

2015 TOWN REPORT  
PLAISTOW'S FIRE DEPARTMENT  
CELEBRATES 100 YEARS OF SERVICE



**TOWN PHONE NUMBERS**

**TOWN HALL – 145 Main Street 382-5200**

- Assessor’s Office X 230
- Dept. of Building Safety 382-1191
- Finance Department X 283
- Health Department 382-2494
- Highway Department 382-6771
- Human Services Coordinator X 230
- Planning Department X 202
- Recreation Director X 204
- Selectmen’s Office X 266
- Tax Collector 382-8611
- Town Clerk 382-8129
- Town Manager 382-5200
- Zoning Board of Adjustment 382-1191

**DISTRICT COURT – 17 Elm Street**

Clerk of Court 1-855-212-1234

**FIRE DEPARTMENT – 27 Elm Street**

- Emergency 911
- All other calls 382-5012

**POLICE DEPARTMENT – 27 Elm Street**

- Emergency 911
- All other calls 382-1200

**POST OFFICE – 38 Main St. 382-8529**

**PUBLIC LIBRARY – 85 Main S t. 382-6011**

**SCHOOLS**

- School Administration (SAU 55) 382-6019
- 30 Greenough Road
- Pollard School 120 Main St. 382-7146**
- Timberlane Regional School**
- 44 Greenough Road 382-7131
- Timberlane Regional High School**
- 36 Greenough Road 382-6541
- SENIOR CENTER**
- Vic Geary Center 18 Greenough Rd 382-5995

**2016 RECYCLE CALENDAR**

January	February	March																																																																																																																																												
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**Red dates represent Holidays.**

**These Holidays will delay trash pickup one day.**

**Highlighted weeks represent Recycle weeks.**

- JANUARY Recycling Weeks: 10 & 24**
- FEBRUARY Recycling Weeks: 7 & 21**
- MARCH Recycling Weeks: 6 & 20**
- APRIL Recycling Weeks: 3 & 17**
- MAY Recycling Weeks: 1 & 15 & 29**
- JUNE Recycling Weeks: 12 & 26**
- JULY Recycling Weeks: 10 & 24**
- AUGUST Recycling Weeks: 7 & 21**
- SEPTEMBER Recycling Weeks: 4 & 18**
- OCTOBER Recycling Weeks: 2 & 16 & 30**
- NOVEMBER Recycling Weeks: 13 & 27**
- DECEMBER Recycling Weeks: 11 & 25**

**Recycling/Trash Questions? Please contact:**  
**JRM @1-800-323-4285 or**  
**Town Hall @ 603-382-5200 X266**

**2016 TOWN HALL HOLIDAYS**

- New Year’s Day** Friday January 1<sup>st</sup>
- President’s Day** Monday February 15<sup>th</sup>
- Memorial Day** Monday May 30<sup>th</sup>
- Independence Day** Monday July 4<sup>th</sup>
- Labor Day** Monday September 5<sup>th</sup>
- Columbus Day** Monday October 10<sup>th</sup>
- Veterans Day** Friday November 11<sup>th</sup>
- Thanksgiving** Thursday November 24<sup>th</sup> and Friday November 25<sup>th</sup>
- Christmas** Friday December 23<sup>rd</sup> and Monday December 26<sup>th</sup>



**Town of Plaistow, New Hampshire**  
2015 ANNUAL REPORT



**ANNUAL REPORTS  
OF THE  
OFFICERS, TRUSTEES, AGENTS,  
COMMITTEES AND ORGANIZATIONS  
OF THE  
TOWN OF PLAISTOW  
NEW HAMPSHIRE**



**FOR THE YEAR  
2015**



# Town of Plaistow, New Hampshire

## 2015 ANNUAL REPORT



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Town of Plaistow, New Hampshire  
2015 ANNUAL REPORT



# “PLAISTOW CELEBRATES A CENTURY OF FIRE SERVICE!”

PLAISTOW’S FIRE DEPARTMENT has had a Silver (25 years), Golden (50 years), Diamond (75 years), and in 2015, the Fire Department celebrated their Centennial Celebration (100 years). We are proud of the history and the men and women who have helped to define the service to others that marks the Fire Departments mission. All of the men and women who have served have put their lives on the line to help keep Plaistow safe and we will always be grateful for these inspired public servants.

As with all things that get better with time, so too has Plaistow’s Fire Department continued to expand to meet the needs of the community. Today, the Plaistow Fire Department not only provides first responder services that protect life and property, you can also find members supporting a wide array of diverse public safety related services to the Town ranging from training to building safety inspection.

We are PROUD of the PROFESSIONALISM, DEDICATION, and SERVICE that defines the best of the Plaistow Fire Department over the last 100 years. We are pleased to dedicate the 2015 Plaistow Town Report in honor of all those who have—and all those who currently—honor the legacy of service established so many years ago.





# Town of Plaistow, New Hampshire

## 2015 ANNUAL REPORT



### *2015 TOWN REPORT DEDICATION*

## **Catherine R. “Cathy” Willis**

We are all proud and thrilled to dedicate the 2015 Town report in honor of Cathy Willis and her lifetime commitment to the Town of Plaistow. Cathy is one of Plaistow’s most dedicated and extraordinary citizens and we are pleased to recognize her accomplishments as a public official, citizen, and one of the finest examples of compassionate service to others.

It is both appropriate and fitting that the Plaistow Board of Selectmen recognize and honor Cathy’s life-long contributions to the citizens of Plaistow and the State of New Hampshire by dedicating the 2015 Town Report in her honor.



Cathy is best known for her leadership and support for Plaistow’s Public Library. However, it would be an understatement to say that Catherine R. Willis is an exemplary Trustee. She is certainly that, and much, much more as a citizen. As a Registered Nurse, Cathy spent her career working in the health care field supporting others as an advocate, care taker and administrator. Cathy also found time to help Plaistow through her service on numerous Town Boards and Committees. Cathy has helped shape Town Budgets for decades as a member of Plaistow’s Budget Committee and has also been active as a member of Plaistow’s Elder Services Committee.

Cathy’s passionate advocacy is the hallmark of her tenure as Library Trustee. She is a dauntless advocate for literacy and the Library. As a Treasurer for the Library for many years, Cathy carried out her duties with integrity and diligence, protecting the autonomy of the Library, managing budgets with careful expertise, and devoting many long hours to learning library law. As a volunteer, she has been tireless, donating hours of her time on a weekly basis for more than three decades with a sustained passion for Plaistow.

For as long as most of us can remember, Cathy has been the heart, soul, and driving force of the Plaistow Public Library and many civic committees and responsibilities in Plaistow. Cathy elevated the operations of the Library from small town simplicity to small business sophistication. In the 1990s she spearheaded the migration to a computerized bookkeeping system to facilitate better planning and recordkeeping. Under her guidance the Library has grown from a room in Town Hall, to a small building of 3,800 square feet, to its current home in a beautiful 15,000 square foot facility – completed on time and on budget! – with numerous meeting rooms, private areas for staff, separate teen and children’s spaces, sixteen public computers, and a kitchen space.

Cathy’s concern for the well-being of her staff extends far beyond the responsibilities of a Board member. When an employee is ill, she is the first to ask about them. As a retired nurse, Cathy would often call sick employees at home to make sure they were alright and to encourage them to stay home until they were well and no longer contagious.

In light of all Cathy does for the Town, it is easy to forget that she is a volunteer, working hard for the Town of



# Town of Plaistow, New Hampshire

## 2015 ANNUAL REPORT



### *2015 TOWN REPORT DEDICATION (Continued)*

## Catherine R. “Cathy” Willis

Plaistow and the Library simply because she loves it. Cathy Willis is an institution in the Town of Plaistow and we are thrilled to have this opportunity to hold her up as a powerful example of service. She has been a stalwart leader for the Town of Plaistow. She has set the standard for public service, commitment, and competence. She has never been satisfied with the status quo, always encouraging the Board, staff, and community to think bigger and do more. There are countless words we could say to express what Cathy means to the Town, but as they say, actions speak louder than words, and Cathy has epitomised this expression through her service to Plaistow.



This is surely a small and, incomplete summary of this extraordinary woman’s years of service to this Library and our community. We hope it will bring to light, at least in some measure, the special experiences, gifts, and qualities that define Catherine R. Willis as not just an exceptional Trustee, but as someone who cares deeply about her community and works tirelessly to make it a better place. She is a powerful woman with a soul full of grace, one person we can all agree is worth celebrating!

She is loved and respected by everyone whose life she touches. Now, after spending her life serving others, she has decided to step down as a Plaistow’s Library Trustee and she continues to volunteer her service to the Library and Town. By touching and enriching the lives of many in our community, Cathy has served in a manner that best defines all that Plaistow has to offer. It is kind-hearted citizens like Cathy, who in addition to her broader responsibilities makes time for her Home Town.

As a tireless supporter, she is always first in line help support a Community project, working or serving in any needed capacity. It is only fitting and proper that such a public servant be honored and recognized for her outstanding contributions by the Town of Plaistow.

This remarkable woman is deeply admired by those who have come to know her. She has forged a legacy of service that will be an enduring reminder of her contributions and achievements and she will always be remembered with great affections. Cathy has truly epitomized the ideal of the dedicated and proficient public servant, and she often exceeded the call of duty to ensure that her friends and neighbors and, indeed all Plaistow-nians, were served by their government; and

For all these reasons, we are proud to dedicate the 2015 Town Report in her honor.





**Town of Plaistow, New Hampshire**  
2015 ANNUAL REPORT



**PREVIOUS ANNUAL TOWN REPORT DEDICATIONS**

<b>1979</b> <i>Clifton E. Cook</i>	<b>1991</b> <i>Norman L. Major</i>	<b>2003</b> <i>J. Alden Palmer, Jr.</i>
<b>1980</b> <i>John &amp; Maude Duston</i>	<b>1992</b> <i>David C. Hart</i>	<b>2004</b> <i>Merilyn P. Senter</i>
<b>1981</b> <i>John A. Palmer</i>	<b>1993</b> <i>Lyman W. Hill</i>	<b>2005</b> <i>Plaistow Lions Club</i>
<b>1982</b> <i>LeRoy S. Dube</i>	<b>1994</b> <i>John McSheehy</i>	<b>2006</b> <i>Bernadine Fitzgerald</i>
<b>1983</b> <i>Irving S. Gilman</i>	<b>1995</b> <i>Don &amp; Judy Sargent</i>	<b>2007</b> <i>T. Richard Latham</i>
<b>1984</b> <i>George B. Peabody</i>	<b>1996</b> <i>Jerry Assad</i>	<b>2008</b> <i>Barry A. Sargent</i>
<b>1985</b> <i>Mildred L. Palmer</i>	<b>1997</b> <i>Robert Chooljian</i>	<b>2009</b> <i>Timothy E. Moore</i>
<b>1986</b> <i>Helen A. Hart</i>	<b>1998</b> <i>Agnes Dube</i>	<b>2010</b> <i>Laurie Houlihan</i>
<b>1987</b> <i>Annie Mae Schwaner</i>	<b>1999</b> <i>Volunteerism</i>	<b>2011</b> <i>Brenda Major</i>
<b>1988</b> <i>Ruth E. Jenne</i>	<b>2000</b> <i>Ruth E. Palmer</i>	<b>2012</b> <i>Charles "Buzzy" Blinn</i>
<b>1989</b> <i>Thomas H. Cullen</i>	<b>2001</b> <i>Donald E. Petzold</i>	<b>2013</b> <i>Lawrence "Larry" Gil</i>
<b>1990</b> <i>Stanley T. Herrick</i>	<b>2002</b> <i>George &amp; Eleanor Peabody</i>	<b>2014</b> <i>Rosemarie Bayek</i>



# Town of Plaistow, New Hampshire

## 2015 ANNUAL REPORT



### *John E. "Jack" Hansbury*

*Exemplary Citizen of the Town of Plaistow*

In 2015 the Town of Plaistow said goodbye to one of the finest examples of stalwart citizenship and service to our community. John E. "Jack" Hansbury moved to Plaistow in 1959, and a well-known businessman and active member of numerous committees in Plaistow.

Jack was an impressive athlete as a youth Born, raised and educated in Beverly, MA, son of the late Harold and Nora (Callely) Hansbury, he graduated from Beverly High School with the Class of 1949, where he was Captain of the Varsity Basketball Team and a member of the Varsity Baseball Team. Mr. Hansbury attended Illinois State and graduated from the Bentley School of Accounting and Finance.

Jack served honorably as a Staff Sergeant in the United States Air Force from 1952 until his discharge in 1956 and was a recipient of the National Defense Service Medal and the Good Conduct Medal. He purchased the Joseph S. Hills Agency in Plaistow in 1967 and served as its president until retiring in 1997. Jack was a longtime member of the Board of Directors of the former Plaistow Cooperative Bank, serving for twenty-two years and fifteen years as the Chairman of the Board. Jack was actively involved in many activities in the Town of Plaistow, serving on the Plaistow Board of Adjustment for fifteen years, the original Town Manager Search Committee for Plaistow, and as Vice President of the Pollard School PTA for many years.



Jack was instrumental in establishing the Minor League Baseball program in Plaistow and also coached Little League for twelve years. Along with several others, he helped form the original Timberlane Junior Football program and served as the League's first Treasurer. He also coached youth basketball for several years, including the Holy Angels CYO Basketball team for two years. Additionally, he took game films for the Timberlane High School Varsity Football team for eight years. A member of the Carl Davis Post of the American Legion, The New Hampshire Association of Insurance Agents and St. Luke the Evangelist Parish, Mr. Hansbury served on the former Holy Angels Parish Council and as an usher and altar server. A devoted husband, father and grandfather he enjoyed spending time at his summer home at Bow Lake and traveling in his later years. He was also an avid and loyal Red Sox, Celtics, and Notre Dame fan.

Jack truly loved the Town of Plaistow and was simply the best we have to offer as a Citizen. He was a devoted husband, a proud father, and supported his children and grandchildren's participation in various activities. Jack exemplified the best of Plaistow. He was a key leader and his priority was always his family and his hometown. The impact he has had on Plaistow was huge and we will always be grateful for the time and sacrifices he made to help a Town that he loved and was loved by.

On behalf of the citizens of Plaistow, we extend our deepest sympathies and condolences to Jack's family. We are all better for having known, worked, and served with him over the decades. He generously volunteered his time, energy, and efforts for the betterment of Plaistow, and to make our Community a better place to live—he will be missed.





# Town of Plaistow, New Hampshire

## 2015 ANNUAL REPORT



### A TRIBUTE TO OUR PAST: Shoemaking in Plaistow

In the past, Plaistow was well known for three industries: **brickmaking** (see 2013 Town Report), **bottling** (2014 Town Report) and **shoemaking** (this year's topic). Shoemaking was the predominant occupation for the town's citizens for over 100 years, from the early 1800s until the 1940s. The following is a brief history of that business.

#### Early Shoemaking

From the time our ancestors first set foot in town, there was always at least one shoemaker, or "cordwainer", as they were called in the early days. Even before Plaistow split from Haverhill in 1749, there are records of these men making shoes as one of life's necessities. The first Haverhill shoemaker, Andrew Greeley, arrived there in 1646 shortly after the city was first settled.

Around 1795, entrepreneurial merchants began to keep shoes on hand for sale and to hire shoemakers, many of them farmers, in nearby villages like Plaistow, to make the shoes from unfinished leather "shoestock" provided by the merchant. This "putting-out" system worked well for many years until shoe factories were built.

Isaac Merrill, a shoemaker and farmer who lived on the Haverhill/Plaistow line, chronicled his shoemaking in his daily diary:

1829 Jan 17th-

Went to Bradford last evening with one hundred and twenty pairs of shoes which I have made in 24 days. Saw 20000 pair shoemakers, if they keep scratching, can earn the cash like an old shoe.

1831 July 29th-

29th Pleasant once more. Went over to Bradford with a lot of shoes. Got a 120 per at Johnson's and a 120 per at Hobson's.

1833 Aug 3rd-

3rd Considerable pleasant. Returned a lot of shoes for Hobson's. Engaged to make a thousand pair of Men's pumps at 22 ct per pair for Samuel Russell. Took a hundred and twenty pair

By 1832, there were 28 shoe manufacturers in Haverhill, for whom many Plaistow farmers did piecemeal work. The shoemaker/farmers usually set their shop in a "ten-footer", a ten by ten foot building as shown below:



# Town of Plaistow, New Hampshire

## 2015 ANNUAL REPORT



### A TRIBUTE TO OUR PAST: Shoemaking in Plaistow (Continued)



In the early 1800s Haverhill quickly became a center for shoemaking, shipping shoes to big cities like Boston and Philadelphia, and ultimately to other countries. The people of Plaistow jumped on this shoemaking boom and by 1832, a US Treasury report listed shoemaking as its biggest business:

*Workshop and Household Manufactures in Plaistow, Rockingham county.*

Branch of business.	Amount of capital employ- ed.	Value of manufactured ar- ticles.	Number of persons em- ployed.	Rate of wages per day, they themselves themselves.	Rate of profit upon capi- tal employed.	What portion of the ma- terials is of American production.	To what extent do foreign articles of the like kind, enter into domestic con- sumption.	To what extent of duty could be made without increasing foreign con- sumption in the home mar- ket.
Manufacture of shoes	\$5,000	\$14,500	40	30 cts.	5 per. ct.	1-2	1-2	Not any.
Blacksmith	300	300	4	75	8	4-14	10-14	
Tanning	2,350	1,800	1	75	8	3-12	10-12	
Cooperage	185	300	8-10	75	10	1		
Brick making	1,000	2,800	5	1.00	15	1		
\$1,140 deduc- ed for real estate								

Plaistow was a sleepy community, mainly farmland, until the early 1840s when the railroad came in. In 1840, the railroad was finally extended across the Massachusetts line to Exeter, New Hampshire, giving Plaistow its first access to much cheaper and easier transportation and spurring two major industries in town: brickmaking and shoemaking.

### More Shoemakers than Farmers!

On the 1850 census for Plaistow, 116 of the 230 male (50%) adult workers were listed as being a “shoemaker” or some related profession. Interestingly, they outnumbered even farmers who comprised 23% of the workforce, though likely many “shoemakers” were also farmers during the sewing, planting and harvesting seasons.

For the next 90 years, shoemaking continued to be the predominant occupation in town as shown by the census information below. Brickmaking briefly surpassed it in the late 1800s but faded when the clay deposits ran out in the early 1900s.



