



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

PLAISTOW BOARD OF SELECTMEN MINUTES:

DATE: April 10, 2017

MEETING CALLED TO ORDER: 6:32 pm

SELECTMEN:

Selectman, John Sherman, Chairman
Selectman, Steve Ranlett
Selectman, Peter Bracci

Selectman, Tammy Bergeron, Vice Chair
Selectman, Julian Kiszka
Interim Town Manager, M. Pearson

AGENDA

MINUTES

Discussion regarding the minutes of April 3, 2017 occurs. P. Bracci states his recommendation for J. Kiszka as Vice Chair was not mentioned. He also thinks “discussion ensues” on the last paragraph of page 2 (draft) is not sufficient. J. Kiszka states the motion appointing Tim Moore is incorrect. That motion also included J. Kiszka was appointed as alternate member. The minutes will be updated and reviewed at the next Board meeting.

PUBLIC COMMENT

J. Sherman apologizes to J. Kiszka for his comment last week regarding J. Kiszka’s position of alternate representative to the Public Safety Building Committee. T. Bergeron also apologizes.

Francine Hart 298 Main St. states a selectman was recently arrested for DWI. She feels the selectmen should be supportive but also feels a non public discussion should occur. Any decision made should then be made public.

Gene Boudreau 298 Main St. states his disappointment in the conduct of some selectmen when speaking to other selectmen. He is also disappointed with the recent incident of a selectman and feels the Oath of Office was violated.

ROCKINGHAM COUNTY BUDGET REVIEW

Rockingham County Commissioner Kevin St. James is present tonight. He explains the budget and the functions of the Commissioner’s Office. The largest expense of the budget is the Nursing Home. Kevin is asked what the biggest misconception amongst the public is. He states many people do not understand that inmates cost about \$100/day/inmate. Another question is why does Rockingham County not have a County Administrator even though many smaller counties have one. Kevin responds that the Commissioners do the work of an Administrator.

FIRE SUPPRESSION SYSTEM

Chief McArdle states it is easy for contractors, especially those engaged in landscaping, hydro seeding and street sweeping to use water from the fire suppression system by attaching a hose. When a pump is activated an alarm is sent to dispatch who notifies the Water Department that the

pump is running. When a pump is started not related to fire fighting the Water Department investigates. In order to prevent this type of unauthorized use of water Chief McArdle recommends purchasing 10 simple locking systems to start a pilot program for 10 hydrants in town. The cost for the lock device is approximately \$125 per hydrant and \$20 for the water proof covering. The funds would come from the existing water fund.

Motion by S. Ranlett to recommend allowing the Water Superintendent to implement the proposed program to increase the security and improve the readiness of the fire suppression system by installing locking devices on specific fire hydrants as a pilot program and similarly locking caps on various 2 1/2 " Fire Department Sprinkler Connections within the Town of Plaistow. Funding for this will come out of the existing water fund, established in accordance with RSA 38:27 through: 29 per the memo dated April 7, 2017, not to exceed \$8500. Seconded by J. Kiszka.

Vote: 5-0-0

Motion passes

PLODZIK & SANDERSON PRESENTATION OF 2015 AUDIT

Two of the auditors Scott and Tyler are present to provide an update for the year ending 12/31/15. Scott discusses the process of the audit and how they provide sufficient evidence for their opinion. Overall the 2015 audit was good. Plodzik & Sanderson found some procedures they believe requires improvement and they had an issue with impact fees as some had to be refunded. New procedures have already been put in place to address these concerns. Another concern not just for Plaistow but for all New Hampshire towns is the liability for the NH Retirement Fund. For Plaistow the amount is an additional liability of 5 million. The reason for the issue was caused by an error at the State level. Steps have been taken to correct this and it will take 25-30 years to level out. Concerns of the timing of the audit are discussed. An inquiry is made as to who can contact the auditors and what the relationship is between elected and external auditors. The person to contact the auditors is the Town manager. There should be no contact between elected auditors and external auditors.

TRAC BRIEFING

P. Bracci gives an overview of the committee. Tonight he would like the Board Members to answer the questions on the form. The committee will then discuss implementation of policies based on the responses to the form.

