



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

Plaistow Board of Selectmen Minutes

Date: March 28, 2022

Workshop 5:33 p.m.

Four selectmen met with Town Manager G. Colby to discuss spending State and Local Fiscal Recovery Funds (SLFRF). The selectmen present were Chair J. DeRoche, Vice Chair B. Coye, D. Britton & J. Gifford. J. Gifford was brought up to speed regarding funding for the Town of Plaistow. The final rule regarding spending and reporting on the use of funds was reviewed. Some of the ideas for using funds include speakers at the fire station, an update to the Town's website, paying for part of the ladder truck, a police cruiser or maintenance truck, communication towers, potable water, a highway truck, and a sidewalk plow. No decisions were made. Other grant money may be available to help pay for some wanted items.

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

Roll Call:

Select Chairman, Jay DeRoche

Select Vice Chairman, Bill Coye

Selectman, John A. Blinn, Sr. - Excused

Selectman, Darrell Britton

Selectman, Jonathan Gifford

Also present: Greg Colby, Town Manager and Beth Hossack, Administrative Assistant.

Minutes

B. Coye motions to approve the March 14, 2022, minutes. Seconded by D. Britton. There was no discussion on the motion. The vote was 4-0-0 U/A.

Public Comment

None

Discussion on Fire Truck

Chief Knutsen discusses specifying what is needed for a ladder truck. Certain items are required yet other items should be tailored to meet the needs of the community. Consideration should be given to things like what type of responses the vehicle will be used for, will it fit into the fire station, and how well it maneuvers around Town. Chief Knutsen spent a long time working on all the specifications. We do not want to under build or over build the vehicle. The new ladder truck will be smaller than the current one.

D. Britton asks Chief Knutsen what is available for discounts.

Chief Knutsen replies, the more you prepay (down payment) the bigger the discount. As of May 1, all fire vehicles will increase 9%. We want a contract signed before May 1. It will take fourteen (14) months to build.

B. Coye asks when will we know if we are getting any type of grant towards the purchase?

Chief Knutsen hopes to have the answer by the next meeting on April 11.

Chief Knutsen states another discount is available for a multi-purchase. We need to replace the ambulance and we have the money in the CIP (Capital Improvement Plan) to pay for it. It will take almost two (2) years to get the ambulance so we should order the vehicles together. He states he should have more information on the discounts for our next meeting.

G. Colby states from a financial viewpoint it will be better to order the ladder truck before the Federal Government meets in June when they will probably raise interest rates.

There is consensus amongst the Board to have the Chief return to the next meeting with more information on a grant and total discounts available.

Emergency 911 Liaisons

J. DeRoche asks Chief Knutsen if he will speak on the topic.

Chief Knutsen states he recently attended a meeting with Kenny-Lynn Dempsey, E9-1-1 Field Representative, Police Sgt J. Mazza and D. Voss, Special Projects Coordinator to discuss how new addresses would be issued in the case of a new subdivision. It will become part of the Planning Department process. It was noted two (2) (a primary and secondary) liaisons are needed since the prior liaisons, Police Chief Mullin and Dispatch Supervisor Lucia Cusimano are no longer here. The recommended primary liaison is D. Voss since she will be involved with the planning of any new subdivision. Chief Knutsen was recommended to be the secondary liaison. Liaisons may be changed anytime by notifying E9-1-1.

B. Coye motions to appoint Dee Voss, as the Primary E9-1-1 Operations Liaison and Chief Chris Knutsen as the secondary E9-1-1 Operations Liaison. Seconded by D. Britton.

Vote: 4-0-0 U/A.

Funding Approval for Fire Department Radios

Chief Knutsen is asking the Board to allow the release of \$82,643.63 from the Capital Reserve Radio Fund for the purchase of radios. Some of the radios were replaced last year. This will complete the project. If approved there will be approximately eleven (11) thousand dollars left in the account.

J. Gifford motions to accept the recommendation of the Fire Chief and withdraw funds in the amount of \$82,643.63 from the fire department radio equipment capital reserve fund to purchase radios, associated charging stations, required batteries and label mics. Seconded by D. Britton.

Vote: 4-0-0 U/A.

Discuss Outside Detail Billing Rates

G. Colby states with the passage of the Police Union CBA at Town Meeting there will be an increase to the detail pay for officers. We will need to increase the billing rates to make up for the pay increase. At the next meeting, C. Colby will have the actual figures to complete the discussion. It is tabled until then.

