



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

PLAISTOW BOARD OF SELECTMEN MINUTES:

DATE: November 18, 2019

MEETING CALLED TO ORDER: 6:31 p.m.

SELECTMEN:

Selectwoman, Francine Hart, Chairman

Selectman, Steve Ranlett

Selectman, Greg Taillon

Greg Colby, Finance Director/Asst. Town Manager

Selectman, Julian Kiszka, Vice Chairman

Selectman, John A. Blinn, Sr.

Mark Pearson, Town Manager

MINUTES

G. Taillon motions to approve the minutes of November 4, 2019. Seconded by J. Blinn.

Vote: 5-0-0

Motion carries

PUBLIC COMMENT

Peter Bracci 2 Balsam Way would like to amend the October 7, 2019 minutes of the Board of Selectmen. In the paragraph entitled Discuss Oath of Office For Elected Officials he would like a verbatim transcript of the dialogue from 1:17:45 to 1:17:59. He states at 1:17:45 F. Hart states “if he had not disclosed this at public moment, no one would have ever known about it except for me and him.” P. Bracci states so this is precedent. At 1:17:53 S. Ranlett interrupts and asks, “any other people?” At 1:17:56 F. Hart states, “there were no other people, only me and him.” At 1:17:59 S. Ranlett said, “okay.” P. Bracci will leave several copies with Beth so you can all read them before making a motion to amend.

P. Bracci would also like to amend the November 4, 2019 Board of Selectmen minutes. He requests a verbatim transcript covering 33:23 to 33:47 relating to the letter the town manager wrote concerning his problems with Chairman Ranlett. At 33:23 F. Hart states “you were the only selectman that I ever showed the letter to Pete and I am not lying about that.” At 33:29 P. Bracci said to F. Hart that wasn’t your statement. You said, “it was only me and him”, not the only selectman. It was you and me and Bob and Sue in my house, in my kitchen, at my kitchen table. At 33:42 F. Hart said, “yes but you were the only selectman. P. Bracci thinks F. Hart is trying to cover up her lie as others were present and saw the letter. He leaves copies of his notes with Beth.

Bob Hamilton 3 Balsam Way states most of Plaistow did not anticipate the increase in their December tax bill. He realizes a large portion of the tax bill is for the schools and since the school budget was level funded the increase was a shock. He created a spreadsheet of Route 125 tax revenue. P. Bracci helped create the form in Excel. The sheet shows what portion of taxes are

being paid by residents and commercial along Route 125. It includes all properties from the Massachusetts border to Kingston, NH, including mixed use, single family homes, vacant land and commercial properties. It shows the mid-year tax bill and the end of the year tax bill. This form should be maintained on an annual basis. The layout of the form is simple. The information was taken from tax cards. Only two (2) properties paid higher taxes in 2019 than they did in 2018. One property is near Pest End at 84 Plaistow Road. It is rental property and the tax increase was \$218.00. The other property is at the location of the old diner which was bought by Exeter Medical. They paid twice as much as the assessed value and the taxes increase about 10,000.00. All other properties paid less tax in 2019. About 50% of the commercial property in Plaistow is on Route 125. B. Hamilton states the estimated loss in tax revenue is 1.2 million. He figured it out using tax records and Jim Peck, former Town Auditor agrees. He states a reevaluation does not raise more taxes it redistributes them. Marybeth Walker agrees with the statement. The DRA (Department of Revenue Administration) only requires a reevaluation every five (5) years. The reality of the situation is residents will get another large bill in 2020.

F. Hart states before we move on with the agenda, she feels she must respond to Mr. Bracci's comments. She has been accused of lying, violating her Oath of Office and breaching confidential information and these statements are untrue. She holds up an envelope and states this is the letter that Mark Pearson gave her a year and a half ago. She reads the envelope. To FH from MP. There are always two (2) sides to every story and I thought you would like to know my side. Do what you want with this information. At least you will know more before you get misinformed or manipulated. Again, she reiterates do what you want with this. She walked to her friends and neighbors with the letter to ask for guidance and counsel. It only became confidential several days later when Mark asked her not to share it with anyone. She told both Mr. Bracci and Mr. Hamilton it had become confidential and not to share it. For a year and a half there was no mention of the letter. The only reason it got brought up is because this Board had a discussion of the roles and responsibilities of a Town Auditor. It was the position not a person was discussed however she believes Bob H took it personally. At the at the next Board meeting Mr. Bracci brought the letter up during public comment to defame her. F. Hart also received a nasty letter from P. Bracci's wife, Sue. It was a personnel letter and has not and should not be shared with the public. She does not believe P. Bracci is a liar however she does not think he understand the rules, regulations and RSA Statues. If you disagree with him, you are smeared in public. There is a lot of mudslinging in Washington and F. Hart does not want it in Plaistow. In conclusion F. Hart believes your reputation is your words and actions. People should think about the words and actions of P. Bracci and B. Hamilton and judge for themselves. Also, minutes are not verbatim.

