



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

Plaistow Board of Selectmen Minutes

Date: June 6, 2022

Meeting Called to Order: 6:31 p.m.

Roll Call:

Select Chairman, Jay DeRoche
Select Vice Chairman, Bill Coye
Selectman, John A. Blinn, Sr.
Selectman, Darrell Britton
Selectman, Jonathan Gifford

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

Minutes

D. Britton motions to approve the May 23, 2022, minutes. Seconded by J. Gifford. There was no discussion on the motion.

Vote: 5-0-0

Motion carries.

Public Comment

None

Discuss Forming an Events Committee

J. DeRoche states B. Hossack has been planning events for the last five (5) to six (6) years and he would like to see a committee formed to assist, similar to the Old Home Day Committee. It will be a subcommittee of the Board of Selectmen and should have a representative from the fire and police departments as well as a few Town employees and citizens.

D. Britton likes the idea and believes J. DeRoche should be part of the committee.

B. Coye agrees, B. Hossack has been doing a lot of work and thinks the committee is a good idea.

J. Blinn and J. Gifford are also in favor of forming an Events Committee and J. Gifford has many contacts with the American Legion. J. DeRoche and B. Hossack will work on forming the committee.

Discuss Updating the Gazebo Form

The Gazebo form needs some minor adjustments. The current form requires approval and signatures from the police department, fire department, highway department, health department, Town Manager and at least three (3) selectmen. It should also be approved and signed by the maintenance department. This has been added to the updated draft form. A new sentence has been added stating

the police and fire departments do not need to approve the event if it involves less than twenty-five (25) people. The other change is that the requester must confirm that he/she has read and understands the Use of Town Property Policy.

There is consensus amongst the board to accept the updated draft form as final.

Discuss Board of Selectmen Goals

J. DeRoche states this has been mentioned before. He developed a form to assist with the process. He would like each selectman to come up with one (1) to three (3) short term goals and one (1) to three (3) long term goals. He asks that each selectmen send their recommendations to B. Hossack to compile them. This topic will be discussed at the June 20th meeting. At a future meeting, the Board should plan to give the Town Manager a yearly evaluation/review.

Discuss Consent Agenda

G. Colby states a consent agenda consists of simple items that normally are approved without discussion. Such as items in our signature folder and the accounts payable manifest. The Board always has the option to remove any item from the consent agenda and discuss it. The idea is to provide more transparency as the items will appear on the agenda and in the minutes.

D. Brittan likes the idea.

B. Coye states it will be more streamlined.

There is consensus amongst the Board to start using a consent agenda.

Approval of Prior Nonpublic Minutes

The nonpublic minutes from May, 23, 2022 are distributed and reviewed by the Board. They are not sealed.

D. Britton motions to approve the nonpublic session minutes of May, 23, 2022. Seconded by B. Coye. There is no discussion on the motion.

Vote: 5-0-0

Motion carries.

Action Items

J. DeRoche would like to reintroduce the action item list. The first two (2) items, BOS goals and Town Manager Evaluation/Goals were discussed tonight and will be addressed soon. The Board agrees to table the third (3rd) item which is a presentation by Waste Zero. Item four (4) is to update the gazebo form. This was completed tonight and will be removed. Item five (5), Update Board of Selectmen Policies and Procedures. The guidelines will be sent to all selectmen for review and discussed at a future meeting. The next item, number six (6) is to update the Assessment Procedure. D. Britton will work on it. Item seven (7) is to Update the Emergency Operations Plan which will require assistance from Chief Knutsen. B. Coye volunteers to reach out to the Chief and start working on it. Item nine (9) is to appreciate three (3) prior Selectmen, Norm Major, Tom Cullen, & Leroy Dube who had the forethought to purchase the land on Sweet Hill Road where the new water tank now stands. J. Blinn agrees to work on that item. Item ten (10) is to hold a workshop with the Beede Group to discuss the future use of the site. J. DeRoche states he will contact Mike Skinner to start that process. He will also invite the Environmental Protection Agency to weight in.

