



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

**Plaistow Board of Selectmen Minutes**

**Date:** December 19, 2022

**Meeting Called to Order:** 6:00 p.m.

**Roll Call:**

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

Also present: Greg Colby, Town Manager, Jill Senter & Tim Moore from the Conservation Commission and Beth Hossack, Administrative Specialist.

**Public Comment**

None

**Prime Wetlands Presentation**

Chair DeRoche welcomes Jill Senter and Tim Moore from the Conservation Commission. They are here to discuss a potential warrant article for prime wetlands. The conservation commission hired Mark West of West Environmental Inc. to assist with the process. The report provided was very extensive and included a detailed description and pictures of each wetland. Several steps are involved. The steps already completed include:

1. Wetland inventory
2. Wetland evaluation
3. Select wetlands to put forth for public hearing
4. Prepare prime wetlands GIS layer and post to the Town website

A future public hearing to explain prime wetlands and the potential warrant article will held. If a warrant article is passed in March, the wetlands information will be submitted to NHDES for final approval. The criteria chosen by the Conservation Commission to determine wetland priorities are ecological integrity, wetland dependent wildlife habitat, fish & aquatic habitat, floodwater storage, groundwater recharge & water quality, sediment trapping and nutrient trapping transformation.

T. Moore reads the potential warrant article. “Shall the Town vote to designate certain wetlands, referred to as prime wetlands, within its borders as being worthy of extra protection because of their size, uniqueness, fragility, unspoiled character, or other relevant factors that make them of substantial significance per RSA 482-A:15? The criteria to designate prime wetlands are detailed in

NH Department of Environmental Services wetland rules Env-Wt 700 and were used in the selection of proposed prime wetlands. (Majority vote required).

Chair DeRoche thanks T. Moore and J. Senter for the informative presentation. He believes selecting prime wetlands is good for the Town. He asks how a prime wetland may impact an abutting property once it is approved.

T. Moore replies, once prime wetlands are fully approved the only way to change the buffer would be through a variance. The variance would have to be approved by the Zoning Board of Adjustment. Otherwise, the new buffers must be complied with. If everything goes well, NHDES approval will probably happen next summer (2023). The Conservation Commission will schedule a public information night. A month after the informational night the public hearing will be held.

***Selectman Coye motions to place the warrant article for prime wetlands as written on the ballot. Seconded by Selectman Gifford.***

***Discussion: Chair DeRoche states, great work was done by the Conservation Commission to help preserve some of our Town's resources.***

***Vote: 3-0-0***

***Motion carries.***

Chair DeRoche states we will sway from the agenda. He would like a motion to enter nonpublic session under legal.

***Selectman Coye motions to enter nonpublic session under RSA 91-A:3, II (L) consideration of legal advice. Seconded by Selectman Gifford.***

***Vote: 3-0-0***

***Motion carries.***

Chair DeRoche states we will come back to a public meeting for additional business.

Chair DeRoche closes the current public meeting at 6:31 p.m.

The public meeting resumes at 6:41 p.m.

***Selectman Coye motions to accept the tentative agreement reached between the Town of Plaistow and the Teamsters Union Local 633. Seconded by J. Gifford.***

***Discussion: The negotiations increased some salaries and benefits to closer match other towns. A warrant article will be placed on the March ballot.***

***Vote: 3-0-0***

***Motion carries.***

Town Manager Colby reads the language of the warrant for the Town Union. "Shall the Town of Plaistow vote to approve the cost items included in the collective bargaining agreement (CBA) reached between the Town of Plaistow and the Plaistow Town Unit, Teamsters Local 633, which calls for the following increases in salaries and benefits at the current staffing level:

<b>Fiscal Year</b>	<b>Estimated Increase</b>
2023/2024	\$31,932.00
2024/2025	\$51,354.00
2025/2026	\$36,268.00

***Selectman Coye motions to place the warrant article read by Town Manager Colby regarding the Town Collective Bargaining Agreement on the ballot. Seconded by J. Gifford.***

***Discussion: Chair DeRoche states this is necessary to retain employees and stay competitive.***

***Vote: 3-0-0***

***Motion carries.***

Town Manager Colby states another warrant is necessary in the event the above article fails. It will allow the Board to authorize a special Town Meeting. The next warrant will read “Shall the Town, if Article P-23-XX is defeated, authorize the Board of Selectmen to call one special meeting, at its option, to address warrant article P-23-XX cost items only? (Majority vote required)?