Francine Hart discusses policies. The committee would like to see the two 35 gallon barrel limit per household enforced. Perhaps the bulk item pickup should be changed from weekly to twice a year. Town Hall should be the focal point for complaints. Bob Hamilton discusses recycling. Everyone in town should have the opportunity to recycle. Some apartments and condos have recycling containers while other have curb side pickup of recyclables yet some do not recycle at all. They would like to see JRM provide recycling containers around the outside area of Town Hall and Ingalls Park similar to what is available at PARC. Geoff Adams discusses education. Flyers should be sent to all residents reiterating the single stream rules and how easy and important it is to recycle. A new cable show should be developed, the use of mobile signs and consistent messages on both the website and cable channel 17 should be kept up with.

REVIEW WATER BAN

M. Pearson recaps the memo from our Health Officer, Dennise Horrocks regarding the drought. Data from March 2017 indicates that groundwater levels are still well below normal and the data also indicates the drought conditions are worse this year than at the same time last year. Discussion ensues.

S. Ranlett motions to revise the water ban from a level 3 to a level 2 effective Monday, April 17, 2017. Seconded by T. Bergeron.

Vote: 5-0-0

Motion passes

There is consensus amongst the Board for the Town Manager to implement the proper notification prior to the effective date of the updated water restriction.

REVIEW TOWN OWNED PROPERTY

J. Sherman reviews an old power point presentation done by the Plaistow First Committee several years ago. The Board should decide if they want to go through the process of selling any of the town owned property. Next week this will be discussed in more detail.

P. Bracci states some land assessments went down from 2015 to 2016. He doesn't understand why and states he never received an answer.

J. Sherman states he should bring the information to the assessing department for a response.

DRAFT PURCHASING POLICY

This is to be read by each selectman and discussed at a later date if needed.

DRAFT EMERGENCY OPERATIONS PLAN

This policy is to be read by each selectman. Any questions will be addressed at a future meeting.

P. Bracci would like to visit the Emergency Operations room. It is the Fire Department's training room. M. Pearson states the next time there is a function there he will invite Mr. Bracci.

A suggestion is made that a page should be included with employee names and phone numbers.

TOWN MANGER'S REPORT

Public Safety Generator

ProBark

Assessing

Wex Fuel Cards

Cell Phones

Pentucket Shopping Plaza

5 North Ave

Plaistow Pride Day – Reminder

Savers

ACTION ITEM REVIEW

Reviewed

Note – M. Pearson reads the motion from January 23, 2017 “*Motion by T. Bergeron going forward from this point on if a Selectman needs to contact local counsel it must go through the Town Manager or the Board of Selectmen Chair. Second by J. Sherman.*”

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

The motion passed

OTHER BUSINESS

J. Kiszka motions based on S. Ranlett’s poor attendance at several 2016 and 2017 Planning Board meetings to make J. Kiszka the primary representative and S. Ranlett the alternate representative. Seconded by T. Bergeron.

Vote: 1-3-1 (no S. Ranlett, J. Sherman, T. Bergeron, abstain P. Bracci)

Motion fails

SIGNATURE FOLDER

J. Sherman states the manifest and signature folder are going around.

SELECTMAN REPORTS

S. Ranlett

- Run of the Savages
- Planning Board

J. Sherman

- Run of the Savages
- Plaistow Lions
- Blue 7 Gold Boy Scout Awards
- School Superintendent will meet with BOS members from the towns making up the district, this is new
- Household Hazardous Waste Day is 4/29
- Article Mrs. Green School Board – default budget
- Recreation Commission
- Non public sealed minutes

T. Bergeron

- Will attend the Public Safety Building Committee
- Old Home Day

J. Kiszka

- Run of the Savages
- PACE Meeting
- Award Conference
- Planning Board Training
- Water Conference in May

P. Bracci

- Con Com – LaPlume Property.
- Run of the Savages

- Animal rescue shelter - last week to donate
- Wants to know if money approved for warrant articles has been transferred yet? No, because the elections are not yet ratified – State Issue
- Wants to plan for a permanent Town Manager

J. Sherman adjourns the meeting at 9:50 pm

Respectfully submitted,

Beth Hossack,
Recording Secretary