CONSERVATION COMMITTEE PRIME WETLANDS DISCUSSION

Jill Senter states the Conservation Commission would like to designate some of Plaistow's wetlands as Prime wetlands. They looked into different companies and they have decided to hire West Environmental to do the work. A warrant article will need to be passed by voters for the designated wetlands to become part of the Towns inventory and applicable to zoning regulations. The proposal from West Environmental consists of two (2) phases. Phase 1 will be an inventory of wetlands at an estimated cost of \$5,460.00. Phase 2 will be wetland evaluation and mapping at an estimated cost of \$14,200.00. The work will be completed by December 2020 allowing enough time to prepare a warrant article for the 2021 ballot. Most of the work will occur in the Spring of 2020. Conservation Commission has enough money for the project however both the

Conservation Commission and the Board of Selectmen must approve spending which is why she is here tonight.

J. Kiszka asks the difference between wetlands and prime wetlands.

J. Senter replies there are three (3) types of wetlands, minor, basic and major. They refer to the impact on natural resources, the environment, wildlife etc. Prime wetlands have the strictest rules as more protection is needed for them. DES (Department of Environmental Services) determines the rules & regulations for Prime wetlands not town zoning boards. Not all wetlands are going to be prime. Prime wetlands are listed on tax maps.

J. Kiszka asks what the balance of the Conservation Commission fund will be after the \$19,660.00 is withdrawn.

J. Senter replies there is plenty of money. After the withdrawal the balance will be a little under \$100,000.00.

S. Ranlett directs the Conservation Commission to take out \$19,660.00 and enter into a contract with West Environmental for Wetland Mapping and Inventory. Seconded by J. Kiszka.

Vote: 5-0-0

Motion carries

BUDGET REVIEW – BUILDING DEPARTMENT

Mike Dorman thanks the Board for taking the time to meet with me tonight. He states the salaries line item of his budget is way down. Everything thing else is level funded.

S. Ranlett states, salaries are down because the Board directed the Town Manager to cut the budget by \$500,000.00.

M. Dorman begins:

For the record, my name is Michael Dorman, Chief Building Inspector, Code Enforcement Office, Zoning Officer, and Deputy Health Inspector.

He believes cutting his budget was not a decision that was made lightly, and he realizes he works at the will of the Town Manager and Board of Selectmen. He also realizes homeowners and property owners who hire contractors for their building projects count on him. M. Dorman states his job is to protect the health, safety, and welfare of the residents by ensuring compliance with building, plumbing, mechanical, energy and electric codes as well as fire safety codes. The building department plays a major role in saving lives and protecting property. His duties go beyond being a residential and commercial Building Inspector. He is an ICC certified Plan Reviewer, qualified stormwater construction inspector and was a licensed septic installer. He still maintains the training and knowledge however he did give up his license to save the Town money.

M. Dorman receives and reviews all permit application and plans submitted to his department for a building permit for a new home, addition, remodel, pool etc. This process takes time and includes everything from major commercial projects to small home projects such as a shed. Fees are paid for the permits which is a significant amount of revenue. The revenue so far this year is \$187,000.00 which is more than the total departments budget. Currently nineteen residential homes are being built, there are several remodels/additions and some large commercial projects such as Exeter Medical. Office duties include meetings with architects, engineers, homeowners and realtors. Many phone calls come to his office. M. Dorman believes his office should be available full time for all the residents and contractors who need it. In addition to all these responsibilities M. Dorman must enforce all zoning regulations. Two cases are in superior court. As Deputy Health Officer he generally inspects all septic and well locations for new and

replacement ones. In conclusion, M. Dorman plans on retiring sometime in 2020. He hopes the department will remain fully funded and staffed full time. He would like to help train the next building inspector.

G. Taillon asks if M. Dorman expects next year to be less busy, busier or about the same as this year.

M. Dorman replies most likely busier.

S. Ranlett states last year's revenue from the building department was \$105,000.00 and this year we are already at \$187,000.00. The revenue coming in more than pays for the department.

F. Hart asks if M. Dorman has a projection of building.

M. Dorman replies ProQuip for sure. As far as things not already in que he does not know.

S. Ranlett motions to fund the Building Department Budget at \$127,706.00 to cover a full-time Inspector and Office Assistant. Seconded by J. Blinn.

Vote: 5-0-0

Motion carries

G. Colby states the Personnel Budget will need to be increased for insurance, retirement, short- and long-term disability in the amount of \$28,000.00.