***Selectman Gifford motions to place the above warrant article regarding the defeat of the Town Collective Bargaining Agreement on the ballot. Seconded by Selectman Coye.***

***Vote: 3-0-0***

***Motion carries.***

### **Review Warrant Articles – Veterans’ Tax Credits and Fire Department Equipment**

Chair DeRoche states at the last selectmen’s meeting two warrant articles relating to Veterans’ tax credits were approved. Tonight, we have one (1) more to vote on. He reads it. P-23-21 “Shall the Town vote to readopt the Standard & Optional Veterans’ Tax Credit under RSA 72:28 to remain in place and include the expanded eligibility for the April 1, 2023 tax year. The need to readopt the tax credit is due to the passing of House Bill 1667 which expanded the eligibility requirements to include individuals who have not yet been discharged from service in the armed forces. (Majority vote required).

***Selectman Gifford motions to place the above warrant article, (Readopt Standard & Optional Veterans’ Tax Credit) P-23-21 on the ballot. Seconded by Selectman Coye.***

***Vote: 3-0-0***

***Motion carries.***

Town Manager Colby states there was some discussion at the last Budget Committee meeting regarding two (2) warrant articles for equipment for the Fire Department. One article was to replace old extrication equipment at a cost of \$60,000. The other article is to purchase a ventilator and IV pump at a cost of \$25,000. Plaistow does not have these necessary items. He suggests using ARPA funds to purchase the equipment rather than placing them on the ballot as warrant articles. Not all of Plaistow’s ARAP funds have been accounted for and one item will cost the Town less than initially anticipated. Previously the Board approved spending up to \$100,000 to connect Town Building to the potable water system. The Town was able to tee off the fire suppression system rather than putting in new additional pipes, therefore saving some money.

***Selectman Coye motions to remove two (2) warrant articles from the ballot. They are for the fire department extrication equipment and the ventilator and IV pump. Seconded by Selectman Gifford.***

***Vote: 3-0-0***

***Motion carries.***

***Selectman Gifford motions to spend up to \$85,000 in ARPA funds to purchase the extrication equipment and the ventilator and IV pump for the Fire Department. Seconded by Selectman Coye.***

***Vote: 3-0-0***

***Motion carries.***

Selectman Gifford asks if there has been any preparation done with the Fire department to remove victims from an electric car in the case of an accident.

Town Manager Colby replies, not that he is aware of. This is something to consider.

Chair DeRoche states the next Town Election in March of 2023 will have polling hours from 7:00 a.m. to 7:00 p.m. Based on the recommendation from Town Moderator, Bob Harb and Assistant Town Moderator, Norm Major he would like the Board to consider a warrant article to change polling hours for State & Federal elections to match the Town, 7:00 a.m. to 7:00 p.m.

***Chair DeRoche motions to put a warrant article on the ballot asking voters to change the polling hours of State and Federal elections to mirror the Town elections, 7:00 a.m. to 7:00 p.m. Seconded by Selectman Coye.***

***Vote: 3-0-0***

***Motion carries***

### **Review Encumbrances**

Town Manager Colby states as year-end approaches, he is in the process of closing things out. This year there is only one (1) item to be encumbered. It is for drainage work to be done on Willard Way. The highway department needs the ground to be frozen solid before they can complete the work. We have a signed purchase order for Mark Viens Sons Excavating, LLC. The total amount is \$11,515.

