



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

PLAISTOW BOARD OF SELECTMEN MINUTES:

DATE: September 19, 2016

MEETING CALLED TO ORDER: 6:30PM

SELECTMEN:

Selectman, Steve Ranlett, Chairman
Selectman, Tammy Bergeron
Selectman, Peter Bracci

Selectman, John Sherman Vice Chairman
Selectman, Julian Kiszka
Town Manager, Sean Fitzgerald

AGENDA

S. Ranlett requests a moment of silence for both World War II Veteran William Hallahan and Theresa Stevens, wife of Firefighter John Stevens.

MINUTES

J. Sherman motions to approve the minutes of September 12, 2016. Second by T. Bergeron

Vote: 5-0-0

Motion passes.

J. Sherman motions to approve the minutes of September 15, 2016. Second by J. Kiszka

Vote: 5-0-0

Motion passes.

PUBLIC COMMENT

None

BUDGET PRESENTATIONS

Town Clerk- Maryellen Pelletier

M. Pelletier reviews each line item of the budget. The salary line has increased due to COLA's. Shredding for all departments may be included in the Town Clerk's budget and she notes that also centralizing telephone costs for all departments has been discussed.

J. Sherman motions to approve the Town Clerk's budget in the amount of \$115,644. Second by J. Kiszka

J. Sherman notes that any budget can be revisited during budget season and can be increased or decreased.

Vote: 5-0-0

Motion passes.

Conservation Commission-Jill Senter

Overall the budget for Conservation is down. Water testing and training have been decreased while dues and supplies have been increased. Forest Maintenance is down due to the number of bridges being built. She notes the line item is for material only not labor.

J. Sherman motions to approve the Conservation Commission budget in the amount of \$10,825.

Second by J. Kiszka.

Vote: 5-0-0

Motion passes.

Tax Collector- Julie McNamara

J. McNamara reviews each line item. The part time position has increased due to the CBA and salary increased due to COLA. Mailing service has increased due to additional mailings and training has decreased as J. McNamara will be the only one to attend training.

J. Sherman motions to approve the Tax Collector's budget in the amount of \$49,110. Second by T. Bergeron.

Vote: 5-0-0

Motion passes.

Planning Department- Greg Jones Town Planner

G. Jones states the salary line and minute taker fees are level funded. Line items for attorney fees, telephone, office supplies, postage, equipment purchase, recording fees and impact fees have decreased. The mapping line was overspent due to installing a new version license for the software. This had not been updated in many years. The mileage and reimbursement line has been increased by \$200 for a total of \$500 and all other lines are level funded.

J. Kiszka motions to approve the Planning Department budget in the amount of \$80,250.

Second by J. Sherman.

Vote: 5-0-0

Motion passes.

Finance Administration- Town Manager

S. Fitzgerald begins a review of the finance budget. He notes the salary line has increased due to the new salary parameters for the Finance Director. This budget also supports the Elected Auditors and a part time Accounts Receivable/Accounts Payable Clerk to help streamline the functions of the department.

J. Sherman notes the salary increase for the Finance Director is basically the increase in the bottom line of the budget.

J. Sherman motions to approve the Finance Administration budget in the amount of \$131,310.

Second by T. Bergeron.

Vote: 4-1-0 (P. Bracci)

Motion passes.

Financial Accounting- Town Manager

S. Fitzgerald reviews this budget. It covers the Elected Treasurer and the Deputy Treasurer. There is an increase in the training line item of \$200.

J. Sherman motions to approve the Financial Accounting budget in the amount of \$9312.

Second by J. Kiszka.

Vote: 5-0-0

Motion passes.

Legal – Town Manager

A brief discussion of the prior year's expenses occurs. Zoning enforcement issues caused an increase in spending and hopefully some of that will be recovered. S Fitzgerald states at this point the budget is at a good level as he is not sure what legal expenses may be incurred. He suggests re-visiting this budget at a later date.

P. Bracci motions to increase the Legal budget by \$10,000. Second by J Sherman.

Vote: 3-2-0 (J. Kiszka, S. Ranlett)

Motion passes.

J. Sherman motions to approve the Legal budget in the amount of \$35,000. Second by T. Bergeron.

Vote: 3-2-0 (J. Kiszka, S. Ranlett)

Motion passes.

Debt Service – Town Manager

Discussed and deferred to Monday October 3rd for clarification.

Insurance – Town Manager

This covers property liability, payroll, and Public Official's bonding. NH Municipal went out of business due to a court action. There is a limited pool of carriers that provide this coverage and therefore our premium has increased.

J. Sherman motions to approve the Insurance budget in the amount of \$125,260 and ask that the Town Manager provide a breakdown of this increase at our next meeting. Second by J. Kiszka.

Vote: 3-1-1 (T. Bergeron, P. Bracci)

Cultural –Town Manager

This is a small budget consisting of two line items which have been level funded since last year.

J. Sherman motions to approve the Cultural budget in the amount of \$28,100. Second by T. Bergeron.

Vote: 5-0-0

Motion passes.

Elections Budget- Bob Harb Town Moderator and Supervisor of the Checklist Nancy Jackman

B. Harb reviews the Elections budget. He notes the Supervisor of the checklist and election workers have not had an increase in pay for several years. He requests a .50/hr increase for both the ballot workers and the Supervisors of the Checklist. They have many responsibilities and perform extra work. He has also asked for an increase of \$25.00 for polling booth set up. Most line items have decreased due to the number of elections for 2017. The total budget has decreased. The overall budget is \$9725.

J. Sherman motions to approve the Elections and Registration Budget in the amount of \$9725. Second by T. Bergeron.

Vote: 5-0-0

Motion passes.

