



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

Plaistow Board of Selectmen Minutes

Date: November 13, 2023

Meeting Called to Order: 6:05 P.M.

Roll Call:

Select Chairman, Bill Coye – Present

Select Vice Chairman, Jay DeRoche – Present

Selectman, Darrell Britton – Excused

Selectman, Jonathan Gifford – Present

Selectwoman, Tammy Bergeron – Present

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

Public Comment

None

Review Old Home Day Budget

Old Home Day Committee Chair Shauna Manthorn and Vice Chair Roy Walling present their ideas for the Old Home Day Event along with a budget request. The year 2024 is the 275th Anniversary of the Town of Plaistow. Therefore, the Old Home Day Committee wants to make the event special to reflect this special anniversary. The plan is to host a four (4) day event. It will begin on Thursday, June 20th and end on Sunday June 23. The event on Sunday will be sponsored and run by the Plaistow Lions Club on Terra Farm which is private property. Sunday's events will not be a Town event, nor will the Town pay for any activities, yet the public is welcome. The committee is planning activities for everyone. Thursday's events will focus on kids and families. Friday's events will focus on the adult population. Saturday will be a more traditional event. The parade will be bigger and better. Extra activities will be planned for Saturday as well. The Old Home Day Committee is asking for a budget in the range of \$61,950 - \$64,950.

Chair Coye asks what money is in the trust fund.

Town Manager G. Colby replies, the Old Home Day Trust Fund has a current balance of approximately \$5000. We received revenue of \$2645 in 2023 for the fund and last year's transfer has not occurred yet. In total there is about \$10,000 in the fund.

Chair Coye states that equates to lowering the request budget by \$10,000.

Selectman Gifford states if you sell tickets in advance for the dinner at \$50/ticket and sell 200 tickets you will have another \$10,000 to work with.

Selectman DeRoche motions to set the Old Home Day budget at \$40,000. Seconded by Selectman Gifford.

Vote: 4-0-0

Motion carries.

Driveway Waiver for 17 Harriman Road

Anthony Augeri requested to be on the agenda to discuss an agreement for a waiver of liability from the Board of Selectmen for a driveway longer than 200 feet. This request is for the proposed subdivision at 17 Harriman Road. Mr. Augeri represents Lewis Builders and Gerald Holt. Mr. Augeri states the Zoning Board approved the variance for frontage on September 28, 2023. If the Selectmen agree to the waiver, the next step is to go to the Planning Board. If the Planning Board approves the subdivision, the waiver of liability will be filed at Rockingham Registry of Deeds as part of the property deed.

Select Chair Coye asks if the Town has discussed this with the Fire Chief, Police Chief and Highway Supervisor.

Town Manager G. Colby replies, yes.

Selectman DeRoche asks if it has been approved by legal.

Town Manager G. Colby replies, yes.

Town Manager G. Colby explains the waiver protects the Town. Anyone who lives on the property will not be able to sue the Town if services such as an ambulance or police vehicle cannot access the property.

Selectman Gifford motions to authorize the issuance of a driveway permit in accordance with Section 220-9 of the Plaistow Zoning Ordinance to access the property located at 17 Harriman Road, and any lots subdivided from that parcel, provided first that the “Agreement and Release regarding Driveway Permit for Class V or Higher Highway,” as revised by Town Counsel, is signed and notarized by Lewis Builders and the owner of the Property and provided to the Town. Seconded by Selectman DeRoche.

Vote: 3-0-1

Motion carries

Update Permitting Policy & Procedures (Building Department)

Town Manager G. Colby asked Town Counsel to review the current permitting policies and procedures and update them. Town Counsel worked with input from our Code Enforcement Officer to create the updated policy. A copy of the updates are included in your folders.

Selectman DeRoche thanks Town Manager G. Colby for providing the document outlining the changes. It was helpful.

Select Chair Coye agrees.

Selectman DeRoche motions to adopt the revised Permitting Policies and Procedures as presented. The effective date is November 14, 2023. Seconded by Selectman Gifford.

Vote: 3-1-0

Motion carries

Review the Water Department Budget

Town Manager G. Colby states the water budget is raised through user fees, it is not funded by property taxes. It is an enterprise fund. Any excess money will be used for future water activities.

Selectman DeRoche asks if there is any extra funding this year.

Town Manager G. Colby replies, no. The extra funding for 2023 was used to purchase capacity/allocation.

