



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

Plaistow Board of Selectmen Minutes

Date: March 29, 2021

Meeting Called to Order: 6:30 p.m.

Roll Call:

Selectman, Greg Taillon, Chair

Selectman, John A. Blinn, Sr., Vice Chair

Selectman, Jay DeRoche

Selectman, Bill Coye

Selectman, Darrell Britton

Mark A. Pearson, Town Manager – Remotely

Greg Colby, Finance Director/Asst. Town Manager - Remotely

Also present: Jim Peck, Dean Zanello, Cable Coordinator, and Beth Hossack, Recording Secretary.

G. Taillon reads Governor Sununu's Emergency Order #12 pursuant to Executive Order 2020-004 allowing municipal boards to hold remote meeting during the COVID-19/Coronavirus crisis.

Minutes

D. Britton motions to approve the March 15, 2021 minutes. Seconded by J. DeRoche.

Vote: 5-0-0

Motion carries.

Public Comment

None.

G. Taillon explains that for some committees' members are appointed by the Board of Selectman. Typically, the committee will recommend potential members to the Board for approval. If the Board does not know the person, they may request the person attend a Board meeting and introduce themselves.

Budget Review

G. Colby reviews the 2021 operating budget. The operating budget passed at Town Meeting is \$9,832,128. Warrant article P-21-07, 24 Hour Coverage for the Fire Department passed. Therefore, the general fund operating budget is just under 10 million dollars. During the budget season, the Budget Committee reduced the proposed budget by \$117,687. The departments cut were General Government Buildings, Highway and Streets, Old Home Day, and Planning. The budget was tight before the cuts. The budget will be closely monitored. We will have to find the money to pay for necessities such as heating/cooling at the Public Works Garage (PWG) and the Town Hall Annex. The money cut from the Planning department was for salaries. We must pay employees. Last year the Police department was not fully staffed so we had extra money.

J. DeRoche states he made a motion at the deliberative session to add back \$25,000 for electricity at the Public Works Garage. The motion failed. He does not think the electricity will be \$56,465.

G. Colby states the \$56,465 is not just electricity it is for maintenance contracts and salaries.

M. Pearson states we need money for utilities at the Town Hall Annex too.

J. DeRoche states that was part of the \$25,000 he tried to get added back to the budget.

There is no money for the monthly fee for the Old Home Day website. The Town website should be utilized for Old Home Day.

D. Britton states if Old Home Day does not happen, we will not be down \$22,499.

The Old Home Day event will be discussed at the next Board meeting.

G. Taillon asks if there are any specific recommendations from M. Pearson and G. Colby to reduce services.

M. Pearson replies, there is nothing specific yet. The budget will be watched closely. By the end of the third quarter (September) serious decisions might need to be made.

G. Taillon states this information should be shared with the Budget Committee at their meeting on April 13th, 2021.

G. Colby states it will be.

G. Colby states Highway and Streets was decreased by \$33,669. The budget Committee wanted to use just the Highway Block Grant funding for paving.

G. Colby states the Budget Operating Summary shows we have already used close to 25% of the budget in the first quarter.

D. Britton would like to see monthly income.

G. Colby replies he will put together a report on a quarterly or bi-month basis including revenue.

D. Britton replies, that will be great. Thank you.

Islands Created by the Safe Routes to School Project will be Spruced Up

J. Peck, Oak Ridge Road states he is here tonight to offer something to the Town at no cost. Last year he did the same. He has asked local businesses to take care of an island/bump out along Main and Elm Streets. Last year he had three (3) business help. This year he has a total of five (5) businesses including:

Brookside Funeral Home – Fran Berube

Tessa Parziale Real Estate – Tessa Parziale

The Hills Agency Inc. – Dave Hansbury

Pulsar Alarm – Al Davis

Plaistow Dental – Dr. Holiman, DDS

J. Peck states it will be done the same way as last year. The landscaping work will be done by James Delaney of Delaney's Landscaping LLC and paid for by the above-named businesses. Each business will have a small sign in one of the islands/bump outs.

