



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

**Plaistow Board of Selectmen Minutes**

**Date:** December 18, 2023

**Meeting Called to Order:** 6:07 P.M.

**Roll Call:**

Select Chairman, Bill Coye – Present

Select Vice Chairman, Jay DeRoche – Present

Selectman, Darrell Britton – Present

Selectman, Jonathan Gifford – Present

Selectwoman, Tammy Bergeron – Present

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

**Public Comment**

Ryan Labrecque 174 Main Street states he disagrees with any warrant article for prime wetlands this year. He believes the rules were not followed. He does not believe the process was legal according to RSA 675:3. He also recommends dropping all monetary warrant articles this year. His last concern is that the ambulance service should be a warrant article for voters to choose and not added to the budget.

**Sanborn Head – SSI Presentation**

Deferred to a future meeting.

**Conflict of Interest Committee – Presentation of Warrant Article**

Matt Termini, Chair of the Conflict-of-Interest Committee states the committee has been working on revising the membership terms of the Ordinance. They would like the Board to place the recommended updates on the ballot as a warrant article. In addition, two (2) subsections of the original code appear to be missing on the hard copy given to elected and appointed officials. Those sections should be included in the hard copy. The proposed changes are written in red.

Selectman Britton states he does not agree with the proposed strict requirements. The Town is not overflowing with volunteers. For example, if a person is on the Conservation Commission, his/her spouse would not be allowed to be on the Conflict-of-Interest Committee.

Chair Termini and the committee believe the case described above is true. They want to make sure the Conflict-of-Interest Committee will operate with objectivity. They do not believe that would

happen with one (1) spouse on the Conservation Committee and the other on the Conflict-of-Interest Committee.

Selectman Britton asks how many cases the Conflict-of-Interest Committee has had before it in the last ten (10) years.

Chair Termini states to the best of his knowledge only one (1) which was found to be not viable.

After further discussion there is consensus amongst the Board to allow this warrant article to be placed on the ballot.

### **Fire Department Update**

Chief Knutsen has some good news for taxpayers. Towards the end of the summer, Town Manager Colby made him aware of a grant available due to a lawsuit against Volkswagen for violating the clean air act. Volkswagen paid a large fine resulting in the grant opportunity. Chief Knutsen applied for the grant. Recently he was made aware Plaistow was selected to receive it. It is in the final stages of being approved and signed by Governor Sununu. One of our fire engines is due to be replaced in a couple of years from now. The engine met the parameters of the grant requirements. Now most of the cost will be covered by the grant. The dollar amount of the grant is \$949,981. The grant will be accepted at a public hearing in the future.

Chief Knutsen replies, over 1.3 million in grants have been received by the Plaistow Fire Department over the last three to four (3 -4) years. He does everything he can to minimize the tax burden. If the fire department budget is cut services are cut. There are no extras in the budget. Putting money in the Capital Reserve Program is very helpful and helps to keep taxes level. Chief Knutsen states teamwork was the key for this grant. The Town Manager let him know about it. Again, the grant is worth almost a million dollars.

Chief Knutsen states Plaistow has also been awarded a Hazard Mitigation Assistance Fund to redo our hazard mitigation plan. The dollar amount is \$11,000. We are required by law to update the plan every so often.

Chief Knutsen asks anyone with questions regarding the ambulance service to ask him. He is happy to discuss the service and explain the details. There will be another meeting on January 16, 2024 at 6:00 P.M. at the Library for discussion. The meeting is open to everyone. The Chief states we must provide an ambulance service. We can do it ourselves or hire an outside for-profit contractor. Doing it ourselves is the least expensive approach.

Chief Knutsen states applying for grants is the right thing to do. He strives to do the right thing for Plaistow.

The Board thanks the chief and Town Manager.

### **Review Warrant Articles**

Ryan Labrecque 174 Main Street asks if someone can inform the public what is going on with Prime Wetlands.

Conservation Commission's Vice Chair Tim Moore replies the legal department of New Hampshire Municipal Association said a warrant article for Prime Wetlands should come from the Planning Board.

Ryan Labrecque 174 Main Street argues that the process was not done correctly.

Town Manager Colby states an inquiry is with Town Counsel.

The following warrant articles are discussed.

Operating Budget – Water Department.

Ryan Lebreque, 174 Main Street asks how much of the budget is paid for by non-subscribers. Town Manager Colby replies, zero. The water budget is funded 100% by water users.

***Selectman Britton motions to recommend P-24-03 Operating Budget – Water Department in the amount of \$520,014 be placed on the ballot. Seconded by Selectman DeRoche.***

***Discussion: Selectman DeRoche reminds everyone, this warrant article only affects water users.***

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

***Motion carries.***

Contingency Fund.

***Selectman DeRoche motions to recommend P-24-XX Contingency Fund in the amount of \$80,000 be placed on the ballot. Seconded by Selectman Britton.***

***Discussion: Selectman Britton asks how much of the 2023 contingency budget was spent.***

***Town Manager Colby replies, all of it.***

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

***Motion carries.***

Deposit to Highway Department Equipment Expendable Trust Fund.

***Selectman DeRoche motions to recommend P-24-XX Deposit to Highway Department Equipment Expendable Trust Fund in the amount of \$150,000 be placed on the ballot. Seconded by Selectman DeRoche.***

***Discussion: Select Chair Coye states putting some money aside each year allows the Town to pay for equipment when it is needed.***

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

***Motion carries.***

Deposit to Building Expendable Trust Fund.