# Town of Plaistow, New Hampshire

## 2015 ANNUAL REPORT



### A TRIBUTE TO OUR PAST: Shoemaking in Plaistow (Continued)

	<u>Shoemakers</u>	<u>Brickmakers</u>	<u>Farmers</u>	<u>All Others</u>
1850	50%	2%	23%	24%
1860	46%	15%	27%	12%
1870	22%	30%	29%	19%
1880	25%	27%	19%	29%
1900	24%	20%	19%	38%
1910	29%	6%	18%	47%
1920	48%	0%	5%	47%
1930	37%	0%	7%	56%
1940	28%	0%	6%	66%

### Shoe Shops in Town

While the majority of Plaistownians worked on shoemaking either in their homes or in Haverhill shoe shops, early on there were just a few shoe shops located in Plaistow itself. In 1865, only two, those of B.F. Hall and J.N. Sleeper were listed on the N.H. Business Directory.

By 1880, more shops had been established in town, including that of Frank E. Hutchinson, who manufactured children’s shoes in the top of his barn at 135 Main St., employing 40 hands. In 1881, the Seaver brothers, started their shop at 127 Main Street where they ran a factory 40 by 30 feet, and two stories high with 30 to 40 workers. The Seavers were in business there until about 1920.



Seaver’s Shoe Shop on left at 127 Main St. looking south in late 1800s, Later moved and replaced by the second fire station.  
Now the Plaistow Historical Society.

Other shoe shops in town were run at that time by George J. Hill, Henry C. Clement and by the Dobbins & Cushing Company, all of whom made women’s slippers.



# Town of Plaistow, New Hampshire

## 2015 ANNUAL REPORT



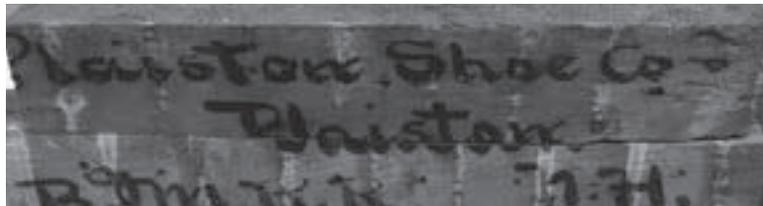
### A TRIBUTE TO OUR PAST: Shoemaking in Plaistow (Continued)



Shoe workers outside of Clement's Shoe Shop at 8 Park Ave. behind Town Hall in the late 1800s. Now an apartment building.

In 1895, the N.H. Bureau of Labor reported: "There are a large number of skilled workmen in Plaistow; hence the town is a good place in which to locate shoe industries. Land can be purchased cheaply near the railroad, and the usual ten-year exemption from taxation is offered as an additional inducement."

Despite the tax incentive, most of the shoe shops gradually moved to Haverhill in the early 1900s, leaving just a few in town. Some new ones were started up, including a shoestring factory on Witch Lane, a wood heel factory just north of the tracks on Main Street, the Plaistow Shoe Company somewhere along Main Street and the Dobbins Shoe Factory off Main Street.



Shipping crate used by the Plaistow Shoe Company in the 1930s.

### The Last Shoe Factory in Town

In 1926, the Dobbins Shoe Factory was built on Lasknit Avenue (now Chadwick Avenue) by Colcord & Walker, a construction firm in town run by Arthur T. Colcord. The factory was run by George W. Dobbins, a prosperous shoe manufacturer from Haverhill who had married into the Plaistow Hills family. The factory was built off Main Street at the end of the new Lasknit Avenue.



# Town of Plaistow, New Hampshire

## 2015 ANNUAL REPORT



### A TRIBUTE TO OUR PAST: Shoemaking in Plaistow (Continued)



Dobbins Shoe Factory circa 1940. Became the Keezer Manufacturing Co.

Dobbins, who had been the President of the Haverhill Shoe Manufacturer's Association, employed 30 or 40 skilled shoe workers mostly from Plaistow using the most modern shoe machinery for 16 years until it fell on hard times due to loss skilled workers in World War I. Consequently, the property was foreclosed upon in 1942 and was bought by the Keezer family and converted to the Keezer Manufacturing Co. in 1946.

#### **Plaistow Shoe Workers in 1940**

In 1940, the population of Plaistow was 1,462 of which 617 were in the workforce. Twenty-eight percent, or 175 of the workforce, were still employed in the shoe industry. Most worked in the downtown Haverhill shoe shops, with jobs in every part in the assembly line process: stitchers, cutters, lasters, pressers, truers, skivers, edge setters, puller overers, nailers, trimmers, pounders, dinkers, assemblers, packers, stockfitters, closers, counter moulderers and floor girls. They worked by hand and with a number of different machines.

Most were paid between \$300 to \$1,000 a year, with an average of \$750. They worked from 40 to 52 hours a week on men's, women's and children's shoes, boots and slippers. Foremen made \$1,200 and shoe designers earned as much as \$1,500 while factory mechanics brought home up to \$1,800. The highest paid women were the highly-skilled "fancy stitchers" who could make as much as their foreman. By comparison, the average annual pay in town in 1940 was about \$900 with the highest paid man, Irving Gilman (a future Selectman), making \$3,500 as an auditor.

In 1940, 73 of the town's 175 shoe workers worked in the wood heel shops, many of them at the Russell Wood Heel Factory which was located on the west side of Main Street just north of the railroad tracks (later where Process Engineering was and today the Methuen Construction Company). The Russell factory employed many townspeople until 1955 when the building was destroyed by a large fire.

In the 1950s and 1960s, the local shoe trade dropped off considerably due to growing foreign competition. Today, most of our shoes are made overseas, but for a long time in the 1800s and 1900s, it was the other way around, with shoes made by skilled Plaistow shoe workers worn all over the country and the world!

**[This Tribute to the Past written by James Peck of the Plaistow Historical Society.]**



# Town of Plaistow, New Hampshire

## 2015 ANNUAL REPORT



### *2015-16 ELECTED AND APPOINTED OFFICIALS*

#### ELECTED

<u>OFFICE AND NAME OF OFFICIAL</u>	<u>TERM</u>
<b>SELECTMEN (5) (3-YEAR TERM)</b>	
Steven Ranlett, Chairman	2017
John A. Sherman, Vice Chairman	2016
Joyce Ingerson	2016
Tammy Bergeron	2018
Julian Kiszka	2018
 <b>BUDGET COMMITTEE (9) (3-YEAR TERM)</b>	
Kristin Lewis Savage, Chairman (Resigned)	2017
Martha Sumner, Vice Chairman Made Chairman 10/6/15	2017
Darrell Britton	2017
Jack Paone (Resigned)	2017
Patricia Holt	2016
W. David Gerns, Sr.	2016
Charles Fowler (Resigned)	2016
Dennis Heffernan, Vice Chairman	2016
Sam J. Cafiso Jr	2018
Laurie A. Millette	2018
Dean Nifakos	2018
John A. Sherman, Selectmen's Representative	N/A
Joyce Ingerson, Alternate Selectmen's Representative	N/A
 <b>PLANNING BOARD (4) (3-YEAR TERM) AND 1 SELECTMAN</b>	
Charles Lanza, Vice Chair	2017
Timothy E. Moore, Chairman	2017
Gennifer Silva	2018
Shemm Kellogg	2016
Joyce Ingerson, Selectmen's Representative Alternate	N/A
Steven Ranlett, Selectmen's Representative	N/A
 <b>TRUSTEE OF TRUST FUNDS (3) (3-YEAR TERM)</b>	
B Jill Senter, Chairman	2018
Phyllis L Carifio	2016
Kara Ann Gilroy	2017
 <b>AUDITOR (2) (1-YEAR TERM)</b>	
Gary Ingham	2016
Vacant	N/A



**Town of Plaistow, New Hampshire**  
2015 ANNUAL REPORT



***2015-16 ELECTED AND APPOINTED OFFICIALS (Continued)***

**ELECTED**

<b><u>OFFICE AND NAME OF OFFICIAL</u></b>	<b><u>TERM</u></b>
<b>CONFLICT OF INTEREST (5) (3-YEAR TERM)</b>	
Vacant	2018
Therese A. Chouinard	2018
Scott Sullivan	2016
Vacant	2017
John Moynihan	2017
<b>LIBRARY TRUSTEES (5) (3-YEAR TERM)</b>	
Catherine R. Willis, Chairman	2018
James Peck	2016
LuAnn Blair	2016
Jennifer Kiarsis	2017
Jane Query	2016
Michelle Sykes , Alternate	2016
Rosemarie Bayek, Alternate	2016
<b>MODERATOR (1) (2-YEAR TERM)</b>	
Robert D. Harb	2016
<b>TAX COLLECTOR (1) (3-YEAR TERM)</b>	
Julie A. McNamara	2018
<b>TOWN CLERK (1) (3-YEAR TERM)</b>	
Maryellen Pelletier(resigned)	2016
Nancy Bolduc	2016
<b>TREASURER (1) (3-YEAR TERM)</b>	
Pat Macomber	2016
<b>SUPERVISORS OF THE VOTER CHECKLIST (3) (6-YEAR TERM)</b>	
Nancy Jackman, Chairman	2018
Kathleen A.Giacobbe	2020
Polly Huard	2019



**Town of Plaistow, New Hampshire**  
2015 ANNUAL REPORT



***2015-16 ELECTED AND APPOINTED OFFICIALS (Continued)***

**APPOINTED**

<b><u>OFFICE AND NAME OF OFFICIAL</u></b>	<b><u>TERM</u></b>
<b>RECREATION COMMISSION (3-YEAR TERM)</b>	
William Coye, Chairman	2018
Kristin Lewis Savage, Vice Chairman	2016
Sue Sherman, Secretary	2017
Patrick Buckley	2017
Leona Stevens	2018
Wendy Moley	2016
Rick Marino	2016
Kerry Patles, Alternate	2016
Lisa Petry, Alternate	2016
Julian Kiszka, Selectmen's Representative	N/A
John A. Sherman, Selectmen's Representative, Alternate	N/A
<b>CABLE TV ADVISORY COMMITTEE (3-YEAR TERM)</b>	
John DeRoche, Chairman	2016
Sue Sherman, Secretary	2016
Dean Zanello, Cable Coordinator	N/A
Heather Beaulieu	2016
Joyce Ingerson, Selectmen's Representative	N/A
Tammy Bergeron, Selectmen's Representative Alternate	N/A
<b>ZONING BOARD OF ADJUSTMENT (3-YEAR TERM)</b>	
Larry Ordway, Chairman	2016
Paul Boniface	2016
Timothy E. Fisher, Vice Chairman	2016
Jim Allen	2018
Peter Bealo	2018
Martha Sumner, Alternate	2016
Dan Lloyd, Alternate	2016
<b>CEMETERY ADVISORY BOARD (NO TERM)</b>	
Francis Berube, Chairman	N/A
Bernadine Fitzgerald	N/A
Jim Thornton	N/A
Dan Garlington, Highway Supervisor	N/A
Sean Fitzgerald, Town Manager	N/A



**Town of Plaistow, New Hampshire**  
2015 ANNUAL REPORT



***2015-16 ELECTED AND APPOINTED OFFICIALS (Continued)***

**APPOINTED**

<b><u>OFFICE AND NAME OF OFFICIAL</u></b>	<b><u>TERM</u></b>
<b>CONSERVATION COMMISSION (3-YEAR TERM)</b>	
B. Jill Senter, Chairman	2018
David Averill	2017
Timothy E. Moore	2017
Steve Curran	2016
Olaf Westphalen	2016
Charles Blinn, Alternate	2016
Joyce Ingerson, Selectmen's Representative	N/A
Tammy Bergeron, Selectmen's Representative, Alternate	N/A
<b>FAMILY MEDIATION (3-YEAR TERM)</b>	
Tammy Bergeron, Selectmen's Representative	N/A
Steve Ranlett Selectmen's Representative, Alternate	N/A
<b>DEPUTY TOWN CLERK (NO TERM)</b>	
Martha Fowler	N/A
<b>DEPUTY TAX COLLECTOR (NO TERM)</b>	
Rosemarie Bayek	N/A
<b>HIGHWAY SAFETY COMMITTEE (NO TERM)</b>	
Kathleen Jones, Police Chief, Co-Chairman	N/A
John McArdle, Fire Chief, Co Chairman	N/A
Lisa Withee, Citizen Representative	N/A
Ernest Sheltry, Citizen Representative	N/A
T. Richard Latham, Citizen Representative	N/A
Sean Fitzgerald, Town Manager	N/A
Daniel Garlington, Highway Supervisor	N/A
Greg Jones, Town Planner	N/A
P. Michael Dorman, Building Inspector	N/A
Sarah Gibbs, Recording Secretary	N/A
John A Sherman, Selectmen's Representative	N/A
Joyce Ingerson, Selectmen's Representative, Alternate	N/A
<b>ROCKINGHAM PLANNING COMMISSION (MPO TECHNICAL ADVISORY COMMITTEE)</b>	
Timothy E. Moore	2017
Shem Kellogg	2017
Merilyn Senter, Alternate	2016



# Town of Plaistow, New Hampshire

## 2015 ANNUAL REPORT



### *2015-16 ELECTED AND APPOINTED OFFICIALS (Continued)*

#### APPOINTED

#### OFFICE AND NAME OF OFFICIAL

#### TERM

#### **HISTORICAL SOCIETY (NO TERM)**

Robert Carolan, President	N/A
Robert Hobbs, Vice President	N/A
James Peck, Treasurer	N/A
Diann Robinson, Recording Secretary	N/A
Tami Smith	N/A
Mildred Illsley	N/A
Barbara Carifio, Member at Large	N/A
Steve Ranlett, Selectmen's Representative	N/A
Tammy Bergeron, Selectmen's Representative, Alternate	N/A

#### **PUBLIC SAFETY COMPLEX COMMITTEE (NO TERM)**

Kathleen Jones, Police Chief, Co-Chairman	N/A
John McArdle, Fire Chief, Co-Chairman	N/A
Sean Fitzgerald, Town Manager, Co-Chairman	N/A
P. Michael Dorman, Building Inspector	N/A
Pat Schiavone, Detective	N/A
William Baldwin, Emergency Management	N/A
William Query, Citizen Representative	N/A
Gayle Hamel, Recording Secretary	N/A
John A. Sherman, Selectmen's Representative	N/A
Tammy Bergeron, Selectmen's Representative	N/A
Dennis Heffernan, Budget Committee Representative	N/A
Darell Britton, Budget Committee Representative	N/A
Barbara Kiszka, Citizen Representative	N/A
Julian Kiszka, Selectmen's Representative, Alternate	N/A

#### **OLD HOME DAY COMMITTEE (NO TERM)**

Haley Bush, Chairman	N/A
Wendy Bush, Vice Chairman	N/A
Colin MacMillan	N/A
Diane Skofield	N/A
Bill Lohnes, Parade	N/A
Shauna Manthorn	N/A
Ty Vitale	N/A
Rory Lajoie	N/A
Crystal Bradstreet	N/A
Steve Ranlett, Selectmen's Representative	N/A
Tammy Bergeron, Selectmen's Representative, Alternate	N/A



**Town of Plaistow, New Hampshire**  
2015 ANNUAL REPORT



***2015-16 ELECTED AND APPOINTED OFFICIALS (Continued)***

**APPOINTED**

<b><u>OFFICE AND NAME OF OFFICIAL</u></b>	<b><u>TERM</u></b>
<b>CAPITAL IMPROVEMENT PROGRAM (CIP) COMMITTEE (NO TERM)</b>	
Timothy E. Moore, Chairman	N/A
Geoffrey Adams, Planning Board	N/A
Jack Paone, Budget Committee	N/A
W. David Gerns Sr. Budget Committee	N/A
Martha Sumner, Budget Committee, Alternate	N/A
Sean Fitzgerald, Town Manager	N/A
John A. Sherman, Selectmen's Representative	N/A
Joyce Ingerson, Selectmen's Representative	N/A
Julian Kiszka, Selectmen's Representative, Alternate	N/A
<b>ASSISTANT MODERATOR (NO TERM)</b>	
Norman L. Major	N/A
<b>DEPUTY TREASURER (NO TERM)</b>	
Brenda E. Major	N/A
<b>PLAISTOW FIRST COMMITTEE (NO TERM)</b>	
Robert Harb, Chairman	N/A
Richard Latham	N/A
Charles Lanza	N/A
David Hansbury	N/A
Paul Sickel	N/A
Daniel Johnson	N/A
Timothy E. Moore, Planning Board/Conservation Commission	N/A
Sean Fitzgerald, Town Manager	N/A
P. Michael Dorman, Building Inspector	N/A
John A. Sherman, Selectmen's Representative	N/A
Steve Ranlett, Selectmen's Representative, Alternate	N/A
<b>TOWN REPORT ADVISORY COMMITTEE (NO TERM)</b>	
John Sherman, Selectmen's Representative	N/A
Martha Sumner, Budget Committee Representative	N/A
Steve Ranlett, Selectmen's Representative, Alternate	N/A
Martha Fowler, Deputy Town Clerk	N/A
Dean Zanello, Cable Coordinator	N/A
Gayle Hamel, Administrative Assistant	N/A
Martha Fowler, Deputy Town Clerk	N/A
Sean Fitzgerald, Town Manager	N/A
<b>BEEDE REUSE COMMITTEE (NO TERM)</b>	
Julian Kiszka Selectmen's Representative	N/A



**Town of Plaistow, New Hampshire**  
2015 ANNUAL REPORT



***2015-16 ELECTED AND APPOINTED OFFICIALS (Continued)***

**APPOINTED**

<b><u>OFFICE AND NAME OF OFFICIAL</u></b>	<b><u>TERM</u></b>
<b>ELDER AFFAIRS COMMITTEE (NO TERM)</b>	
Sue Sherman, Chairman	N/A
Brenda E. Major, Deputy Treasurer, Vice Chair	N/A
Cathy Willis, Secretary	N/A
Christina Cruz, Recreation Director	N/A
Emily Low, Meals on Wheels Representative	N/A
Lori Sadewicz, Human Services Coordinator	N/A
Roy Jeffrey, WWII Veteran	N/A
Timothy E. Moore, Planning Board/Conservation Commission	N/A
Barbara Tavitian, Former Town Clerk	N/A
Tom Cullen, WWII Veteran	N/A
Tammy Bergeron, Selectmen's Representative	N/A
Joyce Ingerson, Selectmen's Representative, Alternate	N/A
<b>ROCKINGHAM ECONOMIC DEVELOPMENT CORPORATION (NO TERM)</b>	
Julian Kiszka, Selectmen's Representative	N/A
John A. Sherman, Selectmen's Representative, Alternate	N/A
<b>HIGHWAY GARAGE COMMITTEE (NO TERM)</b>	
John A. Sherman, Selectmen's Representative	N/A
Joyce Ingerson, Selectmen's Representative, Alternate	N/A
<b>HAZARD MITIGATION COMMITTEE (NO TERM)</b>	
Steve Ranlett, Selectmen's Representative	N/A
John A. Sherman, Selectmen's Representative, Alternate	N/A
<b>PLAISTOW AREA TRANSIT ADVISORY COMMITTEE</b>	
Timothy E. Moore, Planning Board	N/A
<b>RENEWABLES COMMITTEE</b>	
Julian Kiszka, Chairman	N/A
Geoffrey Adams	N/A
Tony Costanzo	N/A
P. Michael Dorman, Building Inspector	N/A
Bob Hamilton	N/A
Timothy E. Moore	N/A
Cab Vinton	N/A
W. David Gerns Sr	N/A
Greg Jones, Town Planner	N/A
Beth Hossack, Recording Secretary	N/A