B. Harb notes the Presidential Election is Nov 8th at Pollard School. He reviews the voting process since it will be different than the last few elections. Residents will enter Pollard School on the left side of the building and go into the hall way. Registration and check-in will be in the cafeteria while voting will take place in the gymnasium. Residents will not have to declare a party as the ballot will contain all candidates.

J. Sherman inquires if the voter check list can be published on the Town's website.

REVIEW OF ROUTE 108 PROPOSALS FOR MAP 69 LOT 51 AND MAP 73 LOT 3

S. Fitzgerald notes he had verified the property tax cards and the values have remained the same.

J. Sherman requests an updated google map picture to ensure the property encroachment has been cleaned up.

S. Fitzgerald brings up google maps to verify the encroachment has been cleaned up. It is noted the encroachment has been cleaned up.

J. Senter notes the Conservation Commission postponed their site walk until Monday September 26th. She requests the Board refrain from a vote until the Conservation Commission completes the site walk. There is consensus amongst the Board to wait. This will be discussed on October 3rd.

RECOMMENDATION OF MANDATORY WATER BAN

S. Fitzgerald notes that he participated in a conference call with Governor Hassan on Friday September 16th along with State Geologists that have stated we are in an emergency situation. Rockingham County is in an extreme drought. It is a slow moving natural disaster. He presents the Board with NH RSA 41:11-(d) Restricting the Watering of Lawns and read the statute out loud. Every state leader is recommending this water ban. S. Fitzgerald notes this is a matter of public safety and public health as many wells have already failed. S. Fitzgerald recommends the Board implement a temporary water ban. Discussion ensues.

J. Sherman motions the Town of Plaistow, per RSA 41:11 -(d) implement a level 3 restriction on the use of residential outdoor lawn watering. Second by T. Bergeron.

P. Bracci would like to amend the motion.

J. Sherman withdraws his motion.

T. Bergeron withdraws her second.

P. Bracci motions to implement a level 2 water restriction and adopt RSA 41:11-(d) and chapter 213. Second by J. Sherman.

T. Bergeron notes it is widely publicized that wells have gone dry.

S. Ranlett calls for a recess as the meeting is not properly recording at 8:33pm.

S. Ranlett reconvened the meeting at 8:38pm.

S. Ranlett reviews the motion on the floor. He states the right thing to do is promote a level 3 reduction for Public Safety and Welfare.

J. Kiszka also notes that we cannot wait. We need to go to a level 3.

Vote: 1-4-0 (S. Ranlett, J. Sherman, T. Bergeron, J. Kiszka)
Motion fails.

J. Sherman brings his original motion back with a specific implementation date.

J. Sherman motions the Town of Plaistow, per RSA 41:11 –(d) implement a level 3 restriction on the use of residential outdoor lawn watering to be implemented on Monday 9-26-16. Second by T. Bergeron.

Vote: 4-1-0 (P. Bracci)
Motion passes.

ERZ- Economic Revitalization Zone-

S. Fitzgerald notes this is a short term business credit given by the State not the Town. The goal is for Businesses to develop a parcel of land and create new jobs. This is regulated by the NH Division of Economic Development and will only be offered if the Board supports it. Certain criteria must be followed for business to benefit from this program. Discussion ensues.

The Board has to support this and re-vote on it every 5 years.

S. Fitzgerald recommends this as he would like to see diversification of businesses come to Town and bring higher paying jobs to the ERZ zone. We need to have a balance of residential and commercial properties. He does not see any down-side to this.

J. Sherman notes there may be additional costs if many businesses come to Town as there may be a need of additional Police and Fire rescue.

S. Fitzgerald notes that in the past 5 years there has not been one business who has taken advantage of this credit.

J. Sherman motions to extend the certification of the Economic Revitalization Zone. Second by J. Kiszka.

Vote: 5-0-0
Motion Passes.

TOWN MANAGER'S REPORT

Veteran's Program- Thanks Commander Dave Meaney for Overnight during the Spirit of the Eagle POW/MIA Vigil

Library Programs until November 12

Safety Complex Ground breaking

ACTION ITEM REVIEW

Reviewed

OTHER BUSINESS

None

SIGNATURE FOLDER

S. Ranlett states the manifest is going around.

SELECTMAN REPORTS

J. Sherman -

- Recreation Meeting- Many activities planned
- Town Trick or Treat is October 31st from 5:30-7:30, Toddler Trick or Treat is October 28th
- Thanks Peter for attending the Conservation Committee so he could attend CIP (same time)
- Attended Safety Complex Meeting

S. Ranlett -

- Planning Board Meeting on Wednesday
- Site Walk on Monday September 26 at 5pm for Rte 108 properties

J. Kiszka -

- Attended Safety Complex Meeting
- Attended CIP Meeting
- Attended Veteran's Fair

P. Bracci -

- Attended Veteran's Conference
- Veteran's Home in Tilton NH
- Attended 50th Anniversary Football game
- Election
- Conservation Commission- Forrest St. project
- Diesel World – Site walk postponed

T. Bergeron -

- Attended Safety Complex
- Family Mediation Budget Meeting

P. Bracci motions to enter into non-public session under RSA 91-A:311 (a) Personnel, (b) Hiring, (c) Reputation, (d) Negotiation, (e) Legal understanding that both parties have agreed. Second by S. Ranlett.

Board Polled: S. Ranlett=yes, J. Sherman=yes, T. Bergeron=yes, J. Kiszka=yes, P. Bracci=yes.

No decisions will be made in the non-public Session therefore S. Ranlett adjourns the meeting at 9:40pm.

Respectfully submitted,

Gayle Hamel,
Recording Secretary