J. DeRoche asks if any more businesses are needed.

J. Peck replies, not now but he will keep it in mind.

Pastor Goodro, First Baptist Church told J. Peck parishioners of the church will be happy to spread mulch in front of the church.

J. DeRoche asks if people want to help who should they contact?

J. Peck replies contact him.

G. Taillon thanks J. Peck.

Approve T-Mobile Contract

M. Pearson provides a summary. As terms end for cell phone equipment companies renting space from Plaistow on the old water tower, we are making the rents more consistent. The current T-Mobile contract brings \$3,323.80 per month of revenue to the Town. The new contract will begin on April 1, 2021 with rent of \$3,957.00 per month. There are six (6) separate consecutive additional periods of five (5) years each. The rent will increase by 3% each year. This is very similar to the AT&T contract. If the T-Mobile contract is approved tonight, two (2) of the three (3) companies with equipment on the tower will be in sync.

D. Britton asks if T-Mobile sells out, will the company taking over have the same contract or will we need to start over?

M. Pearson replies, it will be the same contract. If T-Mobile sells out the contract will transfer to the new owner.

J. DeRoche asks if there is any language in the agreement for capital improvements to the existing structure.

M. Pearson replies, no. We do have a capital reserve fund within the Town to maintain the tower. Any time a company does a report on their equipment, they share a copy with us including pictures taken from drone flyovers.

J. DeRoche asks if the Town does regular maintenance on the tower.

M. Pearson replies, no however it is a rolling occurrence to have the companies update their equipment. It has happened three (3) times in the four (4) years he has been here.

D. Britton motions to authorize Town Manager, Mark. A. Pearson to sign a “Memorandum of Agreement” with T-Mobile USA LLC. for the “Leased Premises” located at 144F Mains Street, Plaistow, NH – also known as the “old Water Tank” for the purposes of entering into a “new lease agreement” for the purposes of installing, operating, and maintaining a communications facility and other improvements for cellular communications. The “new contract” agreement is for “six (6) separate consecutive additional periods of five (5) years” and the rent will increase to \$3,957.00 per month commencing April 1, 2021 and will increase 3% each year thereafter.

Seconded by B. Coye.

Vote: 5-0-0

Motion carries.

Salt Shed Solar Panels Phase 2

M. Pearson states phase 2 was passed at Town Meeting earlier this month. It includes sixty-eight (68) panels and two (2) inverters. Phase 1 was passed last year. It has already been negotiated. There will be two (2) contracts, yet the language will be the same for both contracts.

B. Coye asks if this will complete the salt shed.

M. Pearson replies, yes.

D. Britton asks about the savings/revenue. The paperwork states at twenty-five (25) years the net savings are \$56,491.00 and at forty (40) years the net savings are \$146,872.00. Is the twenty-five (25) year savings included in the amount for forty (40) years?

M. Pearson replies, yes.

G. Taillon asks about net metering. If a residential home puts up solar panels and wants to be involved with net metering, he is under the impression the resident must first get permission from the power company as net metering is limited. He wants to know how it will work for the Town.

M. Pearson replies, the Town will not sell back excess energy to the grid. His understanding is what we save will be used to reduce the electric costs for other buildings in Town. He is not certain of this and will have Dee Voss look into it and come back to the Board with an answer.

J. DeRoche motions to direct Mark A. Pearson, Town Manager to enter into an agreement with Revision Energy in the amount of \$53,112.00 or \$49,512.00 if the NH PUC (New Hampshire Public Utilities Commission) rebate occurs to install sixty-eight (68) panels and two (2) inverters for the Salt Shed roof. Seconded by D. Britton.

Vote: 5-0-0

Motion carries.

Sanborn Head Construction Engineering Contract

M. Pearson states at our last meeting we discussed hiring Sanborn Head to provide construction phase engineering services and oversight regarding the Landfill Final Cap/Cover Repair project. He went back to Sanborn Head to negotiate a lower cost. The new agreement is for \$85,000.00 which is down from the original price of \$99,300.00. Now we will be able to accomplish the repair with the money passed in the warrant article.

D. Britton asks for a start and end date.

M. Pearson replies it will start soon and finish by mid-August 2021.

J. DeRoche asks if the money we are saving from the lower price will allow the other issues to be completed such as the tire removal.

