



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

PLAISTOW BOARD OF SELECTMEN MINUTES:

DATE: September 28, 2015

MEETING CALLED TO ORDER: 6:33PM

SELECTMEN:

Selectman, Steve Ranlett, Chairman
Selectman, Joyce Ingerson - Excused
Selectman, Julian Kiszka

John Sherman Vice Chairman,
Selectman, Tammy Bergeron
Town Manager, Sean Fitzgerald

AGENDA:

MINUTES:

Motion by J. Sherman to approve the minutes of September 21, 2015. Second by S. Ranlett

Vote: 3-0-1 (T. Bergeron)

Motion passes.

PUBLIC COMMENT

S. Ranlett states he would like to send condolences to Barbara Ryan's family as her Mom passed away.

TREASURER- BRENDA MAJOR, NANCY BOLDUC

S. Fitzgerald notes Pat Macomber has resigned from the Treasurer's position. Brenda Major, Deputy Treasurer has become the Acting Treasurer.

Brenda Major states she feels she will not be available often enough to fulfill the Treasurer's position as she has other commitments but she would like to remain the Deputy.

S. Ranlett accepts B. Major's resignation as Treasurer.

S. Ranlett notes that he was aware of Nancy Bolduc's interest in the Treasurer position, as she is a long time town employee, he is happy to have her back.

J. Sherman motions to appoint Nancy Bolduc as Treasurer until March 2016. T. Bergeron 2nd

Vote 4-0-0

Motion passes.

BUDGET REVIEW

ZONING BOARD

Larry Ordway, Chairperson of the Zoning Board presents this budget. The budget is down 20% from last year. It is based on 1 case per month. The most important line items are for the note taker and legal. Legal decreased from \$2,000 to \$1,000 and he is concerned that this may not be enough.

S. Fitzgerald states that if more money is needed it could be taken from other lines or from the Town's Legal budget.

J. Sherman motions to approve the Zoning Budget in the amount of \$5716 and to remove the \$1 in the Zoning Equipment line as there is no need for the dollar to hold that account. S. Ranlett 2nd

Vote 4-0-0

Motion passes.

CABLE STUDIO

Dean Zanello, Cable Coordinator presents the Cable Budget. He states the first 4 lines are level funded. D. Zanello discusses the lines that increased. He explains the Dues and Subscription line has increased so they can have an online subscription to video editing and software. Cable equipment has increased to purchase a new camera in 2016.

J. Sherman motions to approve the Cable Studio budget in the amount of \$35,213. T. Bergeron 2nd

Vote 4-0-0

Motion passes.

ELECTIONS BUDGET

Bob Harb, Town Moderator presents the Elections budget. Last year new voting booths were purchased and will be used this year. In 2016 we will have 1 Deliberative Session and 4 elections due to the Presidential election. This causes an increase in salaries and will have more ballot clerks for the Primary and Presidential elections to help move the lines along. There is a discussion regarding displaying an old ballot box from 1889 during the 2016 Presidential election.

J. Sherman inquires as to the Selectmen Responsibilities for an election.

B. Harb states there is a state law requiring Selectmen be present at all elections. They also need to sign off on the ballots at the end of the night.

J. Sherman motions to approve the Elections budget in the amount of \$23,346.

T. Bergeron 2nd

Vote 4-0-0

Motion passes.

HIGHWAY ADMINISTRATION

Dan Garlington, Highway Supervisor presents the Highway budget. He states as many line items as possible are level funded. Salaries have increased due to the Union Contract and the

overtime budget is hard to predict. Discussion ensues regarding the process of estimating and the prediction of this winter's forecast.

J. Sherman suggests increasing the overtime line by \$4000.

J. Sherman requests information on culvert repairs on Pollard Road.

D. Garlington states he has been working with S. Fitzgerald and Normandeau to increase the size of the culverts. They are trying to get the permit. Smith Corner will be the next one to be worked on. General supplies are discussed, bulk purchasing and coordinating with other departments will be considered.

J. Sherman motions to approve the Highway Administration budget in the amount of \$301,829.

J. Kiszka 2nd

Vote 4-0-0

Motion passes.

HIGHWAYS AND STREETS

Dan Garlington, Highway Supervisor presents the Highway and Streets budget.

The budget had been level funded as much as possible but some line items have increased.

This was a tough year for catch basins so culverts are up, as well as street sweeping.

The salt shed only holds enough salt for 2 storms.

Discussion ensues regarding purchasing and storing salt/sand for storms.

Snowplowing is level funded.

J. Sherman motions to approve the Highways & Streets budget in the amount of \$559,200.

J. Kiszka 2nd

Vote 4-0-0

Motion passes.

J. Sherman suggests in regard to the RSMS, to wait 1 more year for more data on repavement of the roads. Dan can continue to prioritize the most critical roads to work on, perhaps next year an increase will be necessary.

Discussion ensues regarding cracking sealing. D. Garlington agrees to wait and see how much help the cracking sealing provides.

FINANCIAL ACCOUNTING

S. Fitzgerald presents this budget. It is level funded and provides the salaries for the Town Treasurer, Deputy, and secretary/minute taker. It also includes some mileage, training, and supplies.