# Town of Plaistow, New Hampshire

## 2015 ANNUAL REPORT



### GOVERNMENT OFFICIALS



#### *State of N.H. Governor*

Maggie Hassan  
 Phone: (603) 271-2121  
 Web site: [www.state.nh.us](http://www.state.nh.us)

#### *State of N.H. Executive Councilor (District 3)*

Christopher Sununu  
 Phone: (603) 658-1187  
 Email: [csununu@nh.gov](mailto:csununu@nh.gov)

#### *United States Senator (N.H.)*

Kelly Ayotte  
 Phone: (202) 224-3324  
 Website: [www.ayotte.senate.gov](http://www.ayotte.senate.gov)

#### *United States Senator (N.H.)*

Jeanne Shaheen  
 Phone: (202) 224-2841  
 Website: [www.shaheen.senate.gov](http://www.shaheen.senate.gov)

#### *United States Congresswoman (N.H. District 1)*

Frank Guinta  
 Phone: (202)-225-5456  
 Website: [www.guinta.house.gov](http://www.guinta.house.gov)

#### *State of N.H. Senator (District 22)*

Chuck W. Morse  
 Phone: (603) 271-2609  
 Email: [chuck.morse@leg.state.nh.us](mailto:chuck.morse@leg.state.nh.us)

#### *Rockingham County Commissioner*

Kevin St. James  
 Phone: (603) 679-9350  
 Email: [kstjames@co.rockingham.nh.us](mailto:kstjames@co.rockingham.nh.us)

#### *Plaistow Local State Representative (District 34)*

Norman L. Major  
 Phone: (603) 382-5429  
 Email: [nlbem@comcast.net](mailto:nlbem@comcast.net)  
 Email: [norman.major@leg.state.nh.us](mailto:norman.major@leg.state.nh.us)

#### *Additional Local State Representatives for Districts 14 and 34*

Debra L. DeSimone (District 14)  
 11 Providence Hill Road  
 Atkinson, NH 03811-2328  
 Phone: (603) 362-4314  
 Email: [debra.desimone@leg.state.nh.us](mailto:debra.desimone@leg.state.nh.us)

Shem Kellogg (District 14)  
 48 Westville Road, Unit 4-2  
 Plaistow, NH 03865-3003  
 Phone: (603)  
 Email: [shem.kellogg@leg.state.nh.us](mailto:shem.kellogg@leg.state.nh.us)

William G. Friel (District 14)  
 5 Kelly Lane  
 Atkinson, NH 03811-2553  
 Phone: (603) 362-5423  
 Email: [william.friel@leg.state.nh.us](mailto:william.friel@leg.state.nh.us)

Jeffrey D. Oligny (District 34)  
 28 Main Street  
 Plaistow, NH 03865-3003  
 Phone: (603) 339-2626  
 Email: [jeffrey.oligny@leg.state.nh.us](mailto:jeffrey.oligny@leg.state.nh.us)



# Town of Plaistow, New Hampshire

## 2015 ANNUAL REPORT



### *REPORT OF GOVERNOR MAGGIE HASSAN*



#### STATE OF NEW HAMPSHIRE OFFICE OF THE GOVERNOR

MARGARET WOOD HASSAN  
Governor

January 6, 2015

Dear Friends,

On behalf of the people of New Hampshire, it is an honor to send best wishes for another successful year to the Town of Plaistow.

Once again, the Granite State has been ranked the best state in the nation based on more than a dozen measures of quality of life, and other reports have ranked New Hampshire as the best state to live and the best state to earn a living. We also remain one of the healthiest and safest states in the nation, and our unemployment rates continues to fall, now at 3.2 percent – fourth-lowest in the nation and the lowest in New England. When every citizen, regardless of circumstance, has the opportunity to hold a good job, work hard, and raise a family, they become empowered and our state grows stronger, and I remain committed to building a New Hampshire where all of our citizens are included in our shared success and prosperity.

Our ability to accomplish this goal continues to lie in our willingness to innovate. Our country's economy continues to strengthen, and in many respects, New Hampshire remains ahead of the curve. I believe we also have the capacity to be the most innovative, to have the best workforce and most forward-looking economy in the nation, and to foster the economic growth that will create jobs and strengthen our middle class.

To seize the opportunity of innovation, we have to work together to address our challenges. In New Hampshire, we live in an "all-hands-on-deck" kind of state. We roll up our sleeves, pitch in, and together, we move forward. As your Governor, I am focused on bringing people together build a stronger, more innovative New Hampshire, and my door will always be open to those willing to contribute their talent, energy and innovative ideas.

We've got a lot of work ahead of us to make progress for our state. It will take all of us coming together. All of our ideas. All of our energy. But that's always been the New Hampshire way, and I hope that each and every citizen will participate in the effort.

To the people of Plaistow, I wish you the very best and I look forward to our continued partnership as we work to ensure a brighter future for all Granite Staters.

With every good wish,

Margaret Wood Hassan  
Governor

107 North Main Street, State House - Rm 208, Concord, New Hampshire 03301  
Telephone (603) 271-2121 • FAX (603) 271-7646  
Website: <http://www.nh.gov/> • Email: [governorhassan@nh.gov](mailto:governorhassan@nh.gov)  
TDD Access: Relay NH 1-800-735-2964



# Town of Plaistow, New Hampshire

## 2015 ANNUAL REPORT



### ***REPORT OF CONGRESSMAN FRANK GUINTA***

Dear Friends,

I'm proud to represent Plaistow in Congress. 2015 was a productive year, including my town hall in Plaistow in July. I worked across the aisle to introduce eight bipartisan bills, with eight different Democrats, to address some of New Hampshire's most pressing problems.

Our cooperation increases the possibility that legislation to save the Seacoast's disappearing fishing industry, to help New Hampshire seniors heat their homes, to eliminate wasteful federal spending, and to stop the spread of heroin, will soon become law.

New Hampshire may have a low unemployment rate, but many new jobs are low-wage and part time. Able-bodied adults are dropping out of the workforce. Younger workers are looking for opportunities elsewhere.

Reducing federal taxes and regulation, a burden on middle-class families and businesses, will grow the economy and create good-paying jobs.

To help middle-class families and young people pay their bills and seek employment, I introduced other bipartisan legislation to help Granite Staters purchase affordable, reliable transportation.

My *CFPB Indirect Auto Financing Guidance Act* would prevent Washington from raising auto-financing rates. Last fall, 332 House members, including 88 Democrats, voted overwhelmingly in support, a big victory for small businesses and consumers.

In addition, New Hampshire is home to the nation's first credit union. Such small, community financial institutions are the lifeblood of local commerce. Prospective homebuyers and entrepreneurs depend on them to pursue their dreams. But federal regulations that favor big banks are shrinking their number. As a member of the House Financial Services Committee, in 2015 I welcomed the Chairwoman of the National Credit Union Administration to hear the group's concerns at the Manchester Credit Union Museum.

On the Financial Services Committee, I'm fighting every day to expand economic opportunity and protect taxpayer money. The House and Senate passed my language to repeal a 40 percent tax on employer health care benefits, which will cost thousands of Granite Staters their insurance, or even their jobs.

Perhaps the biggest problem in New Hampshire is our state's heroin epidemic.

Last year, with Congressman Anne Kuster, I co-founded the Bipartisan Task Force to Combat the Heroin Epidemic. Over fifty members of the U.S. House of Representatives have joined our effort to improve federal treatment, prevention and law enforcement programs.



# Town of Plaistow, New Hampshire

## 2015 ANNUAL REPORT



### ***REPORT OF CONGRESSMAN FRANK GUINTA (Continued)***

Sadly, in 2015, one out of every 3,000 Granite Staters died of an overdose. Because most of them migrated to heroin from prescription opiates, the STOP ABUSE Act cracks down on over-prescription of potentially lethal, legal drugs.

My Task Force held several events in Concord and the nation's capital, where medical professionals shared their expert advice. I'm glad more people are beginning to understand the nationwide scope of the heroin problem, thanks to my Bipartisan Task Force.

Last but not least, Granite Stater Pam Rogers visited me in Washington, D.C. Due to a quirk at the Veterans Administration, the Exeter resident had been unable to bury her long-lost relative, a Civil War soldier, with the full honors he deserves.

With Pam by my side at the Capitol, I introduced the *Honor our Fallen Heroes Act* in 2015 to permit Union soldier Private Zortman's burial at a U.S. military cemetery.

For the sake of thousands of military vets alive today – and to honor those who died while waiting for medical care at VA hospitals – my work to reform the Veterans Administration (VA) is ongoing.

Long wait times at VA hospitals, a scandal that erupted in 2014, produced the *Veterans Access, Choice and Accountability Act* that year. However, despite that legislation, providing more doctors, staff and VA treatment centers, the federal agency has been slow to reform.

Wait times have even increased, as VA employees collect lavish performance bonuses. Granite State veterans vent their frustrations to me at my frequent roundtables and town halls. So in 2015, I introduced the *Veterans Health and Accountability Act* to expand their choice of care to private medical facilities, as well as enforce their right to faster treatment.

In fact, my first act of this New Year, 2016 was another bill to eliminate bonuses to senior executives, until VA employees meet reasonable performance standards, as required by law. No New Hampshire veteran should suffer for want of care.

To learn about my efforts to make Washington work for New Hampshire, please attend one of my upcoming town halls. Call my office anytime at (603) 641-9536 to learn the schedule. I look forward to describing the many ways that I – your First District Congressman – am helping to make federal government more efficient, effective, and accountable.

Thank you, and Happy New Year,

Congress Frank Guinta  
Rep. Frank Guinta (NH-1)  
326 Cannon House Office Building  
(202)-225-5456



# Town of Plaistow, New Hampshire

## 2015 ANNUAL REPORT



### ***REPORT OF NEW HAMPSHIRE'S DISTRICT 22 SENATOR CHUCK MORSE***

Dear Members of the Town of Plaistow Board of Selectmen,

As the State Senator who represents Plaistow, I want to first thank you for the opportunity to serve you in Concord. During the 2015 session, we were hard at work developing policies and a state operating budget that better serves New Hampshire citizens and communities across our great state.

There were over 1,000 pieces of legislation proposed by the House and Senate in the 2015 session which included a number of the Senate's main priorities, like taking steps to improve the state of New Hampshire's business economy and create new jobs. We worked to meet these priorities by addressing high energy rates, reforming the high cost of worker's compensation insurance and reducing business taxes. The legislature also passed a FY 2016-17 operating budget that addressed the needs of the state's most vulnerable citizens while incorporating business tax reductions, which we fought hard for, in order to improve the state's economic outlook.

The budget also provided significant funding to support many critical resources our towns and cities rely on like drug and alcohol prevention and treatment services, a new education funding formula, increased Rooms and Meals taxes returned to towns and cities statewide, as well as several resources for infrastructure improvements to fix our local roads and bridges.

The Senate and House also lead the way in developing the Joint Task Force on the response to the Heroin and Opioid Epidemic, where strong legislation was debated and developed to be fast tracked this January through the legislative process to address this horrific crisis through increased prevention, treatment, interdiction and recovery measures in our state.

This year, we also successfully reduced the diversion of Highway Fund dollars being spent outside of the Department of Transportation. I am happy to say that in the current budget, we cut that diversion by \$50 million over the biennium. Every one of those Highway Fund dollars are now being spent where they should be: at the Department of Transportation.

The state also adopted the TIFIA program, or a Federal loan program which allows us to leverage the recent gas tax increase to not only finish the I93 expansion all the way to Manchester, but we can pave an additional 1,200 of New Hampshire's rural roads and repair or replace 23 additional red list bridges.

We saw a lot of success and many challenges throughout the 2015 legislative session but I am encouraged by our progress. As we begin the 2016 session, I hope we all can continue to work together and make the state of New Hampshire a better place to live.

Respectfully submitted,

Senate President Chuck Morse (R-Salem), District 22  
107 North Main Street, Room 302  
Concord, NH 03301



# Town of Plaistow, New Hampshire

## 2015 ANNUAL REPORT



### ***REPORT OF STATE REPRESENTATIVE NORMAN L. MAJOR***

#### ***A Message from the State House in Concord***

I am once again honored to be serving as a State Representative for the citizens of District 14 and thanks to all for your support. Now a member of the Legislature for 20 years, I remain privileged to be able to provide important constituent services and am dedicated to maintaining a balanced state budget, to supporting education funding and environmental issues, and to improving the climate for New Hampshire's small business community. I strive to keep "truth in budgeting" and to encourage the Legislature to more fully consider the impact of proposed legislation on present and future generations.



#### **Plaistow's Legislative Districts**

Plaistow is part of District 14 which is made up of Atkinson and Plaistow and is represented by four legislators and District 34, which is made up of Atkinson, Plaistow, Hampstead, and Kingston. Each legislator represents approximately 3250 citizens. The excess population of District 14 is combined with the excess population of District 13, Hampstead and Kingston, to form District 34 and is represented by one representative.

#### **Local Legislator's responsibility to Rockingham County Convention**

Rockingham County is 246 years old. It was created by the Provincial Act of 1769 and was made binding by the King of England. Its structure was reaffirmed when the state's constitution was adopted in 1784. The County Convention consists of the 90 elected state representatives from the 35 communities residing in the county. The Convention legislative power is limited to fiscal controls and has oversight of the County budget of more than \$78,000,000. The Convention has the power to raise taxes, to make appropriations for use of the county, and to authorize the purchase of real estate for its use. It has the authority to review the expenditures of the County after adoption of the budget.

#### **2015 Legislative Bills**

The House of Representatives, as part of the General Court that includes the 24-member Senate, convenes annually. In addition to attendance at the actual Legislative days, we also invest many hours in committee work. In fact, during a regular session, there may be more than 1,000 bills to consider! And, N.H. rules governing the lawmaking process mandate that every bill go through a public hearing before there's a House vote. In 2015, there were approximately 300 legislative bills and resolutions passed during the legislative session out of 904 bills and resolutions that were initially filed. In the last 19 years I sponsored or cosponsored 137 bills with 73 of these bills becoming law or resolutions.

This past year a bill I sponsored that become law is SB 55: This bill permits private employers to establish a policy for granting a preference to veterans in hiring and promotion decisions. Another bill is HB 187: This bill permits the sharing of information between the department of revenue administration and the liquor commission's division of enforcement for the purposes of



# Town of Plaistow, New Hampshire

## 2015 ANNUAL REPORT



### ***REPORT OF STATE REPRESENTATIVE NORMAN L. MAJOR (Continued)***

enforcement of the tobacco tax. The bill also specifies the formula for the biennial adjustment of the filing threshold for the business enterprise tax. An important resolution I sponsored is HR 12: This resolution affirms revenue estimates for fiscal years 2015, 2016, and 2017 for the General Fund, Highway Fund and the Fish and Game fund. The House uses these revenue estimates to limit expenditures for fiscal years 2016 and 2017.

I continue to Chair the House Ways and Means Committee for this coming session and continue to Chair the County Convention of the County Delegation for my tenth year.

In closing, again, I am honored and privileged to be serving as a State Representative for the Town of Plaistow. As in the past, I will work to maintain the Town and the State's position as one of the best places to live, work, and raise a family in the country.

If I can be of any assistance, please feel free to contact me at [nlbem@comcast.net](mailto:nlbem@comcast.net).

Respectfully Submitted,

*Norman L. Major, State Representative*







# Town of Plaistow, New Hampshire

## 2015 ANNUAL REPORT



### 2015 TOWN EMPLOYEES

<b><u>Emergency Management</u></b>	<b><u>Fire Department- Firefighters/EMT's con't</u></b>
William Baldwin, Director	Jon Thorgilsson, Firefighter/EMT
P. Michael Dorman, Deputy Director	John Wood, Firefighter/EMT/Driver
Dennise Horrocks, Deputy Director	
<b><u>Executive Department</u></b>	
Sean Fitzgerald, Town Manager	
Gayle Hamel, Administrative Assistant to Town Manager	
Beth Hossack, Administrative Assistant to Board of Selectmen and Town Manager	
	<b><u>Highway Department</u></b>
	Daniel Garlington, Supervisor
<b><u>Fire Department - Officers</u></b>	Dana Rabito, Foreman
John McArdle, Chief /EMT	Aaron Shea, Laborer
Jay Judson, III, Deputy Chief / EMT	Shawn Feeley, Laborer
Michael Kennedy, Deputy Chief /EMT	Phillip Sadewicz, Seasonal Laborer
Scott Vezina, Captain /EMT Advanced	
John Stevens, Captain/EMT	
Ryan Higgins, Lieutenant/EMT	
Russell Hawkins, Lieutenant	<b><u>Library</u></b>
Zakk Castellano, Lieutenant/EMT	Cab Vinton, Director
	Jennifer Dawley, Head of Youth Services
<b><u>Fire Department- Firefighters/EMT's</u></b>	Jeanne Gregg, Cataloging
Corey Booth, Probationary Firefighter	Kelli Lennon, Circulation
Crystal Bradstreet, EMT (Resigned)	Alice Major, Logistics & Development
Scott Bradstreet, Firefighter	Jennifer O'Connor, Circulation
Jack Bryan, Firefighter/EMT	Brianna Sullivan, Programming & Publicity
Gary Carbonneau, Firefighter/EMT/Driver	Maryan Sullivan, Circulation
Richard Colcord, Firefighter/Driver	Phoebe Ricker, Library Page
Larry Cutts, Firefighter-EMTI (Resigned)	Bryce Whittaker, Library Page
Stephen Dumphily, Probationary Firefighter	Lindsey Whittaker, Library Page
Shawn Feeley, Firefighter/EMT/Driver	
Richard Fowler, Firefighter/EMT	
Joshua Gagnon, Firefighter/EMT	
Thomas Gillis, Firefighter/EMT	<b><u>Maintenance Department</u></b>
Corey Greaney, Firefighter/EMT/Paramedic	Paul Lucia, Supervisor
Bruce Gusler, Sr., Firefighter/Driver	Rob Morin, Custodian
Bruce Gusler, Jr., Firefighter/First Responder/Driver	Richard Gaudette, Custodian
Greg Hogg, Firefighter/EMT	
Richard Johnston, Firefighter/EMT/Driver	
Andrew Owens, Fighter/EMT/Driver	
Butch Peabody, Firefighter/Driver	
Nick Piccolo, Probationary Firefighter	
Richard Piccolo, Probationary Firefighter	
Daniel Poliquin, Firefighter/Driver (Retired)	
John Salerno, Firefighter/EMT	