***Selectman Gifford motions to accept encumbrances for the year ended December 31, 2022 in the amount of \$11,515. Seconded by Selectman Coye.***

***Vote: 3-0-0***

***Motion carries.***

### **Review Plaistow Water Rates**

Town Manager Colby state Manchester Water Works is increasing their rates for the Manchester System Development Charges (MSDC) by 3% effective January 1, 2023. In the packets there is an updated chart of rates for water service reflecting the increase. The increase only effects the MSDC charge not the rate per gallon of water. It is a one-time hookup fee for new users.

***Chair DeRoche motions to adopt the “Rates for Service – Plaistow Water System” fee schedule with the 3% MSDC charge adjustment, effective January 1, 2023. Seconded by Selectman Gifford.***

**Vote: 3-0-0**  
**Motion carries.**

**Approve Prior Nonpublic Session Minutes**

Two (2) sets of nonpublic minutes are passed out and reviewed by the Board.

***Selectman Coye motions to approve and keep sealed the nonpublic session minutes of November, 21, 2022, session #1. Seconded by Selectman Gifford.***

**Vote: 3-0-0**  
**Motion carries.**

***Chair DeRoche motions to approve and unsealed the nonpublic session minutes of November, 21, 2022, session #2. Seconded by Selectman Gifford.***

**Vote: 3-0-0**  
**Motion carries.**

**Approve Consent Agenda**

**Item Description**

1. Accounts Payable Manifest – week of December 15<sup>th</sup> and 22<sup>nd</sup>, 2022.
2. BOS draft minutes – December 5<sup>th</sup>, 2022.
3. Two Salvage Yard License Renewals (Brandy Brow Auto Parts and Chaya Brothers Auto Salvage).
4. One New Salvage Yard License – 603 Auto Salvage.
5. One Veterans Tax V=Credit Application.
6. Three Land Use Change Tax Bills.
7. One Water Bill Tax Abatement Request.
8. Appoint New Health Officer – Patrick Kiley.

***Selectman Coye motions to approve the consent agenda as written. Seconded by Chair DeRoche.***

**Vote: 3-0-0**  
**Motion carries.**

**Town Managers Report/Potable Water Update**

- Attended the weekly water meeting. Earth Construction has been able to continue hookups despite the cold weather.
- We do not have a confirmed date yet for the arrival of the generator for the East Road pump house.
- Water fees are coming in.
- Has been busy working on the Town CBA negotiations and year end items.
- Continued to work on the budget and has started preparing the default budget.
- Mentions the hiring of a new Health Officer, Patrick Kiley.
- The Fire Department continues to be busy.
- The Highway Department has already been out plowing for two storms. During the first storm two (2) trucks broke down. The employees were able to get the equipment up and running.
- The new sidewalk machine should be delivered on Wednesday.

**Selectmen's Reports**

Selectman Coye

- Attended the Recreation Commission Meeting (he will let Selectman Gifford speak about it)

Selectman Gifford

- Attended the Recreation Commission Meeting. Several holiday events have been successfully completed. There will be two school events during school vacation week. One is ice skating on 12/27 and the other is going to the movie Puss N' Boots on 12/29. Both events require preregistration with the Recreation Department.

Chair DeRoche

- Attended the Budget Committee Meeting.
- Attended some of the negotiations for the Town CBA.
- Attended the Tree Lightening. It was a fun event.

### **Other Business**

Chair DeRoche received a letter (official notification) confirming Plaistow will receive a payment in the amount of \$114,762. from the State due to the passing of Senate Bill 401. The money is to be used to repair and/or maintain bridges and the necessary equipment used to maintain bridges.

Chair DeRoche thanks the Fire and Police Departments for coordinating the event for driving Santa around Town. The Police Department also captured the Grinch!

Selectman Gifford mentions Selectman Blinn is fighting a tough battle and he hopes people will send their prayers to Selectman Blinn.

As there is no further business before the Board, Chair DeRoche wished everyone a Merry Christmas and adjourned the meeting at 7:20 p.m. The next meeting will be in January of 2023.

Respectfully submitted,

Beth Hossack,  
Administrative Specialist