Selectman DeRoche asks if the default water budget is the same amount.

Town Manager G. Colby replies, it is close.

Selectman DeRoche motions to approve the water department budget in the amount of \$520,014. Seconded by Selectwoman Bergeron.

Vote: 4-0-0

Motion carries.

General Budget Review

Selectman DeRoche asks if we have enough information to purchase voting machines this year.

Town Manager G. Colby states the Town Moderator is trying to contact people from the company and see if we can get a demonstration soon. He mentions Sandown will have a viewing/presentation on the new machines on December 12. Area Towns are invited to see the demonstration.

Town Manager G. Colby states if we have the opportunity to see the machines and get a legal contract/agreement signed by December 31, 2023 we can spend the money from the 2023 budget and take it out of the 2024 budget.

Select Chair Coye states we might want to budget for one (1) machine in 2024 for a total of three (3) machines. It takes longer to count each page with the new machines.

Town Manager G. Colby recommends waiting a little while to see what happens.

Selectman DeRoche states we know two (2) police vehicles failed inspection. Perhaps we can repurpose those vehicles to another department.

Town Manager G. Colby replies, yes that is the goal.

Selectman DeRoche asks if we can encumber some of the costs for police uniforms this year and lower the uniform line item for 2024.

Town Manager G. Colby replies, he will work with the Chief and let the Board know.

Approve Consent Agenda

Item Description

1. Accounts Payable Manifest week of November 9th, & 16th, 2023.
2. BOS Draft Minutes October 30th, 2023.
3. One Veterans Tax Credit Application.

Add On

4. Water Consumption Fees Warrant

Selectman DeRoche motions to approve the consent agenda with the additional item of the water warrant. Seconded by Selectman Gifford.

Vote: 4-0-0

Motion carries.

Town Managers Report

- Recently five (5) NHDOT employees came to Plaistow to view the intersection of Westville Road and Main Street. They agree the intersection is dangerous and will try to make improvements.
- Attended a meeting with Sanborn Head regarding the level of PFAS/PFOA's in the area of the fire station.
- SEC is working on a plan for an additional leach field at the Public Safety Complex since the old one has failed.
- SEC is also working on the cemetery. The next step will be to mark graves.
- The Fire Chief has selected 3 nights to hold informational sessions regarding ambulance service. Quite a bit of information has been posted to the website. You can find it on the fire department's page. Town Manager G. Colby recommends reading it.
- Will attend a meeting on Thursday regarding the black razor snakes.
- Trail work will resume for Mt. Misery.

Selectmen's Reports

Select Chair Coye

- Attended the Recreation Commission meeting. Several holiday events are planned.
- Attended the Veterans Day Breakfast – he thanks the Plaistow Lions Club, the Scouts, and the many volunteers who helped with the event. He also thanks those who donated food. It was nice to see some of the artifacts from the Historical Society.

Selectwoman Bergeron

- Attended the Conservation Commission Meeting. The public hearing for Prime Wetlands was continued to the December meeting.
- Attended the Veterans Day Breakfast. It was a positive event.

Selectman DeRoche

- Attended the Budget Committee meeting. So far, they have approved all budgets except for the water department and patriotic/cultural.
- Attended the Veterans Day Breakfast
- This Sunday he will attend the site visit/walk to the solar array in Wells, Maine.

Selectman Gifford

- Attended the Veterans Day Breakfast.
- He is pleased to see Erica Lemire, President of the Historical Society at many events in Town.
- This Sunday he will attend the site visit/walk to the solar array in Wells, Maine.

Events

1. Wreath Making – Nov. 28 at Pollard School, 5:30 P.M., Register with the recreation department.
2. Senior Wreath Making – Nov. 29, at the Vic Geary Center
3. Tree Lightening – Dec. 3, Town Green at 5:00P.M.
4. Holiday Trip to Newport RI – Dec. 5, Register with the recreation department.
5. Letters to Santa can be dropped off at the Gazebo from Dec. 3 - 21.
6. Show us your lights – email recreation@plaistow.com to get on the list. Lists will be available at Town Hall, the Library & the Annex by Dec. 13.
7. Trips with the Best of Times Travel – Merry Country Christmas – Dec. 6, Register with recreation by Nov. 20.

As there is no further business before the Board, Chair Coye adjourned the meeting at 7:30 P.M.
Respectfully submitted,

Beth Hossack,
Administrative Specialist