew Registrations for Existing Vehicles**

If you are renewing your registration, this can be done in person, by mail, with a mail notice or by e-registration at [www.plaistow.com](http://www.plaistow.com) (from the home page, click on "Online Registration"). To register electronically, there is an additional cost of \$2.50 per vehicle for processing.


#### **To Change Your License**

You will need to bring in one (1) primary, one (1) secondary and one (1) residency document, or two (2) primary and one (1) residency document. Examples of these documents are listed on the following page.







TOWN OF PLAISTOW  
TOWN CLERK  
PLAISTOW, NH 03065  
603-362-6129 x16

Tuesday February 05, 2013 12:04 PM

 Customer Services

### Select a payment service from the list below

	<b>Dog Licensing</b> You can renew your dog license online by clicking on the icon to the left. Payment type is accepted via your checking account and also via Credit Card. There is an additional fee for your online transactions: Checking Account-\$2.50 per dog and one \$1.35 cent charge. Credit Card-\$2.50 per dog and one charge for the Credit Card Processing fee of 2.75% with a \$1.00 minimum.
	<b>E-Reg - Motor Vehicle Registration</b> You can request your vehicle renewal registration online by clicking on the icon to the left. Payment type is accepted via your checking account and also via Credit Card. There is an additional fee for your online transactions: Checking Account-\$2.50 per vehicle and one \$1.35 charge. Credit Card-\$2.50 per vehicle and one charge for the Credit Card Processing fee of 2.75% with a \$1.00 minimum.
	<b>Overflow Trash Stickers</b> Overflow trash stickers may now be purchased online.
	<b>Vital Record Request</b> Vital Records and Certificates



## Town of Plaistow, New Hampshire

### 2012 ANNUAL REPORT



### ***"HOW TO" INFORMATION FROM THE TOWN CLERK'S OFFICE (Continued)***

#### **Description of Documents Required To Change Your License**

Primary Documents	Secondary Document	Residency
Birth Certificate	Photo image driver's License	Valid NH Title
Valid Passport	Non-driver ID	Blue copy of a Title App.
Valid Military ID	State of NH employee ID	Valid NH Registration
Valid Photo Drivers License	Marriage of Civil Union Certificate	Notarized letter from landlord
	Divorce Decree for name change	Mortgage Statement
	Social Security Card	Current utility bill
	Current student Photo ID	Property Tax bill
	Military discharge papers	Government check or doc.
	<b>* All Documents Must Be In English</b>	Issued by an official in place of residency
		Payroll check or document
		Verification by a parent
<b><i>Please Note: You have 60 days after moving into the State of NH to change your vehicle title and registration, and your driver's license.</i></b>		

#### **To Register a Boat**

You may register your boat(s) at the Town Clerk's office even if you are not a resident of Plaistow. Please bring in your renewal notice or last boat registration for renewals. New boats require a bill of sale showing both the buyer and seller's name, address and signature plus, the information about the boat and the existing NH Bow number if applicable.

#### **To License Your Dog(s)**

All dogs three months or older must be licensed annually on or before April 30<sup>th</sup>. Late fees and fines will be assessed on all unlicensed dogs after June 20<sup>th</sup>. A valid rabies certificate is needed to license all dogs. Plaistow holds an annual Rabies Clinic in late March at the Fire Station where you may also license your Plaistow dog(s). The fee to license a fixed dog over the age of seven months is \$7.50 and \$10.00 if it is not fixed. The cost for a dog under the age of seven months is \$7.50. Residents over 65 can license one dog for a fee of \$2.00. Dog licensing can be done in person, or for renewals, by mail or by e-registration at [www.plaistow.com](http://www.plaistow.com) (from the home page, click on "Online Registration"). To renew dog licenses electronically, there is an additional cost of \$2.50 per dog plus processing fees.

#### **To Obtain Vital Record Information**

You may obtain certified copies of Divorce, Birth, Death and Marriage records that occurred anywhere in New Hampshire from 1990 to the present from any NH Town Clerk's Office. Qualified individuals that demonstrate a "direct and tangible" interest may request the records by showing identification and filling out the required form/s. The cost is \$15.00 each for a first copy and subsequent copies (purchased at the same time) are \$10.00 each. Marriage licenses cost \$50.00 and are available to anyone who is at least 18 years old and wants to be joined (married) in New Hampshire. Identification is required, as well as the certified document ending any prior marriage or civil union (if applicable). Records can be purchased in person, by mail, or by e-registration at [www.plaistow.com](http://www.plaistow.com) (from the home page, click on "Online Registration"). To request vital record information electronically, a faxed or emailed copy of a government issued photo identification must be submitted. There is an additional cost of \$1.50 per transaction.





# Town of Plaistow, New Hampshire

## 2012 ANNUAL REPORT



### ***REPORT OF THE TOWN CLERK'S VITAL STATISTICS (BIRTHS)***

*Please Note:* This information represents only births that have occurred in New Hampshire and that have been authorized by the family to appear in the Town Report. Therefore, it is not necessarily a complete list of all births of residents of Plaistow.

#### ***Record of Resident Births***

<b><u>Child's Name</u></b>	<b><u>Father's Name</u></b>	<b><u>Mother's Name</u></b>	<b><u>Date of Birth</u></b>
Celina Rosemary Dayton-Morgan	Jason Dayton-Morgan	Sherri Dayton-Morgan	01/07/2012
Sophia Addison Hill	Matthew Hill	Krista Hill	01/20/2012
Lennox Marie Levasseur	Michael Levasseur	Ashley Macleod-Levasseur	02/01/2012
Caleb Robert Robinson	Harry Robinson IV	Jennifer Robinson	03/11/2012
Joshua David Mejia	Jorge Mejia	Nicole Barone	10/13/2012
Richard Andrew Bostwick	Jason Bostwick	Sarah Bostwick	11/14/2012
Makenzie Lynn Pushee	Michael Pushee Jr.	Kristina Seaverns	11/23/2012
Tyler Michael Pushee	Michael Pushee Jr.	Kristina Seaverns	11/23/2012
Jaxon Luis Rivera	Hector Rivera	Lacey Donohoe	12/03/2012
Shea Loren Beaulieu	Cory Beaulieu	Jamie Beaulieu	12/10/2012
Nomar David Samaniego	Ramon Samaniego	Taylor Holt	12/25/2012



# Town of Plaistow, New Hampshire

## 2012 ANNUAL REPORT



### ***REPORT OF THE TOWN CLERK'S VITAL STATISTICS (DEATHS)***

*Please Note:* This information represents only the record of events who were reported to be a Plaistow resident at the time of their death who died in New Hampshire and if they or their families have agreed to have this information appear in a Town Report. Therefore, it is not necessarily a complete list of all deaths of Plaistow residents.

#### ***Record of Resident Deaths***

<b><u>Decedent</u></b>	<b><u>Father's Name</u></b>	<b><u>Mother's Maiden Name</u></b>	<b><u>Date of Death</u></b>
Ruth Killey	Fred Lawrence	Priscilla Woodbury	02/03/2012
Ernest Ruddy	George Ruddy	Marie Lemarsh	04/18/2012
Brian Neville	Francis Neville	Josephine Biel	08/02/2012
Joy Goulet	Romeo Pleau	Mary Sanborn	08/24/2012
Marie Higgins	Lester Nutter	Gertrude Fraughton	11/10/2012
Mary Ruddy	William Lynch	Agnes Sweeney	12/02/2012
Alice Simmons	Milton Bishop Sr.	Alice Andrews	12/12/2012
Vivian Talbot	Walter Childs	Edna Beauvais	12/26/2012





# Town of Plaistow, New Hampshire

## 2012 ANNUAL REPORT



### ***REPORT OF THE TOWN CLERK'S VITAL STATISTICS (MARRIAGES)***

*Please Note:* This information represents only the marriages recorded as a result of a marriage license being pulled at any Town Hall in New Hampshire, and where the persons have agreed to have this information appear in the Town Report. Therefore, it is not necessarily a complete list of all marriages by residents of Plaistow.

### ***Record of Resident Marriages in Our Community***

<b><u>Person A Name</u></b>	<b><u>Person B Name</u></b>	<b><u>Issuance</u></b>	<b><u>Marriage</u></b>
Paul M. White	Marie A. Tanner	Plaistow	03/10/2012
Tyler J. Hamilton	Jessica D. Dibartolomeo	Newmarket	03/12/2012
Ross K. Damon	Brenda S. Martin	Plaistow	04/07/2012
Eric A. Carpenter	Jillian C. Goodwin	Plaistow	04/28/2012
William J. Santomas Jr.	Stephanie B. Petrillo	Plaistow	05/12/2012
Norman R. Cynewski	Marilyn J. Millette	Plaistow	05/26/2012
Bernard L. Calvert III	Diane N. Skofield	Plaistow	06/01/2012
Paul F. Langlois	Lisa J. Legros	Plaistow	07/21/2012
Elijah S. Hannan	Jaclyn F. Jenkins	Plaistow	07/21/2012
Aram J. Zakian	Renee L. Ginchereau	Plaistow	08/04/2012
David M. Pomerleau	Megan D. St.Onge	Plaistow	08/04/2012
Jeremy J. Howard	Orathai Naktong	Plaistow	09/01/2012
Eric J. Lagace	Jillian R. Comeau	Plaistow	09/01/2012
Jon R. Dube	Patricia L. Johnson	Plaistow	09/08/2012
Elyse A. Sherman	John W. Carpenter	Atkinson	10/20/2012
Kelly G. Boulanger	Jennifer M. Pichette	Plaistow	10/21/2012
Brett P. Harris	Stefanie L. Harrington	Hampstead	11/09/2012
Darren J. Lewis	Cydney S. McGrail	Plaistow	11/10/2012
Robert M. Belzarini	Juliana M. Hagel	Plaistow	12/04/2012
Craig S. Belanger	Erin J. Warner	Plaistow	12/14/2012





## Town of Plaistow, New Hampshire

### 2012 ANNUAL REPORT



#### ***REPORT OF THE BOARD OF TRUSTEES OF THE TRUST FUND***

The year started out with a newly elected Trustee; Kara-Ann Gilroy. Kara replaced Pat Macomber who resigned earlier in the year to take on the role as Town Treasurer. Kara has a financial background which has been a great asset to the Board.

The Trustees have seen a slight improvement in the interest rate this past year. We see this as a positive indicator that there is a slight turnaround in the economy. During the year, the Board researched different options that were available to invest the funds in. There are limited opportunities that meet the State guidelines which state how the funds can be invested.

The Trustees must protect the principal of each account and distribute the funds in accordance with the intent of each individual warrant article that created it. The Board found that the investments we have continue to be competitive with the other investment institutions available. Therefore, the Board will continue to invest the Towns funds with NH Public Investment Pool (NH PIDP) until which time we find an institution that we feel will serve the needs better.

The Trustees wish to thank the residents of Plaistow for their continued confidence in the the Board. We will continue to strive and ***PROGRESS*** to protect the funds we have been entrusted with, in accordance with the laws of the State of New Hampshire.

Respectfully Submitted,

*B. Jill Senter, Chair*







## Town of Plaistow, New Hampshire

### 2012 ANNUAL REPORT



### ***REPORT OF THE WATER DEPARTMENT***

During the past year, the Water Department continued to work with the NH DOT and Continental Paving to complete a large segment of the fire suppression system. These activities related to final closeout of the work, testing and final acceptance.

Our next phase of construction is planned to take place when NH DOT initiates the widening of Route 125 from East Road to Old Road. We anticipate this to take place in 2014. When this project is completed, the fire suppression water line will have **PROGRESS**ed to include a much needed redundant loop to the Route 125 southern corridor. This will allow portions of the system to be shut down for maintenance/repairs without taking the entire system down.

We are also seeking to replace the 1998 utility truck purchased several years ago. This vehicle has exceeded our initial expectation for service life and is beginning to require more than routine maintenance. We hope to have a replacement for this vehicle in early 2013.

Who comprises the Water Department? All members of the Water Department are volunteer/part-time employees. They are a small group of individuals, typically from the Fire Department, who realize the need to maintain this system to assure 100% availability. Each has expressed the interest in helping with this vitally important system. Without their assistance, the routine tasks of checking valves, flushing hydrants, checking sprinkler system pressures and conducting pump tests would not get done as it often as they should. Adding to this list, they clear brush and snow from hydrants, maintain the grounds at the pump house and check hydrants for mechanical condition and freeze protection. Through their attention to detail, minor problems are found, corrected and prevented from becoming major issues that could threaten the availability of the system. Theirs is generally a thankless job from the perspective of the average citizen. Since the system is essentially a passive component of the town's infrastructure; you don't appreciate it until you need it. I am publicly thanking them for their dedication and service to the Town. Additionally, the cooperation shown to us by Highway Supervisor Dan Garlington and his staff is equally appreciated. Allowing us to use some of his equipment during our maintenance activities shows a progressive attitude to maximize the value of all of our town's assets, regardless of which department maintains ownership.

From the initial inception of the system to provide fire protection service to a relatively small number of businesses totaling approximately 250,000 sq. ft., with 10 fire hydrants, the system has grown to cover the majority of our commercial area. The system currently provides fire sprinkler coverage for over 35 businesses with a total area approaching 1,000,000 sq. ft. Additionally, the system has over 75 fire hydrants covering both commercial and residential areas.

I thank the Town for their continued support of our efforts to maintain progress with this segment of our infrastructure. By expanding the system into the areas of greatest potential for commercial development, we can attract a greater variety of businesses to the Town.

Respectfully Submitted,

*John H. McArdle, Water Superintendent*



# Town of Plaistow, New Hampshire

## 2012 ANNUAL REPORT



### ***REPORT OF THE ZONING BOARD OF ADJUSTMENT***

The Zoning Board of Adjustment (ZBA) is a quasi-judicial Board that has authority under the NHRsAs (State Laws) to grant certain relief when there is a proposal that is in conflict with our Community's Zoning Ordinances.

