



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

**Plaistow Board of Selectmen Minutes**

**Date:** August 21, 2023

**Meeting Called to Order:** 6:02 P.M.

**Roll Call:**

Select Chairman, Bill Coye – Present  
Select Vice Chairman, Jay Deroche – Present  
Selectman, Darrell Britton – Present  
Selectman, Jonathan Gifford – Excused  
Selectwoman, Tammy Bergeron – Present

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

**Public Comment**

None

Town Manager G. Colby asks Chair Coye if two (2) items can be added to the agenda.

Chair Coye replies, yes.

Town Manager G. Colby states the items are: 1) A Purchase from Contingency, 2) Discussion on the Recreational Trail Grant for PARC.

**Discuss Updating Allowable Levels for Financial Assistance**

Chair Coye states this agenda item will be deferred until the next meeting.

**Plan Meeting Schedule for the Remainder of the Year**

The draft schedule is reviewed. In September, the meetings will be held on 9/11 and 9/25. The 2024 Town Manager's budget will be presented on 9/25.

Chair Coye states the Board will probably want some of the Department Heads to come to a meeting to answer budget-related questions.

Selectman DeRoche asks if the Board will see the budget prior to 9/25 to start reviewing it.

Town Manager Colby replies, yes.

In October, the meetings will be held on 10/2, 10/16 and 10/30. In November, the meetings will be held on 11/13 and 11/27. December will wrap up with meetings on 12/4 and 12/18. Adjustments will be made if necessary. There is consensus amongst the Board to accept the schedule as presented.

### **Contingency Purchase**

Town Manager Colby states there are a total of thirty-two (32) cameras inside and outside the Safety Complex. It was brought to his attention today that five (5) cameras are not working and two (2) of those are in critical areas. A maintenance plan for the cameras does not exist.

Police Chief Santoro received a quote to upgrade the system including ongoing maintenance. Step One (1) will be the system upgrade itself with a cost of just under \$5000. Step Two (2) will be the implementation of a maintenance plan.

Town Manager Colby asks the Board to allow usage of about \$10,000 from the Contingency Fund to make the camera/security system fully operational again. The contract will be provided and serviced by a reputable security company.

Selectman Britton asks what we have for a current contract.

Town Manager Colby replies, there is no contract information to be found in the building.

Selectman DeRoche asks if we move forward will there be an annual maintenance fee.

Town Manager Colby replies yes, and it will have to be included in the budget going forward. The annual cost is close to \$4000.

***Selectman DeRoche motions to approve the withdrawal of up to \$10,000 from the contingency fund to address the surveillance at the Police Department/Public Safety Complex. Seconded by Selectwoman Bergeron.***

***Vote: 4-0-0***

***Motion carries.***

### **Discussion on the Recreational Trail Grant for PARC**

Town Manager Colby states he met with a Representative from the State of New Hampshire today and they walked the trail network at Mt. Misery (PARC). They discussed some issues. The main issue is, if we use federal grant money to build the trail network at PARC, we will not be allowed to close PARC down during the hours the summer recreation program is open (Monday-Friday 7:30 am to 4:00 pm). So far, we have not received any grant money. If we pay for the trail system through other options, we will still have the ability to close PARC as needed. Another issue is compliancy. Although no trail can be fully ADA compliant if federal money is used, trails must be ABA compliant, meaning the trail must be free from barriers. This requires establishing a maintenance plan. The current gravel road is overgrown with grass which is considered a barrier. Currently, we do not have a plan for keeping the trails maintained.

Select Chair Coye states he thinks we will be better off paying for the trail system ourselves.

Selectwoman Bergeron agrees stating we need to close PARC during the summer recreation program for the safety of the kids.

Select Chair Coye states there is money in the Recreation Capital Reserve Account that could be used.

Selectman Britton states he does not like accepting federal money when there are strings attached.

Selectman DeRoche asks how much we have spent to date on the trail system.

Town Manager Colby replies over the last two (2) years we have spent approximately \$17,000 - \$18,000.

Select Chair Coye states the full project cost will be about \$40,000 which is less than the original anticipated amount.

Selectwoman Bergeron asks how much money is in the Recreation Capital Reserve Account?

Town Manager Colby replies, he does not know off the top of his head. He will find out and let the Board know.

He also states we still have some ARPA funding we can use if needed.  
Select Coye recommends talking to Recreation Director Jenn Gusler to see if the Recreation Commission is interested in using capital reserve funds for the project.  
There is consensus amongst the Board to ask the Recreation Commission for their opinion.

