



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

PLAISTOW BOARD OF SELECTMEN MINUTES:

DATE: August 25, 2014

MEETING CALLED TO ORDER: 6:42 PM

SELECTMEN:

Chairman, Daniel Poliquin
Selectman, Michelle Curran - excused
Selectman, Steve Ranlett

Vice Chairman, John Sherman
Selectman, Joyce Ingerson
Town Manager, Sean Fitzgerald

AGENDA:

MINUTES:

Motion by J. Sherman to approve the minutes of August 11, 2014

2nd S. Ranlett

Vote: 3-0-1 (J. Ingerson)

Motion passes.

PUBLIC COMMENT:

Mary Ann Jenne comes before the Board to donate a portrait she has painted of the Civil War Monument that stands on the Plaistow Town Green. She states that the Town Manager had requested portraits depicting scenes in Plaistow.

S. Fitzgerald states he is very pleased that M. Jenne has brought this portrait to the Town of Plaistow and knows it will be admired.

The Board thanks M. Jenne for this generous and beautiful donation.

D. Poliquin asks for consensus to accept this donation.

Consensus: D. Poliquin = yes, J. Sherman = yes, J. Ingerson = yes, S. Ranlett = yes.

J. Ingerson suggests it being on the Town Report cover for 2015.

D. Poliquin states that he would like to consider in the future, under public comment, that some time be devoted for public input regarding the posted Police Chief position. It would be a general discussion regarding qualifications, desired background and interests that would be looked for without naming specific names.

S. Fitzgerald states that many communities allow for public input and any suggestions are welcome. He continues to suggest that setting aside 15 minutes for public comment would be appropriate.

J. Sherman states that the Town Manager should review the process for the public.

S. Fitzgerald states the advertising method and the groups that he has reached out to for a fair process. We encourage everyone to apply, keeping faith with our personnel plan. We look forward to a professional committee to review the submissions.

J. Ingerson states she believes that reaching out to the public is a great idea.

LIGHTING DONATION PARC – MIKE DORMAN

M. Dorman states that he has a light donation for PARC. He was approached by a person who wishes to remain anonymous, who had access to the fixtures. These are approximately 10-15 years old. The donor's children play at PARC and he sees the need for better lighting. It can help deter vandalism, and increase public safety. There are 4 poles; 3 single fixture poles and 1 double fixture pole. He displays a depiction of potential installation locations at PARC.

S. Fitzgerald states that he has accepted the donation of the lights. The Board can review the costs to install them at approximately \$11,924.00. We can offset the costs through impact fees.

S. Ranlett suggests having the installation done in-house.

M. Dorman states the installation was not planned on being done in-house; it is a job that would require some heavy equipment and manpower.

J. Sherman states that these lights are a great thing to put in from a safety stand point.

Discussion occurs regarding the installation process.

J. Sherman suggests the Town Manager send a letter to the person who donated the fixtures to thank them.

Motion by S. Ranlett to follow the recommendation of the Town Manager to install the donated lights at PARC cost not to exceed \$11,924.00.

2nd J. Sherman

Vote: 4-0-0

Motion carries.

PRESENTATION ONLINE TAX CARDS – CAI TECHNOLOGIES

Tim Fountain Vice President of CAI Technologies introduces himself and states he is going to provide information and give a demonstration of the precision mapping and GIS services they can provide the Town of Plaistow. T. Fountain states that the site is accessible online with a user name and password at this point.

S. Fitzgerald inquires of T. Fountains background and company information.

T. Fountain continues stating that CAI is currently serving approximately 400 municipalities with a workforce of approximately 20 persons. The Sewall company has changed their company focus to

forestry and engineering services transitioning their municipal clients over to CAI. CAI specializes in geo-database design that includes municipal tax mapping and has been providing mapping and GIS services for 30 years. CAI offers advanced, user-friendly, cloud based software as well as dedication and commitment to our customers.

J. Sherman inquires regarding the type of customer service support available.

T. Fountain responds that there is online help as well as live help thru the customer service department in the office.

L. Komornick adds that utilizing this software will cut down on staff time because the current system is not very user friendly.

T. Fountain states that some of the features include:

- Abutters List Query and Report
- Map Search – by Owner Name & Map /Lot , Location
- Area of Interest Function
- Map Layers Selection Tool
- Property Information with related photos
- Quick Map Tool
- Tool Bar (Distance, Area, Zoom, Pan, Print)
- Map Type (Parcel, Aerial, USGS, Relief)

T. Fountain demonstrates of navigation of the website and the navigation of information options. All maps and reports are in a PDF format. Individual parcels are listed in detail from the Assessment database system. There is a utility included that will be installed in the Assessing office to update the information available.