In-house staff accepts application and the Board hears those requests on a monthly basis. In 2012, the Board considered sixteen (16) requests for relief. This remains a lower amount of requests than in years past. Applicants are generally sent to to the ZBA by a town board, committee or department, to seek "relief" from strict application of our Ordinances by obtaining a variance. Others appeal to the Board because it is a specific requirement of an ordinance, as in the case of an in-law apartment or home occupation request. The Board also hears appeals in the case where a decision or another board, committee or department is challenged.

This Board is in place to consider reasons to give persons, who have unique circumstances (hardships) in their property, potential relief from the one-size-fits-all concept of a zoning ordinance. The public hearing process allows any interested party the opportunity to ask questions so that they can fully understand what is proposed.



The ZBA also reviews special exception applications for in-law apartments and home occupations to insure that all the minimum requirements are in place and can be monitored so as to protect our neighborhoods and resources.

The volunteers who sit as members of the Board are thoughtful people who live in our Community. They take seriously their responsibilities to interpret the Zoning Ordinances and fairly consider relief requests with an open mind and in the best interests of the Town of Plaistow. They are keenly aware that every application can have an impact beyond the applicant. It's a tough job, the Ordinances aren't always black and white; the stories of the applicants and abutters can be compelling; the RSAs can be restrictive, and the very nature of the decision making process can mean that not everyone is always going to walk away happy. But each year the Board members continue to ***PROGRESS*** in their ability to handle the responsibility.

This year we welcomed Timothy Fisher as an alternate to our Board. Tim joins members Joyce Ingerson, Paul Boniface, Rod Cole and Jim Allen. We are grateful to still have Laurie Pagnottaro taking our minutes and Dee Voss assisting you in-house with your applications and questions.

Continuity in Board members and staff is very important from an experience perspective; but getting new residents involved is critical to the future of responsible progress. If you're looking to have a real impact, the ZBA is always looking for community-minded residents to step up and volunteer to serve as members or alternates to the board. Please direct any letters of interest to the ZBA at the Town Hall.

Respectfully Submitted  
*Larry Ordway, Chairman*



**Town of Plaistow, New Hampshire**  
2011 ANNUAL REPORT



**TOWN OF PLAISTOW**  
**NEW HAMPSHIRE**  
**2013 TOWN MEETING WARRANT**  
**AND BUDGET**  
**Town Meeting (Senate Bill 2)**



- **Deliberative Session - Saturday, February 2, 2013**  
*Plaistow Town Hall, 145 Main Street*  
*Great Hall (2nd Floor)*  
**10:00 a.m.**
- **Deliberative Session Snow Date Saturday, February 9, 2013**  
*Plaistow Town Hall, 145 Main Street*  
*Great Hall (2nd Floor)*  
**10:00 a.m.**
- **Ballot Voting - Tuesday, March 12, 2013**  
*Pollard School, 120 Main Street*  
**Polls open from 7:00 a.m. to 8:00 p.m.**

---

**PLEASE NOTE: Article P-13-02 - P-13-19 may be amended at the Deliberative Session. Any changes will appear as part of the Warrant**



# Town of Plaistow, New Hampshire

## 2011 ANNUAL REPORT



## 2013 Plaistow Town Warrant State of New Hampshire

To the inhabitants of the Town of Plaistow, New Hampshire, in the County of Rockingham in said state, qualified to vote in Town affairs.

You are hereby notified to meet for the first session of the annual town meeting at the Plaistow Town Hall, 145 Main Street in said Plaistow on Saturday, February 2, 2013 at 10:00 AM in the forenoon to explain, discuss and amend each Article and to determine the form for the questions on the ballot, except those Warrant Articles where wording is prescribed by law. The snow date will be at the Plaistow Town Hall on Saturday, February 9, 2013 starting at 10:00 AM.

The final voting on all Warrant Articles will take place by official ballot at the second session. Therefore, you are hereby notified to meet for this second session of the annual town meeting at Pollard School, 120 Main Street, in said Plaistow on Tuesday, March 12, 2013, from 7:00 AM in the forenoon until 8:00 PM in the afternoon to elect officers and to act on the following Articles by official ballot voting.

The articles begin with "P" to differentiate these town articles from the school district article numbers. In addition, the zoning articles begin with "Z".

**Article P-13-01:** To elect all necessary Town Officers for ensuing year.

<b>SELECTMAN</b>	<b>VOTE FOR NOT</b>	<b>CONFLICT OF INTEREST</b>	<b>VOTE FOR NOT</b>
THREE YEAR TERM	MORE THAN TWO	THREE YEAR TERM	MORE THAN ONE
<b>BUDGET COMMITTEE</b>	<b>VOTE FOR NOT</b>	<b>CONFLICT OF INTEREST</b>	<b>VOTE FOR NOT</b>
THREE YEAR TERM	MORE THAN FOUR	TWO YEAR TERM	MORE THAN ONE
<b>PLANNING BOARD</b>	<b>VOTE FOR NOT</b>	<b>CONFLICT OF INTEREST</b>	<b>VOTE FOR NOT</b>
THREE YEAR TERM	MORE THAN ONE	ONE YEAR TERM	MORE THAN TWO
<b>LIBRARY TRUSTEE</b>	<b>VOTE FOR NOT</b>	<b>TRUSTEES OF THE TRUST FUND</b>	<b>VOTE FOR NOT</b>
THREE YEAR TERM	MORE THAN TWO	THREE YEAR TERM	MORE THAN ONE
<b>TREASURER</b>	<b>VOTE FOR NOT</b>	<b>TOWN CLERK</b>	<b>VOTE FOR NOT</b>
THREE YEAR TERM	MORE THAN ONE	THREE YEAR TERM	MORE THAN ONE
<b>AUDITOR</b>	<b>VOTE FOR NOT</b>	<b>SUPERVISOR OF THE</b>	<b>VOTE FOR NOT</b>
ONE YEAR TERM	MORE THAN TWO	<b>VOTER CHECKLIST</b>	<b>VOTE FOR NOT</b>
		SIX YEAR TERM	MORE THAN ONE

### **OPERATING BUDGET**

**Article P-13-02:** Shall the Town raise and appropriate as an operating budget, not including appropriations by special warrant article and other appropriations voted separately, the amounts set forth on the budget posted with the warrant or as amended by vote of the first session, for the purposes set forth therein, totaling (\$7,708,218) SEVEN MILLION SEVEN HUNDRED EIGHT THOUSAND TWO HUNDRED EIGHTEEN DOLLARS. Should this article be defeated, the operating budget shall be (\$7,785,599) SEVEN MILLION SEVEN HUNDRED EIGHTY-FIVE THOUSAND FIVE HUNDRED NINETY-NINE DOLLARS which is the same as last year, with





## Town of Plaistow, New Hampshire

### 2011 ANNUAL REPORT



certain adjustments required by previous action of the Town or by law; or the governing body may hold one special meeting, in accordance with RSA 40:13, X and XVI, to take up the issue of a revised operating budget only.

(Recommended by the Board of Selectmen (5-0-0) and Budget Committee (10-0-0)).

#### **HIGHWAY DEPARTMENT EQUIPMENT CAPITAL RESERVE FUND DEPOSIT**

**Article P-13-03:** Shall the Town vote to raise and appropriate the sum of \$81,000 to be added to the existing Highway Department Equipment Capital Reserve Fund?

(Recommended by the Board of Selectmen (5-0-0) and Budget Committee (10-0-0); and this funding is in the Capital Improvement Program as approved by the Planning Board.)

**[Intent: To continue to set aside money for future purchases of Highway Department vehicles. Putting funds aside each year will allow for the orderly replacement of highway vehicles by leveling the yearly tax impact. This money can only be spent by a future vote at Town Meeting. These funds will be invested in an interest bearing account.]**

***Balance of this Capital Reserve Fund is \$172,795.43 as of December 31, 2012.\****

***\*Pending withdrawal of \$92,098.92 for 2012 Warrant Article #03. Remaining balance \$80,696.51.***

#### **REPLACEMENT OF THE HIGHWAY DEPARTMENT 2006 F-350 FORD PICK-UP TRUCK**

**Article P-13-04:** Shall the Town vote to raise and appropriate the sum of \$50,000 to replace the 2006 F-350 Ford Pick-Up Truck for the Highway Department and to withdraw \$50,000 from the Highway Department Equipment Capital Reserve Fund?

Appropriation:	\$ 50,000
Withdrawal from Highway Dept. Equip. Cap. Res. Fund:	-\$ 50,000
Amount to be raised by taxation:	\$ 0

(Recommended by the Board of Selectmen (5-0-0) and recommended by the Budget Committee (10-0-0); and this funding is in the Capital Improvement Program as approved by the Planning Board.)

**[Intent: To replace the Highway Department's 2006 F-350 Ford Pick-Up Truck which is used by the Highway Supervisor for carrying out daily responsibilities. It is also used for plowing and cold patching, and for carrying signs and barricades. This replacement is consistent with the Town's Highway Vehicle Replacement Plan and funding for this item will be from the Highway Department Equipment Capital Reserve Fund created in 2006.]**

#### **FIRE DEPARTMENT CAPITAL RESERVE FUND DEPOSIT**

**Article P-13-05:** Shall the Town vote to raise and appropriate the sum of \$105,000 to be added to the existing Fire Department Capital Reserve Fund?

(Recommended by the Board of Selectmen (5-0-0) and Budget Committee (10-0-0); and this funding is in the Capital Improvement Program as approved by the Planning Board.)



## Town of Plaistow, New Hampshire

### 2011 ANNUAL REPORT



**[Intent: To continue to set aside money for future purchases of Fire Department vehicles. Putting funds aside each year will allow for orderly replacement of fire vehicles by leveling the yearly tax impact. This money can only be spent by a future vote at Town meeting. This money is invested in an interest bearing account.]**

***Balance of this Capital Reserve Fund is \$415,395.79 as of December 31, 2012.\****

***\*Pending withdrawal of \$401,789.00 for 2012 Warrant Article #07. Remaining balance of \$13,606.79.***

#### **REPLACE POLICE DEPARTMENT MOBILE RADIOS**

***Article P-13-06:*** Shall the Town vote to raise and appropriate \$31,500 for the purpose of replacing 6 Mobile Radios for the Police Department?

(Recommended by the Board of Selectmen (5-0-0) and Budget Committee (10-0-0); and this funding is in the Capital Improvement Program as approved by the Planning Board.)

**[Intent: To provide for the necessary transition/upgrade of current mobile radios mounted in police cruisers that were purchased in 2001 to a current model. The current police cruiser radios are no longer being manufactured and this project will allow the Town to take advantage of significant technology changes. These funds would be able to replace six (6) of the 12 units in 2013. This is the first year of a two year plan.]**

#### **PUBLIC SAFETY COMPLEX ARCHITECTURAL/COST STUDY**

***Article P-13-07:*** Shall the Town vote to raise and appropriate \$25,000 for a Public Safety Complex Architectural/Cost Study?

(Recommended by the Board of Selectmen (5-0-0) and Budget Committee (10-0-0); and this funding is in the Capital Improvement Program as approved by the Planning Board.)

**[Intent: To acquire detailed cost estimates based on the Space Needs Assessment for current and future needs of Police, Fire, and Emergency Management Departments. This study will also provide additional justification for facility related capital needs, including HVAC, power, electrical, communication, computer, and security systems.]**

#### **REPLACEMENT OF ROOF ON THE PUBLIC SAFETY COMPLEX**

***Article P-13-08:*** Shall the Town vote to raise and appropriate \$80,000 from the Unexpended Fund Balance for the replacement of the Public Safety Complex roof (Flat roof and shingled portions)?

<b>Appropriation:</b>	<b>\$ 80,000</b>
<b>Withdrawal from Unexpended Fund Balance:</b>	<b>\$ 80,000</b>
<b>Amount to be raised from 2013 taxes:</b>	<b>\$ 0</b>

(Recommended by the Board of Selectmen (5-0-0) and Budget Committee (10-0-0); and this funding is in the Capital Improvement Program as approved by the Planning Board.)

**[Intent: To replace the Public Safety Complex roof that has been leaking for several years resulting in damage to the ceilings in the building as well as the fire alarm system. The**



## Town of Plaistow, New Hampshire

### 2011 ANNUAL REPORT



Town's roofing contractor has made several unsuccessful attempts to patch the leaks without any significant success. This is the original roof and was installed in 1985.]

***Balance of the Town's Unexpended Fund is \$3,410,145 as of December 31, 2012.***

#### **REPLACE THE CONCRETE APRON AT FIRE DEPARTMENT AND REPAIR THE PORTION OF THE PARKING LOT BY THE POLICE DEPARTMENT SALLYPORT**

**Article P-13-09:** Shall the Town vote to raise and appropriate \$30,000 for the engineering for the concrete reinforcement and repaving of the 20 foot apron in front of the Fire Department garage doors and the repair of a portion of the parking lot by the Police Department Sally Port?

(Recommended by the Board of Selectmen (5-0-0) and Budget Committee (10-0-0); and this funding is in the Capital Improvement Program as approved by the Planning Board.)

[Intent: To replace an approximate 20-foot section of the driveway located just before the garage doors that is experiencing significant rutting, pot holes and alligator cracking. These effects are exacerbated by the weight of the fire trucks as they exit the safety complex. The purpose of this project is to remove and replace this section of the driveway in order to withstand the weight of the rescue trucks and fire engines. Two different repair techniques are being reviewed (concrete versus asphalt). Likewise, on the Police Department side of the parking lot, the Police Chief has indicated that reclamation and/or repaving is needed to repair a badly damaged section of the parking lot by the Police Department Sally Port.]