J. Sherman motions to approve the Financial Accounting budget in the amount of \$9,744.

J. Kiszka 2nd

Vote 4-0-0
Motion passes.

CONFLICT OF INTEREST

S. Fitzgerald presents this budget. It is level funded

J. Sherman motions to approve the Conflict of Interest budget in the amount of \$600.

S. Ranlett 2nd

Vote 4-0-0
Motion passes.

LEGAL

S. Fitzgerald presents this budget. Professional Legal services utilized by administrative staff and the BOS expenditures have decreased through July and based on what can be foreseen this can be significantly reduced.

J. Sherman states he would like to see the Legal-Cable Attorney line decreased as he feels there is not enough benefit from it and it shouldn't cost that much to negotiate the contract. Discussion ensues.

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

T. Bergeron 2nd

Vote 4-0-0
Motion passes.

PATRIOTIC

S. Fitzgerald presents this budget. This budget is used for the Memorial Day and Veterans Day Celebrations as well as the September 11 Commemoration.

J. Sherman motions to approve the Patriotic budget in the amount of \$1,000.

J. Kiszka 2nd

Vote 4-0-0
Motion passes.

INSURANCE

S. Fitzgerald presents this budget. This budget covers the Property and Liability Insurance for the Town as is based on the Town's asset and liabilities. This is budget is presented in the amount of \$80873.

J. Sherman notes that the property value determined by the insurance carrier is different than the assessed value done by the assessing company.

J. Sherman motions to approve the Insurance budget in the amount of \$80,873.

T. Bergeron 2nd

Vote 4-0-0
Motion passes.

STREETLIGHTS

S. Fitzgerald presents this budget. It is level funded. S. Fitzgerald states all utilities will be reviewed again in December. He is also looking into the cost of procuring all of our street lights with the hope of conserving energy and saving money. Discussion ensues.

J. Sherman motions to approve the Streetlights budget in the amount of \$97,000.

S. Ranlett 2nd

Vote 4-0-0

Motion passes.

SOLID WASTE COLLECTION

S. Fitzgerald presents this budget. This line funds the solid waste and recycling contract for the Town. S. Fitzgerald recommends level funding this.

The Town will obtain proposals for 2016 and once received the budget will be revised.

J. Sherman motions to approve the Solid Waste Collection budget in the amount of \$515,000.

T. Bergeron 2nd

Vote 4-0-0

Motion passes.

SOLID WASTE CLEAN UP

S. Fitzgerald presents this budget. This line is for management of the landfill. It is a major environmental responsibility of the Town.

J. Sherman motions to approve the Solid Waste Clean Up budget in the amount of \$47,000.

T. Bergeron 2nd

Vote 4-0-0

Motion passes.

PLAISTOW FIRST SEALED BIDS PRESENTATION

Deferred to next week

TOWN MANAGER'S REPORT

Budget Review

Budget Committee Meeting

Human Services Request

Recreation Events

Boy Scouts Clean of Town Forest

Chandler Ave Project- Over 55

Household Hazardous Waste Day

Public Safety Complex RFQ response

Methuen Construction

MS-1 Tax Rate Setting

Safe Routes To School

Renewable Energy Committee

2015 Values Update

Comcast

Foreclosures

NH Rail Authority

J. Sherman motions to appoint Tim Moore as representative to the NH Rail Transit Board.

S. Ranlett 2nds Vote 4-0-0

Motion Passes

ACTION ITEM REVIEW

The items are reviewed.

OTHER BUSINESS

SIGNATURE FOLDER

S. Ranlett states the manifest and signature folder are going around.

SELECTMENS REPORTS

J. Sherman

- States the Budget Committee will be meeting weekly now on Tuesdays at 6:30
- Will attend Annual Town Report Meeting on 9/29, this is an advisory committee
- Updates given on Community Garden – all is going well
- Sandown Withdrawal – there are 3 options, 1 stay with the Timberlane District, 2 withdraw and tuition students into the Timberlane Middle and High School, 3 withdraw and tuition students into Sanborn Regional Middle and High School. There will be a public hearing on 10/13 at PAC.

J. Kiszka

- Attended class on 10/23, the series is very informative

S. Ranlett

- The Planning Board Meeting was canceled.
- Received his flu shot.
- Reads a letter regarding an appointment to the NH Rail Authority.
- Wants to schedule a separate meeting to go over the Personnel Plan that is currently being worked on.

T. Bergeron

- Confirmed with Ty the date for Old Home Day is 6/18/16.
- Will be attending the Prescription for Danger Presentation at Timberlane on 9/29.

T. Bergeron mentions the weeds on Route 125 and the need to do something to alleviate it.

Discussion ensues.

S. Ranlett received a call from a couple of gentlemen who need to do community service. They proposed weeding along Route 125 S. Ranlett will speak with Chief Jones to see if this can be done Discussion ensues.

S. Fitzgerald requests the consensus of the board to solicit businesses along Route 125 to adopt part of the Rte 125 island.

T. Bergeron requests Public Safety Officials meet with the BOS to discuss the cleanup of Route 125.

Meeting Adjourned at 9:03 pm

Respectfully submitted,

Gayle Hamel
Recording Secretary