# Town of Plaistow, New Hampshire

## 2015 ANNUAL REPORT



### *2015 TOWN EMPLOYEES (Continued)*

<b><u>Plaistow Police Department</u></b>	<b><u>Communications Staff con't</u></b>
Kathleen A. Jones, Chief	Keira Burke, Dispatcher
Valquerio Eiro, Jr., Operations Captain/ DARE Officer	Mark Fowler, Part-Time Dispatcher
William Baldwin, Operations Lieutenant	
Alec Porter, Sergeant/K-9 Handler	<b><u>Recreation Department</u></b>
Jason Mazza, Sergeant	Christina Cruz, Director
Brett Morgan, Sergeant	
Joan Marsilia, Master Patrol Officer	
Dorothy McGuerran, Master Patrol Officer	
Patrick Schiavone, Master Patrol Officer/DARE Officer/Detective	<b><u>Town Hall Staff</u></b>
Robert D'Auria, Jr., Officer	P. Michael Dorman, Chief Building/Code Enforcement Officer & Deputy Health Officer
Sonya Robicheau, Officer/SRO	Dee Voss, Dept. of Building Safety Office Manager & ZBA Administrative Assistant
Ryan Garney, Officer/Detective	Ken Ray, Electrical Inspector
Edward Lukas, Jr., Officer/Detective	James Flathers, Plumbing/Gas Inspector
Brian Farrell, Officer	Dean Zanello, Cable Coordinator
Steven DiChiara, Officer	Jay Deroche, Cable Operator
Jennifer Haas, Officer	Charles Manes, Cable Operator
Michael Pauley, Jr. Officer	Maryellen Pelletier, Town Clerk (Elected)
Glenn Miller, Part-Time Officer (Resigned)	Martha Fowler, Deputy Town Clerk
Scott Anderson, Part-Time Officer	Julie McNamara, Tax Collector & Assistant Town Clerk (Elected)
Sarah E. Gibbs, Administrative Assistant	Rosemarie Bayek, Assistant Tax Collector
Jennifer Page, Secretary	Pat Macomber, Treasurer (Resigned)
Wendy Ventura, Records Clerk	Nancy Bolduc, Treasurer
April Aucoin, Victim Witness Advocate (Resigned)	Dennise Horrocks, Health Officer
Briana Burns Victim Witness Advocate	Greg Jones Town Planner
Gilbert Brasil, Crossing Guard (Resigned)	Lorice Sadewicz, Human Resources/Services Coordinator & Assessing Clerk
Linda Hale, Crossing Guard	
Cheryl Cate, Crossing Guard	
Vacant, Interpreter	
Kraken, K-9	
Mat Hay, Animal Control Officer	<b><u>Water Department</u></b>
	John McArdle, Superintendent (Resigned)
<b><u>Communication Staff</u></b>	Shawn Feeley, Maintenance (part-time)
Lucia Theberge, Communications Supervisor	Richard Fowler, Maintenance (part-time)
Joel Albair, Communications Specialist	Ryan Higgins, Maintenance (part-time)
Steven Leavitt, Communications Specialist	
Michael Pauk, Dispatcher	



# Town of Plaistow, New Hampshire

## 2015 ANNUAL REPORT



### *PLAISTOW EMPLOYEES SPOTLIGHT*

#### *Communications Supervisor Lucia Theberge*

Communications Supervisor Lucia Theberge has been with the Plaistow Police Department as a Dispatcher for 27 years. Since 1991, CS Theberge has been the Supervisor of the Communications Center. In her tenure with the Department, CS Theberge has been instrumental in building the Communications Center from one radio and one typewriter into the professional and busy Dispatch center that exists today. She was instrumental in building and guiding the center throughout many changes over the years. Her "hands on" approach and genuine caring for the community is evident and has led to the growth, professionalism, and success the Communications Center enjoys today.



CS Theberge is very dedicated to her position, the Department, and the community. She has hired and been instrumental in training all of the current Dispatchers under her watch, CS Theberge is a true professional and demonstrates her exceptional skills on a daily business. She not only dispatches a regular shift everyday but also accomplishes all the administrative responsibilities of her position as well. She is caring and thoughtful toward everyone she meets and expects high standards from all of the Dispatchers.

The community and the Department are very fortunate to have such an outstanding employee. In law enforcement, a Dispatcher is most likely the first voice you will hear when you need assistance and your families and your loved ones will always be in good hands when CS Theberge answers the call. We are very proud to recognize CS Theberge for her dedication and contributions to the Town!



# Town of Plaistow, New Hampshire

## 2015 ANNUAL REPORT



### ***2015 REPORT OF THE BOARD OF SELECTMEN***

As the Chairman of Plaistow's Board of Selectmen and a retired Plaistow Police Officer, I would like to express my gratitude and appreciation to the Plaistow Fire Department for their selfless service to our community. It is great to celebrate the men and women who have dedicated their lives as we acknowledge the Fire Department's 100th year Anniversary as the theme for the 2015 Town Report. This past year, I had a chance to join members of the Fire Department in Celebration of their century of service to Plaistow and could not have been more proud to extend my gratitude and appreciation on behalf of Plaistow's Board of Selectmen.

As someone who has also lived and served in public life in Plaistow, now going on three decades, I continue to be excited and focused on seeing Plaistow succeed. In this report I encourage you to read about many of the busy projects and initiatives of the various Town Departments. You can review some of the Town's financial reports, and catch up on the numerous Town Committees that are comprised of scores of Plaistow citizens who love Plaistow and do heroic work to protect the environment, help manage land use, expand recreation or support Plaistow's municipal budgets and capital planning. Much of this work is unheralded and often overlooked but you can read about much of the work that will define this generation of dedicated Plaistow-nians as we seek to meet faith with the challenges of the day.

I am pleased to report on the great work accomplished in 2015 and help frame the foundation on how we will continue this work to build a stronger future for our citizens in 2016. Here are a few updates:

#### **PLAISTOW PROPERTY VALUATIONS**

This past year, as over the last six years—Plaistow's Board of Selectmen continued efforts to help bring businesses to Plaistow and help increase Plaistow's residential and commercial property values. We understand that the Great Recession has hurt many Plaistow families and continues to affect the overall financial sustainability of our community. While it is clear that we are emerging from the economic downturn, we must remember that the Town lost over \$171 Million dollars in equalized valuation since 2006. The Town will conduct a "Values Anew in 2016" and all Plaistow residential and commercial property will be brought up to 100% of "fair market value". This will help ensure that all Plaistow properties will be reassessed and the tax burden will be equally and fairly distributed across the tax base.

#### **TOWN TAX RATE LEVEL OVER 5 YEARS**

I am proud to report that the Town of Plaistow has worked hard to level the tax rate over the last five years and we have not seen an increase in the Town portion of the tax rate since 2011—5 years! The Plaistow Board of Selectmen have been mindful of the impact that the cuts to the state budget and down shifting of retirement costs that once were the obligation of the state has had on the Town budget. We have used a portion of the Town's unexpended fund balance over the last few years to help ensure we can level the tax rate and in fact, the rate has actually dropped by \$0.29 per thousand over the last 5 years. This would not have been possible without the dedication of the Town's Department Heads, officials serving on the Board of Selectmen and Budget Committee.



# Town of Plaistow, New Hampshire

## 2015 ANNUAL REPORT



### ***2015 REPORT OF THE BOARD OF SELECTMEN (Continued)***

#### **PLAISTOW'S SAFETY COMPLEX**

In the spring of 2015, the Board of Selectmen went out to bid for an Owners Project Manager to help reduce the cost for the proposed new police station and renovations to the Safety Complex from \$11M to \$8.5M. The Board has worked closely with Trident Construction of Salem, NH, Dore and Whitter Architects, and Ekman Construction to help support the project and constrain cost. This work has been part of a long-term goal of the Plaistow Board of Selectmen to address the critical building deficiencies of the existing Police Station.



Additionally, please consider that the Town of Plaistow has:

- a. No long term debt (Last bond was paid in 2009).
- b. Healthy financial reserves (\$2.2M in Unexpended Fund Balance and over \$1M in Capital reserves reflect a strong position with municipal finances.)
- c. Well documented, well supported, and funded Capital Improvement Plan.
- d. Strong growth in tax base over the last 2 years.

We can't thank the members of the Public Safety Committee enough for their terrific work on this project over the last 10 years. It is our hope that Town will support this project in March and understand that the proposed tax impact for the proposed project reasonable and will be much less if we act now to support this project.

#### **GASOLINE REMEDIATION EITHER ELIMINATION FUNDING**

It has been a year of continued progress, with increasing efforts to help address some of the challenges facing Plaistow's aquifers and water resource needs. In 2015 the Town received over \$150,000 from NHDES to evaluate the possibility of utilizing the Town's existing fire suppression system as a potable water system. The Board has been actively evaluating a number of short and long term options that will help current and future generations deal with this most critical responsibility for Plaistow.



#### **SAFE ROUTES TO SCHOOL PROJECT**

The Town continues to work with NH Department of Transportation on the \$250,000 Safe Routes to School Grant. The Board has been working with Hoyle, Tanner & Associates to help support the design of the project in 2016—we expect that the work will take place in 2017 for this project.

#### **CLOSING**

In closing, on behalf of the Plaistow's Board of Selectmen, please know how proud we all are of our hometown! We live in an extraordinary community that has been defined by engaged citizens and strong faith based, civic groups, businesses and nonprofit organizations that care deeply about Plaistow.

The Plaistow Board of Selectmen kept a focus on making the important and difficult decisions for Plaistow citizens in 2015—and we are excited to do even more in 2016!

Respectfully Submitted,

Steve Ranlett, Chairman, Plaistow Board of Selectmen



# Town of Plaistow, New Hampshire

## 2015 ANNUAL REPORT



### ***2015 REPORT OF THE TOWN MANAGER***

In 1915, a small group of the Town of Plaistow’s Citizens banded together to help support their neighbors and community and formed the Town of Plaistow’s Fire Department—100 years later we celebrate their legacy of service to Plaistow. In 1915, Plaistow’s population was roughly 1,200 residents—today the Town of Plaistow contains a population of 7,800 and is the regional center of this area of Southern NH. Plaistow’s Fire Department has continued to evolve to support the Public Safety Needs of a very busy community. My congratulations and appreciation to all those men and women who risk their lives to keep us all safe.

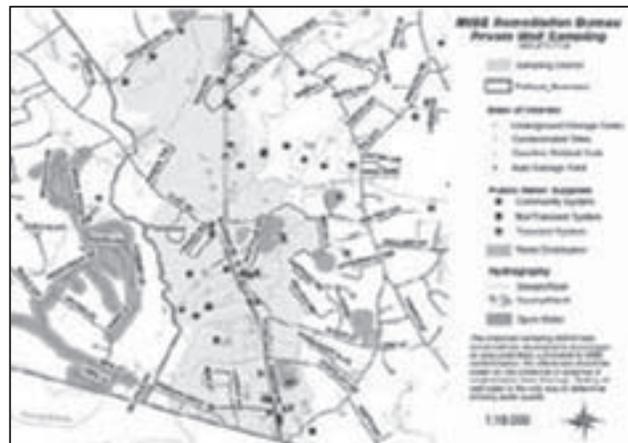
This past year was certainly busy and I am proud to report that as a workforce, and as a community, 2015 has helped to move Plaistow forward in a number of important ways. The following update presents a brief overview of a number of projects and notable events of the year:

#### **CONTINUED FOCUS ON WATER**

Over the last year, some exciting and important work has helped to focus Town staff and Officials on Plaistow’s water resource challenges and opportunities. As we began 2015, we were notified by the New Hampshire Department of Environmental Services (NHDES) that Plaistow’s request for funding under the Gasoline Remediation Either Elimination (GREE) funding program was awarded in the amount of \$118,000. This funding will allow the Town to explore the potential of utilizing the existing fire suppression system as a potable (drinking) water conveyance mechanism.

Midway through the year, the funding for the study was increased to \$152,525 in order to evaluate how the existing fire suppression system could be converted to provide potable water service in addition to needed fire flows. Normandeau Associates, Inc. was contracted to evaluate potential water sources for the Town, and several sub-consultants were hired to evaluate the impact of changes in water sources and operating pressures on the existing hydrant flows and sprinkler systems. The final report is expected to be completed in the spring of 2016, which will provide the following:

- *Plaistow’s Water Demand and Service Area Study Report - This will help to provide focus and direction for current and future service needs;*
- *Phase I Groundwater Investigation Report;*
- *Imported Water and Interconnection Investigation Report;*
- *Inventory of Assets Map;*
- *Water Tank Assessment Report;*
- *Water Loss Calculation Report;*
- *FSS Assessment (Desktop Study) Report; and*
- *Preliminary Cost Estimate.*



PLAISTOW PROPERTIES ARE ELIGIBLE FOR FREE WATER TESTS. [WWW.PLAISTOW.COM](http://WWW.PLAISTOW.COM) FOR MORE INFORMATION

Additionally, Plaistow has also been working with the New Hampshire Department of Environmental Services (NHDES) to finalize a \$20,000 Source

Water Protection Grant awarded to help identify sources of potential contaminants to the Town's only source of potable water; aquifers. The grant involved utilizing the Town’s land use Boards and staff to help protect the quality and quantity of Plaistow's drinking water sources. The purpose of the grant funding is to establish a program and associated processes aimed at protecting the Town’s drinking water by identifying and managing potential contamination sources (PCSs) and threatening activities that occur within Plaistow. The plan provides a structured approach to managing these potential threats



# Town of Plaistow, New Hampshire

## 2015 ANNUAL REPORT



### ***2015 REPORT OF THE TOWN MANAGER (Continued)***

in order to maintain drinking water quality, and ultimately protect public health and safety. In 2016, Town staff will be providing a number of public engagement opportunities aimed at assisting Plaistow residents and business owners to better understand the importance of water resource protection, appreciate the water related challenges we face as a community, and recognize the opportunities available to Plaistow’s residents.

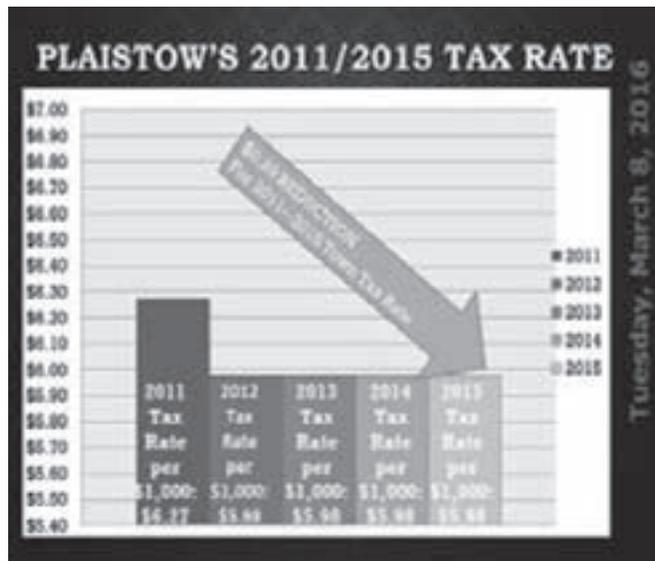
#### **TOWN UNION CONTRACTS**

I am pleased to report that last year’s Town Meeting approved a 3 year contract for the Town Union which provided a 2% wage increase for 2014, 2015, and 2016. This was similar to a contract that was approved by the Town Meeting in 2013 for the Plaistow Police Union which provided a 2% wage increase from 2014 - 2017. Both Unions went years with no increase in wages as the Town sought to manage expenses through previous economic challenges.

Both of these agreements established budget stability. Employees have increased their share of insurance premium contributions to 15% which offsets the conservative salary increases. Health care cost for the Town continues to be one of the more significant cost drivers in the Town Budget as health care costs rise. With both agreements expiring shortly, the Town is prepared to begin negotiations in 2016 for new agreements that will help strike a fair balance and long-term financial stability for Plaistow.

#### **2016 MUNICIPAL FINANCES 5 YEARS OF STEADY TAX RATE**

Since 2011, the Town of Plaistow’s tax rate has not increased. In fact, over the last 5 years, the Town’s portion of the overall tax rate has been reduced by \$0.29 per thousand (see Plaistow’s 2011/2015 Tax Rate chart). This year, in early November, after working with NH State Officials from the Department of Revenue Administration, the Town of Plaistow established a tax rate of \$24.16 per thousand for 2015. This rate is comprised of the Timberlane Local School Rate of \$14.62 and the State Education Property Tax Rate of \$2.49, which results in the combined tax rate of \$17.11 to support public schools. The Rockingham County rate has decreased to \$1.07 and the Town’s share is now \$5.98, a decrease of \$0.29 per \$1,000 in assessed valuation.



As a general overview, the Town of Plaistow’s tax rate is applied annually to both a commercial and residential property’s assessed valuation in order to determine the amount of taxes to levy on the property. All of the following taxing agencies determine the overall tax rate: the Town of Plaistow, Rockingham County, State Education, and the Timberlane School District. The trend lines for the Town’s overall tax rate reflects the hard work of Town staff and elected officials who help level the tax rate and support a steady fiscal plan for the Plaistow.

While the economy has begun to improve, the Town continues to deal with budgetary challenges. Both the Board of Selectmen and Budget Committee have placed a focus on lean municipal budgets; however, slight increases have been unavoidable. All Town departments have worked diligently to facilitate cost reductions in their budgets and have sought ways to save dollars wherever possible.