#### **REPLACE WINDOWS AT COURT HOUSE**

**Article P-13-10:** Shall the Town vote to raise and appropriate \$10,000 for the replacement of the windows at the Plaistow Circuit Court House?

Appropriation:	\$ 10,000
Withdrawal from Unexpended Fund Balance:	\$ 10,000
Amount to be raised from 2013 taxes:	\$ 0

(Recommended by the Board of Selectmen (4-1-0) and Budget Committee (9-1-0); and this funding is in the Capital Improvement Program as approved by the Planning Board.)

[Intent: To replace all the windows at the Courthouse, located on Elm Street that are old and energy inefficient which results in increased costs to heat and cool the building. The Town receives \$42,000 in annual rent payment from the State of NH. Payback of the investment is eight to ten years.]

#### **REPLACE REMAINING GUTTERS & DOWNSPOUTS AT THE TOWN HALL**

**Article P-13-11:** Shall the Town vote to raise and appropriate \$14,000 for the replacement of the gutters and downspouts on the sides and back of the Town Hall?

(Recommended by the Board of Selectmen (5-0-0) and Budget Committee (10-0-0); and this funding is in the Capital Improvement Program as approved by the Planning Board.)



## **Town of Plaistow, New Hampshire**

### **2011 ANNUAL REPORT**



**[Intent: To complete the upgrades to the gutters and downspouts on the Town Hall that are currently functioning inadequately. The copper gutters and downspouts on the front of the Town Hall have already been replaced. These features are critical as they direct water away from the Town Hall.]**

#### **CELL TOWER MAINTENANCE CAPITAL RESERVE FUND DEPOSIT**

**Article P-13-12:** Shall the Town vote to raise and appropriate the sum of \$125,000 to be added to the existing Cell Tower Maintenance Capital Reserve Fund established in 2010?

(Recommended by the Board of Selectmen (5-0-0) and Budget Committee (10-0-0); and this funding is in the Capital Improvement Program as approved by the Planning Board.)

**[Intent: To continue to set aside money for future maintenance of the Cell Tower. Utility Services Inc. estimates that the overall cost associated with the tower abatement, repainting, and corral retro-fit will be \$406,091. By adding \$125,000 in the years 2013 through 2015 in the Cell Tower Maintenance Capital Reserve Fund, the Town will have \$407,000 available for withdrawal in the year 2015 to complete the required work. This fund was established in 2010 and the money in this fund can only be spent with the approval of the Board of Selectmen. The money in this Capital Reserve Fund is invested in an interest bearing account. The annual rental payment received from these Cell Carriers is \$140,000.]**

***Balance of this Capital Reserve Fund is \$38,226.59 as of December 31, 2012.***

#### **BUILDING SYSTEMS CAPITAL RESERVE FUND DEPOSIT**

**Article P-13-13:** Shall the Town vote to raise and appropriate the sum of \$10,000 to be added to the existing Building Systems Reserve Fund?

(Recommended by the Board of Selectmen (4-1-0) and Budget Committee (10-0-0); and this funding is in the Capital Improvement Program as approved by the Planning Board.)

**[Intent: To replace funds spent in 2012 for emergency maintenance or repairs to Town-owned buildings and to continue to set aside money for future repairs of building systems in Town owned properties. Buildings are one of the Town's largest capital assets and these funds are used to maintain and repair systems such as heating and ventilation, electrical and plumbing. Monies from this fund would be used for repairs that are unanticipated prior to Town Meeting and that cannot wait until a future meeting. This money can only be spent with the approval of the Board of Selectmen. The money in this Capital Reserve Fund is invested in an interest bearing account.]**

***Balance of this Capital Reserve Fund is \$21,095.18 as of December 31, 2012.\****

***(\*Pending withdrawal of \$11,599.37 for 2012 Emergency Expenditures. Remaining balance \$9,495.81).***





# Town of Plaistow, New Hampshire

## 2011 ANNUAL REPORT



### **INSTALLATION OF FIRE SUPPRESSION WATERLINE ON ROUTE 125 FROM EAST ROAD TO OLD ROAD ASSOCIATED WITH THE NHDOT ROUTE 125 WIDENING PROJECT**

**Article P-13-14:** Shall the Town vote to raise and appropriate the sum of \$400,000 for the cost of installing Fire Suppression Waterline along Route 125 from East Road to Old Road and

authorize the withdrawal of \$58,827 from the Fire Suppression System Capital Reserve Fund; \$11,192 from the Waterline Impact Fee Account with the remainder balance of \$329,981 coming from user fees?

<b>Appropriation:</b>	<b>\$400,000</b>
<b>Withdrawal from Waterline Impact Fee Account:</b>	<b>-\$ 11,192</b>
<b>Withdrawal from Fire Suppression System Capital Reserve Account:</b>	<b>-\$ 58,827</b>
<b><u>Withdrawal from Fire Suppression System Water User Fee Account:</u></b>	<b><u>-\$329,981</u></b>
<b>Amount to be raised by taxation:</b>	<b>\$ 0</b>

(Recommended by the Board of Selectmen (5-0-0) and Budget Committee (10-0-0); and this funding is in the Capital Improvement Program as approved by the Planning Board.)

**[Intent: To extend the coverage of the Fire Suppression Line along Route 125 from East Road (the area of the newly constructed Tractor Supply Store) to Old Road. The Fire Chief has formally requested that this project be incorporated with the NHDOT widening project (#10044G) scheduled for FY 2014-2015.]**

*Balance of Waterline Impact Fee Account is \$11,206.76 as of December 31, 2012.*

*Balance of Fire Suppression System Capital Reserve Account is \$128,952.28 as of December 31, 2012.*

*Balance of Fire Suppression System Water User Fee Account is \$387,766.00 as of December 31, 2012.*

### **FIRE SUPPRESSION PUMP AND PUMP HOUSE CAPITAL RESERVE FUND DEPOSIT**

**Article P-13-15:** Shall the Town vote to raise and appropriate the sum of \$70,000 to be added to the existing Fire Suppression System Pump/Pump House Replacement Capital Reserve Fund?

(Recommended by the Board of Selectmen (5-0-0) and Budget Committee (10-0-0); and this funding is in the Capital Improvement Program as approved by the Planning Board.)

**[Intent: To continue to set aside money for future replacement of the pumps for the Fire Protection System and the pump house they are located in. The building that houses the pump that distributes the water for the fire suppression/protection system must be replaced at the same time that the pumps are replaced. The replacement is scheduled for 2015 at an estimated cost of \$200,000 for the pumps and \$150,000 for the pump house, totaling \$350,000. The money in this Capital Reserve Fund will be invested in an interest bearing account.]**

*Balance of this Capital Reserve Fund is \$70,014.59 as of December 31, 2012.*

### **FIRE SUPPRESSION SYSTEM POTENTIAL CONVERSION FEASIBILITY STUDY**

**Article P-13-16:** Shall the Town vote to raise and appropriate \$30,000 to conduct a feasibility study that evaluates the potential conversion of the Town's fire protection system into a potable water system capable of both domestic drinking water supply and fire protection flow?



## Town of Plaistow, New Hampshire

### 2011 ANNUAL REPORT



(Recommended by the Board of Selectmen (4-1-0) and Budget Committee (10-0-0); and this funding is in the Capital Improvement Program as approved by the Planning Board.)

**[Intent: To conduct an initial investigation and evaluation of the potential conversion of the Town's fire protection system into a potable water system capable of both domestic drinking water supply and fire protection flow. The Town completed a comprehensive survey and study for the establishment of a municipal water system in 1973. The Town of Plaistow is also the home of one of the largest active EPA Superfund locations (Beede Waste Oil) in New England. This contamination has significantly impaired the Town's watershed. As one of only 2 municipalities in New Hampshire that does not have a pond or water body sufficient for a reservoir, the Town of Plaistow faces significant water resources challenges. Providing a thorough assessment of water resource options would help the Town significantly meet the water resource challenges in the community.]**

#### **CONSERVATION FUND DEPOSIT**

**Article P-13-17:** Shall the Town vote to raise and appropriate the sum of \$10,000 to be deposited into the existing Conservation Fund as provided for in RSA 36-A?

(Recommended by the Board of Selectmen (5-0-0) and by the Budget Committee (10-0-0); and the project is in the Capital Improvement Plan as approved by the Planning Board.)

**[Intent: To add funding to the Plaistow Conservation Fund. The Conservation Commission intends to purchase land, easements, and/or other land rights to preserve the natural environment. This money is invested in interest bearing accounts.]**

***Balance of the Conservation Fund is \$163,655.37 as of December 31, 2012.***

***Balance of the Forestry Fund is \$26,789.07 as of December 31, 2012.***

#### **CONSTRUCT A SHELTER AT THE OLD COUNTY ROAD RECREATION (PARC) FACILITY**

**Article P-13-18:** Shall the Town vote to raise and appropriate the sum of \$80,000 for the engineering, materials and construction of a shelter at the Old County Road Recreation (PARC) Facility?

(Recommended by the Board of Selectmen (5-0-0) and Budget Committee (10-0-0); and this funding is in the Capital Improvement Program as approved by the Planning Board.)

**[Intent: To construct a 40'x60' shelter including the installation of electrical outlets, cement slab, deep cement footings to secure the structure, shingled roof, and adequate space for picnic tables under the roof. A shelter is needed to meet the need for protection from outdoor elements for the Town's summer recreation program held at this site and will save the Town over \$5,000 annually on tent rentals. This shelter will also allow for the year-round use for a variety of events and functions such as Old Home Day events, youth sport programs, concerts, and any other Town sponsored events.]**

#### **SELECTMAN COMPENSATION**

**Article P-13-19:** Shall the Town vote to raise and appropriate the sum of \$8,074 to increase each Selectman's annual salary from \$1,000 to \$3,000 effective April 1, 2013? The additional \$574 is to cover the Town payments to Social Security and Medicare.



# Town of Plaistow, New Hampshire

## 2011 ANNUAL REPORT



(Recommended by the Board of Selectmen (5-0-0) and Budget Committee (8-0-0).)

[Intent: This amount represents an increase to the elected 5 member Board of Selectmen's salary. The Selectmen's salary has not changed since March 1970. There are 31 Towns in NH in the population range of 5,000 to 9,999 (including Plaistow). The average salary is slightly more than \$3,000.]

### **ZONING AMENDMENTS**

**Article Z-13-1:** Are you in favor of the adoption of an amendment as proposed by the Planning Board to the Plaistow Zoning Ordinance by modifying Article V, Establishment of Districts and District Regulations, § 220-32, District Objectives and Land Use Controls, Table 220-32 D, Paragraph A, by removing the last sentence that states, "This Village Center District will be implemented as an overlay district." The removal of the notation "overlay" on the Zoning Map to all references to the Village Center District would also be included in this proposal. The Village Center District boundaries are currently as follows:





# Town of Plaistow, New Hampshire

## 2011 ANNUAL REPORT



***(Intent: The early discussions about the creation of the Village Center District included overlaying a certain set of uses upon some portions of the Commercial II District and the MDR District. This amendment will clarify that the Village Center District a standalone zoning district with its own geographic boundaries, its own set of uses, areas and dimensions and does not depend upon the characteristics of any other zoning district).***

**Article Z-13-2:** Are you in favor of the adoption of an amendment as proposed by the Planning Board to the Zoning Ordinance by modifying the Official Zoning Map by expanding the geographic boundaries of the Village Center District (VCD) to include all properties “1 lot deep” on both sides of Main Street from the existing northern boundary of the district to Little River as shown below:







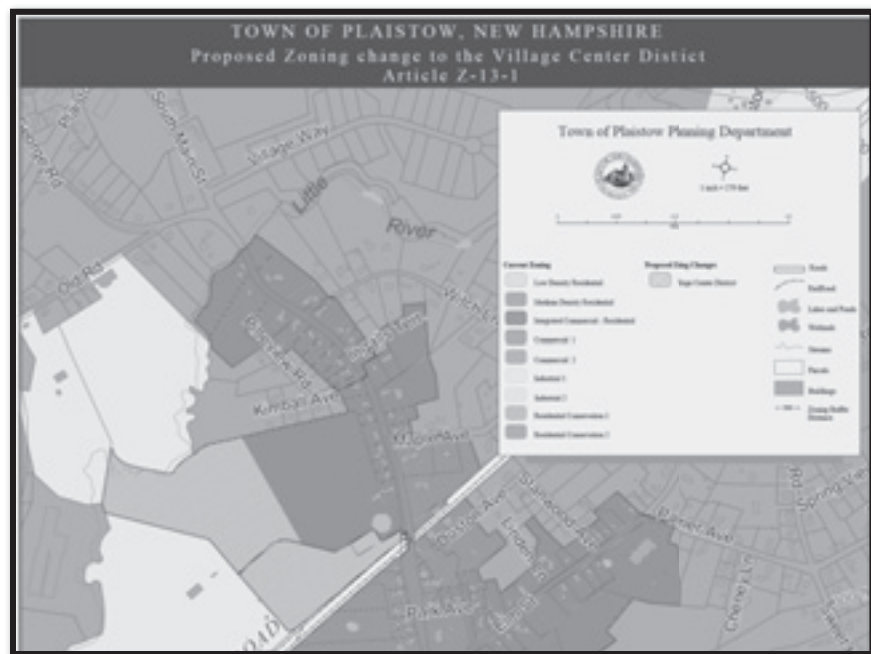
# Town of Plaistow, New Hampshire

## 2011 ANNUAL REPORT



***(Intent: The houses located in this proposed expansion are in keeping with the characteristics of the Village Center District as well as the inclusion of the American Legion property which is a focal point for social gatherings and participation in Memorial Day and Veteran's Day celebrations.)***

**Article Z-13-3:** Are you in favor of the adoption of an amendment as proposed by the Planning Board to the Zoning Ordinance by modifying the Official Zoning Map by including Tax Map 41, Lot 11 totaling 7.55 acres (formerly known as the Penn Box Site), and Tax Map 41, Lot 13 totaling .41 acres (formerly known as the Old Bowling Alley) in the Village Center District as follows:



***(Intent: The two properties proposed to be included in the Village Center District are surrounded by other properties already in the Village Center District except for the Testa property (formerly the Process Engineering and/or Chart site). They abut the Smith Farm property and Conservation Easement area and are heavily used during Old Home Days. These uses and potential future uses fit well with the characteristics of the Village Center District.)***

**Article Z-13-4:** Are you in favor of the adoption of an amendment as proposed by the Planning Board to the Plaistow Zoning Ordinance by changing all existing references to "Church," "Churches", and/or "Place of Worship" to "Places of Worship."

