



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

**Plaistow Board of Selectmen Minutes**

**Date:** August 22, 2022

**The Workshop was called to Order at 5:04 p.m.**

**Workshop Potable Water Connection Discussion**

Gene Forbes, of Underwood Engineers join the workshop remotely.

G. Colby, Town Manager states applications from both residential homes and businesses are being worked on. Connection costs for those who are not covered with funding from MtBE contamination can be high. Charlie Lanza from Hampstead Water Company is getting push back from some potential customers.

G. Forbes states the Board may want to waive a portion or all of the Plaistow Service Development Charge (PSDC) to alleviate some of the upfront costs.

Different ideas are mentioned and discussed. One idea is to waive the full Plaistow service fee for a specific period of time. Once the time period expired another plan could be considered if necessary.

There is consensus to hold a meeting next Monday, August 29<sup>th</sup> to come up with a final plan. This allows the Board Members time to think about options. Next week the Board will decide on a plan.

The workshop adjourns at 5:22 p.m. A short break is taken.

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

**Roll Call:**

Select Chairman, Jay DeRoche - Present

Select Vice Chairman, Bill Coye - Present

Selectman, John A. Blinn, Sr. -Present

Selectman, Darrell Britton - Present

Selectman, Jonathan Gifford - Present

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

**Public Comment**

None

**Approve and Adopt the Plaistow Water Emergency Response Annex**

Emergency Management Director Chris Knutsen and Deputy Emergency Management Director Patrick Kiley are present to discuss the Water Emergency Response Annex.

Deputy P. Kiley begins. He states anytime part of the Emergency Operation Plan is updated it must be approved by the Board of Selectmen. A public Water System in the State of New Hampshire requires an emergency plan. The plan is very detailed, yet the two (2) most important items are communication and roles and responsibilities.

D. Britton asks for an example of a water emergency.

P. Kiley states some potential emergencies are a cyber-security issue, bacteria in the water or a water main break.

J. Gifford asks if loss of revenue for a business is covered in the plan.

P. Kiley replies, no. That would be covered at a State level, not the Town. Certain business such as schools and day care centers must be notified immediately of any water issues.

***B. Coye motions to approve and adopt the Plaistow Water Emergency Response Annex. Seconded by D. Britton. There is no further discussion on the motion.***

***Vote: 5-0-0***

***Motion carries.***

#### **Select a Delegate to Attend the NHMA Legislative Policy Conference on 9/23/22**

New Hampshire Municipal Association, known as NHMA hosts a yearly conference. Every member community is allowed to send a delegate to the conference. It allows for input into the upcoming legislative session.

J. DeRoche recommends that everyone read the information provided by NHMA. The it will be added to a future agenda. The Board agrees.

#### **Prepare for the September 11<sup>th</sup> Memorial Ceremony**

J. DeRoche, D. Britton and J. Gifford will be in attendance. B. Coye will check his schedule.

J. DeRoche asks if anyone wants to speak at the ceremony.

D. Britton recommends J. DeRoche should be a speaker as the Chair of Selectmen.

J. DeRoche will work with B. Hossack for speakers.

#### **Comcast Agreement (added to agenda during the meeting)**

G. Colby states the agreement ended at the end of July 2021 (service has remained the same while negotiations have been ongoing). We have had an attorney working on an audit and posing questions to Comcast. We need to finalize it. There are three (3) recommended changes. The first change is to go from a five (5) year contract to a ten (10) year contract. The next change is the elimination of free service to seven (7) locations. The free service was extremely basic and will not be a big deal. The last change is to have channels 17 and 23 change to High Definition (HD). The current equipment for these stations is very old. The franchise agreement is still in place meaning we get approximately \$20,000 a year to use for capital expenses and equipment. This is the highest amount possible. A public hearing will be scheduled soon.

D. Britton asks about the cost of cable for individuals.

G. Colby states, rates charged by Comcast are not negotiable.

J. DeRoche asks if the Town is allowed to enter into a 10-year contract and if so, is it too long.

G. Colby replies it is legal to have a 10-year contract for cable.

J. DeRoche asks, what happens if we don't sign a contract?

G. Colby replies we are operating without a contract right now and we have not received the franchise fees that were due in July. Operating without a contract long term will probably negate the franchise fees.