***Selectman Britton motions to recommend P-24-XX Deposit to Building Expendable Trust Fund in the amount of \$40,000 be placed on the ballot. Seconded by Selectman Gifford.***

***Discussion: none.***

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

***Motion carries.***

Deposit to Library Capital Reserve Fund

***Selectman Britton motions to recommend P-24-XX Deposit to Library Capital Reserve Fund in the amount of \$55,000 be placed on the ballot. Seconded by Selectman DeRoche.***

***Discussion: none.***

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

***Motion carries.***

Deposit to Energy Capital Reserve Fund

***Selectman Britton motions to recommend P-24-XX Deposit to Energy Capital Reserve Fund in the amount of \$25,000 be placed on the ballot. Seconded by Selectman Gifford.***

***Discussion: The Energy Committee is considering a solar array on the capped landfill in conjunction with community power.***

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

***Motion carries.***

Police Communication and Information Technology Capital Reserve Fund

***Selectman Britton motions to recommend P-24-XX Police Communication and Information Technology Capital Reserve Fund in the amount of \$39,600 be placed on the ballot. Seconded by Selectman DeRoche.***

***Discussion: none.***

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

***Motion carries.***

Discontinue the Police Department Communication Radio Dispatching System Capital Reserve.

This article will discontinue both the Police Communication Radio Dispatching System Capital Reserve Fund and the Police Management Information Computer System Capital Reserve Fund, if it passes.

***Selectman DeRoche motions to recommend P-24-XX Discontinue the Police Department Communication Radio Dispatching System Capital Reserve be placed on the ballot. Seconded by Selectwoman Bergeron.***

***Discussion: none.***

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

***Motion carries.***

Deposit to the Fire Department Radio Capital Reserve Fund Previously Established.

***Selectman Britton motions to recommend P-24-XX Deposit to the Fire Department Radio Capital Reserve Fund Previously Established in the amount of \$20,000 be placed on the ballot. Seconded by Selectman Gifford.***

***Discussion: none.***

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

***Motion carries.***

### Voting Machines

Deferred to a future meeting.

### Deposit to Revaluation Capital Reserve Fund.

***Selectman Britton motions to recommend P-24-XX Deposit to Revaluation Capital Reserve Fund in the amount of \$35,000 be placed on the ballot. Seconded by Selectman DeRoche.***

***Discussion: none.***

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

***Motion carries.***

### Deposit to the Fire Department Apparatus Capital Reserve Fund

Deferred to a future meeting.

### Deposit to Old Home Day Expendable Trust Fund.

***Selectman Britton motions to recommend P-24-XX Deposit to Old Home Day Expendable Trust Fund in the amount of \$2,645 be placed on the ballot. Seconded by Selectwoman Bergeron.***

***Discussion: This amount is donations received in 2023 for the 2024 Old Home Day celebration.***

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

***Motion carries.***

### Plaistow Historical Society Support.

***Selectman Britton motions to recommend P-24-XX Plaistow Historical Society Support in the amount of \$8,036 be placed on the ballot. Seconded by Selectman Gifford.***

***Discussion: none.***

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

***Motion carries.***

### Approve Consent Agenda

#### Item Description

1. Accounts Payable Manifest week of December 7<sup>th</sup>, 14<sup>th</sup> and 21<sup>st</sup>, 2023.
2. BOS Draft Minutes November 27<sup>th</sup>, 2023.
3. One Veterans Tax Credit Application.

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

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

***Motion carries.***

### Town Managers Report

- Busy with budget work.
- AT&T will upgrade some of their equipment on the cell (former water) tower.
- Dish Wireless will begin renting space on the cell tower in January.
- Potable water – contract P-4 is almost complete.
- Working on end of year processes.

- Working on negotiations with the police union.

Selectman Britton asks what is happening with the failed septic system at the Public Safety Complex.

Town Manager Colby replies, a Request for Proposal was sent out. The deadline for bids is Thursday, December 21.

### **Selectmen's Reports**

Selectwoman Bergeron

- Attended the senior tea at the Library.

Selectman Darrell – nothing to report.

Selectman DeRoche

- Attended the Energy Committee Meeting and went on the site walk/visit to a solar array in Maine.
- Will attend the Budget Committee Meeting tomorrow evening.

Selectman Gifford

- Attended the Energy Committee Meeting and went on the site walk/visit to a solar array in Maine. In January, the Walden Group will attend a Board meeting.
- The Recreation Commission Meeting was cancelled for no quorum.
- The next Old Home Day Committee meeting will be held in January.

Select Chair Coye

- Will attend the Planning Board Meeting on Wednesday.
- Attended the last informational meeting on the ambulance service at the Library.
- Attended the public hearing for Prime Wetlands.

### **Events**

1. Tomorrow evening there will be a meeting at the Library sponsored by New Hampshire Department of Transportation on Main Street Traffic Calming. The meeting starts at 5:30 P.M.
2. Another informational meeting will be held at the Library for the ambulance service on January 16 at 6:00 P.M..

Chair Coye recommends entering a nonpublic session for legal.

***Selectman Britton motions to enter nonpublic session under RSA 91-A:3 II L) Consideration of legal advice. Seconded by Selectwoman Bergeron.***

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

***Motion carries.***

Chair Coye states we will not return to public session tonight.  
He wishes everyone a Merry Christmas.

The public session adjourned at 7:29 P.M.

The public session reconvened at 8:05 P.M.

***Selectman Britton motions to seal the nonpublic session minutes as disclosure would have an adverse effect on reputation. Seconded by Selectman Gifford.***

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

***Motion carries.***

As there is no further business before the Board, Chair Coye adjourned the meeting at 8:05 P.M.  
Respectfully submitted,

Beth Hossack,  
Administrative Specialist