***(Intent: To insure consistency of the reference to this use throughout the Zoning Ordinance)***

**Article Z-13-5:** Are you in favor of the adoption of an amendment as proposed by the Planning Board to the Plaistow Zoning Ordinance by modifying Article V, Establishment of Districts and District Regulations, § 220-32, District Objectives and Land Use Controls, Table 220-32E,



## Town of Plaistow, New Hampshire

### 2011 ANNUAL REPORT



“MDR” – Medium Density Residential, by changing Permitted Use Number 7., “Churches,” to “Places of Worship,” and by adding a footnote which states, “Requires Site Plan Approval”?

***(Intent: To require site plan approval for Places of Worship, a use which is allowed in the Medium Density Residential (MDR) District.)***

**Article Z-13-6:** Are you in favor of the adoption of an amendment as proposed by the Planning Board to the Plaistow Zoning Ordinance by modifying Article V, Establishment of Districts and District Regulations, § 220-32, District Objectives and Land Use Controls, Table 220-32F, “LDR” – Low Density Residential, by changing Permitted Use Number 9., “Churches”, to “Places of Worship,” and adding a footnote which states, “Requires Site Plan Approval”?

***(Intent: To require site plan approval for Places of Worship, a use which is allowed in the Low Density Residential (LDR) District.)***

**Article Z-13-7:** Are you in favor of the adoption of an amendment as proposed by the Planning Board to the Zoning Ordinance by modifying Article Plaistow Zoning Ordinance by modifying Article V, Establishment of Districts and District Regulations, § 220-32, District Objectives and Land Use Controls, Table 220-32C: “CII” – Commercial II, Table 220-32D: “VC” – Village Center, Table 220-32E: “MDR” – Medium Density Residential, Table 220-32F: “LDR” – Low Density Residential, Table 220-32G: “ICR” – Integrated Commercial Residential, Table 220-32H: “RC1” – Residential Conservation I, and Table 220-32J: “RCII” – Residential Conservation II by removing the In-Law/Accessory Apartment as a use requiring a special exception to a permitted residential use.

***(Intent: To remove the necessity of obtaining a Special Exception for In-Law/Accessory Apartments. All other existing zoning and building permit requirements pertaining to In-Law/Accessory Apartments must still be met.)***

**Article Z-13-8:** Are you in favor of the adoption of an amendment as proposed by the Planning Board to the Zoning Ordinance by modifying Article V. Establishment of Districts and District Regulations, Table 220-32G, “Integrated Commercial Residential (ICR) District, by modifying paragraph (4) “Combined Uses” as follows:

*A single-family dwelling may be combined with any of the following uses, provided that the property owner is the occupant of the residence or of the business.*

***(Intent: To be consistent with the requirements of the Commercial II (CII) and Village Center (VC) Districts regarding mixed uses.***

**Article Z-13-9:** Are you in favor of the adoption of an amendment as proposed by the Planning Board to the Zoning Ordinance by modifying all occurrences of “Contractor’s Yard” in the Zoning Ordinance to “Contractor’s Storage Yard” and by modifying Article II, Definitions, by adding a new definition for contractor storage yard as follows:

*Contractor's Storage Yard - A site upon which heavy vehicles and equipment (such as bulldozers, front-end loaders, and back-hoes) and materials, supplies and forms, used by professional contractors in construction, land clearing, site work, utilities, landscaping or other similar activities are stored, including waste disposal containers. Land upon which any of the*



## Town of Plaistow, New Hampshire

### 2011 ANNUAL REPORT



*above items are temporarily stored on-site during the course of an active construction project shall not be considered a contractor's storage yard.*

***(Intent: To provide a definition for Contractor's Storage Yard to provide a clear description of this use.)***

**Article Z-13-10:** Are you in favor of the adoption of an amendment as proposed by the Planning Board to the Zoning Ordinance by modifying Article IX, §220-62., Temporary Signs., by adding a new Section I. that reads as follows:

*I. Any person carrying a sign that is advertising a business, sale, or promotion shall be considered to be carrying a temporary sign and all provisions of the Temporary Sign Ordinance permitting process shall apply.*

***(Intent: To clarify that holding or carrying a sign to promote a business is considered a temporary sign and such requirements in the Zoning Ordinance apply.)***

**Article Z-13-11:** Are you in favor of the adoption of an amendment as proposed by the Planning Board to the Zoning Ordinance by modifying Article IX, §220-62., Temporary Signs., by adding a new Section J. that reads as follows:

#### **J. Grand Opening Sign Package Permit**

*New Plaistow businesses, Plaistow businesses that have undergone major renovations, or Plaistow businesses that have had a change in ownership qualify for the Grand Opening Sign Package Permit. Company-wide celebrations of new branch locations in other locations do not qualify.*

*Grand Opening Events must commence within ninety (90) days of the issuance of the Certificate of Occupancy for the qualifying business.*

*A Grand Opening Sign Package Permit includes:*

- *Up to two (2) banners, securely attached to the building's façade by all four corners;*
- *Up to three (3) forms of temporary signage, i.e. A-Frame Signs, Wheeled Signs, Wave Runners, Feathers. (All temporary signs must be of the like and type currently allowed and must be affixed or displayed in accordance with all sections of the Sign Ordinance);*
- *Buntings, securely attached to the building's façade;*
- *Pennants;*
- *Inflatable's;*
- *Hot Air Balloons*

*Other than Hot Air Balloons, any other type of balloon (latex, mylar, etc.) is not permitted with a Grand Opening Sign Package Permit.*

*All signs permitted under the Grand Opening Sign Package Permit must be located and displayed on the property of the business for which the permit is issued. No off-site signage is allowed.*



## Town of Plaistow, New Hampshire

### 2011 ANNUAL REPORT



*Any other signage that would not already be allowed under other sections of this Sign Ordinance is also not permitted with a Grand Opening Sign Package.*

*The cost of the Grand Opening Sign Package Permit is \$100.00.*

*The duration of the Grand Opening Sign Package Permit is one (1) week.*

***(Intent: The addition of this new Grand Opening Sign Package Permit to the Zoning Ordinance will allow qualifying businesses to display additional, appropriate temporary signage for a shorter term than is allowed under the monthly temporary signage section for a grand opening event. Signage for all other sales and special promotions must still meet the requirements of §220-61 and §220-62 of the Zoning Ordinance).***

**Article Z-13-12:** Are you in favor of the adoption of an amendment as proposed by the Planning Board to the Zoning Ordinance by modifying Article III, General Provisions, §220-4., Fire and Other Ruins., to read as follows:

*An owner or occupant of structures on land in any district shall remove fire or other ruins deemed uninhabitable or condemned within six months after such determination.*

*Structures may be rebuilt on the same footprint if the rebuild starts within one year of the fire or event causing the ruins. For the fire or ruins of dwelling units, the use of a temporary mobile home is allowed for each dwelling unit while the dwelling is being rebuilt (not to exceed two (2) years).*

***(Intent: To reduce the amount of time that hazardous structures can remain on a lot. This is for the protection to abutters and to the general health, safety and welfare of the public).***

**Article Z-13-13:** Are you in favor of the adoption of an amendment as proposed by the Planning Board to the Zoning Ordinance by replacing every reference currently in the Zoning Ordinance from "Automobile(s)" to "Motor Vehicle(s)."

***(Intent: To clarify that all zoning requirements apply to all motor vehicles, not just automobiles).***

**Article Z-13-14:** Are you in favor of the adoption of an amendment as proposed by the Planning Board to the Zoning Ordinance by replacing all occurrences of "accessory uses" and/or "accessory buildings" to "accessory use or structure".

***(Intent: To provide consistency for the term "accessory use or structure" throughout the Zoning Ordinance).***

**Article Z-13-15:** Are you in favor of the adoption of an amendment as proposed by the Planning Board to the Zoning Ordinance by removing Letter D., Signs, listed in Article V., Establishment of Districts and District Regulations, Table 220-32G, Integrated Commercial-Residential District, and adding a new section to Article IX., Signs, to read as follows:





## Town of Plaistow, New Hampshire

### 2011 ANNUAL REPORT



#### *§ 220-60.1. Integrated Commercial Residential District.*

- A. *Residential use: 1 on-site, three-square-foot sign (attached or freestanding) is permitted. The freestanding sign and supporting structure may not exceed six (6) feet in height.*
- B. *Commercial/Industrial use (single business): 1 on-site, thirty-square-foot sign (attached or freestanding) is permitted. The freestanding sign and supporting structure may not exceed 10 feet in height.*
- C. *Commercial/Industrial use (multiple businesses): 1 three-square foot, attached sign per business and 1 freestanding sign per lot are permitted. The freestanding sign and supporting structure may not exceed 25 feet in height or 150 square feet in area.*
- D. *Combined use: 1 on-site thirty-square foot sign (attached or freestanding) is permitted. The freestanding sign and supporting structure may not exceed 10 feet in height.*

***(Intent: To keep all of the sign ordinance requirements in one section of the Zoning Ordinance.)***

**Article Z-13-16:** Are you in favor of the adoption of an amendment as proposed by the Planning Board to the Zoning Ordinance by modifying Article V., Establishment of Districts and District Regulations, Table 220-32J, Residential Conservation II District, by replacing Letter C. and adding a new Letter D. as follows:

*C. Areas and Dimensions: For New Developments – See PRD Requirements.*

*D. Areas and Dimensions: For Existing Lots of Record with dwelling units – See MDR Requirements.*

***(Intent: To clarify lot areas and dimensions for existing lots of record with dwelling units that are located in the RCII District.)***

**Article Z-13-17:** Are you in favor of the adoption of an amendment as proposed by the Planning Board to the Zoning Ordinance by modifying Article II, Definitions, by changing the definition of Bed and Breakfast Facility as follows:

*BED AND BREAKFAST FACILITY: A building other than a hotel or motel where lodging and meals are provided for compensation. Individual rooms shall not have cooking facilities. A facility may not have more than 8 rooms or suites for rent at any one time and the length of the rental shall not exceed 10 days.*

***(Intent: To provide a separate, different definition for a Bed and Breakfast Facility than for a Boarding and Rooming House. Bed and Breakfast Facilities limit the number of rooms and the length of stay.)***

**Article Z-13-18:** Are you in favor of the adoption of an amendment as proposed by the Planning Board to the Zoning Ordinance by modifying Article V, Establishment of Districts and



## Town of Plaistow, New Hampshire

### 2011 ANNUAL REPORT



District Regulations, § 220-32, District Objectives and Land Use Controls, Table 220-32C, "CII"  
– Commercial II, by adding a new permitted use as follows:

#### *8.4 Bed and Breakfast Facility*

***(Intent: Bed and Breakfast Facilities are currently allowed in the CII District. This amendment is an administrative change required by the new definition of Bed and Breakfast.)***

**Article Z-13-19:** Are you in favor of the adoption of an amendment as proposed by the Planning Board to the Zoning Ordinance by modifying Article V, Establishment of Districts and District Regulations, § 220-32, District Objectives and Land Use Controls, Table 220-32G, "ICR" – Integrated Commercial Residential District, Letter B., Uses., Number (2) Permitted commercial/industrial uses., and Number (4), Combined uses., by adding Bed and Breakfast Facility as an allowed use.

***(Intent: To allow Bed and Breakfast Facilities as an allowed use in the Commercial/Industrial and Combined Use sections of the ICR District.)***

**Article Z-13-20:** Are you in favor of the adoption of an amendment as proposed by the Planning Board to the Zoning Ordinance by modifying Article V, Establishment of Districts and District Regulations, § 220-32, District Objectives and Land Use Controls, Table 220-32D, "VC" – Village Center, by adding a new permitted use as follows:

#### *15. Bed and Breakfast Facility*

***(Intent: To add Bed and Breakfast Facilities to the Village Center District as a permitted use.)***

**Article Z-13-21:** Are you in favor of the adoption of an amendment as proposed by the Planning Board to the Zoning Ordinance by modifying Article II, Definitions, by removing the definition of a Tourist Home and all references to it in the Zoning Ordinance.

***(Intent: To eliminate a Definition that is not longer valid and all its references to it in the Zoning Ordinance.)***



# Town of Plaistow, New Hampshire

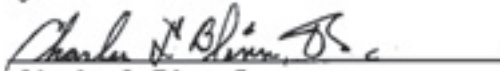
## 2011 ANNUAL REPORT



**Given under our hands and seal this twenty-eighth day of January in the year of our Lord, Two Thousand and Thirteen.**

  
Michelle L. Curran, Chairman

  
John A. Sherman, Vice Chairman

  
Charles L. Blinn, Jr.