M. Pearson replies, yes depending on contingencies.

J. DeRoche is not familiar with contingencies and asks for an explanation.

M. Pearson states anything that happens at the site that is unanticipated is a contingency and requires a site order change to be done.

B. Coye motions to direct Mark A. Pearson, Town Manager to enter into a contract, not to exceed \$85,000.00 with Sanborn Head & Associates to provide construction phase engineering services associated with the Landfill Final Cap/Cover System Repair (project) at the Plaistow Unlined Municipal Landfill located at 37 Old County Road. Seconded by J. DeRoche.

Vote: 5-0-0

Motion carries.

Public Notice of Mosquito Control

The Mosquito Control program begins the week of April 5, 2021 in the Town of Plaistow. Dragon Mosquito Control, Inc. has been hired to do the work.

G. Taillon reads the public notice aloud.

D. Britton asks if other Towns in the school district pay something towards the spraying of the fields at Timberlane Middle and High Schools.

M. Pearson replies, no. Each Town decides if they will have a mosquito program or not.

Naming Town Hall Annex

G. Taillon states he would like to name the Town Hall Annex after a gentleman who has served the Plaistow community for several years in many ways.

G. Taillon motions to name the Town Hall Annex “Norman L. Major Annex”. Seconded by J. Blinn.

Discussion: D. Britton is concerned that the Town Hall Annex may not be used long term. He states when the Public Safety Complex was in planning stages, there were supposed to be offices included for inspectional services. He understands the use during COVID yet wonders if it will still be needed after that. It costs taxpayers money to heat and cool another building.

M. Pearson states when the Building Inspector’s Office was on the third floor, parking around Town Hall was difficult. There was a lot of foot traffic in the Town Hall lobby and elevator. There was also an increase in dirt from work boots. The third-floor office space was not large enough for desks for the Electrical and Plumbing Inspectors. The third floor is now used by Records Management and a Planning Office. The Recreation Office is also very busy and moving that office to the Annex has reduced parking issues and foot traffic too. The plan originated due to the COVID pandemic and has been positively received. The Office for General Government Buildings was moved from the basement to the second floor and the Board has been given a new office. It has been a good use of space allowing for more production from employees with the space and tools to do their jobs.

D. Britton does not agree. He also states when the public voted on the Public Safety Complex, they were expecting the inspectional offices to move to that location.

M. Pearson was not here for the planning and early building stages of the project therefore he cannot comment. He will do some research to see what he can find.

G. Taillon asks B. Coye to provide his opinion since Recreation has relocated to the Annex.

B. Coye states it has been especially helpful for elders. There is plenty of room for them, they do not have to deal with the elevator and the bathrooms are on the same floor.

J. DeRoche agrees the Public Safety Complex should be checked for space.

G. Taillon states the training room and Emergency Management Room at the Public Safety Complex take up a lot of space.

G. Taillon asks M. Pearson if he plans to keep using the Annex as is.

M. Pearson replies, yes at least for the rest of the year. He cannot predict the future. It will be a Board decision.

J. Blinn thinks the Annex is a good fit for the Town. It is much better for Elder Affairs Programming and we are expanding services.

G. Taillon calls for a vote.

Vote: 4-1-0 (no D. Britton)

Motion carries.

G. Taillon reads the Proclamation in honor of Norman L. Major. He states there will be a small ceremony sometime in the future.

Appreciation of Service – Selectmen

G. Taillon wrote a draft policy and shared it with M. Pearson, J. Blinn, and L. Sadewicz. All feedback he received was positive.

D. Britton states it is a good idea. All other selectmen agree.

J. DeRoche motions to accept the Selectmen Service Recognition Awards presented tonight. Seconded by D. Britton.

Vote: 5-0-0

Motion carries.

Other Business

G. Taillon states he had a conversation with Julian Kiszka. J. Kiszka was elected to the Budget Committee for the Timberlane School Board. He is also interested in applying for one of the open positions for the Town's Budget Committee. J. Kiszka's term as Rockingham Planning Commission Commissioner representing Plaistow recently expired. At the Planning Board meeting on March 17, 2021 the Board unanimously voted to recommend to the Selectman to reappoint Mr. Kiszka to another four (4) year term expiring in 2024.