M. Dorman states he will not be using the Towns health insurance next year.

G. Cobbly states in that case the amount needed for the Personnel Budget will be \$11,000.00.

S. Ranlett motions to add \$11,000.00 to the Personnel Budget. Seconded by J., Kiszka.

Vote: 5-0-0

Motion carries

F. Hart states the Budget Committee may change the Recreation Budget so she would like to table a discussion on Recreation. She asks G. Colby for the bottom-line budget that the Board has approved.

G. Colby replies he will have to double check however the amount is \$9,815,506.00. including the Library. This is an increase of about 1.764%.

APPROVAL OF INVESTMENT POLICY

The investment policy should be reviewed and adopted annually according to RSA 41:9. G. Colby states no significant changes have been made since the policy was last adopted in October 2017. A few grammatical errors were cleaned up.

G. Taillon asks if there is any leeway for verbiage or does it need to be written according to the RSA.

G. Colby replies, there is leeway for verbiage however there is no leeway as to how excess funds can be invested.

M. Pearson states G. Colby looks for the best ways to earn interest for the Town while keeping funds safe and liquid. He goes above and beyond and has earned about \$100,000.00 in interest over the year.

F. Hart thanks G. Colby for all the hard work he does.

S. Ranlett motions to approve the Investment Policy as written. Seconded by G. Taillon.

Vote: 5-0-0

Motion carries

RFP VALUES ANEW

F. Hart asks if anyone has any questions on the draft RFP.

No questions are asked.

G. Taillon motions to direct the Town Manager to send the bid for Values-a-new. Seconded by J. Kiszka.

Vote: 4-0-1 (abstain S. Ranlett)

Motion carries

F. Hart asks M. Pearson to include Tasha Vincent and Christian Percell on the bid list. She also states Marybeth Walker said the software conversion is going well. In June 2020 we will be able to stop using the Univers System.

TOWN CODE REVIEW

F. Hart reviews Chapter 174 Solid Waste. She recommends deleting a portion of the first line under section 174-1 starting “with the exception of solid materials such as concrete, steel, brick and other noncompressible and nonflammable materials, without a permit from the Board of Selectmen.” The Board agrees. She recommends changing the fine under section 174-2 from \$100.00 to \$200.00. The Board agrees.

In section 174-3 she recommends deleting the last portion of the first sentence starting “and the disposal of waste materials of any kind at approved or unapproved dumping sites.”

G. Taillon believes this is necessary.

J. Kiszka agrees.

It will remain.

F. Hart suggests deleting section 174-4 the section labeled PERMIT. The Board agrees. She also recommends deleting section 174-5. Again, the Board agrees. Under section 174-6 letters T and U should be combined. The Board agrees. Under section 174-7 letter (2) should be deleted. All agree. F. Hart recommends deleting the following sections since permits are not required, 174-8, 174-9, 174-12, 174-15, 174-16, and 174-17. The Board agrees. She recommends deleting Article IV. The article deals with cathode-ray tubes and these are no longer accepted at the landfill.

Chapter 179 Stormwater Management. This chapter is fine. No changes are recommended.

Chapter 181 Streets and Sidewalks. F. Hart recommends increasing the fines. In section 181-2 change the \$25.00 to \$100.00. In section 181-4 change the \$50.00 to \$100.00. Lastly, in section 181-6 change the range from not less than \$10.00 nor more than \$20.00 to not less than \$50.00 nor more than \$100.00. The Board agrees.

Chapter 187 Swimming Pool. F. Hart recommends changing the fine in section 187-3 from \$15.00 to \$50.00. The Board agrees.

Chapter 195 Tattooing. F. Hart asks the Board if they want to consider revising this code. Tattooing permanent makeup is becoming popular. Following a brief discussion, the Board agrees to leave the policy as is.

OTHER BUSINESS

F. Hart states the next Water Meeting/Workshop will be held Monday, November 25 at 6:30 pm. If the public has any questions regarding the potable water system the contact people at Town Hall are: Mark Pearson, Town Manager
Dee Voss, Administrative Assistant

M. Pearson states the Elder Affairs Committee is a line item in the Executive budget and is a committee of the Town Manager. He proposes moving this line item to the Recreation Budget. The activities are more in line with the senior activities in the Recreation Budget.

S. Ranlett motions to move the Elder Affairs Budget from the Executive Department to the Recreation Department. Seconded by J. Kiszka.

Vote: 5-0-0

Motion carries

M. Pearson states many residents have asked Dan Garlington if the landfill will be open one more Saturday this year. It is the Boards decision.

S. Ranlett motions to direct the Town Manger to tell the Highway Supervisor to open the landfill on Saturday, November 23. Seconded by J. Blinn.