# Town of Plaistow, New Hampshire

## 2015 ANNUAL REPORT



### ***2015 REPORT OF THE TOWN MANAGER (Continued)***

- *Hiring of Paul Lucia, Plaistow's new Building Maintenance supervisor. Paul comes to Plaistow with a broad background in facilities management and possesses an MBA Degree. He has made some tremendous contributions over the last several months.*
- *Hiring of Greg Jones, Plaistow's new Town Planner - Greg comes to Plaistow with planning experience at both the regional and municipal levels, and holds a Bachelor's degree in Environmental Planning and Policy. Since September 2015, Greg has made some great contributions to Plaistow's Renewable Energy Committee and Planning Department.*
- *Hiring of Beth Hossack, Plaistow's Administrative Assistant to the Town Manager and Board of Selectmen. Beth has jumped right in and has demonstrated a wonderful presence in the office.*
- *Hiring/Promotion of Plaistow Police Sgt. Val Eiro as one of Plaistow's new Police Captains.*
- *Plaistow Safety Complex – Town staff and Officials continue to work with the Trident Group, residents and abutting landowners on the planning and design of Plaistow's future Safety Complex.*
- *Westville Road Bridge - this past year, after approval at Town Meeting, Plaistow hired Hoyle and Tanner Associates, Inc. to provide engineering services for the design and replacement of the Westville Road Bridge. The Bridge is scheduled to be replaced in 2017 and Town staff is in the planning stages for the project.*
- *Safe Routes to School (SRTS) Project – this \$250,000 grant award continues to move through the state and federal grant processes. The Town's consultant, Hoyle and Tanner Associates, Inc. has assisted the Town with generating roadway improvement plans and concepts which will be presented to the BOS in 2016.*
- *\$133K in Communication Upgrades for the Police and Fire Departments in 2015 as part of a NH Department of Public Safety Grant.*
- *Plaistow will be negotiating with Comcast for a relicensing agreement. (The Town will be wrapping up this process in early 2016.)*
- *New Phone System – The new Voice over Internet Protocol (VOIP) system has been installed.*
- *RT. 125 Widening Project – This 8 Million dollar widening of RT. 125 will occur in 2016!*
- *Town staff are working together to provide the Board of Selectmen and other municipal officials with information regarding the sale of Town owned land located near RT. 108 on the border with Newton, NH, and the Massachusetts communities of Haverhill and Merrimac.*
- *The Town approved the sale of Engine 7 to Organizacion Dominicana De Recursos Internacionales Inc. (ORDI), an organization whose mission is to improve the lives of those in need by serving and directing resources towards the communities of the **Dominican Republic**. (Another terrific reflection of How Plaistow's Fire Department keeps faith with service to others.)*



As we look towards 2016, there are several projects and initiatives being championed by Town staff and Officials that will help define a more sustainable and affordable Plaistow. Some of these initiatives include:



# Town of Plaistow, New Hampshire

## 2015 ANNUAL REPORT



### ***2015 REPORT OF THE TOWN MANAGER (Continued)***

- *Conversion of Plaistow's 440 street lights to Light Emitting Diode (LED) fixtures. Initial cost estimates have indicated that Plaistow could save between \$75,000 -\$80,000 a year in street lighting costs by utilizing more efficient fixtures. We are eager to work with Unutil and the PUC to get this done!*
- *Focus on Health Care cost – Town Health Care costs are historically high and we will be working to find a balance.*
- *Economic Development – Plaistow has numerous commercial and residential development projects underway that will advance in 2016. Here is a brief summary:*
  - *Methuen Construction at 144 Main Street has begun erecting steel for the new office building. Submitted construction costs for the new building are \$2.5M*
  - *Diesel World at 97 Plaistow Road has been reconstructed and submitted construction costs for new building is \$500K*
  - *Moynihan lumber on 12 Old Road is currently framing an approved 80 x120 Butler replacement warehouse structure. Submitted construction costs for new building \$419K*
  - *Taurus at 3-9 Plaistow Road is proposing to demo a portion of the building adjacent to Papa Gino's and replacing it with 3 new tenants. We do not yet have the estimated construction costs as they are still working through the Planning Board process to amend the site plan for the new buildings.*
  - *9 Garden Road (D&P Pools) has just received Planning Board approval for a 1,080 sq. ft. storage building. No estimated construction costs have been submitted as of this report.*
  - *The Reserve at Snow's Brook is about 2/3 complete of the 34 units. Submitted costs of construction for each unit is \$160K(average)*
  - *Village Way is about the same with 10 units to go. Submitted costs of construction new each new dwelling is \$160K (average)*
  - *Eugenia Lane has all three of the new lots under construction. Submitted costs of construction have been \$220K for #1 Eugenia Lane; \$190K cost of construction for #5 Eugenia and so far only the foundation permit has been issued for #3 Eugenia Lane.*
  - *Gunstock Development off Pollard Road has two new units up and one under construction. Submitted cost of construction for each is \$220K per dwelling.*
  - *A new Age Restricted Housing development known as Chandler Place broke ground in November of 2015 and will be constructed in 2016.*

While there is no longer an award for the best annual report, the Town of Plaistow has always made efforts to continue a legacy of improvements to this annual report and it requires a great deal of work by Town Staff and Committee members. In particular, I would like to thank the members of the Board of Selectmen, Planning Board, Conservation Commission, Recreation Commission and Budget Committee for all the time and dedicated service to Plaistow. I am most of all indebted to key Town Staff who deserves the credit for the quality of this report and much of the information and the data contained herein. I also want to extend a special word of thanks to Gayle Hamel and Beth Hossack who spent many evenings and weekends assisting in the production of this document.

As always, if you have any questions or concerns I hope you will contact me at Town Hall at 603-382-5200x261 or email me at: [sfitzgerald@plaistow.com](mailto:sfitzgerald@plaistow.com). I also would encourage you to stop by sometime to say hello—my door is always open.

*Respectfully Submitted,*

  
Sean Fitzgerald  
Town Manager



# Town of Plaistow, New Hampshire

## 2015 ANNUAL REPORT



### **MEETING MINUTES AND RESULTS OF THE JANUARY 31, 2015 DELIBERATIVE MINUTES**

#### **Deliberative Session Minutes January 31, 2015**

Deliberative session was held on Saturday, January 31, 2015 at Pollard School Gym at 10am in the morning. The morning was very cold and windy but we had over 130 people attend, 107 registered voters checked in, including the 19 board members in attendance. The big turnout was due to the petition article against bringing a train layover to town and by article #11 we were down to only 40 voters (including the board members).

Moderator, Bob Harb opened the meeting by asking if everyone was registered and had their yellow voter card. He also asked non-voters to sit in the rear section to his left. He finally, introduced himself as moderator and called the meeting to order at 10am. The colors were posted by the Fire Department Honor Guard, and the Pledge of Allegiance was lead by Police Chief Kathy Jones.

A presentation of certificates of appreciation was give to Rosemarie L Bayek, Tax Collector, Michelle Curran, Selectman and Dan Poliquin, Selectman as they are retiring from their positions after the March Election. Mr. Harb then went over the handouts which were used during the meeting and had the committee members in attendance introduce themselves. (Budget Committee: Charles Fowler, Dennis Heffernan, David Gerns, Darrell Britton, Tricia Holt, Vice Chair Kristin Lewis-Savage and Chair Martha Sumner, Moderator Bob Harb, Town Clerk Maryellen Pelletier, Selectmen: Chair Dan Poliquin, Vice Chair John Sherman, Joyce Ingerson, Michelle Curran and Steve Ranlett, Assistant Moderator Norman Major, Town Manager Sean Fitzgerald, Assistant to Town Manager and Selectmen Gayle Hame).

He then read over the rules listed on a handout and stated that Roberts Rules of Order would be used as a guide. A motion was made by Selectman, John Sherman to allow non residents, Highway Supervisor Dan Garlington, Town Manager Sean Fitzgerald, acting finance officer Greg Colby and Police Chief Kathy Jones to speak. A second was made by Martha Sumner and a vote was taken and passed. With that over the warrant articles could begin.

"Courier New font will be used to show changes and meeting discussions at the end of each printed article." Moderator, Bob Harb read each article as we got to them.

**Article P-15-01:** To elect all necessary Town Officers for ensuing year.

<table style="width: 100%; border-collapse: collapse;"> <tr> <td style="border-bottom: 1px solid black;"><b>SELECTMAN</b></td> <td style="border-bottom: 1px solid black; text-align: right;">VOTE FOR NOT</td> </tr> <tr> <td style="border-bottom: 1px solid black;">THREE YEAR TERM</td> <td style="border-bottom: 1px solid black; text-align: right;">MORE THAN TWO</td> </tr> </table>	<b>SELECTMAN</b>	VOTE FOR NOT	THREE YEAR TERM	MORE THAN TWO	<table style="width: 100%; border-collapse: collapse;"> <tr> <td style="border-bottom: 1px solid black;"><b>CONFLICT OF INTEREST</b></td> <td style="border-bottom: 1px solid black; text-align: right;">VOTE FOR NOT</td> </tr> <tr> <td style="border-bottom: 1px solid black;">THREE YEAR TERM</td> <td style="border-bottom: 1px solid black; text-align: right;">MORE THAN TWO</td> </tr> </table>	<b>CONFLICT OF INTEREST</b>	VOTE FOR NOT	THREE YEAR TERM	MORE THAN TWO
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<b>CONFLICT OF INTEREST</b>	VOTE FOR NOT								
TWO YEAR TERM	MORE THAN ONE								



# Town of Plaistow, New Hampshire

## 2015 ANNUAL REPORT



<p><b><u>PLANNING BOARD</u></b>                      <b><u>VOTE FOR NOT</u></b>  <b><u>THREE YEAR TERM</u></b>                      <b><u>MORE THAN ONE</u></b></p>	
<p><b><u>LIBRARY TRUSTEE</u></b>                      <b><u>VOTE FOR NOT</u></b>  <b><u>THREE YEAR TERM</u></b>                      <b><u>MORE THAN ONE</u></b></p>	<p><b><u>TRUSTEES OF THE TRUST FUND</u></b> <b><u>VOTE FOR</u></b>  <b><u>THREE YEAR TERM</u></b>                      <b><u>NOT MORE THAN ONE</u></b></p>
<p><b><u>TAX COLLECTOR</u></b>                      <b><u>VOTE FOR NOT</u></b>  <b><u>THREE YEAR TERM</u></b>                      <b><u>MORE THAN ONE</u></b></p>	<p><b><u>AUDITOR</u></b>                                      <b><u>VOTE FOR NOT</u></b>  <b><u>ONE YEAR TERM</u></b>                                      <b><u>MORE THAN TWO</u></b></p>

A motion was made by Dennis Heffernan and a second by Dan Poliquin; a vote was taken and passed. The article will appear as written with the candidates listed.

A motion was presented by James Peck "to move Citizens Petition Article P-15-21 up to be reviewed before the budget and all other warrant articles". Jill Senter asked the voters to vote no ask the body of voters to stay for all articles and she felt that the train people would just leave. Dennis Heffernan agreed with her that voters should be at the meeting for all articles. Kristin Lewis-Savage stated that she would hope the voters would at least stay for the safety complex article which is placed after the budget as it was very important to get that passed.

A vote on the motion was taken and passed with 74 votes.

Please go to Article P-21-15 now.

**OPERATING BUDGET**

**Article P-15-02:** Shall the Town raise and appropriate as an operating budget, not including appropriations by special warrant article and other appropriations voted separately, the amounts set forth on the budget posted with the warrant or as amended by vote of the first session, for the purposes set forth therein, totaling \$8,117,508 DOLLARS? Should this article be defeated, the operating budget shall be \$8,120,928 DOLLARS with certain adjustments required by previous action of the Town or by law; or the governing body may hold one special meeting, in accordance with RSA 40:13, X and XVI, to take up the issue of a revised operating budget only.

(Recommended by the Board of Selectmen (5-0-0) and Budget Committee (8-0-0).

A motion was made by Kristin Lewis-Savage, second by Dennis Heffernan, read and explained by Martha Sumner. John Sherman asked the body to support the budget, stating that the Selectmen are always looking at cutting energy costs.

Barbara Kiszka, asked about changing the lights on the utility poles. Town Manager Sean Fitzgerald said the Town is looking for grants and the utility company is looking into help also.



# Town of Plaistow, New Hampshire

## 2015 ANNUAL REPORT



A vote was taken and the article will appear as written.

### **PUBLIC SAFETY COMPLEX EXPANSION**

**Article P-15-03:** Shall the Town vote to raise and appropriate the sum of \$11,000,000 for the expansion of the Public Safety Complex and to authorize the issuance of not more \$11,000,000 of bonds or notes in accordance with the provision of the Municipal Finance Act (RSA 33) and to authorize municipal officials to issue and negotiate such bonds or notes and to determine the rate of interest thereon? This expansion shall include all remaining design work, building construction and renovation, site work, permit fees, access road construction, and building interior equipage. This will be a non-lapsing warrant article under RSA 32:7,VI and will not lapse until the project is completed or by December 31, 2019, whichever is sooner. Passage of a bond warrant article requires a 60% majority.

(Recommended by the Board of Selectmen (3-0-0) and the Budget Committee (8-0-0). This bond request is in the 2014-2019 Capital Improvement Program as approved by the Planning Board.)

A motion was made by Kristin Lewis-Savage with a second by David Gerns. Article was explained by Sean Fitzgerald, Fire Chief John McArdle and Police Chief Kathy Jones using a slide show. They explained that the project has been ongoing for 10 years but especially the last 5.

Mr. and Mrs. Viera, who live across Elm Street, expressed concern about the project being too disruptive to the neighborhood. They felt that 15,000 square feet is way too big and were concerned with the traffic flow. It was explained that the new building shouldn't bring any additional traffic.

Martha Fowler asked what the bond term would be. Sean explained it is not set yet but would be 20 or 30 years, with a bond specialist looking at the best value and interest for the town. He stated that interest rates are currently at a low.

Peter Bealo told the body that he attended the open house and was shocked at the overcrowding. Kathy reminded the voters that more open houses are planned.

Ann Gerns said that maybe telling people about how the departments have grown since 1986, when the safety complex was first built, would help illustrate the need for the new station.

Kristin Lewis-Savage stated that of the \$11 million just under \$5 million is for the PD. The balance is for the other projects, (fire department upgrades, access road and filling in the pond plus parking lot).

Darrell Britton asked to move the question.

Selectwoman, Michelle Curran stated that 2 persons on the Board were absent when the vote was taken and the Board would be voting on this article after the meeting. (The vote was taken and is now 5-0-0)

A vote was taken and the article will appear as written.



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[Intent: To finance the construction of a new Police Station and improvements to the existing Public Safety Complex for the Fire Department. Currently, there are many serious deficiencies with the existing Police Station have been identified. Some examples are:

- *Non-ADA compliant by Federal Standards*
- *No sight and sound separation for males, females, and juveniles as required by state and federal laws*
- *Holding cells pose undue safety hazard to detainees and police staff due to antiquated design;*
- *Detective/investigative function located in a trailer behind existing building*
- *Safety issues with prisoner separation from administrative staff and public*
- *Lack of storage – some evidence housed off site that poses safety and security risks*
- *Building does not meet standards to allow the granting of National Accreditation*

Through a series of additional meetings with the Town and the Public Safety Departments, the space needs analysis and conceptual plans were pared down to four key projects:

- *Single Story 15,500 +/- sq ft Police Station that would include significant upgrade for the Fire Department;*
- *Renovation to the existing Fire Station that would support future accommodation for 24/7 operations for the Fire Department;*
- *Construction of an access road adjacent to the cemetery leading to the rear of the property (which includes elimination of the drainage pond/attractive nuisance adjacent to the Safety Complex);*
- *Construction of a second entry to the Town Cemetery via new access road;*
- *A community meeting room and training hall]*

### **HIGHWAY DEPARTMENT EQUIPMENT CAPITAL RESERVE FUND DEPOSIT**

**Article P-15-04:** Shall the Town vote to raise and appropriate the sum of \$73,000 to be added to the existing Highway Department Equipment Capital Reserve Fund?

(Recommended by the Board of Selectmen (5-0-0) and Budget Committee (8-0-0); and this funding is included in the 2014-2019 Capital Improvement Program as approved by the Planning Board.)

[Intent: To continue to set aside money for future purchases of Highway Department vehicles. Putting funds aside each year will allow for the orderly replacement of highway vehicles while leveling the yearly tax impact. This money can only be spent by a future vote at Town Meeting. These funds will be invested in an interest bearing account.]

**Available balance of the Highway Department Equipment Capital Reserve Fund is \$206,855.60 as of December 31, 2014.**

A motion was made by Martha Sumner, with a second by Tricia Holt. John Sherman explained the article, with no discussion.

Article will appear as written.

### **FIRE DEPARTMENT CAPITAL RESERVE FUND DEPOSIT**

**Article P-15-05:** Shall the Town vote to raise and appropriate the sum of \$105,000 to be added to the existing Fire Department Capital Reserve Fund?



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(Recommended by the Board of Selectmen (5-0-0) and Budget Committee (8-0-0); and this funding is included in the 2014-2019 Capital Improvement Program as approved by the Planning Board.)

**[Intent: To continue to set aside money for future purchases of Fire Department vehicles. Putting funds aside each year will allow for orderly replacement of fire vehicles while leveling the yearly tax impact. This money can only be spent by a future vote at Town Meeting. These funds will be invested in an interest bearing account.]**

***Available balance of the Fire Department Capital Reserve Fund is \$188,794.10 as of December 31, 2014.***

A motion was made by Kristin Lewis-Savage with a second by Steve Ranlett. Article was presented by Dan Poliquin and with no discussion the article will appear as written.

### **BUILDING SYSTEMS CAPITAL RESERVE FUND DEPOSIT**

***Article P-15-06:*** Shall the Town vote to raise and appropriate the sum of \$6,232 to be added to the existing Building Systems Capital Reserve Fund?

(Recommended by the Board of Selectmen (4-1-0) and Budget Committee (8-0-0); and this funding is included in the 2014-2019 Capital Improvement Program as approved by the Planning Board.)

**[Intent: To replace funds spent in 2014 for emergency maintenance or repairs to Town-owned buildings and to continue to set aside money for future repairs of building systems in Town owned properties. Buildings are one of the Town's largest capital assets and these funds are used to maintain and repair systems such as heating and ventilation, electrical and plumbing. Monies from this fund would be used for repairs that are unanticipated prior to Town Meeting and that cannot wait until a future meeting. This money can only be spent with the approval of the Board of Selectmen. These funds will be invested in an interest bearing account.]**

***Available balance of the Building Systems Capital Reserve Fund is \$19,504.06 As of December 31, 2014.***

A motion was made by Kristin Lewis-Savage with a second by Joyce Ingerson. The article was presented by Steve Ranlett. With no discussion the article will appear as written.

### **FIRE SUPPRESSION PUMP AND PUMP HOUSE CAPITAL RESERVE FUND DEPOSIT**

***Article P-15-07:*** Shall the Town vote to raise and appropriate the sum of \$125,000 to be added to the existing Fire Suppression System Pump and Pump House Replacement Capital Reserve Fund?

(Recommended by the Board of Selectmen (3-0-0) and Budget Committee (8-0-0); and this funding is included in the 2014-2019 Capital Improvement Program as approved by the Planning Board.)

**[Intent: To continue to set aside money for future replacement of the pumps for the fire protection system and the pump house they are located in. The building that houses the pump that distributes the water for the fire suppression/protection system must be**



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occur in 2018 at an estimated cost of \$345,100 for the pumps and \$538,981 for the pump house and engineering and design fees, totaling \$884,081. These funds will be invested in an interest bearing account.]