G. Taillon states a gift has been ordered for J. Kiszka and it will be presented to him at a future meeting in recognition of his six (6) years as a Selectman.

G. Taillon states a letter will be sent to a former Selectman asking him to pick up his chair at Town Hall. There was Board consensus for this at a prior meeting.

Selectmen's Reports

B. Coye

- Attended the Old Home Day Committee Meeting.
- Baseball Evaluations are in two (2) days.
- Plaistow Pride Day will be held on April 24th.
- The Town Wide Yard sale will be held on May 15th.

J. DeRoche

- The Trash and Recycling Advisory Committee meeting will be held next week. They may add an extra meeting this Thursday.
- He states he was able to easily register for the COVID Vaccination online and encourages residents to do the same.

J. Blinn

- Attended the Old Home Day Committee Meeting.
- Attended the Conservation Commission Meeting. There is a memo in everyone folders stating their recommendation on selling 13 Rose Avenue and 17 Canterbury Forest.

D. Britton has nothing to report however he wants to know where the Cable Committee Meetings are held. D. Zanello replies, they are held in the Cable Studio but have been temporarily suspended due to COVID.

D. Britton also asks about the location of the Elder Affairs Committee Meetings. Those have also been suspended.

G. Taillon

- Has been working with the Budget Committee. Their first meeting will be held on April 13th at 6:30 p.m.
- Attended the Planning Board Meeting. The new Chair is Tom Alberti, and the new Vice Chair is Tim Moore.

G. Taillon asks M. Pearson when the Board should discuss selling 13 Rose Avenue and 17 Canterbury Forest. The Board has received recommendations on both properties from the Planning Board and the Conservation Commission.

M. Pearson replies the Board should hold another public hearing and make a decision. The next meeting is a good time.

Action Items

A quick review is done on the action items. The Board agrees to remove the following:

#3 Closing Walton Road permanently.

4 Multiple telephone poles.

5 Consider livestreaming all meetings without using a camera operator.

G. Taillon states he will follow up with Chief Knutsen on #1, Visible numbers on houses and businesses.

J. DeRoche asks if it is the time of year to develop goals for the Town Manager.

G. Taillon replies, he will get back to the Board with an answer.

G. Taillon recommends entering a non-public session tonight. He states we will not be coming back to a public session. He adjourns the public meeting at 8:06 p.m.

J. DeRoche motions to enter non-public session under RSA 91-A:3 II (A) Public Employee; (B) Hiring; (C) Reputation; (D) Property Transactions; (E) Pending or Threatened Litigation; (I) Emergency Functions; (J) Confidential Information in Adjudicative Proceedings; (L) Consideration of Legal Advice. Seconded by D. Britton.

Board Polled: G. Taillon = yes, J. Blinn = yes, J. DeRoche = yes, B. Coye = yes, D. Britton = yes. Motion carries 5-0-0.

Public Session reconvened at 8:32 p.m.

J. DeRoche motions to seal the minutes of the non-public session for March 29, 2021. Seconded by B. Coye.

Vote: 5-0-0

Motion carries.

J. DeRoche motions to enter non-public session under RSA 91-A:3 II (A) Public Employee; (B) Hiring; (C) Reputation; (D) Property Transactions; (F) Pending or Threatened Litigation; (I) Emergency Functions; (J) Confidential Information in Adjudicative Proceedings; (L) Consideration of Legal Advice. Seconded by B. Coye.

Board Polled: G. Taillon = yes, J. Blinn = yes, J. DeRoche = yes, B. Coye = yes, D. Britton = yes. Motion carries 5-0-0.

G. Taillon adjourns the public meeting at 8:33 p.m.

Public Session reconvened at 8:44 p.m.

D. Britton motions to seal the minutes of the second non-public session for March 29, 2021.

Seconded by J. DeRoche.

Vote: 5-0-0

Motions carries.

As there is no further business G. Taillon adjourns the meeting at 8:45 p.m.

Respectfully submitted,
Beth Hossack

Recording Secretary