Vote: 5-0-0

Motion carries

M. Pearson states he was contacted by Scout Leader Brian Stack asking if the fourth graders could interview him to learn about town government. He happily agreed. The Scouts also need a more permanent storage solution for some of their equipment. They would like permission from the Town to build a small shed on town property at PARC near the pump house. The Scouts are willing to give a presentation to the Board regarding the shed as the Board is the deciding authority. Both activities will be beneficial to the Scouts by helping them learn about local government.

Today M. Pearson and G. Colby met with the Budget Committee and Vice Chair to answer questions from the Budget Committee.

TOWN MANAGERS REPORT

- Attended Several Meetings
- Southern New Hampshire Regional Water Interconnection Project Meeting – Workshop
- New Highway Garage – Update
- Proposed Salt Shed Meeting – Waiting for Response
- Recreation Commission – Update
- Town Hall (Pollard Park) Sidewalk Construction
- Joint Loss & Management Quarterly Meeting Held

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- Route 125 Islands and Sidewalks Maintenance
- Westville Road Reconstruction Project – Guardrail Installation Pending & Price Quotes on Metal Railings
- Atkinson Meeting about an Easement
- 2020 Water Budget Planning
- Public Safety Complex Road and Cemetery Expansion Projects – Update
- Sale of Tax Deeded Property – 33 Garden Road Building A, Unit 8
- Atkinson Water Tank Construction Site Visit
- Elder Affairs
- Personnel

ACTION ITEMS

Reviewed.

OTHER BUSINESS

F. Hart states she received an email from Maxann Dobson, Budget Committee Chair asking for a different liaison from the Board to the Budget Committee. Some Budget Committee Members feel this is necessary. F. Hart states she talked to G. Taillon. He feels no ill will and would like to remain the liaison. F. Hart states she thinks G. Taillon is the best Selectman for the job. She hopes the members can put aside their issues as G. Taillon will remain the Budget Committee liaison.

F. Hart states two (2) former employees owe the Town money for healthcare costs. It is up to five (5) figures and attempts to collect the money have failed. She would like a motion to seek legal counsel.

G. Taillon motions to seek legal counsel to collect the monies owed. Seconded by J. Kiszka.

Vote: 5-0-0

Motion carries

OTHER FOLDERS

The Accounts Payable, Signature Folder, Assessing Folder and FYI Folders are being passed around.

SELECTMEN'S REPORTS

J. Blinn

- Attended the Harvest Luncheon. The turnout was good, about 30 people.
- Attended the NHMA (New Hampshire Municipal Association) Annual conference.

J. Kiszka

- Reminder – the Festival of Trees starts soon.
- Attended the NHMA (New Hampshire Municipal Association) Annual conference.
- Attended the RPC (Rockingham Planning Commission) legislative session.
- Visited the new Highway Garage.
- Recently attended a class on how to run a good meeting. He would like to have a policy on public comment. F. Hart states we do have a policy. We should review and update it.

G. Taillon

- Attended and spoke at Veteran's Day.
- Attended the NHMA (New Hampshire Municipal Association) Annual conference. He would like the Board to discuss HB401 (House Bill # 401) dealing with the legalization of pot. It passed the House not the Senate however it's only a matter of time before the Senate takes it up again. We need to get the opinion of voters and get ahead of the issue. S. Ranlett recommends putting a non-binding referendum on the ballot. Recycling is another topic G. Taillon wants the Board to consider. Separating items tends to bring in more money.
- Attended the last Budget Committee Meeting – 15 department budgets have been approved.

S. Ranlett

- States he could not attend the Veteran's Day Ceremony, he had to work.

F. Hart

- Attended the Energy Committee Meeting.
- Attended the Planning Board Meeting.
- Attended and led the Veteran's Day Ceremony in M. Pearson's absence.
- Attended the Town Report Committee Meeting earlier today.

S. Ranlett motions to enter into non-public session under 91-A:3 II (b) Hiring. Seconded by G. Taillon.

***Board polled: F. Hart = yes, J. Kiszka = yes, S. Ranlett = yes, G. Taillon = yes, J. Blinn = yes
Motion carries***

F. Hart states we will not be coming back to public other than to adjourn. She wishes everyone a nice Thanksgiving.

Public Session adjourns at 8:40 p.m.

Public Session resumes at 8:50 p.m.

S. Ranlett motions to enter into non-public session under 91-A:3 II (c) Reputation. Seconded by J. Kiszka.

***Board polled: F. Hart = yes, J. Kiszka = yes, S. Ranlett = yes, G. Taillon = yes, J. Blinn = yes
Motion carries***

Public Session adjourns at 8:50 p.m.

Public Session resumes at 8:56 p.m.

F. Hart adjourned the meeting at 8:57 p.m.

Respectfully submitted,

BOARD OF SELECTMEN 11/18/2019

Beth Hossack,
Recording Secretary