***Available balance of the Fire Suppression Pump and Pump House Capital Reserve Fund is \$128,993.90 as of December 31, 2014.***

A motion was made by Steve Ranlett with a second by Dennis Heffernan. The article was presented by Steve Ranlett. It was explained that the building must be changed with the changing of the pumps as the old building was build over the old pumps. The voters were told that the pumps will be larger and at this time the building will only cover the pumps and not house the water truck. Someone asked why the cost of the building was so high. With no further discussion, the article will appear with the Board of Selectmen's vote being updated to (5-0-0).

### **CONSERVATION FUND DEPOSIT**

***Article P-15-08:*** Shall the Town vote to raise and appropriate the sum of \$10,000 to be deposited into the existing Conservation Fund as provided for in RSA 36-A?

(Recommended by the Board of Selectmen (5-0-0) and by the Budget Committee (8-0-0); and this funding is included in the 2014-2019 Capital Improvement Plan as approved by the Planning Board.)

**[Intent: To add funding to the Plaistow Conservation Fund. The Conservation Commission intends to purchase land, easements, and/or other land rights to preserve the natural environment. These funds will be invested in an interest bearing account.]**

***Available balance of the Conservation Fund is \$60,295.92 as of December 31, 2014.***

***Available balance of the Forestry Fund is \$26,339.88 as of December 31, 2014.***

A motion was made by Charles Fowler with a second by Martha Sumner. The article was explained by Michelle Curran and with no discussion will appear as written.

### **RECREATION PLAN CAPITAL RESERVE FUND DEPOSIT**

***Article P-15-09:*** Shall the Town vote to raise and appropriate the sum of \$50,000 to be deposited into the existing Recreation Plan Capital Reserve Fund? Money in this fund is used to support the completion of projects included in the Town's Strategic Recreation Plan.

(Recommended by the Board of Selectmen (4-1-0) and Budget Committee (8-0-0); and this funding is included in the 2014-2019 Capital Improvement Program as approved by the Planning Board.)

**[Intent: In 2012, the Recreation Commission completed a re-write of the Recreation Chapter of the Plaistow Master Plan. The Recreation Commission also developed a strategic Recreation Plan that includes a list of the recreation projects that the Town should pursue over the next 6 years. Adding funding to this Recreation Capital Reserve each year will help stabilize year-to-year tax impacts for these various recreation projects and reduce or eliminate interest payments by having the cash on hand. (Money in this fund was used in 2014 to build batting cages at the PARC facility.) This fund will be used to satisfy the proposed projects in the Town's Master Plan, including but not limited to**



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walking/running/biking trails, additional ball fields, community gardens, dog park, etc. These funds will be deposited in an interest bearing account.]

**Available balance of the Recreation Plan Capital Reserve Fund is \$50,000.15 as of December 31, 2014.**

A motion was made by Martha Sumner with a second by John Sherman. The article was explained by John Sherman and with no discussion will appear as written.

**REPLACEMENT OF HIGHWAY DEPARTMENT DUMP TRUCK**

**Article P-15-10:** Shall the Town vote to raise and appropriate the sum of \$160,000 for the replacement of the 2008 International dump truck and to withdraw \$160,000 from the Highway Department Vehicle Capital Reserve Fund for such replacement?

Appropriation:	\$160,000
Withdrawal from the Highway Department Vehicle Capital Reserve fund: -	<u>\$160,000</u>
Amount to be raised by taxation:	\$0

(Recommended by the Board of Selectmen (5-0-0) and the Budget Committee (8-0-0). This expense is in the 2014-2019 Capital Improvement Program as approved by the Planning Board.)

**[Intent: To replace the Highway Department’s 2008 International 6-wheel dump truck as part of the replacement schedule for Highway Department vehicles. This vehicle currently has been used for 2663 hours and applying the industry standard of one hour equals 45 miles driven equates to approximately 120,000 miles. The Town has delayed needed repairs to the existing truck since it will be retired. Approval of this article may also authorize trading in the 2008 vehicle and applying the proceeds towards the purchase of this new truck. The new truck, like the current truck, will be equipped with a dump body, plow, wing and sand & salt spreader. This is one of the two main dump trucks that apply the salt and sand to our town roads.]**

A motion was made by Joyce Ingerson with a second by Tricia Holt. Dan Poliquin explained the article and with no discussion will appear as written.

**CREATE A FIRE DEPARTMENT CAPITAL RESERVE ACCOUNT FOR THE REPLACEMENT OF THE SCBA (SELF CONTAINED BREATHING APPARATUS), AIR CYLINDERS, AND HIGH TEMPERATURE MASKS AND ASSOCIATED EQUIPMENT**

**Article P-15-11:** Shall the Town vote to create a capital reserve fund and raise and appropriate the sum of \$33,400 to deposit into this fund for the purpose of setting aside money for the replacement of Self Contained Breathing Apparatus (SCBA), SCBA cylinders, and high temperature masks? This capital reserve fund is being established pursuant to RSA 35:1.

(Recommended by the Board of Selectmen (5-0-0) and the Budget Committee (8-0-0). These funds are in the 2014-2019 Capital Improvement Program as approved by the Planning Board.)

**[Intent: To set aside money for future replacement of the SCBA, cylinders, and masks. Putting money aside each year will allow for the orderly replacement of this equipment by leveling the yearly tax impact. This money can only be spent by a future vote at Town Meeting. These funds will be invested in an interest bearing account. This is the first year of six years of deposits. The total cost of replacement is estimated to be \$200,000.]**



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A motion was made by John Sherman with a second by Joyce Ingerson. John Sherman explained the article.

Barbara Kiszka asked how many units we have? John McArdle stated 25 units and 50 tanks. The article will appear as written.

### **COMMUNICATIONS RADIO DISPATCHING SYSTEM CAPITAL RESERVE ACCOUNT AND ASSOCIATED DEPOSIT**

**Article P-15-12:** Shall the Town vote to raise and appropriate the sum of \$50,000 to be added to the Communications Radio Dispatching System Capital Reserve Fund?

(Recommended by the Board of Selectmen (5-0-0) and the Budget Committee (8-0-0). These funds are in the 2014-2019 Capital Improvement Program as approved by the Planning Board.)

**[Intent: To continue to set aside money for the future purchase of a communication radio dispatching system. Putting money aside each year will allow for the orderly replacement of this system by leveling the yearly tax impact. This money can only be spent by a future vote at Town Meeting. These funds will be invested in an interest bearing account. This is the second year of a five year deposit schedule to replace the Police Department's Communications Dispatching System for a total cost of \$200,000.]**

**Available balance of the Communications Radio Dispatching System Capital Reserve Fund is \$25,000.15 as of December 31, 2014.**

A motion was made by Tricia Holt with a second by Charles Fowler. Steve Ranlett explained the article and with no discussion it will appear as written.

### **REPLACEMENT OF THE ROOFTOP HEATING AND COOLING CONTROL SYSTEM UNIT #4 ON THE PUBLIC SAFETY COMPLEX**

**Article P-15-13:** Shall the Town vote to raise and appropriate the sum of \$15,000 for the replacement of the heating and cooling system for Unit #4 on the roof of the Safety Complex?

(Recommended by the Board of Selectmen (5-0-0) and the Budget Committee (8-0-0). This expense is in the 2014-2019 Capital Improvement Program as approved by the Planning Board.)

**[Intent: To replace an existing Safety Complex heating and cooling component that is at the end of its serviceable life. This is the last unit that is part of the Johnson Control System which is failing. This unit was replaced in 1997 and generally has a life expectancy of 18-20 years. This will support the continued use of the Public Safety Complex as the new Fire Department Headquarters.]**

A motion was made by Martha Sumner with a second by Kristin Lewis-Savage. The article was explained by Michelle Curran and John McArdle. A question was asked that if the article fails can the town fix the unit or does no mean no? Martha Fowler asked to table the article so an amendment could be written; a second was made by Martha Sumner. With a yes vote article was tabled.

After discussing article 14 and 15, a motion was made by Kristin Lewis-Savage with a second by Martha Sumner to bring article 13 forward. A vote was taken and the amendment was presented by Kristin



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Lewis-Savage with a second by Martha Sumner. The amendment was read by Kristin and again by Moderator Bob Harb. The amendment was to add a sentence at the end "and to withdraw the sum of \$15,000 from the unexpended fund balance for such replacement. "Also to add:

Appropriation	\$15,000
<u>Withdrawal from unexpected fund balance</u>	<u>\$15,000</u>
Amount to be raised by taxation	\$0"

Also noted was the fact that the BOS and Bud Com would revote on this article at the end of the meeting. Their votes were taken and the tally is BOS (5-0-0) and Bud Com (7-0-0).

With no further discussion the amendment was voted on and passed. The article will appear as amended.

### **REPLACEMENT OF BUILDING DEPARTMENT INSPECTIONS TRUCK**

**Article P-15-14:** Shall the Town vote to raise and appropriate the sum of \$27,000 to replace the Building Department's 2005 Inspection Truck?

(Recommended by the Board of Selectmen (3-2-0) and the Budget Committee (7-2-0). This expense is in the 2014-2019 Capital Improvement Program as approved by the Planning Board.)

**[Intent: To replace the Building Inspector's truck that is utilized for building inspections and code enforcement issues in Town. The current vehicle is a 2005 Ford F-150 with 88,952 miles that is showing signs of wear and tear. As the vehicle is also utilized to travel to Concord several times a month, its dependability is more and more in question. Approximately 10,000 miles put on annually. The Town would likely transfer the existing 2005 truck to the Town's Maintenance Department to be utilized around town for routine maintenance on various Town properties.]**

A motion was made by Martha Sumner with a second by Darrell Britton. The article was explained by Steve Ranlett. Dennis Heffernan mentioned that the vote was incorrect and the Bud Com vote should read as (6-2-0).

The article will appear with that correction.

### **DESIGN REPLACEMENT WESTVILLE ROAD BRIDGE**

**Article P-15-15:** Shall the Town vote to raise and appropriate the sum of \$140,000 for the design engineering phase study for the replacement of the Westville Road Bridge over the Little River Bridge No. 122/072, a Town owned and maintained bridge?

(Recommended by the Board of Selectmen (4-1-0) and the Budget Committee (8-0-0). This expense is in the 2014-2019 Capital Improvement Program as approved by the Planning Board.)

**[Intent: The Town needs to complete an engineering study phase for the replacement of the Westville Road Bridge over the Little River, including the possible realignment of this stretch of Westville Road for the reconstruction scheduled for 2017. Westville Road and bridge are Town owned. The Town is responsible for repairs, including bridge repairs. The state annually reviews our bridges to make recommendations and compile the red list of the state's worst bridges.]**



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A motion was made by Martha Sumner with a second by John Sherman, the article was explained by John Sherman. He explained that the Selectmen brought this forward this year in order to have a shovel ready project in anticipation of new federal grants coming in the future. He also stated that they would like to straighten the curve at the bridge and maybe put a sidewalk in on the bridge, but at this point those are wish list items.

An amendment was suggested by Steve Ranlett and seconded by Dan Poliquin to add a sentence to the intent: "This project will be eligible for funding under the NH Bridge Aid Program."

A vote on the amendment was taken and passed, then Barbara Kiszka motioned to add the words shovel ready in front of Project, which was seconded by Michelle Curran.

Kristin Lewis-Savage asked to table the article to write up the amendment, a second was made by Jim Peck. A vote was taken and the article was tabled.

After discussing Article 16 a motion by Barbra Kiszka with a second by Martha Sumner to bring back Article 15. A vote was taken and passed.

The Amendment was submitted to Moderator Bob Harb who read it! "To insert, shovel-ready", into the amendment such that the final sentence of the Town's Intent reads: "If this article passes, the project will be shovel-ready, making it eligible for funding under the NH Bridge Aid Program."

A vote was taken and the amendment passed. The article will appear as amended.

### **REPLACEMENT OF CABLE DEPARTMENT PLAYBACK/MESSAGE BOARD SERVER**

**Article P-15-16:** Shall the Town raise and appropriate the sum of \$40,000 to purchase a new playback/message server? The new server would provide future HD capabilities, and accept files in the modern media formats currently in use. We would be able to accept MPEG4 / H.264 files. Currently, all videos being posted on Vimeo and Channels 17/23 have to be encoded twice - in different formats. By having this equipment in place, we would be better prepared for when Comcast allows us the ability to broadcast in HD. Additionally, the program scheduling utility is far more powerful and allows us much more flexibility with the scheduling of shows on both channels.

(Recommended by the Board of Selectmen (5-0-0) and the Budget Committee (8-0-0). This expense is in the 2014-2019 Capital Improvement Program as approved by the Planning Board.)

**[Intent: To replace the current server which will be obsolete from a functionality standpoint and would be an upgrade to the message board system currently in place.**



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**This upgrade would offer several benefits not currently realized by our 2008 Nexus equipment currently in use: flexibility of scheduling slides and short videos; ability to post "live" data, unattended, from various sources (weather info, Twitter feeds, etc); separate schedules for each channel; easily delegate slide posting to various departments (Police/Fire, Library, Rec., etc); easily post emergency information while continuing regular rotation of slides. (See T.E.N. / Channel 6 as an example)]**

A motion made by Joyce Ingerson with a second by Michelle Curran. The article was presented by Michelle who asked Dean Zanello to speak. A motion was made by Steve Ranlett to allow Dean, a non resident to speak, with a second by Joyce Ingerson, the vote was passed.

With no questions the article will appear as written.

### **PROFESSIONAL BANKING AND BROKERAGE ASSISTANCE**

**Article P-15-17:** To see if the Town will vote, pursuant to NH RSA 35:9-a-II, to authorize the Trustees of Trust Funds to pay for capital reserve fund investment management services, and any other expenses incurred, from capital reserve funds income. No vote by the Town to rescind such authority shall occur within five years of the original adoption of this article.

This warrant article enables the Town of Plaistow's Trustees of Trust Funds to engage an investment advisor to invest the town's capital reserve funds to maximize the return of interest rates. This article also enables the trustees to pay for the investment services out of the income generated from the Town's capital reserve funds. The town does not need to appropriate any investment management fees as part of these services in the annual Town Budget. The capital reserve fund interest would generate the funds that would pay the service fees.

(Recommended by the Board of Selectmen (3-2-0).)

**[Intent: The Trustees of Trust Funds wish to bring the Plaistow trust funds and capital reserve funds into the 21st Century and begin to earn modest returns, rather than lose purchasing power to inflation every year. Trustees of Trust Funds unanimously have voted to support this warrant article to manage these funds to obtain a fair and prudent return for the Town.]**

A motion was made by John Sherman with a second by Martha Sumner. The article was explained by John Sherman. He stated that in 2014, we earned .04% totaling just over \$300.00. Jill Senter, Trustee Chairperson stated that we could have earned \$20,000.00 in 2014. She explained that investing municipal monies has strict rules and also that any fees would come from earnings only, not our principle investments.

With no questions the article will appear as written.

### **RAIL STUDY SPECIAL MEETING**

**Article P-15-18:** Shall the Town vote to raise and appropriate up to the sum of \$3,000 for the purpose of allowing the Board of Selectmen to call a Special Town Meeting within four months of acceptance of the Plaistow commuter rail extension study to allow the citizens of Plaistow to vote in favor or against the potential extension of MBTA commuter rail service (including a train station and layover facility) from Haverhill, MA to Plaistow, NH?



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(Recommended by the Board of Selectmen (2-1-0) and the Budget Committee (5-3-0).)

**[Intent: To fund a Special Town Meeting to allow the citizens of Plaistow to vote in favor of or against the potential extension of the rail service into Plaistow.]**

A motion was made by Tricia Holt with a second by Charles Fowler. The Selectmen re-voted after the meeting on this article with a new result of (2-3-0). With no discussion the article will appear as written and include the new vote by the Selectmen.

### **OFFICE MANAGER FOR FIRE DEPARTMENT**

**Article P-15-19:** Shall the Town vote to establish the position within the Fire Department of office manager and to raise and appropriate the sum of \$49,798 to fund this position? The sum represents the cost of wages and associated rollup costs (taxes, insurance and retirement). With an anticipated hiring date in May, this represents eight months of funding for the new position. If established, future funding will be contained in the Fire Department's operating budget.

(Recommended by the Board of Selectmen (4-0-1) and the Budget Committee (7-0-1).)

**[Intent: The Fire Department does not have any administrative staff. The functions typically assigned to an administration are completed by the Fire Chief. These include, but are not limited to tracking of payroll (call and full-time staff), managing and coordinating the department's specific software for tracking incidents, training, inspections and maintenance, accounting (invoice processing), general filing and distribution of department correspondence/documents/plans etc. in addition to preparing and tracking any grants applied for and approved. Over the last several years, the time allotted to these tasks have steadily increased and detract from the Chief's primary function of managing activities of the department.]**

A motion was made by Joyce Ingerson with a second by Tricia Holt. The article was explained by Michelle Curran and passed to Fire Chief John McArdle for further explanation.

Joyce Ingerson asked if the Chief planned to hire from within the department and Dan Poliquin stated that was possible if the applicant has the required skills. Maryellen Pelletier asked why such a high starting salary, as other positions within the town aren't paid anywhere near that amount. She also asked if we need full-time instead of a part-time position the first year.

John McArdle stated that the salary was the second lowest in the state, and Maryellen reminded the voters that Plaistow consistently pays lower than most towns. She was told that we can't get anyone to apply and stay if we don't offer a good salary. John also stated that he felt we did need full time right away.

Michelle Curran reminded the voters that the salary has roll up costs included and Jill Senter responded that, this is only for 8 months not a full year.

With no further discussion, the article will appear as written.



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**Collective Bargaining Agreement (Town Unit)**

**Article P-15-20:** Shall the Town vote to raise and appropriate the sum of \$7,909.72 for the current fiscal year and to approve the items included in the proposed 3 year collective bargaining agreement reached between the Town of Plaistow and Teamsters Local 633 Union comprised of town supervisory employees, including the Deputy Police Chief, Code Enforcement Officer, Health Officer, Recreation Director, Highway Department Foreman, Highway Laborers, Assistant Town Clerk, Town Crossing guards and Administrative staff. This unit has not received a wage increase since 2008. The contract calls for the following increases in salaries and benefits:

Calendar Year	Increase %	Estimated Gross Payroll Cost	Estimated Health Insurance Savings	Estimated Net Contract Cost
2009	0%	0%	0%	0%
2010	0%	\$0	\$0	\$0
2011	0%	\$0	\$0	\$0
2012	0%	\$0	\$0	\$0
2013	0%	\$0	\$0	\$0
2014	2% Wage	\$0	\$0	\$0
2015	2% Wage	\$12,269.72	\$4,360.00	\$7,909.72
2016	2% Wage	\$10,749.94	\$4,892.00	\$5,857.94

(Recommended by the Board of Selectmen (3-0-0) and the Budget Committee (9-0-1).