Committee Reorganization

B. Coye suggests rotating committee representatives. If you held an alternate position one year you should be the primary representative the next year. It will help spread knowledge amongst the selectmen. All agree. The representatives for 2022 are as follows:

Budget Com. – Primary D. Britton, Alternate J. DeRoche
CIP (2 reps.) – J. DeRoche & B. Coye
Con com. – Primary J. Blinn, Alternate D. Britton
Highway Safety – Primary J. Gifford, Alternate J. DeRoche
Energy Com. – Primary J. Gifford, Alternate J. DeRoche
Planning Board – Primary B. Coye, Alternate Darrell Britton
Recreation Com. – Primary J. Gifford, Alternate B. Coye
Cable Com. – Primary D. Britton, Alternate J. Gifford
Elder Affairs – Primary J. Blinn, Alternate D. Britton
REDC – Primary should be Tim Moore. This will be confirmed. Alternate J, DeRoche
Town Report (2 reps.) – J. DeRoche & J. Blinn
Old Home Day – Primary J. Gifford, Alternate B. Coye
Historical Society - Primary J. Gifford, Alternate B. Coye
Cemetery Assistance – Primary J. DeRoche, Alternate B. Coye
HAZMAT – Primary J. Gifford, Alternate J. Blinn
Timberlane CIP – Primary should be John Sherman. This will be confirmed.

Potable Water Update

G. Colby states a contract for Phase 4 (P4) will be put out to bid soon. It was written by Underwood Engineers and approved by the State of NH. Phase 4 is the connections to all MtBE contaminated houses. Next week a mandatory pre-bid conference will be held. The East Road Pump House will have a portable generator until the permanent generator is delivered. G. Colby has been working with the State on the MSDC charges. Soon residents living along the water line will have a letter mailed to them containing information on how to get connected to the water system if they want to. The information will also be posted online.

J. DeRoche states the application is on the Town's website. You may also call Dee Voss at Town Hall with questions. The water bond was approved at Town Meeting and will be helpful for people who want to connect and finance the connection charges.

Town Managers Report

- Working on the Potable Water project
- Working with Beth on several RTK requests
- Attended a training for the use & reporting of ARPA funds
- Held a Department Head meeting & an Old Home Day meeting
- Working with the NH Bond Bank for the fire truck
- Working with Sanborn Head on water contamination. They are preparing a Supplemental Site Investigation.
- DTC Law has provided information regarding the Cable Franchise Agreement. All selectmen should read the material and answer the questions.
- The Household Hazardous Waste (HHW) Day has been confirmed. It will be held at the Public Works Garage on Saturday, April 30.

- A resident from Haverhill recently stopped by Greg's office to thank the Highway Department for keeping Plaistow's roads in good condition in the winter.
- There is only \$500 left in the salt budget for the year.
- The contract with the State of New Hampshire regarding the maintenance of the islands on Route 125 is up in April. If we contact them by April 1, we can delegate the maintenance of the islands back to the State starting in 2023. G. Colby asks if the Board wants to do this.

D. Britton motions to have the Town Manager notify the State they can take back the maintenance of the medians on Route 125. Seconded by J. Gifford.

Vote: 4-0-0 U/A

Selectmen's Reports

D. Britton – nothing to report.

J. Gifford – nothing to report.

B. Coye

- Sam Kincaid, Eagle Scout Candidate will hold a carwash on Saturday April 2 as a fund raiser for his project. It will be held at Sullivan Tire from 10 a.m. – 2 p.m.
- On April 15, the Toddler Easter Egg Hunt will take place on the Town Green.
- On April 16, the Easter Egg Hunt will take place on the Town Green .

J. DeRoche

- The Plaistow Exchange Club has asked to put up blue pinwheels on the Town Green in Pollard Park for the month of April in support of Child Abuse Prevention Month.
- Recently there were some resignations from the Old Home Day Committee. Two of the resignations are from Haley and Wendy Bush. Both were long time volunteers helping with the event. J. DeRoche thanks them for all the hard work and dedication they put into the event for many years.
- He would like to stick with current schedule of meeting every other week for now. We will revisit the schedule in June and adjust if necessary.
- He would like each selectman to determine a list of goals to accomplish this year. He will work with Beth to get something out to the selectmen to start the process.
- New Hampshire Municipal Association (NHMA) is holding a free virtual training for Local Officials on April 5th and May 17th. Please let Beth know if you want to participate. She will register you.

Events

- Run of the Savages - April 9th
- Earth Day – April 22nd
- Plaistow Pride Day – April 23rd
- HHW - April 30th at the PWG
- Rabies Clinic – April 24th at the Fire Dept.

Other Business

None

J. DeRoche asks G. Colby if a nonpublic session is needed.
G. Colby replies, yes under RSA 91-A: 3, II (a) public employee.

B. Coye motions to enter nonpublic session under RSA 91-A:3, II (a) public employee. Seconded by D. Britton.

Board Polled: J. DeRoche = yes, B. Coye = yes, D. Britton = yes, J. Gifford = yes.

Public session adjourned at 7:43 p.m.

Public session resumed at 8:09 p.m.

D. Britton motions to seal the nonpublic session minutes as disclosure would have an adverse effect on reputation. Seconded by B. Coye.

Vote: 4-0-0 U/A.

As there is no further business before the Board, J. DeRoche adjourned the meeting at 8:10 p.m.

Respectfully submitted,

Beth Hossack, Administrative Assistant