There is consensus amongst the Board to accept the contract and schedule a public hearing.

### **Approval of Consent Agenda**

#### **Item Description**

1. Accounts Payable Manifest – August 25, 2022.
2. BOS draft minutes – August 8, 2022
3. One Veterans' Tax Credit Application
4. One Abatement Settlement Request

***D. Britton motions to accept the consent agenda as written. Seconded by J. Gifford.***

***Vote: 5-0-0***

***Motion carries.***

### **Potable Water Update**

All the backflows are done. The disinfection is complete. We are waiting to hear back on the water tests. The preliminary water tests were all good. The samples for the second round of tests were taken today. Water will be turned on beginning Monday if the results of the second set of water testing is good. The generator is still scheduled for October or November.

J. DeRoche states it is great news that water will be turned on starting Monday.

D. Britton asks about a tour of the pump house.

G. Colby states, yes that will be arranged.

G. Colby states there will be a ribbon cutting ceremony on August 30<sup>th</sup>. Governor Sununu, Senator Morse, and all the water partners will attend.

### **Town Managers Report**

- Potable Water
- Department Head Meeting
- Preparing for Budget Season
- CIP
- Working on the Verizon lease extension
- Working with the Conservation Commission to have two (2) planted on the Town Green on each side of the sugar maple tree. One will be another sugar maple and the other will be an oak tree. The current sugar maple will be trimmed, it does not need to be cut down.
- The highway department is working on repainting sidewalk lines. The vendor is behind. They are also working on the Road Surface Maintenance Schedule (RSMS). This is a study of the condition of Town roads.
- The building department has been very busy with permits. Some of the permits are for water hookups.

### **Selectmen's Reports**

D. Britton

- Attended the Planning Board Meeting.
- The Budget Committee Meetings should start in about one (1) month.

J. Blinn – nothing to report.

B. Coye

- Attended the Planning Board Meeting. It was continued to this Wednesday as a special meeting regarding the potential warehouse.

J. Gifford – nothing to report.

J. DeRoche

- Attempted to attend the CIP meeting however there was not a quorum.

J. DeRoche states Kerry Patles has resigned from the Recreation Commission. He thanks her for all her hard work. She had been very involved in the community for many years.

D. Britton states she has done a great job.

B. Coye agrees she has worked hard, and he thanks her.

### **Events**

- There is an Eagle Scout Court of Honor for Owen Ouellette on Saturday.
- There will be a September 11<sup>th</sup> Ceremony on 9/11/22 at 6:00 p.m. on the Town Green. Everyone is welcome to attend.
- The last summer concert will be held tomorrow at PARC.
- All Timberland Schools open on Monday, August 29<sup>th</sup>. Drivers please be careful on the roads. He asks Chief Knutsen if the message board can be placed near Pollard School.
- Board members please fill out the Beede Site Questionnaire.

### **Other Business**

J. DeRoche states by looking at the budget summary we appear to be in fairly good shape.

J. DeRoche requests a motion for a nonpublic session. He states we will not be coming back to a public session for any further business.

***J. Gifford motions to enter nonpublic session under RSA 91-A:3, II, (C) Reputation. Seconded by D. Britton.***

***Board Polled: J. DeRoche = yes, B. Coye = yes, J. Blinn, = yes, D. Britton = yes, J. Gifford = yes. Motion carries.***

Public meeting adjourned at 7:05 p.m.

Public meeting resumed at 7:51 p.m.

***D. Britton motions to seal the nonpublic session minutes of August 22, 2022 as disclosure would have an adverse effect on reputation. Seconded by B. Coye.***

***Board Polled: J. DeRoche = yes, B. Coye = yes, J. Blinn = yes, D. Britton = yes, J. Gifford = yes. Motion carries.***

As there is no further business before the Board, J. DeRoche adjourned the meeting at 7:52 p.m.

Respectfully submitted,

Beth Hossack,  
Administrative Assistant