  
Robert F. Grogg

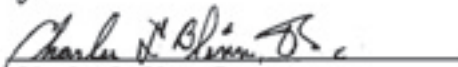
  
Daniel J. Poliquin

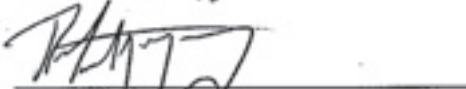
**Plaistow, New Hampshire  
January 28, 2013**

**We certify that we gave notice to the inhabitants within named Town to meet at the time and place for this purpose, within mentioned, by causing to be posted an attached copy at the Plaistow Public Library, the Pollard Elementary School and the Plaistow Town Hall, being public places in said Town on the twenty-eighth day of January in the year of our Lord, Two Thousand and Thirteen.**

  
Michelle L. Curran, Chairman

  
John A. Sherman, Vice Chairman

  
Charles L. Blinn, Jr.

  
Robert F. Grogg

  
Daniel J. Poliquin







# Town of Plaistow, New Hampshire

## 2011 ANNUAL REPORT



### VOTER'S NOTES

		Yes	No
P-13-01	Elect Officers	<input type="checkbox"/>	<input type="checkbox"/>
P-13-02	Operating Budget	<input type="checkbox"/>	<input type="checkbox"/>
P-13-03	Highway Department Equipment Capital Reserve Fund Deposit	<input type="checkbox"/>	<input type="checkbox"/>
P-13-04	Replacement of the Highway Department 2006 F-350 Ford Pick-up Truck	<input type="checkbox"/>	<input type="checkbox"/>
P-13-05	Fire Department Capital Reserve Fund Deposit	<input type="checkbox"/>	<input type="checkbox"/>
P-13-06	Replace Police Department Mobile Radios	<input type="checkbox"/>	<input type="checkbox"/>
P-13-07	Public Safety Complex Architectural/Cost Study	<input type="checkbox"/>	<input type="checkbox"/>
P-13-08	Replacement of Roof on the Public Safety Complex	<input type="checkbox"/>	<input type="checkbox"/>
P-13-09	Replace the Concrete Apron at Fire Department and Repair the Portion of the Parking Lot by the Police Department Sallyport	<input type="checkbox"/>	<input type="checkbox"/>
P-13-10	Replace Windows at Court House	<input type="checkbox"/>	<input type="checkbox"/>
P-13-11	Replace Remaining Gutters & Downspouts at the Town Hall	<input type="checkbox"/>	<input type="checkbox"/>
P-13-12	Cell Tower Maintenance Capital Reserve Fund Deposit	<input type="checkbox"/>	<input type="checkbox"/>
P-13-13	Building Systems Capital Reserve Fund Deposit	<input type="checkbox"/>	<input type="checkbox"/>
P-13-14	Installation of Fire Suppression Waterline on Route 125 from East Road to Old Road Associated with the NHDOT Route 125 Widening Project* (Note from DRA 1/9/13)	<input type="checkbox"/>	<input type="checkbox"/>
P-13-15	Fire Suppression Pump and Pump House Capital Reserve Fund Deposit	<input type="checkbox"/>	<input type="checkbox"/>
P-13-16	Fire Suppression System Potential Conversion Feasibility Study	<input type="checkbox"/>	<input type="checkbox"/>
P-13-17	Conservation Fund Deposit	<input type="checkbox"/>	<input type="checkbox"/>



# Town of Plaistow, New Hampshire

## 2011 ANNUAL REPORT



### ***VOTER'S NOTES (Continued)***

		<b>Yes</b>	<b>No</b>
P-13-18	Construct a Shelter at the Old County Road Recreation (PARC) Facility	<input type="checkbox"/>	<input type="checkbox"/>
P-13-19	Selectman Compensation	<input type="checkbox"/>	<input type="checkbox"/>
Z-13-01	To clarify that the Village Center District a standalone zoning district with its own geographic boundaries, its own set of uses, areas and dimensions and does not depend upon the characteristics of any other zoning district).	<input type="checkbox"/>	<input type="checkbox"/>
Z-13-02	To expand the Village Center District to include properties that are in keeping with the characteristics of the Village Center District.	<input type="checkbox"/>	<input type="checkbox"/>
Z-13-03	Included two additional properties in the Village Center District that are currently surrounded by properties already in the Village Center District.	<input type="checkbox"/>	<input type="checkbox"/>
Z-13-04	To insure consistency of the reference to "Places of Worship" used throughout the Zoning Ordinance.	<input type="checkbox"/>	<input type="checkbox"/>
Z-13-05	To require site plan approval for Places of Worship, a use which is allowed in the Medium Density Residential (MDR) District.	<input type="checkbox"/>	<input type="checkbox"/>
Z-13-06	To require site plan approval for Places of Worship, a use which is allowed in the Low Density Residential (LDR) District.	<input type="checkbox"/>	<input type="checkbox"/>
Z-13-07	To remove the necessity of obtaining a Special Exception for In-Law/Accessory Apartments. All other existing zoning and building permit requirements pertaining to In-Law/Accessory Apartments must still be met.	<input type="checkbox"/>	<input type="checkbox"/>
Z-13-08	To be consistent with the requirements of the Commercial II (CII) and Village Center (VC) Districts regarding mixed uses.	<input type="checkbox"/>	<input type="checkbox"/>
Z-13-09	To provide a definition for Contractor's Storage Yard to provide a clear description of this use.	<input type="checkbox"/>	<input type="checkbox"/>



# Town of Plaistow, New Hampshire

## 2011 ANNUAL REPORT



### **VOTER'S NOTES (Continued)**

		<b>Yes</b>	<b>No</b>
Z-13-10	To clarify that holding or carrying a sign to promote a business is considered a temporary sign and such requirements in the Zoning Ordinance apply.	<input type="checkbox"/>	<input type="checkbox"/>
Z-13-11	The addition of this new Grand Opening Sign Package Permit to the Zoning Ordinance will allow qualifying businesses to display additional, appropriate temporary signage for a shorter term than is allowed under the monthly temporary signage section for a grand opening event. Signage for all other sales and special promotions must still meet the requirements of §220-61 and §220-62 of the Zoning Ordinance.	<input type="checkbox"/>	<input type="checkbox"/>
Z-13-12	To reduce the amount of time that hazardous structures can remain on a lot. This is for the protection to abutters and to the general health, safety and welfare of the public.	<input type="checkbox"/>	<input type="checkbox"/>
Z-13-13	To clarify that all zoning requirements apply to all motor vehicles, not just automobiles.	<input type="checkbox"/>	<input type="checkbox"/>
Z-13-14	To provide consistency for the term "accessory use or structure" throughout the Zoning Ordinance.	<input type="checkbox"/>	<input type="checkbox"/>
Z-13-15	To keep all of the sign ordinance requirements in one section of the Zoning Ordinance.	<input type="checkbox"/>	<input type="checkbox"/>
Z-13-16	To clarify lot areas and dimensions for existing lots of record with dwelling units that are located in the RCII District.	<input type="checkbox"/>	<input type="checkbox"/>
Z-13-17	To provide a separate, different definition for a Bed and Breakfast Facility than for a Boarding and Rooming House. Bed and Breakfast Facilities limit the number of rooms and the length of stay.	<input type="checkbox"/>	<input type="checkbox"/>
Z-13-18	Bed and Breakfast Facilities are currently allowed in the CII District. This amendment is an administrative change required by the new definition of Bed and Breakfast.	<input type="checkbox"/>	<input type="checkbox"/>



# Town of Plaistow, New Hampshire

## 2011 ANNUAL REPORT



### ***VOTER'S NOTES (Continued)***

		Yes	No
Z-13-19	To allow Bed and Breakfast Facilities as an allowed use in the Commercial/Industrial and Combined Use sections of the ICR District.	<input type="checkbox"/>	<input type="checkbox"/>
Z-13-20	To add Bed and Breakfast Facilities to the Village Center District as a permitted use.	<input type="checkbox"/>	<input type="checkbox"/>
Z-13-21	To eliminate a Definition that is not longer valid and all its references to it in the Zoning Ordinance.	<input type="checkbox"/>	<input type="checkbox"/>





# Town of Plaistow, New Hampshire

## 2011 ANNUAL REPORT



MS-7

### BUDGET OF A TOWN WITH A MUNICIPAL BUDGET COMMITTEE

OF: Plaistow

BUDGET FORM FOR A TOWN WHICH HAS ADOPTED  
THE PROVISIONS OF RSA 32:14 THROUGH 32:24

Appropriations and Estimates of Revenue for the Ensuing Year January 1, 2013 to December 31, 2013

or Fiscal Year From \_\_\_\_\_ to \_\_\_\_\_

#### IMPORTANT:

Please read RSA 32:6 applicable to all municipalities.

1. Use this form to list the operating budget and all special and individual warrant articles in the appropriate recommended and not recommended area. All proposed appropriations must be on this form.
2. Hold at least one public hearing on this budget.
3. When completed, a copy of the budget must be posted with the warrant. Another copy must be placed on file with the town clerk, and a copy sent to the Department of Revenue Administration at the address below within 20 days after the meeting.

This form was posted with the warrant on (Date): \_\_\_\_\_

#### BUDGET COMMITTEE

*Please sign in ink.*

Under penalties of perjury I declare that I have examined the information contained in this form and to the best of my belief it is true, correct and complete.

*Norm S. Amur*  
\_\_\_\_\_  
*Stephen H. Hest*  
\_\_\_\_\_  
*Benjamin Hest*  
\_\_\_\_\_  
*John*  
\_\_\_\_\_  
*Richard*  
\_\_\_\_\_

*Paul J. Brown*  
\_\_\_\_\_  
*Robert*  
\_\_\_\_\_  
*Christopher E. Harris*  
\_\_\_\_\_  
*John A. Harris*  
\_\_\_\_\_  
*Benjamin*  
\_\_\_\_\_  
*Gayle*  
\_\_\_\_\_

**THIS BUDGET SHALL BE POSTED WITH THE TOWN WARRANT**

FOR DRA USE ONLY

NH DEPARTMENT OF REVENUE ADMINISTRATION  
MUNICIPAL SERVICES DIVISION  
P.O. BOX 487, CONCORD, NH 03302-0487  
(603)230-8090

MS-7  
Rev. 05/12



# Town of Plaistow, New Hampshire

## 2011 ANNUAL REPORT



MS-7 Budget - Town of Plaistow FY 2013									
1	2	3	4	5	6	7	8	9	
ACCT.#	PURPOSE OF APPROPRIATIONS (RSA 32:3.V)	OP Bud. Warr. Art.#	Appropriations Prior Year As Approved by DRA	Actual Expenditures Prior Year	SELECTMEN'S APPROPRIATIONS Ensuing Fiscal Year (Recommended)	SELECTMEN'S APPROPRIATIONS Ensuing Fiscal Year (Not Recommended)	BUDGET COMMITTEE'S APPROPRIATIONS Ensuing Fiscal Year (Recommended)	BUDGET COMMITTEE'S APPROPRIATIONS Ensuing Fiscal Year (Not Recommended)	
4130-4139	Executive		272,336	266,417	268,846		268,846		
4140-4149	Election, Reg. & Vital Statistics		126,082	121,347	115,546		115,546		
4150-4151	Financial Administration		313,514	300,444	303,374		303,374		
4152	Revaluation of Property								
4153	Legal Expense		40,001	39,206	40,000		40,000		
4155-4159	Personnel Administration		1,455,792	1,318,932	1,607,169		1,607,169		
4191-4193	Planning & Zoning		85,034	65,426	85,420		85,420		
4194	General Government Buildings		213,099	261,735	187,004		187,004		
4195	Cemeteries		2,775	500	-		-		
4196	Insurance		80,000	79,844	83,000		83,000		
4197	Advertising & Regional Assoc.		25,569	24,109	25,102		25,102		
4199	Other General Government		31,560	30,248	33,309		33,309		
4210-4214	Police		1,872,367	1,842,415	1,834,350		1,834,350		
4215-4219	Ambulance								
4220-4228	Fire		455,303	473,366	528,173		528,173		
4240-4249	Building Inspection		108,361	106,709	108,036		108,036		
4290-4298	Emergency Management		18,044	10,934	19,994		19,994		
4299	Other (Including Communications)								
4301-4309	Airport Operations								
4311	Administration		279,057	270,400	279,177		279,177		
4312	Highways & Streets		576,090	443,551	554,940		554,940		
4313	Bridges								

MS-7  
Rev. 10/10



# Town of Plaistow, New Hampshire

## 2011 ANNUAL REPORT



MS-7		Budget - Town of Plaistow								FY 2013	
1	2	3	4	5	6	7	8	9			
ACCT.#	PURPOSE OF APPROPRIATIONS (RSA 32:3.V)	OP Bud. Warr. Art.#	Appropriations Prior Year As Approved by DRA	Actual Expenditures Prior Year	SELECTMEN'S APPROPRIATIONS Ensuing Fiscal Year (Recommended)	(Not Recommended)	BUDGET COMM. APPROPRIATIONS Ensuing Fiscal Year (Recommended)	(Not Recommended)			
4316	Street Lighting		85,000	85,789	97,000		97,000				
4318	Other										
4321	Administration										
4323	Solid Waste Collection		540,000	494,206	515,000		515,000				
4324	Solid Waste Disposal										
4325	Solid Waste Clean-up		47,000	32,380	47,000		47,000				
4326-4329	Sewage Coll. & Disposal & Other										
4331	Administration										
4332	Water Services		70,877	28,136	56,057		56,057				
4335-4339	Water Treatment, Conserv. & Other										
4351-4352	Admin. and Generation										
4353	Purchase Costs										
4354	Electric Equipment Maintenance										
4359	Other Electric Costs										
4411	Administration		79,299	73,251	79,442		79,442				
4414	Pest Control		15,312	19,328	-		-				
4415-4419	Health Agencies & Hosp. & Other		66,122	66,122	66,362		66,362				
4441-4442	Administration & Direct Assist.		873	520	740		740				
4444	Intergovernmental Welfare Payments										
4445-4449	Vendor Payments & Other		37,350	25,826	32,350		32,350				