**[Intent: This three-year contract averages increases to the salary matrix of less than 1% per year. The contract reduces the rate of cost sharing for health insurance from 90/10 to 85/15% effective April 1<sup>st</sup>, 2015. The savings from the health care reduction is estimated to be \$9,252 over the 3 years of the contract (2014-2016). The estimated health care cost savings achieved through this contract represents approximately 40% of the total cost of the wage increase.]**

A motion was made by Martha Sumner with a second by Steve Ranlett. The article was explained by Steve Ranlett.

Dan Poliquin asked to have a correction made fixing the date from 2008 to 2010 when the bargaining unit was started. Jill Senter asked if the Deputy Town Clerk is included in the Unit and was told yes. The positions are governed by the Public Employee Labor Relation Board.

The Selectmen stated that they would re-vote on this article after the meeting. Their new vote being (4-1-0) will appear on the ballot.

**Citizens Petition**

**Article P-15-21:** Are you in favor of the extension of MBTA rail service from Haverhill, MA into Plaistow, which extension will include the construction and operation of a passenger station in Plaistow and an end-of-line layover yard in Plaistow or within a mile of Plaistow?

- o Yes
- o No



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A record of this vote shall be transmitted within 30 days by written notice from the Board of Selectmen to Plaistow's legislative delegation and its representative to the Executive Council and to the NHDOT and to all members of the Project Advisory Committee (PAC) for the Plaistow Community Rail Extension Study.

**[Intent: The intent of this petition is to give voice to the Plaistow voters.]**

A motion by Jim Peck, second by Steve Toomey. Jim spoke to his reasons for being against the layover but not a station. He informed the body that no station will be put in without the layover. The cost will be \$51 million for only a 1% of population riding the train. He asked the body to please vote no on this article. Dan Poliquin said the MBTA has not firmly said that no layover means no station. The study is due out by March 31, 2015 and the information will then be reviewed by the Selectmen, before any vote would go to the voters. The Selectmen may kill the project when the info is seen. David Gerns asked, why this article now when the people will get to vote when all the facts are in? Mr. Peck said he had 6 reasons: 1. Layover with the station is a fact. 2. Ridership study says less than 1%. 3. Capital costs are over 51 million. 4. Why would we want to deal with the MBTA? Do we really want to get in bed with them? 5. Back in 2012 when his group first asked, they were told that the study would be done in 1 year, could we go on now for another year.

Kristin Lewis-Savage spoke for the article to give the people a voice and let our Selectmen and Town Manager stay in town working, and not attending meetings for the train.

John Sherman pointed out that Mr. Peck's group doesn't want to wait for the study, but the cost and ridership numbers they used against the train are from the early part of the study. He wants to see the environmental part of the study for the land off Joann Drive.

Mrs. Gerns spoke for the train as she is in favor of any public transportation. She felt that the ridership numbers will go up using the Down-easter as an example; which went from 1 trip daily to 5 trips in only 5 years.

Another resident stated that the group is afraid of the study due to the fact that it is provided by NH DOT and they felt that the study will be slanted. Also what about the crime it may bring to town and the shady people being kicked off the train in our town at the end of the line.

Mr. Lewis made a motion to move the question with a second by Jim Peck. A yes vote was taken and the article will appear a written.

John Sherman made a motion to restrict reconsideration of this article so that the voters didn't have to worry, if they left the meeting, that the remaining voters would change the article. A second was made by Kristin Lewis-Savage. This motion passed.

"The following articles are Zoning and can't be amended so they were not discussed."

Respectfully submitted,  
Maryellen Pelletier



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### **Proposed Plaistow Zoning Amendment: Z-15-1**

Are you in favor of amending the Zoning Ordinance by modifying Article V Establishment of Districts and District Regulations; Table 220-32A, Industrial by deleting the words referencing “bank” from sections D, E and F and changing “certificate of occupancy” to “building permit” in section D.

If amended would read:

“D. No building permit for any bank kiosk use may be granted before at least one certificate of occupancy has been issued for an industrial use.

E. In an industrial development, no more than 10% of the total building footprint for the development can be used for bank kiosk use.

F. The intent of allowing a bank kiosk in an industrial zone is to provide a convenient service for the employees of the industries in the industrial zone.”

**[INTENT: Since banks are not a permitted use in the Industrial District this is a housekeeping change. Certificates of Occupancy may not be required for bank kiosks if they are unmanned, therefore the restriction is being changed to the building permit in section D.]**

(Recommended by the Plaistow Planning Board (4-0-0).)

### **Proposed Plaistow Zoning Amendment: Z-15-2**

Are you in favor of amending the Zoning Ordinance by deleting Article IX, §220-59C, Identification signs for shopping centers and industrial parks, in its entirety.

**[INTENT: The section is word-for-word repetitious of §220-58C and is not necessary.]**

(Recommended by the Plaistow Planning Board (4-0-0).)

### **Proposed Plaistow Zoning Amendment: Z-15-3**

Are you in favor of amending the Zoning Ordinance “Article III, General Provisions, §220-8.1 Residential Garages” by adding a Letter C to read:

“C. Barns on residential lots of greater than 5 acres and used for agricultural purposes are exempt.”

**[INTENT: To amend the ordinance to meet the needs of agricultural uses.]**

(Recommended by the Plaistow Planning Board (4-0-0).)

### **Proposed Plaistow Zoning Amendment: Z-15-4**

Are you in favor of amending the Zoning Ordinance “Article IX, Signs, §220-58.D All Districts” to read as follows:

“All free standing signs are required to have a street address that includes the street name and number and that is a minimum of six inches for signs for commercial/industrial uses in the I1, I2, CI and ICR Districts; a minimum of three inches for commercial uses in the CII and VC District; and a minimum of three inches for signs for residential uses in all Districts. The space required for the address portion of the sign shall not be counted as part of the required sign size.”



# Town of Plaistow, New Hampshire

## 2015 ANNUAL REPORT



**[INTENT: In 2012 the ordinance was amended to include the address rider for free standing signs for commercial/industrial uses in CI, ICR and all residential uses in all districts. The purpose was easier location recognition for emergency responders. I1, I2, CII and VC were overlooked at that time. This proposed change would correct those omissions.]**

(Recommended by the Plaistow Planning Board (3-1-0).)

### **Proposed Plaistow Zoning Amendment: Z-15-5**

Are you in favor of amending the Zoning Ordinance "Article IX, Signs, §220-60 Commercial II District" to include the Village Center District.

**[INTENT: The Village Center was once an overlay of a portion of the Commercial II. As such all signage requirements were the same as the Commercial II District. When the Village Center became its own District no sign requirements were established. Since the area is the same it makes sense that it should follow the same requirements as the Commercial II District.]**

(Recommended by the Plaistow Planning Board (3-1-0).)

### **Proposed Plaistow Zoning Amendment: Z-15-6**

Are you in favor of amending the Zoning Ordinance "Article IX, Signs, §220-65 Permit Required" by adding a new Letter C to read:

"C. All internally lit signs must be UL listed"

**[INTENT: To require all internally lit signs be UL listed for safety]**

(Recommended by the Plaistow Planning Board (3-1-0).)

### **Proposed Plaistow Zoning Amendment: Z-15-7**

Are you in favor of amending the Zoning Ordinance by modifying "Article V Establishment of Districts and District Regulations; Table 220-32C.C(6) Commercial II; Table 220-32D.C(6) Village Center; Table 220-32E.C(7) Medium Density Residential; Table 220-32F.C(7) Low Density Residential; Table 220-32G.C (8) Integrated Commercial Residential District; and 220-32H.C(6) Residential Conservation I" by deleting the word "coops" and adding a new sequential number in each district table to read:

"Chicken coops and rabbit hutches, less than 120 sq ft footprint, are exempt from the 100 foot setback requirement, but must comply with all building setback requirements of §220-32I"

**[INTENT: The requirement for chicken coops and rabbits to meet a 100 foot setback is overly burdensome for these small types of animals. This seeks to relieve this requirement for smaller animals while still offering protection for the abutters.]**

(Recommended by the Plaistow Planning Board (5-0-0).)

### **Proposed Plaistow Zoning Amendment: Z-15-8**

Are you in favor of amending the Zoning Ordinance "Article III, General Provisions, by adding a new §220-11.1 "Commercial/Industrial Business Hours of Operation" to read:



# Town of Plaistow, New Hampshire

## 2015 ANNUAL REPORT



“Hours of operation for any commercial or industrial uses in all districts shall be reviewed and approved by the Planning Board as part of the site plan approval process and noted on the approved site plan.”

**[INTENT: To show a distinction between construction hours and business hours of operation. This will also insure that there is review and oversight of a commercial and industrial business’ hours of operation.]**

(Recommended by the Plaistow Planning Board (4-0-1).)

### **Proposed Plaistow Zoning Amendment: Z-15-9**

Are you in favor of amending the Zoning Ordinance “Article V, Establishment of Districts and District Requirements, Table 220-32C Commercial II, Permitted Uses, Section 9.1 by eliminating the words

“where the workplace or the residence must be owner occupied”

**[INTENT: To eliminate the owner-occupied requirement for a mixed commercial/residential parcel in the Commercial II District]**

(Recommended by the Plaistow Planning Board (4-0-0).)

### **Proposed Plaistow Zoning Amendment: Z-15-10**

Are you in favor of amending the Zoning Ordinance “Article V, Establishment of Districts and District Requirements, Table 220-32D Village Center, Permitted Uses, Section 11 by eliminating the words:

“where the work place or the residence must be owner occupied”

**[INTENT: To eliminate the owner-occupied requirement for a mixed commercial/residential parcel in the Village Center District]**

(Recommended by the Plaistow Planning Board (4-0-0).)

**Proposed Plaistow Zoning Amendment Z-15-11:** Are you in favor of the adoption of amendments as proposed by the Planning Board to the Plaistow Zoning Ordinance by modifying Article XIX, Aquifer Protection District and by adding definitions to Article II as described below?

(See separate handout for the exact language of the amendments.)

(Recommended by the Plaistow Planning Board 4-0-0)

**[Intent: Add definitions to clarify the language of the ordinance and amend the text of the ordinance to include the latest references to NH Drinking Water Regulations.]**

### **Proposed Plaistow Zoning Amendment: Z-15-12**

Are you in favor of amending the Zoning Ordinance “Article V, Establishment of Districts and District Requirements, Table 220-32G Integrated Commercial-Residential, Permitted Uses, Section B(4) Combined Uses by eliminating the words:

“provided that the property owner is the occupant of the residence or the business”



**Town of Plaistow, New Hampshire**  
2015 ANNUAL REPORT



**2015 WARRANT AND ELECTION RESULTS OF THE MARCH 10, 2015  
TOWN MEETING**

**PLAISTOW BALLOT**

**TOWN AND SCHOOL RESULTS**

**MARCH 10, 2015**

VOTING TOTALS:	1113 Democrats	voters on check list	5130
	1680 Republicans	New Voters	<u>47</u>
	<u>2384 Undeclared</u>	total	5177
	5177		

VOTES CAST ON ELECTION DAY      1625    (31.4%)      **BOLD DENOTES WINNER**

**SELECTMAN:**      vote for 2

Jim Wentworth	624
Tammy Bergeron	<b>950</b>
Julian Kiszka	<b>903</b>

**BUDGET COMMITTEE:** vote for 3

Dean Nifakos	<b>903</b>
Sam J Cafiso Jr	<b>888</b>
Laurie A Milette	<b>968</b>

**PLANNING BOARD:** vote for 1

Gennifer Silva	<b>1142</b>
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**LIBRARY TRUSTEE:** vote for 1

Catherine Willis	<b>1174</b>
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**TAX COLLECTOR:** vote for 1

Julie A McNamara	<b>1214</b>
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**CONFLICT OF INTEREST (3YR):** vote for 2

Therese A Chouinard	<b>1066</b>
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**CONFLICT OF INTEREST (2YR):** vote for 1    **TRUSTEES OF THE TRUST FUND:** vote for 1

B Jill Senter	<b>1141</b>
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**AUDITOR:** vote for 2

Jim Peck	<b>1141</b>
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**Town of Plaistow, New Hampshire**  
2015 ANNUAL REPORT



**2015 WARRANT AND ELECTION RESULTS OF THE MARCH 10, 2015  
TOWN MEETING (Continued)**

<u>ARTICLE P-15-2:</u>	Yes	<b>992</b>	<u>ARTICLE P-15-3:</u>	Yes	<b>871</b>
	No	260	(needed 60% got 53.6%)	No	663
<u>ARTICLE P-15-4:</u>	Yes	<b>976</b>	<u>ARTICLE P-15-5:</u>	Yes	<b>1085</b>
	No	537		No	431
<u>ARTICLE P-15-6:</u>	Yes	<b>1029</b>	<u>ARTICLE P-15-7:</u>	Yes	<b>1074</b>
	No	472		No	475
<u>ARTICLE P-15-8:</u>	Yes	<b>972</b>	<u>ARTICLE P-15-9:</u>	Yes	<b>805</b>
	No	573		No	721
<u>ARTICLE P-15-10:</u>	Yes	<b>1096</b>	<u>ARTICLE P-15-11:</u>	Yes	<b>1142</b>
	No	456		No	382
<u>ARTICLE P-15-12:</u>	Yes	<b>948</b>	<u>ARTICLE P-15-13:</u>	Yes	<b>1170</b>
	No	558		No	355
<u>ARTICLE P-15-14:</u>	Yes	497	<u>ARTICLE P-15-15:</u>	Yes	<b>978</b>
	No	<b>1015</b>		No	560
<u>ARTICLE P-15-16:</u>	Yes	623	<u>ARTICLE P-15-17:</u>	Yes	<b>752</b>
	No	<b>893</b>		No	724
<u>ARTICLE P-15-18:</u>	Yes	488	<u>ARTICLE P-15-19:</u>	Yes	660
	No	<b>1101</b>		No	<b>837</b>
<u>ARTICLE P-15-20:</u>	Yes	<b>971</b>	<u>ARTICLE P-15-21:</u>	Yes	266
	No	508		No	<b>1308</b>
<u>ZONING Z-15-1:</u>	Yes	<b>950</b>	<u>ZONING Z-15-2:</u>	Yes	<b>1025</b>
	No	455		No	394
<u>ZONING Z-15-3:</u>	Yes	<b>1066</b>	<u>ZONING Z-15-4:</u>	Yes	<b>984</b>
	No	345		No	415
<u>ZONING Z-15-5:</u>	Yes	<b>955</b>	<u>ZONING Z-15-6:</u>	Yes	<b>1042</b>
	No	442		No	366
<u>ZONING Z-15-7:</u>	Yes	<b>994</b>	<u>ZONING Z-15-8:</u>	Yes	<b>963</b>





# Town of Plaistow, New Hampshire

## 2015 ANNUAL REPORT



### *FINANCIAL REPORT OF THE TAX COLLECTOR*

*For the Municipality of PLAISTOW Year Ending 2015*

#### DEBITS

UNCOLLECTED TAXES BEG. OF YEAR*		Levy for Year of this Report	PRIOR LEVIES (PLEASE SPECIFY YEARS)					
			2014	1990				
Property Taxes	#3110		779252.31	27136.60				
Resident Taxes	#3180							
Land Use Change	#3120							
Yield Taxes	#3185							
Excavation Tax @ \$.02/yd	#3187							
Utility Charges	#3189							
Property Tax Credit Balance**		-5492.03						
Other Tax or Charges Credit Balance**								
<b>TAXES COMMITTED THIS YEAR</b>			<b>For DRA Use Only</b>					
Property Taxes	#3110	21322791.00						
Resident Taxes	#3180							
Land Use Change	#3120	77500.00						
Yield Taxes	#3185							
Excavation Tax @ \$.02/yd	#3187							
Utility Charges	#3189							
<b>OVERPAYMENT REFUNDS</b>								
Property Taxes	#3110	43965.12	262.86					
Resident Taxes	#3180							
Land Use Change	#3120	1442.47						
Yield Taxes	#3185							
Excavation Tax @ \$.02/yd	#3187							
RET CHECK FEES		100.00	100.00					
Interest - Late Tax	#3190	9194.06	36067.66					
Resident Tax Penalty	#3190							
<b>TOTAL DEBITS</b>		<b>\$21,449,500.62</b>	<b>\$815,682.83</b>	<b>\$27,136.60</b>	<b>\$</b>			

\*This amount should be the same as the last year's ending balance. If not, please explain.

\*\*Enter as a negative. This is the amount of this year's amounts pre-paid last year as authorized by RSA 80:52-a.

\*\*The amount is already included in the warrant & therefore in line #3110 as postive amount for this year's levy.



# Town of Plaistow, New Hampshire

## 2015 ANNUAL REPORT



### *FINANCIAL REPORT OF THE TAX COLLECTOR (Continued)*

#### *For the Municipality of PLAISTOW Year Ending 2015*

#### CREDITS

REMITTED TO TREASURER	Levy for Year of This Report	PRIOR LEVIES (PLEASE SPECIFY YEARS)		
		2014	1990	
Property Taxes	20653525.74	446286.25		
Resident Taxes				
Land Use Change	77500.00			
Yield Taxes				
Interest (include lien conversion)	10636.53	54636.58		
Penalties		2251.00		
Excavation Tax @ \$.02/yd				
Utility Charges				
Conversion to Lien (principal only)		306854.11		
ret check fees	100.00	100.00		
<b>DISCOUNTS ALLOWED</b>				
<b>ABATEMENTS MADE</b>				
Property Taxes	2949.00	5554.89		
Resident Taxes				
Land Use Change				
Yield Taxes				
Excavation Tax @ \$.02/yd				
Utility Charges				
<b>CURRENT LEVY DEEDED</b>	948.00			
Property Taxes	703841.35		27136.60	
Resident Taxes				
Land Use Change				
Yield Taxes				
Excavation Tax @ \$.02/yd				
Utility Charges				
Property Tax Credit Balance**				
Other Tax or Charges Credit Balance**				
<b>TOTAL CREDITS</b>	<b>\$21,449,500.62</b>	<b>\$815,682.83</b>	<b>\$27,136.60</b>	<b>\$</b>

\*\*Enter as a negative. This is the amount of taxes pre-paid for next year as authorized by RSA 80:52-a  
(Be sure to include a positive amount in the appropriate taxes or charges actually remitted to the treasurer).