Potable Water Update

G. Colby states a lot of people are still signing up to be connected to the system. The Bond to assist homeowners with upfront costs to hook up will be sold tomorrow. G. Colby has been working with an attorney on a betterment plan. He recently had a conversation with Commissioner Scott regarding well water issues containing PFOA's and PFOS's. There will be grant money available from the State to help deal with these issues. The last contract for the potable system is contract P4 which is the actual connections from the water mains to houses/businesses.

Town Managers Report

- The May Expenditure Report is in tonight's folders. Due to inflation and rising costs of everything the budget is being closely monitored. G. Colby is looking for ways to save.
- The Fire Chief worked with the New Hampshire Department of Transportation and Plaistow will be able to buy diesel fuel from the State (at a location in Kingston) at a cost of \$2.20/gallon.
- An incident occurred last Friday that involved the fire departments command vehicle. The vehicle was parked near an accident scene. A tire in a trailer (part of the accident) blew and it caused most of the air bags in the command vehicle to open. No one was in the vehicle, and no one was injured however since the cost of the air bag system is expensive, it is possible the vehicle will be totaled. We are waiting for a report from the insurance company.
- The finalized audit reports for yearend 2021 are in. They will be reviewed with the Board at the next meeting.
- The new brick steps on the gazebo are scheduled to be complete by the end of the week.
- Salt for the highway department has increased in prices as of May 1 from \$20/ton to \$30/ton. Dan was able to get an extension on our current price.
- The landfill was scheduled to be open on June 18th. Since that is Old Home Day, the landfill will be closed. It will be open June 25th instead.
- Primex brought their cap program back meaning the most our policy will increase for property is 7% and 10% for workers comp.
- The net money received for the two (2) cruisers sold at the State Auction is \$7200.
- It was a Detective vehicle that had the motor replaced last year.
- He was able to get an extension on the State grant for the trail system at PARC.
- He is working with Rockingham Planning Commission on a circuit rider for outsourcing since we do not have a Planning Director.

Selectmen's Reports

D. Britton

- He has been working with the building department. A new Building Inspector has been hired and will start soon. There are no outstanding plans to review right now.
- He will attend the Budget Committee meeting tomorrow.
- He will attend the Planning Board meeting on Wednesday.

J. Blinn

- He attended the Conservation Commission last week and an Arborist came to look at the trees on the Town Green. The Sugar Maple tree will survive for a while. There is an Ash tree that is infested.

B. Coye

- He attended the Memorial Day Ceremony & thanks B. Hossack for planning it.
- He attended the Old Home Day Committee meeting last night. It is less than two (2) weeks away. The people in the parade will meet at 1:15 p.m. at the intersection of Main and East and West Pine Streets. The Town Green opens at 9:00 a.m.
- He attended the Planning Board meeting. They plan to develop a survey to find out what citizens want to see for businesses along Route 125.

Jon Gifford

- He attended the Recreation Commissions meeting. They will hold three (3) drive-in movies this summer in conjunction with the Library. The first one is June 10th at 8:30 p.m. Old Home Day is June 18th. The summer concert series starts on June 22nd and runs through August 24th. They will be held at PARC. There will be a trip to the Isle of Shoals on August 9th.
- There was no Energy Committee meeting last week.

J. DeRoche

- He could not attend Plaistow's Memorial Day Ceremony as he attended an event in another town.
- Charlie Zilch is working on an engineering report for the cemetery expansion. Soon they will meet with Mark Gilford, Cemetery Sexton to get working on the project.
- He will attend the Budget Committee meeting tomorrow.

Events

They have all been mentioned during the meeting. There is no need to repeat them.

Other Business

None

As there is no further business before the Board, J. DeRoche adjourned the meeting at 7:24 p.m.

Respectfully submitted,

Beth Hossack,
Administrative Assistant