### **Approval of Prior Nonpublic Session Minutes**

The minutes are passed out and reviewed by the Board.

*Selectman DeRoche motions to approve and unsealed the nonpublic minutes of July 24, 2023, session #1. Seconded by Selectman Britton.*

*Vote: 3-0-1, abstain Selectwoman Bergeron.*

*Motion carries*

*Selectman DeRoche motions to approve and keep sealed the nonpublic minutes of July 24, 2023, session #2. Seconded by Selectman Britton.*

*Vote: 3-0-1, abstain Selectwoman Bergeron.*

*Motion carries.*

### **Town Managers Report/Potable Water Update**

- Today he took a site walk on the trail system at PARC with a Representative from the State of NH.
- The Request for Proposal for the Ambulance Service has been posted.
- Received correspondence from a resident regarding the maintenance of the islands on Route 125. Last year we gave the maintenance back to the State. The State has only mowed once this year. Highway Supervisor D. Garlington will reach out to the District 6 Office to find out when they will be back.
- Received correspondence regarding the recent tragic accident at the corner of Main Street and Westville Road. The State is in the process of a traffic calming study in this area however we will reach out to State Officials to see if a temporary solution will be put in place soon.
- Working on budgets with Department Heads.
- The MS-1 will be completed this week by the Towns contracted Assessors. It will need to be signed by the Board and submitted no later than September 1.
- Contract P-4 for the potable water system is ongoing. Decommissioning wells and landscaping are some of the remaining items to complete. Then some more hookups will be done for PFAS/PFOA'S.

Selectman DeRoche asks if a temporary sign can be put up asking residents to slow down as school starts next week.

Town Manger Colby agrees.

Selectman DeRoche states we know the traffic calming study is still in its infancy and asks if the Board can do anything helpful for now. Perhaps orange barrels should be placed in the middle of crosswalks.

Town Manager Colby states he will check with the Highway and Police Departments.

### **Selectmen's Reports**

Selectwoman Bergeron

- Attended the Old Home Day Committee meeting. They are working on a budget and will come before the Board this fall.
- Attended the Elder Affairs Committee meeting.

Selectman Britton – nothing to report.

Selectman DeRoche

- Attended the Community Power Subcommittee meeting (Energy Committee). They are working on a community power aggregation to get lower energy rates for residents. There will be two (2) public hearings at the Library in September for residential discussion and feedback. Another future idea they are considering is an array of solar panels on the capped landfill.

Select Chair Coye

- Attended the Recreation Commission Meeting. The Summer program is done, and they are preparing for fall events.

### **Events**

1. School will open soon, and the Board would like drivers to slow down and watch out for kids.

Chair Coye recommends entering a nonpublic session.

***Selectman DeRoche motions to enter nonpublic session under RSA 91-A:3 II, L) Legal. Seconded by Selectwoman Bergeron.***

***Board Polled: Chair Coye = yes, Vice Chair DeRoche = yes, Selectman Britton = yes, Selectwoman Bergeron = yes.***

***Motion carries.***

Chair Coye states we will not return to public session tonight.

The public session adjourned at 6:40 P.M.

The public session reconvened at 7:02 P.M.

***Selectman DeRoche motions to seal the minutes of the nonpublic session as disclosure would render the proposed action ineffective. Seconded by Selectman Britton.***

***Board Polled: Chair Coye = yes, Vice Chair DeRoche = yes, Selectman Britton = yes, Selectwoman Bergeron = yes.***

***Motion carries.***

***Selectman DeRoche motions to enter nonpublic session under RSA 91-A:3 II, A) Public Employee. Seconded by Selectman Britton.***

***Board Polled: Chair Coye = yes, Vice Chair DeRoche = yes, Selectman Britton = yes, Selectwoman Bergeron = yes.***

***Motion carries.***

The public session adjourned at 7:02 P.M.

The public session reconvened at 7:06 P.M.

***Selectman DeRoche motions to seal the minutes of the nonpublic session as disclosure would render the proposed action ineffective. Seconded by Selectman Britton.***

***Board Polled: Chair Coye = yes, Vice Chair DeRoche = yes, Selectman Britton = yes, Selectwoman Bergeron = yes.***

***Motion carries.***

As there is no further business before the Board, Chair Coye adjourned the meeting at 7:06 P.M.

Respectfully submitted,

Beth Hossack,  
Administrative Specialist