MS-7  
Rev. 10/10



# Town of Plaistow, New Hampshire

## 2011 ANNUAL REPORT



MS-7 Budget - Town of Plaistow FY 2013									
1	2	3	4	5	6	7	8	9	
ACCT #	PURPOSE OF APPROPRIATIONS (RSA 32:3,V)	OP Bud. Warr. Art.#	Appropriations Prior Year As Approved by DRA	Actual Expenditures Prior Year	SELECTMEN'S APPROPRIATIONS Ensuing Fiscal Year (Recommended)	(Not Recommended)	BUDGET COMMITTEE'S APPROPRIATIONS Ensuing Fiscal Year (Recommended)	(Not Recommended)	
4520-4529	Parks & Recreation		210,920	198,266	210,920		210,920		
4550-4559	Library		458,662	435,003	494,150		494,150		
4583	Patriotic Purposes		1,000	800	1,000		1,000		
4589	Other Culture & Recreation		26,619	26,836	26,619		26,619		
4611-4612	Admin. & Purch. of Nat. Resources		8,137	1,379	8,137		8,137		
4619	Other Conservation								
4631-4632	Redevelopment and Housing								
4651-4659	Economic Development								
4711	Princ.- Long Term Bonds & Notes								
4721	Interest-Long Term Bonds & Notes								
4723	Int. on Tax Anticipation Notes		1	-	1		1		
4780-4789	Other Debt Service								
4901	Land								
4902	Machinery, Vehicles & Equipment								
4903	Buildings								
4909	Improvements Other Than Bldgs.								
4912	To Special Revenue Fund								
4913	To Capital Projects Fund								
4914	To Enterprise Fund								
	- Sewer								
	- Water								

MS-7  
Rev. 10/10





# Town of Plaistow, New Hampshire

## 2011 ANNUAL REPORT



MS-7  
Rev. 10/10

MS-7		Budget - Town of Plaistow			FY 2013			
1	2	3	4	5	6	7	8	9
ACCT.#	PURPOSE OF APPROPRIATIONS (RSA 32:3,V)	OP Bud. Warr. Art.#	Appropriations Prior Year As Approved by DRA	Actual Expenditures Prior Year	SELECTMEN'S APPROPRIATIONS Ensuing Fiscal Year (Recommended)	(Not Recommended)	BUDGET COMMITTEE'S APPROPRIATIONS Ensuing Fiscal Year (Recommended)	(Not Recommended)
	- Electric							
	- Airport							
4918	To Nonexpendable Trust Funds							
4919	To Fiduciary Funds							
OPERATING BUDGET TOTAL			7,602,156	7,143,425	7,708,218		7,708,218	



# Town of Plaistow, New Hampshire

## 2011 ANNUAL REPORT



MS-7 Budget - Town of Plaistow FY 2013  
\*\*\*SPECIAL WARRANT ARTICLES\*\*

Special warrant articles are defined in RSA 32:3.VI, as appropriations: 1) In petitioned warrant articles; 2) appropriations raised by bonds or notes; 3) appropriations for or from a separate fund created pursuant to law, such as capital reserve funds or trusts funds; or 4) an appropriation designated on the warrant as a special article or as a nonlapsing or nontransferable article.

ACCT#	PURPOSE OF APPROPRIATIONS (RSA 32:3.V)	Warr. Art#	Appropriations Prior Year As Approved by DRA	Actual Expenditures Prior Year	SELECTMENTS APPROPRIATIONS Ensuing Fiscal Year (Not Recommended)	BUDGET COMMITTEE'S APPROPRIATIONS Ensuing Fiscal Year (Not Recommended)	9
4815	Highway Capital Reserve Fund Dep	3	81,000	81,000	81,000	81,000	
4815	Fire Dept Cap Reserve Fund Dep	5	105,000	105,000	105,000	105,000	
4815	Bldg Sys Cap Reserve Fund Dep	13	10,000	10,000	10,000	10,000	
4815	Fire Supp Pump & Pump Hse Cap Res	15	70,000	70,000	70,000	70,000	
4815	Cell Tower Maint Cap Res Fund Dep	12	20,000	20,000	125,000	125,000	
4815	Conservation Fund Deposit	17	5,000	5,000	10,000	10,000	
	Engineering Study Westville Rd Bridge		85,000	-			
	<b>SPECIAL ARTICLES RECOMMENDED</b>		<b>376,000</b>	<b>281,000</b>	<b>401,000</b>	<b>401,000</b>	

### \*\*\*INDIVIDUAL WARRANT ARTICLES\*\*

"Individual" warrant articles are not necessarily the same as "special warrant articles". An example of an individual warrant article might be negotiated cost items for labor agreements, leases or items of a one time nature you wish to address individually.

ACCT#	PURPOSE OF APPROPRIATIONS (RSA 32:3.V)	Warr. Art#	Appropriations Prior Year As Approved by DRA	Actual Expenditures Prior Year	SELECTMENTS APPROPRIATIONS Ensuing Fiscal Year (Not Recommended)	BUDGET COMMITTEE'S APPROPRIATIONS Ensuing Fiscal Year (Not Recommended)	9
4320	Improvements at Ingalls		20,000	-			
4311	Replace 2004 F550 Dump Truck	4	110,000	92,099			
4220	Replace Engine 7	7	405,000	-			
4220	FD Pullima Staff Position	8	48,500	48,500			
4150	Tax Collector Raise	15	700	700			
4140	Town Clerk Raise	10	1,015	1,015			
4311	Replace 2005 F-350 Ford Pickup Truck	4			50,000	50,000	
4210	Public Safety Complex	7			25,000	25,000	
4210	Replacement of Roof	8			80,000	80,000	
4210	Replace Concrete Apron PD	9			30,000	30,000	
4194	Replace Windows Court House	10			10,000	10,000	
4194	Gutters & Downspouts Town Hall	11			14,000	14,000	
4332	Fire Suppression Waterline	14			400,000	400,000	
4220	Fire Supp Sys Potential Conner Study	16			30,000	30,000	
4520	Shelter at Parc	18			80,000	80,000	
4130	IBOS Compensation	19			10,765	10,765	
4210	Mobile Radios	6			31,500	31,500	
	<b>INDIVIDUAL ARTICLES RECOMMENDED</b>		<b>585,216</b>		<b>761,265</b>	<b>761,265</b>	

MS-7  
Rev. 05/12



# Town of Plaistow, New Hampshire

## 2011 ANNUAL REPORT



MS-7

Budget - Town of Plaistow FY 2013

1	2	3	4	5	6
ACCT.#	SOURCE OF REVENUE	Warr. Art.#	Actual Revenues Prior Year	Selectmen's Estimated Revenues	Budget Committee's Est. Revenues
3120	Land Use Change Taxes - General Fund				
3180	Resident Taxes				
3185	Yield Taxes				
3186	Payment in Lieu of Taxes				
3189	Other Taxes				
3190	Interest & Penalties on Delinquent Taxes		106,169	126,000	126,000
	Inventory Penalties				
3187	Excavation Tax (\$.02 cents per cu yd)				
3210	Business Licenses & Permits		2,000	2,000	2,000
3220	Motor Vehicle Permit Fees		1,153,800	1,150,000	1,150,000
3230	Building Permits		87,000	87,000	87,000
3290	Other Licenses, Permits & Fees		56,085	56,000	56,000
3311-3319	FROM FEDERAL GOVERNMENT		115,431	105,756	105,756
3351	Shared Revenues				
3352	Meals & Rooms Tax Distribution		338,374	339,873	339,873
3353	Highway Block Grant		134,807	130,148	130,148
3354	Water Pollution Grant				
3355	Housing & Community Development				
3356	State & Federal Forest Land Reimbursement				
3357	Flood Control Reimbursement				
3359	Other (Including Railroad Tax)		113,211	44,811	44,811
3379	FROM OTHER GOVERNMENTS		125,550	125,550	125,550
3401-3406	Income from Departments		123,969	124,000	124,000
3409	Other Charges				
3501	Sale of Municipal Property				
3502	Interest on Investments		9,800	10,000	10,000
3503-3509	Other		386,291	383,080	383,080
3912	From Special Revenue Funds	14		11,192	11,192
3913	From Capital Projects Funds				



# Town of Plaistow, New Hampshire

## 2011 ANNUAL REPORT



MS-7

Budget - Town of Plaistow FY 2013

1	2	3	4	5	6
ACCT.#	SOURCE OF REVENUE	Warr. Art.#	Actual Revenues Prior Year	Selectmen's Estimated Revenues	Budget Committee's Est. Revenues
3914	From Enterprise Funds				
	Sewer - (Offset)				
	Water - (Offset)	14	35,000	364,981	364,981
	Electric - (Offset)				
	Airport - (Offset)				
3915	From Capital Reserve Funds	4, 14	511,789	108,827	108,827
3916	From Trust & Fiduciary Funds				
3917	Transfers from Conservation Funds				
3934	Proc. from Long Term Bonds & Notes				
	Amounts Voted From Fund Balance	8, 10		90,000	90,000
	Estimated Fund Balance to Reduce Taxes				
<b>TOTAL ESTIMATED REVENUE &amp; CREDITS</b>			<b>3,299,276</b>	<b>3,259,218</b>	<b>3,259,218</b>

### \*\*BUDGET SUMMARY\*\*

	PRIOR YEAR ADOPTED BUDGET	SELECTMEN'S RECOMMENDED BUDGET	BUDGET COMMITTEE'S RECOMMENDED BUDGET
Operating Budget Appropriations Recommended (from pg. 5)	7,602,156	7,708,218	7,708,218
Special Warrant Articles Recommended (from pg. 6)	376,000	401,000	401,000
Individual Warrant Articles Recommended (from pg. 6)	585,216	761,265	761,265
<b>TOTAL Appropriations Recommended</b>	<b>8,563,372</b>	<b>8,870,483</b>	<b>8,870,483</b>
Less: Amount of Estimated Revenues & Credits (from above)	3,299,276	3,259,218	3,259,218
<b>Estimated Amount of Taxes to be Raised</b>	<b>5,264,096</b>	<b>5,611,265</b>	<b>5,611,265</b>

Maximum Allowable Increase to Budget Committee's Recommended Budget per RSA 32:18: \$887,048  
(See Supplemental Schedule With 10% Calculation)

MS-7  
Rev. 10/10





# Town of Plaistow, New Hampshire

## 2011 ANNUAL REPORT



### BUDGET COMMITTEE SUPPLEMENTAL SCHEDULE

(For Calculating 10% Maximum Allowable Increase)  
(RSA 32:18, 32:19, & 32:21)

Use VERSION #1 if budget does not contain Collective Bargaining Cost Items; RSA 32:21 Water Costs;  
or RSA 32:18-a Bond Override

LOCAL GOVERNMENTAL UNIT: Plaistow FISCAL YEAR END 2013

	RECOMMENDED AMOUNT
1. Total <b>RECOMMENDED</b> by Budget Committee (See Posted Budget MS-7, 27, or 37)	\$8,870,483
LESS EXCLUSIONS:	
2. Principal: Long-Term Bonds & Notes	
3. Interest: Long-Term Bonds & Notes	
4. Capital Outlays Funded From Long-Term Bonds & Notes per RSA 33:8 & 33:7-b.	
5. Mandatory Assessments	
6. Total exclusions (Sum of rows 2 - 5)	< 0.00 >
7. Amount recommended less recommended Exclusion amounts (line 1 less line 6)	\$8,870,483
8. Line 7 times 10%	\$ 887,048
9. Maximum Allowable Appropriations (lines 1 + 8)	\$9,757,531

Line 8 is the maximum allowable increase to budget committee's recommended budget.

Attach a copy of this completed supplemental schedule to the back of the budget form.



# Town of Plaistow, New Hampshire

## 2011 ANNUAL REPORT



### NOTES



# Town of Plaistow, New Hampshire

## 2012 ANNUAL REPORT



### ***WHERE PLAISTOW RESIDENTS CAN CALL FOR HELP***

<b><u>PROBLEM/QUESTION</u></b>	<b><u>CALL</u></b>	<b><u>PHONE NUMBER</u></b>
<i>STATE WIDE QUESTIONS AND EMERGENCY HOTLINE SUPPORTED BY GRANIT UNITED WAY</i>		
For referral agency for many circumstances and resources		211
After School Program	Sad Café	1-603-382-8893
AIDS Hotline	Aids Response Seacoast	1-603-433-5377
Alcoholics Anonymous	Tools and resources	1-877-825-2666
American Red Cross	Disaster Services	1-603-624-4307
Animal Problems	Plaistow Animal Control Officer	1-603-382-1200
Assessments	Plaistow Assessing Department	1-603-382-8469 X11
Auto & Boat Registration	Plaistow Town Clerk	1-603-382-8129 X16
Battered Women Shelter	A Safe Place	1-800-852-3388
Birth Certificates	Plaistow Town Clerk	1-603-382-8129 X16
Blind, NH Association for	Sight Center	1-800-464-3075
Building Permits	Plaistow Building Department	1-603-382-1191 X20
Burning Permits	Plaistow Fire Department	1-603-382-5012
Cell Phones	Safelink Phones for those eligible	1-800-723-3546
Cemetery	Plaistow Town Hall	1-603-382-5200 X10
Chamber of Commerce	Plaistow Area Commerce Exchange	1-603-382-3634
Child Abuse	Child Abuse & Neglect Hotline	1-800-894-5533
Child advocacy (CASA)	Court Appointed Child Advocate	1-800-626-0622
Child Care	Rockingham County Childcare Info.	1-800-310-8333
Child & Family Services	Child & Family Services	1-800-640-6486
Child Medical Coverage	NH Healthy Kids	1-877-464-2447
Conservation Commission	Plaistow Town Hall	1-603-382-5200 X10
Consumer Complaint	NH Better Business Bureau	1-603-228-3789
Death Certificate	Plaistow Town Clerk	1-603-382-8129 X16
Department of Health and Human Services	NH DHHS	1-800-852-3345
Disabilities Rights Commission	Advocacy and Protection	1-603-228-0432
Disaster Relief	American Red Cross	1-603-624-4307
District Court	Plaistow District Court	1-603-382-4651
Dog License	Plaistow Town Clerk	1-603-382-8129 X16
Driver's License	NH Dept. Motor Vehicles	1-603-271-2251
Easter Seals of NH	Services for disabled	1-800-870-8728
Elections	Plaistow Town Clerk	1-603-382-8129 X16
Electric, Emergency Grants	Rockingham Community Action	1-603-893-9172
Electrical Permit	Plaistow Building Department	1-603-382-1191 X20
EMERGENCY: Fire, Police & Ambulance		911
Employment	Salem NH Works Office	1-603-893-9185
	29 South Broadway, Salem, NH 03079	