S. Fitzgerald inquires regarding security and this information being offered and used in other communities.

T. Fountain states there have been discussions, but this is public information and no problems have been reported. He continues the demonstration, running an abutters list, map printing and report generation complete with mailing labels. People can create their own custom maps. The graphics tool allows you to create additions to the image. The measure tool provides line segments or areas.

J. Sherman requests to see the sidewalks in town.

T. Fountain shows the depiction of town sidewalks, stating that the fields showing the sidewalk areas are based on assessing and other departments input.

S. Fitzgerald states that the information of the sidewalks were geo-coded in the past and the information is included here in the depiction.

T. Fountain states that this is a snapshot of the data. They are going to be current to April 1st when the assessing work is complete. It will be refreshed as often as the municipality desires, annually or whatever periodic update the town wants. Additional components will have additional costs. Public

Safety Data, Survey Information, etc. can be added. It's effectively taking information from an excel spreadsheet, putting it on a map for an interactive visual tool.

Discussion occurs regarding future applications of CAI software and the demonstration that was presented.

T. Fountain states the typical timeframe to move forward is 60-90 days.

S. Fitzgerald states that consensus of the Board could wait until we have a full board.

D. Poliquin states that the Planning Board should be given the demonstration as well.

2014 ROAD PROJECTS – DAN GARLINGTON

D. Garlington begins with a presentation regarding 2014 Town Road Projects. He continues by reviewing the “Guiding Principals” of the town’s roadway repairs:

- Use funding as efficiently as possible.
- Keep good roads maintained
- Prioritize roads based on traffic, importance & condition assessment.
- Make repair decisions based on road condition surveys.
- Avoid “worst first” methodology.
- Avoid arbitrary repair selection.
- Prepare a multi-year road maintenance plan.

The RSMS, Road Surface Management System, has been in place for many years and it assesses the different type of repair strategies that can maximize the Town owned road lifecycle capacity. RSMS provides the framework for both long and short range planning. The Town is seeking a comprehensive update to the Pavement Management System. The current proposal from the BETA group will support a re-evaluation of the 40 roadway miles in Plaistow. The Town of Plaistow’s Road Surface Management System is designed to:

- Better manage limited dollars allocated to road work in Town.
- Capable of accessing the different types of repair strategies to maximize the life cycle of the roads.
- Create a comprehensive inventory of all Town roads, their condition and the most effective way to prioritize maintenance and repairs.

D. Garlington continues by reviewing the road work recently completed.

- Greenough Road total estimated cost \$125,000.00
- West Pine Street total estimated cost \$51,000.00
- Westville Road total estimated cost \$45,000.00

*PCI = Pavement Condition Index
PCI before = 56 & PCI after = 95.
PCI before = 70 & PCI after = 90.
PCI before = 70 & PCI after = 85.

Total cost summary \$221,000.00.

D. Garlington continues; we still need to put the shoulder gravel down and complete the line painting. Weather plays a major factor in the degrading condition of the roads. As a positive, the costs were roughly the same as last year.

S. Fitzgerald states that we continued the contract with Continental Paving, those material costs remained the same as last year.

J. Sherman inquires if having an outside service evaluating the road conditions has advantages.

D. Garlington states, yes, they have a neutral approach to the roads and their condition giving us a truer evaluation rather than one swayed by opinion.

S. Fitzgerald states he would like to have the intersections graded by the same company. It would facilitate a broader discussion regarding our roadways.

Discussion occurs regarding future roadway projects.

J. Sherman inquires when the new road evaluation numbers will be updated.

D. Garlington states that when he gets together with Tony Garro of the Beta Group, he will have that answer.

TOWN MANAGER REPORT – SEAN FITZGERALD

Deferred

OTHER BUSINESS

Deferred

SIGNATURE FOLDER

SELECTMENS REPORTS

J. Ingerson: Announcement she has accepted a position as a Board Member of the Plaistow YMCA.

Motion by J. Sherman to enter into non-public session under RSA 9-A:311 (a) Personnel, (b) Hiring, (c) Reputation, (d) Negotiation, (e) Legal

2nd S. Ranlett

Board Polled: D. Poliquin = yes, J. Sherman = yes, J. Ingerson = yes, S. Ranlett = yes

Public Session ended at 8:30 pm

Respectfully submitted,

Kerry Lee Noel
Recording Secretary