# Town of Plaistow, New Hampshire

## 2012 ANNUAL REPORT



### ***WHERE PLAISTOW RESIDENTS CAN CALL FOR HELP*** ***(Continued)***

<b><u>PROBLEM/QUESTION</u></b>	<b><u>CALL</u></b>	<b><u>PHONE NUMBER</u></b>
Employment	www.WorkOpportunities.net	1-603-401-4562
Environment	NH State Dept. Environmental Services	1-603-289-2111
Family Services (Juvenile)	Family Mediation	1-603-362-9957
Fire Dept. (non-emergency)	FitzGerald Safety Complex	1-603-382-5012
Fish & Game	Fish & Game Club Office	1-603-382-3675
Fishing License	Walmart or Animal Control Officer	1-603-382-2839 or 1-603-382-6816
Food & Nutrition Assistance	WIC (pregnant & child under 5) CSFP (60 years and older)	1-800-256-9880 1-800-942-4321
Food Pantry	Holy Angels Parish	1-603-382-8324
Food Stamps	NH Dept. of Health & Human Services	1-800-852-3345X4238 <a href="http://www.nheasy.nh.gov">www.nheasy.nh.gov</a>
Genealogical Information	Plaistow Town Clerk	1-603-382-8129 X16
General Assistance	Human Services Department	1-603-382-8469 X11
Health Care	SeaCare Health Center	1-603-772-8119
	Lamprey Health Care	1-603-659-2494
	Community Health Services	1-603-425-2545
Health Officer	Plaistow Health Department	1-603-382-2494 X21
Heating / Fuel Assistance	Fuel Assistance 10/01 thru 4/30 Rock. Community Action Program	1-603-898-8435 1-603-893-9172
Home Budgeting	Consumer Credit Counseling/Green Path	1-800-327-6778
Home Care Service Agencies	Rockingham VNA	1-800-540-2981
Home Refinance/Repair	NH Direct Home Program	1-603-223-6035
Homeless	NH Coalition for Homeless	1-800-852-3388 1-800-852-3345X5142
Homeless	Emergency	211
Housing	NH Housing Authority	1-800-640-7239 1-800-439-7247
Human Service Department	Plaistow Town Hall Help Line	1-603-382-5200 X11 1-800-852-3388
Humane Society	NH SPCA	1-603-772-2921
Hunting License	Walmart	1-603-382-2839
	Animal Control Officer	1-603-382-1200
Landfill	Plaistow Highway Department	1-603-382-6771
Legal Assistance	Legal Advice & Referral Center	1-800-639-5290
Library	Plaistow Public Library	1-603-382-6011
Marriage License	Plaistow Town Clerk	1-603-382-8129 X16
Meals on Wheels	Vic Geary Center	1-603-382-5995
Medical Equipment		





# Town of Plaistow, New Hampshire

## 2012 ANNUAL REPORT



### ***WHERE PLAISTOW RESIDENTS CAN CALL FOR HELP*** ***(Continued)***

<b><u>PROBLEM/QUESTION</u></b>	<b><u>CALL</u></b>	<b><u>PHONE NUMBER</u></b>
Medication	NH Health Access Network	1-603-225-0900
Mental Health	NH Bureau of Behavioral Health	1-800-852-3388
Mental Health	Center for Live Management	1-603-893-3548
Mortgage	Homeowners Hope Hotline	1-888-995-4673
Notary	Plaistow Town Hall	1-603-382-5200 X10
Off Road Vehicle Registration	Gilly's or DaSilva	1-603-382-4334 or 1-603-382-1515
Parenting Problems	Parents Anonymous	1-800-750-4494
Passport	Federal Building	1-800-443-5847
Planning Board	Plaistow Planning Office	1-603-382-7371 X14
Plumbing Permit	Plaistow Building Department	1-603-382-1191 X20
Police Station (non-emergency)	FitzGerald Safety Complex	1-603-382-6816
Post Office	U.S. Post Office	1-603-382-8529
Prescriptions	Medicine Program	1-800-694-3893
	NH Medication Bridge Program	1-800-852-3456
	Governors Office	1-603-271-2121
Property Taxes	Plaistow Tax Collector	1-603-382-8611 X17
Recreation & Parks	Plaistow Recreation Department	1-603-382-5200 X18
Recycling & Curbside Removal	JRM Hauling	1-800-323-4285
Red Cross	Merrimack Valley Chapter	1-978-683-2465
Roads & Streets	Plaistow Highway Department	1-603-382-6771
School Administration Unit	Timberlane Regional School District	1-603-382-6119
School –Elementary	Pollard Elementary School	1-603-382-7146
School – Middle	Timberlane Regional Middle School	1-603-382-7131
School – High	Timberlane Regional High School	1-603-382-6541
Secretary of State	Office of Secretary of State	1-603-271-3242
Senior Citizen Center	Vic Geary Center	1-603-382-5995
Senior Services	Elderly & Adult Services	1-800-852-7492
	SERVICE LINK	1-866-634-9412
	SENIOR SUPPLEMENTAL FOOD	1-800-942-4321
Sexual Assault	Sexual Assault Support Serv. 24 hr.	1-603-436-4107
Social Security	Social Security Administration	1-978-374-1960
Suicide/ Emotional Crisis	Crisis Hotline	1-800-273-8255
Superior Court	Rockingham Clerk of Courts	1-603-642-5256
Teen Pregnancy	Pregnancy Care Center	1-978-373-5700
Town Ordinances	Plaistow Code Enforcement Officer	1-603-382-1191 X20
Transportation	Granite State Independent Living	1-800-826-3700
	Retired Sr. Volunteer Program	1-603-436-4310
	Greater Salem Caregivers	1-603-898-2850
	Seacoast Chair Car Service, LLC	1-603-926-5801
	Lamprey Senior Transportation	1-800-582-7214



# Town of Plaistow, New Hampshire

## 2012 ANNUAL REPORT



### ***WHERE PLAISTOW RESIDENTS CAN CALL FOR HELP*** ***(Continued)***

<b><u>PROBLEM/QUESTION</u></b>	<b><u>CALL</u></b>	<b><u>PHONE NUMBER</u></b>
Unemployment Comp.	NH Dept. of Employment Security	1-603-893-9185
United Way	Resource for NH	1-603-625-6939
Veterans Services, NH State	Veterans Administration-NH	1-800-622-9230
Office of	VA- REGIONAL OFFICE	1-800-827-1000
Visiting Nurses	Rockingham VNA	1-603-772-2981
Volunteer New Hampshire	Volunteer Programs	1-800-780-8058
Voter Registration	Plaistow Town Clerk	1-603-382-8129 X16
Welfare	NH Dept. of Human Services	1-800-852-3345



# Town of Plaistow, New Hampshire

## 2012 ANNUAL REPORT



<b>A</b>	Animal Control (with Police Dept.).....	201-204	<b>L</b>	Library.....	182-186
	Annual Report Title Page.....	1	<b>M</b>	Mosquito Control.....	187-188
	Assessment Update Procedure Adopted by BOS .....	129		MS-7 2012 (Budget for Town) .....	255-263
	Assessor's Agent.....	116-123	<b>N</b>	Notice to Property Owners Required by RSA .....	200
	A Tribute to Our Past.....	9	<b>O</b>	Old Home Day Committee .....	189-190
<b>B</b>	Board of Selectmen.....	22-27		Organization Chart.....	21
	Budget Committee .....	130	<b>P</b>	Plaistow Area Transit Advisory Committee (PATAC) ....	191-192
	Building Maintenance Department .....	131-132		Plaistow First Committee.....	193-194
	Building Safety Department .....	133-136		Planning Board.....	195-199
<b>C</b>	Cable Advisory Committee.....	137-138		Planning Department .....	200
	Cable Access Coordinator.....	139-140		Police Department.....	201-204
	Capital Improvement Program Committee.....	141-142		Previous Town Report Dedications .....	10
	Capital Improvement Program Plan.....	143-150		Public Safety Complex Building Committee.....	205-206
	Cash Flow Graph .....	73	<b>R</b>	Recreation Commission.....	207-208
	Cemetery Sexton.....	151		Recreation Department .....	209-211
	Comparative Prior Year Budget to Actual .....	76		Recycling "Go-Green" Committee .....	212-214
	Conflict of Interest Committee.....	152		Rockingham County Conservation District .....	215-216
	Conservation Commission .....	153-155		Rockingham Planning Commission.....	217-219
	Conservation Commission – Town Forest.....	156-157	<b>S</b>	State Representative Norman Major.....	17-18
	Current Use Description and Inventory .....	124		Stormwater Management Task Force .....	220-221
<b>D</b>	Dedication.....	4-5		Summary of Receipts and Expenses.....	
	Deliberative Session and Special Town Meeting			Supervisors of the Checklist .....	222
	Minutes and Results for February 4, 2012 .....	32-44	<b>T</b>	Table of Contents .....	2-3
<b>E</b>	Elder Affairs Committee.....	158		Tax Analysis .....	74
	Elected and Appointed Officials and Committees .....	12-14		Tax Collector .....	223
	Emergency Management Department.....	159-160		Tax Rate Calculation 2012.....	72
	Employee Spotlight.....	15		Telephone Numbers .....	Back Cover Flap
<b>F</b>	Family Mediation and Juvenile Services .....	161-162		Theme "PROGRESS" .....	7
	Finance Director Report.....	77		Town Clerk .....	224
	Financial Report of the Library Trustees .....	69-70		Town Clerk - New Resident's Information .....	
	Financial Report of the Tax Collector .....	63-64		Town Clerk – How To's .....	225-226
	Financial Report of the Town Clerk .....	65		Town Clerk – Vital Statistics.....	227-229
	Financial Report of Town Treasurer.....	66		Town Employees – 2012 .....	19-20
	Financial Report of the Trustees of the Trust Funds.....	68		Town Long Term Debt Report .....	75
	Fire Department .....	163-164		Town Manager .....	28-31
	Fire Vehicle and Apparatus Analysis .....	165		Town Meeting - March 13, 2012 Minutes and Election Results .....	45-62
	Forest Fire Warden and State Forest Ranger .....	166-167		Town Owned Property List.....	125-128
<b>G</b>	Government Officials.....	16		Town Warrant - 2013.....	233-254
	Grants and Donations Received.....	71		Tribute to Herbert "Topper" Reed .....	6
<b>H</b>	Hazardous Materials District of SENH.....	168-170		Trustee of the Trust Funds .....	230
	Health Department.....	171-172	<b>V</b>	Veteran's Report .....	8
	Highway Department .....	173-174		Voter's Notes .....	250
	Highway Safety Committee.....	176	<b>W</b>	Water Department.....	231
	Highway Vehicle Analysis .....	175		Where to Call for Help.....	265-268
	Historical Society.....	177-178	<b>Z</b>	Zoning Board of Adjustment .....	232
	Human Services Department .....	179-181			
<b>I</b>	Impact Fees, Definition .....	67			
	In Memoriam .....	11			
	Independent Auditor's Report.....	78-115			



# Town of Plaistow, New Hampshire

## 2012 ANNUAL REPORT



### NOTES

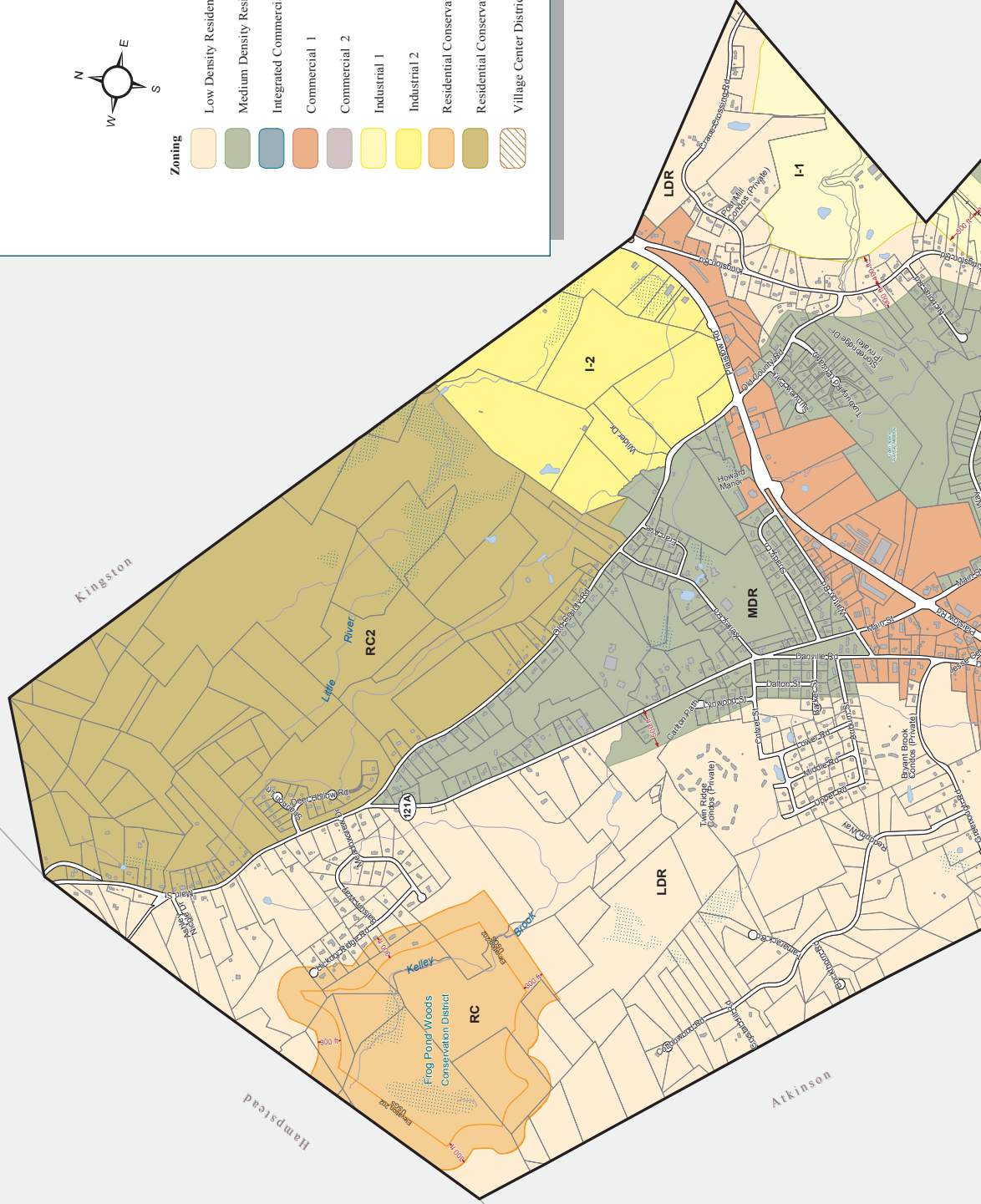
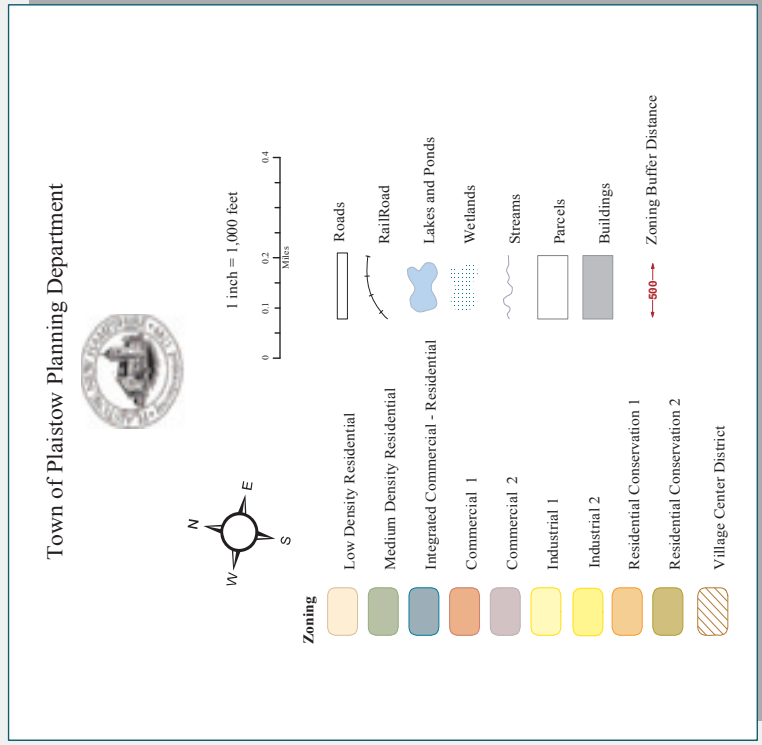


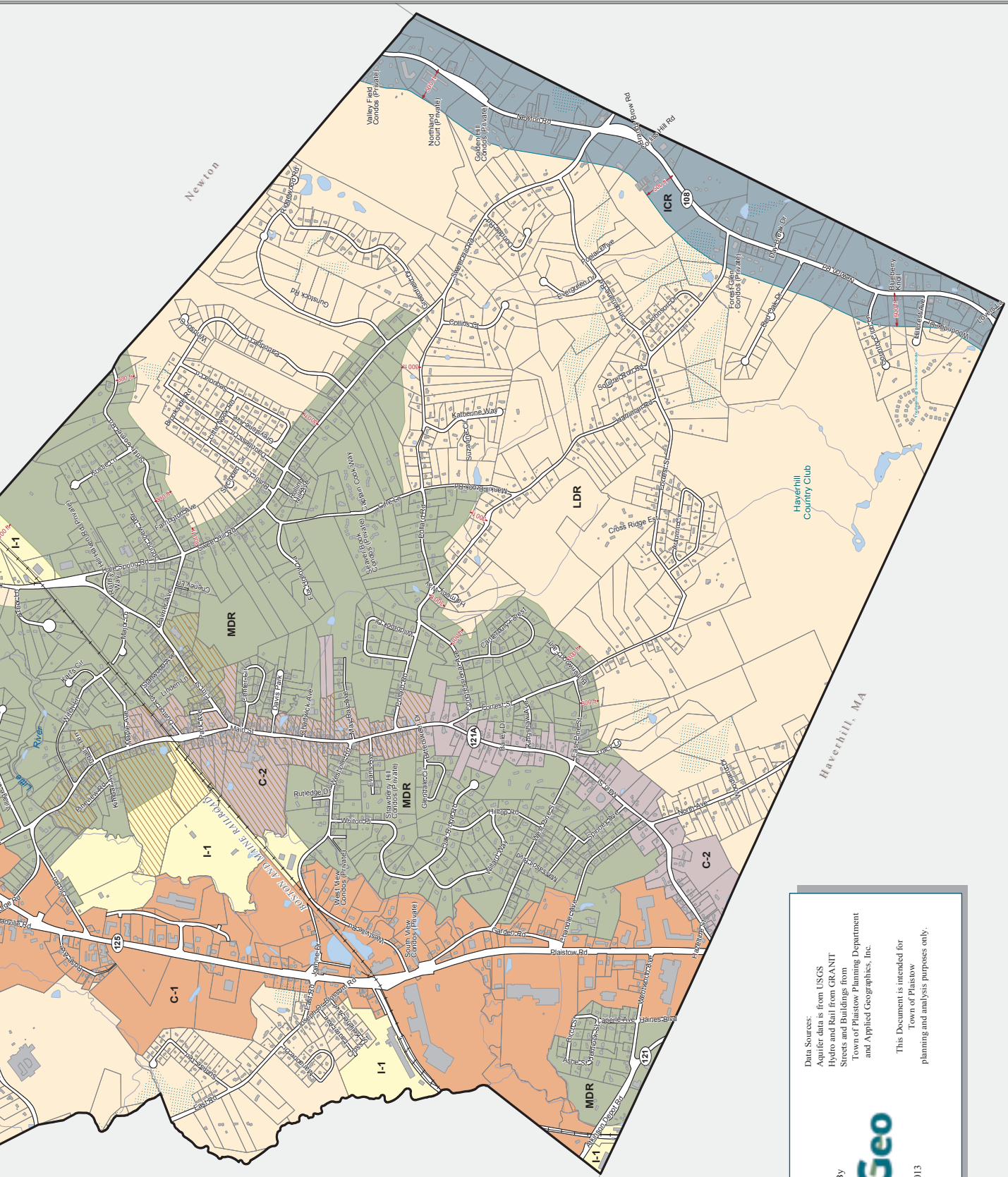
THIS PAGE INTENTIONALLY LEFT BLANK

THIS PAGE INTENTIONALLY LEFT BLANK

# TOWN OF PLAISTOW, NEW HAMPSHIRE

## Zoning Map





Created By

**AppGeo**

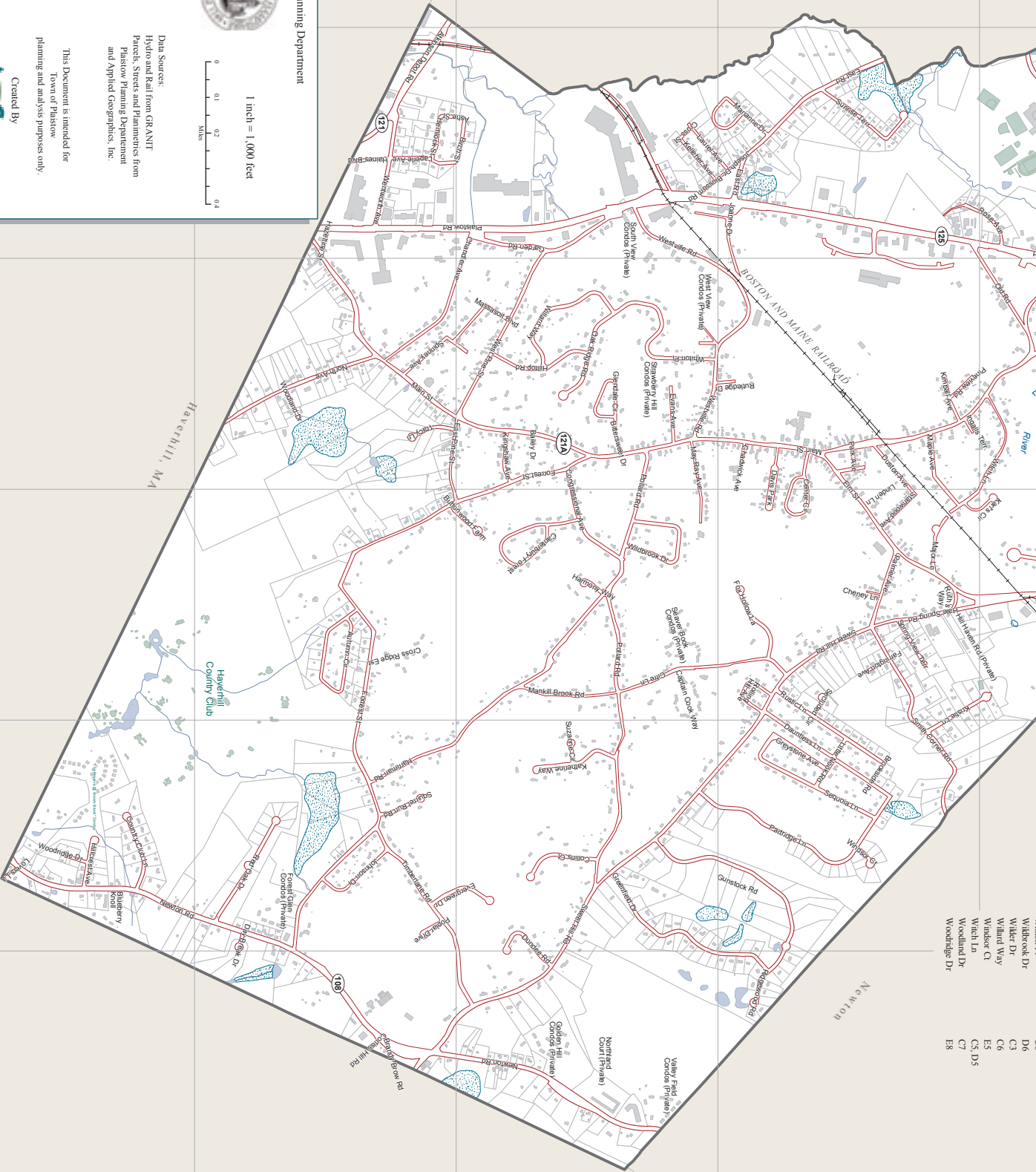
January 2013

Data Sources:  
Aquifer data is from USGS  
Hydro and Rail from GRANIT  
Streets and Buildings from  
Town of Plaistow Planning Department  
and Applied Geographics, Inc.

This Document is intended for  
Town of Plaistow  
planning and analysis purposes only.



D6  
D5  
D4  
D3  
D2  
D1  
D0  
D-1  
D-2  
D-3  
D-4  
D-5  
D-6  
D-7  
D-8  
D-9  
D-10  
D-11  
D-12  
D-13  
D-14  
D-15  
D-16  
D-17  
D-18  
D-19  
D-20  
D-21  
D-22  
D-23  
D-24  
D-25  
D-26  
D-27  
D-28  
D-29  
D-30  
D-31  
D-32  
D-33  
D-34  
D-35  
D-36  
D-37  
D-38  
D-39  
D-40  
D-41  
D-42  
D-43  
D-44  
D-45  
D-46  
D-47  
D-48  
D-49  
D-50  
D-51  
D-52  
D-53  
D-54  
D-55  
D-56  
D-57  
D-58  
D-59  
D-60  
D-61  
D-62  
D-63  
D-64  
D-65  
D-66  
D-67  
D-68  
D-69  
D-70  
D-71  
D-72  
D-73  
D-74  
D-75  
D-76  
D-77  
D-78  
D-79  
D-80  
D-81  
D-82  
D-83  
D-84  
D-85  
D-86  
D-87  
D-88  
D-89  
D-90  
D-91  
D-92  
D-93  
D-94  
D-95  
D-96  
D-97  
D-98  
D-99



1 inch = 1,000 feet  
0 0.1 0.2 0.4  
Miles

Town of Plaisow Planning Department

Data Sources:  
Hydro and Rail from GRANT  
Parcels, Streets and Planimetrics from  
Plaisow Planning Department  
and Applied Geographics, Inc.

This Document is intended for  
Town of Plaisow  
planning and analysis purposes only.

Created By  
**AppGeo**  
January 2013

# TOWN OF PLAISTOW, NEW HAMPSHIRE

## Street Map with Index