# Town of Plaistow, New Hampshire

## 2015 ANNUAL REPORT



### **FINANCIAL REPORT OF THE TAX COLLECTOR (Continued)**

#### **For the Municipality of PLAISTOW Year Ending 2015**

#### DEBITS

	Last Year's Levy	PRIOR LEVIES (PLEASE SPECIFY YEARS)		
	2014	2013	2012	2011
Unredeemed Liens Balance - Beg. Of Year		202122.38	154013.51	16717.85
Liens Executed During Fiscal Year	327674.03			
Interest & Costs Collected (After Lien Execution)	5578.93	28807.29	50034.75	5149.97
MTGN FEES	881.00	2205.00	655.00	360.00
<b>TOTAL DEBITS</b>	<b>\$334,133.96</b>	<b>\$233,134.67</b>	<b>\$204,703.26</b>	<b>\$22,227.82</b>

#### CREDITS

REMITTED TO TREASURER		Last Year's Levy	PRIOR LEVIES (PLEASE SPECIFY YEARS)		
		2014	2013	2012	2011
Redemptions		179194.87	109923.44	131913.13	10046.18
Interest & Costs Collected (After Lien Execution)		5578.93	28807.29	50034.75	5149.97
	#3190				
MTGN FEES		881.00	2205.00	655.00	360.00
Abatements of Unredeemed Liens					
Liens Deeded to Municipality		2059.13	1984.89	1939.38	
Unredeemed Liens Balance - End of Year	#1110	146420.03	90214.05	20161.00	6671.67
<b>TOTAL CREDITS</b>		<b>\$334,133.96</b>	<b>\$233,134.67</b>	<b>\$204,703.26</b>	<b>\$22,227.82</b>

Does your municipality commit taxes on a semi-annual basis (RSA 76:15-a) YES

Under penalties of perjury, I declare that I have examined the information contained in this form and to the best of my belief it is true, correct and complete.

**TAX COLLECTOR'S SIGNATURE** 01/08/2016 *Julie McNamara*



# Town of Plaistow, New Hampshire

## 2015 ANNUAL REPORT



### *FINANCIAL REPORT OF THE TAX COLLECTOR (Continued)*

#### *For the Municipality of PLAISTOW Year Ending 2015*

	PRIOR LEVIES (PLEASE SPECIFY YEARS)	
	1991-2010	
Unredeemed Liens Balance - Beg. Of Year		500887.84
Liens Executed During Fiscal Year		
Interest & Costs Collected (After Lien Execution)		12300.78
<b>TOTAL DEBITS</b>		<b>\$513,188.62</b>

REMITTED TO TREASURER		PRIOR LEVIES (PLEASE SPECIFY YEARS)	
		1991-2010	
Redemptions			29588.68
Interest & Costs Collected (After Lien Execution)	#3190		12300.78
Abatements of Unredeemed Liens			21091.16
Liens Deeded to Municipality			
Unredeemed Liens Balance - End of Year	#1110		450208.00
<b>TOTAL CREDITS</b>			<b>\$513,188.62</b>

total deposits remitted to treasurer 21811974.21(+)-lien\$327674.03(-)-returned checks \$21119.01 totaling \$22118529.23

Does your municipality commit taxes on a semi-annual basis (RSA 76:15-a) YES

Under penalties of perjury, I declare that I have examined the information contained in this form and to the best of my belief it is true, correct and complete.

**TAX COLLECTOR'S SIGNATURE 1/08/2016**     *Julie McNamara*



# Town of Plaistow, New Hampshire

## 2015 ANNUAL REPORT



### *TOWN CLERK FINANCIAL REPORT*

#### *JANUARY 1, 2015 - DECEMBER 31, 2015*

W/H State NH Marriages Certified Copies	\$ 11,517.00
Interware Liability W/H = E-Reg	\$ 2,219.80
Dogs W/H State of NH	\$ 3,006.00
Refunds W/H line	\$ 389.55
UCC Fees	\$ 2,010.00
Autos (11,049)	\$ 1,562,372.46
E-Reg Fee	\$ 1,367.60
Mail In Registration Fee	\$ 8,368.50
Miscellaneous	\$ 72.96 *
Dog License (1,344)	\$ 6,822.50
Dog Pickup Fines	\$ 2,225.00
Marriage Licenses (85)	\$ 623.00
Certified Copies (1327)	\$ 7,485.00
Returned Check Charges	\$ 300.00
Municipal Agent Program	\$ 32,766.00
Voter Check List	\$ 371.50
Dredge & Fill Permits	\$ -
Boat Registrations (440)	\$ 7,964.24
Recordings	\$ 5.00
Filing Fees	\$ -
Voter Registration Cards	\$ -
Title Fees	\$ 4,594.00
Registration Holders (44)	\$ 22.00
Dog Certified Postage	\$ 286.00
Trash Stickers (1,293)	\$ 2,586.00
Sale of Town Keepsake Items (tree ornaments)	\$ 13.00
Pole Licenses	\$ 10.00
Recount Fees	\$ -
Sub Total	\$ 1,657,397.11
Prior Year Returned Check Collected 2014	\$ 1,691.70
Outstanding Checks	\$ (272.21)
Sub Total - Remitted to the Treasurer	\$ 1,658,816.60
W/H State of NH Motor Vehicles	\$ 563,905.48
Funds From Other Town Departments	\$ 1,847,632.06
<b>Total Funds - Remitted to the Treasurer</b>	<b>\$ 4,070,354.14</b>
Respectfully submitted,	
Maryellen Pelletier	
Town Clerk	
*Miscellaneous: Postage	\$ 58.21
Photo copies	\$ 12.25
Auto overage	\$ 2.50
Total:	\$ 72.96



# Town of Plaistow, New Hampshire

## 2015 ANNUAL REPORT



### **FINANCIAL REPORT OF THE TREASURER - RECONCILED CASH BALANCES**

The following cash balances have been reconciled by the treasurer to the respective bank accounts.

Account Name	Balance 12/31/14	Deposits 2015	Interest 2015	Withdrawals 2015	Balance 12/31/15
<b>General Fund:</b>					
Beg. Balance - Gen. Fund	\$9,489,197.86				
Plus: Receipts from All Sources		\$31,059,875.50			
Plus: Transfers from Investments		\$52,495.00			
Plus: Interest Earned			\$9,112.28		
Less: Authorized Disbursements				(\$31,496,859.09)	
Less: Transfers to Departments					
End Balance Gen. Fund					\$9,113,821.55
	\$0.00				
<b>Water Bond:</b>					
MBIA Account - Water Bond	\$300,881.50		\$220.34		\$301,101.84
<b>Impact Fees:</b>					
Public Safety	\$116,580.56	\$55,880.46	\$185.27	(\$42,570.25)	\$130,076.04
Recreation	\$46,490.17	\$40,847.98	\$86.53	(\$15,579.63)	\$71,845.05
Roadway	\$2,965.60		\$4.45		\$2,970.05
Route 125	\$1.00		\$0.00		\$1.00
School	\$75,068.03	\$53,946.00	\$132.18	(\$20,000.00)	\$109,146.21
Waterline	\$11,245.77	\$4,092.00	\$18.46		\$15,356.23
<b>Other Funds:</b>					
					\$0.00
Cannon & Statue	\$1,401.24		\$2.10		\$1,403.34
Conservation	\$60,295.92		\$90.51		\$60,386.43
Current Use	\$97,628.95		\$125.19	(\$18,691.23)	\$79,062.91
Town Forest	\$26,339.88		\$39.54		\$26,379.42
Access Mgmt	\$0.00				\$0.00
Recreation Rev.	\$32,367.45	\$7,458.91	\$50.92	(\$1,800.00)	\$38,077.28
Water Supp. Line	\$447,308.50	\$255,161.05	\$925.41		\$703,394.96
WWII Monument	\$86.03		\$0.13		\$86.16
Westville Rd. Mit.	\$133.81		\$0.20		\$134.01
Special Detail	\$11,953.39	\$81,357.50	\$33.62	(\$53,175.00)	\$40,169.51
Drug Forfeiture Federal Funds	\$77,891.30	\$14,607.64		(\$10,625.14)	\$81,873.80
Drug Forfeiture State Funds	\$465.23	\$2,934.82			\$3,400.05
Rescue Vehicle & Medical Equipment	\$10,320.84	\$2,207.27	\$15.96	(\$150.92)	\$12,393.15
Accident Recon.	\$0.00				\$0.00
<b>Grand Total - All Funds</b>	<b>\$10,808,623.03</b>	<b>\$31,630,864.13</b>	<b>\$11,043.09</b>	<b>(\$31,659,451.26)</b>	<b>\$10,791,078.99</b>

Respectfully Submitted,  
 Nancy L. Bolduc  
 Treasurer



# Town of Plaistow, New Hampshire

## 2015 ANNUAL REPORT



### REPORT OF THE TRUSTEES OF THE TRUST FUND

#### 2015 FINANCIAL REPORT OF THE TRUSTEES OF THE TRUST FUND

2015 Fund Name	Principal			Income			Total
	Balance Beginning of Year	Additions- Withdrawals Gain-Loss	Balance End of Year	Balance Beginning of Year	Net Income	Expended During the Year	
North Parish Cemetery Perpetual care	\$5,300.00	\$5.11	\$5,305.11	\$233.01	\$58.73	\$0.00	\$291.74
Plaistow Cemetery Perpetual care	\$109,913.26	\$6,668.89	\$116,282.15	\$20,465.04	\$1,409.28	\$0.00	\$21,874.32
<b>Total Cemetery</b>	<b>\$114,913.26</b>	<b>\$6,674.00</b>	<b>\$121,587.26</b>	<b>\$20,698.05</b>	<b>\$1,468.01</b>	<b>\$0.00</b>	<b>\$22,166.06</b>
Fire Dept. Capital Reserve	\$188,794.07	\$105,094.60	\$293,888.67	\$0.00	\$425.11	\$0.00	\$425.11
Fire Dept. SCBA	\$0.00	\$33,407.03	\$33,407.03	\$0.00	\$23.87	\$0.00	\$23.87
Fire Suppression Capital Reserve	\$128,993.94	\$58.08	\$129,052.02	\$0.00	\$269.20	\$0.00	\$269.20
Highway Capital Reserve	\$206,855.63	\$73,094.80	\$279,950.43	\$0.00	\$436.63	\$0.00	\$436.63
Communications Radio	\$25,000.00	\$50,020.12	\$75,020.12	\$0.15	\$82.65	\$0.00	\$82.80
Recreation Commission Fund	\$4.22	\$0.00	\$4.22	\$0.00	\$0.00	\$0.00	\$0.00
Recreation Capital Reserve	\$50,000.00	\$50,029.72	\$100,033.94	\$0.15	\$127.88	\$0.00	\$128.03
Accrued Leave Expendable	\$11,609.68	\$4.84	\$11,614.52	\$987.52	\$22.78	\$0.00	\$1,010.30
Building Capital Reserve	\$19,499.88	\$7.49	\$19,507.37	\$4.18	\$37.00	\$0.00	\$41.18
Cell Tower maintenance Capital Reserve	\$288,200.88	\$110.70	\$288,311.58	\$69.65	\$535.13	\$0.00	\$604.78
Internet Expendable Trust Fund	\$11,626.15	\$4.49	\$11,630.64	\$72.33	\$21.16	\$0.00	\$93.49
P.E.G. Cable Access	\$2,275.91	\$0.88	\$2,276.79	\$4.39	\$4.12	\$0.00	\$8.51
Town Hall Expendable	\$7,510.16	\$2.89	\$7,513.05	\$17.37	\$13.61	\$0.00	\$30.98
Pump House	\$210,000.00	\$125,106.99	\$335,106.99	\$94.54	\$479.65	\$0.00	\$574.19
<b>Total Town Services</b>	<b>\$1,150,370.52</b>	<b>\$436,942.63</b>	<b>\$1,587,313.15</b>	<b>\$1,250.28</b>	<b>\$2,478.79</b>	<b>\$0.00</b>	<b>\$3,729.07</b>
<b>Grand Totals</b>	<b>\$1,265,283.78</b>	<b>\$443,616.63</b>	<b>\$1,708,900.41</b>	<b>\$21,948.33</b>	<b>\$3,946.80</b>	<b>\$0.00</b>	<b>\$25,895.13</b>
							<b>\$1,734,795.54</b>



**Town of Plaistow, New Hampshire**  
2015 ANNUAL REPORT



***FINANCIAL REPORT OF THE LIBRARY TRUSTEES***

<b>PLAISTOW PUBLIC LIBRARY</b>	
<b>2015</b>	
<b>INCOME</b>	
Town of Plaistow	\$542,644
Donations, Fines, Lost Books, Book Sale & Fees	\$9,081
Interest on Deposits	\$345
Insurance Settlement on Light Pole	\$1,932
Donations to Carolyn Jeffrey Memorial Fund	\$3,000
<b>TOTAL INCOME</b>	<b>\$557,002</b>
<b>EXPENSES</b>	
Salaries & Benefits	\$341,354
Utilities	\$47,213
Material Acquisitions	\$32,515
Online Resources	\$9,142
Facility Expenses	\$47,069
Technical Services	\$5,302
Supplies & Postage	\$15,544
Programming	\$15,533
Bookkeeping	\$4,428
Legal & Professional	\$870
Liability Expense	\$2,000
Reimbursed to Town of Plaistow	\$13,495
2015 Encumbered Funds (HVAC)	\$11,500
2015 Encumbered Funds (light pole)	\$1,932
<b>TOTAL EXPENSES</b>	<b>\$547,897</b>



**Town of Plaistow, New Hampshire**  
2015 ANNUAL REPORT



***FINANCIAL REPORT OF THE LIBRARY TRUSTEES (Continued)***

<b>LIBRARY ACCOUNT BALANCES 12/31/2015</b>	
Funds on Deposit in Money Market at TD Bank	
Special Projects Fund	\$55,318.57
Fines/Lost Book Account	\$46,187.32
Restoration & Replacement	\$30,976.71
Memorial Funds	\$19,007.79
Roger B. Hill Memorial Fund	\$15,814.47
Francis Minnick Memorial Fund	\$15,488.65
Grounds Enhancement	\$13,861.42
Donald Murray Memorial Fund	\$10,326.04
Constance Cullen Memorial Fund	\$4,235.87
Technology Fund	\$2,882.03
Jean Vass Memorial Fund	\$2,121.55
Donald R. Willis Memorial Fund	\$2,114.96
Carolyn Jeffrey Memorial Fund	\$4,235.98
Atty. & Mrs. Samuel Conti Family Fund	\$766.71
Total Funds in Money Market as of 12/31/2015	\$223,338.07

Respectfully Submitted,  
*James Peck, Treasurer*  
*Board of Trustees*

*December 31, 2015*



# Town of Plaistow, New Hampshire

## 2015 ANNUAL REPORT



### *GRANTS AND DONATION RECEIVED*

<b>Amount</b>	<b>Source</b>	<b>Purpose</b>	<b>Dept.</b>	<b>Accepted</b>
\$30,000	U.S Department of Justice	Victim Witness Advocate	Police	January 2015
\$4,502.16	Highway Safety Grant	Plaistow Enforcement Patrols	Police	April 2015
\$1,395.81	U.S Department of Justice	Bullet Proof Vest Initiative	Police	January 2015

Respectfully Submitted,

Gayle Hamel  
Administrative Assistant to the Town Manager and Board of Selectmen





# Town of Plaistow, New Hampshire

## 2015 ANNUAL REPORT



### ***IMPACT FEES DEFINITION AND 2015 FEE SCHEDULE***

An “impact fee is a fee or assessment imposed upon development, including subdivision, building construction or other land use change, in order to help meet the needs occasioned by that development for the construction or improvement of capital facilities owned or operated by the municipality, including and limited to: water treatment and distribution facilities, wastewater treatment and disposal facilities; sanitary sewers, storm water, drainage and flood control; facilities; public road systems and rights-of-way, municipal office facilities, public school facilities, the municipality’s proportional share of capital facilities of a cooperative or regional school district of which the municipality is a member, public safety facilities, solid waste collection, transfer, recycling, processing and disposal facilities; public library facilities, and public recreational facilities not including public open space.” Impact Fees must be used within six years of imposition, or must be returned to the developer.

**1. School District Impact Fees**

<u>Units in Structure/Building Type</u>	<u>Fee Assessment per Unit</u>
Single family detached (single family house)	\$2,916.00
Single family attached (condo or townhouse)	\$1,899.00
Duplex (2 unit)	\$2,269.00
3-4 Units (condo or apartment)	\$1,812.00
5+ Units (condo or apartment)	\$1,057.00

**2. Recreation Impact Fees**

<u>Units in Building Type</u>	<u>Fee Assessment per Unit/Bedroom</u>
Single family detached (single family house)	\$469.54
Single family attached (duplex, condo or townhouse)	\$469.54
3+ Units (condo or apartment)	\$469.54

**3. Public Safety Impact Fees**

<u>Type of Land Use</u>	<u>Cost</u>
Industrial or Commercial	\$1.01
Residential	\$1,478.00

**4. New Road Impact Fees**

Cost  
\$5.00 per linear Foot of Additional Public Road

**5. Water Line/Fire Suppression Impact Fees**

Cost  
\$2.00 per square Foot of Commercial, Industrial, Multifamily, PRD Residential Development Projects

Respectfully Submitted,  
Greg Jones  
Town Planner



# Town of Plaistow, New Hampshire

## 2015 ANNUAL REPORT



### *BUDGET FOR THE TOWN OF PLAISTOW 2015 BUDGETED VERSUS ACTUAL*

DEPARTMENT	2015 TOWN MEETING APPROVED	2015 YTD EXPENDITURES	2015 ENDING BALANCES
EXECUTIVE OFFICES	\$293,148	\$297,439	-\$4,291
TOWN CLERK	\$100,621	\$95,799	\$4,822
ELECTIONS	\$16,060	\$12,338	\$3,722
FINANCE (Bookkeeping)	\$111,671	\$139,780	-\$28,109
ASSESSING	\$146,047	\$150,235	-\$4,188
TAX COLLECTOR	\$49,197	\$47,592	\$1,605
TREASURER, TRUSTEES, BUDGET CMTE.	\$9,744	\$8,896	\$848
LEGAL	\$50,000	\$32,722	\$17,278
PERSONNEL ADMINISTRATION	\$1,789,471	\$1,613,688	\$175,783
PLANNING	\$84,846	\$56,665	\$28,181
ZONING	\$7,110	\$3,071	\$4,039
GENERAL GOVERNMENT BUILDINGS	\$177,260	\$230,160	-\$52,900
TOWN INSURANCE	\$63,000	\$75,644	-\$12,644
ADVERTISING/REG ASSOCIATION	\$25,771	\$25,553	\$218
CABLE STUDIO	\$33,233	\$22,813	\$10,420
CONFLICT OF INTEREST	\$600	\$97	\$503
POLICE DEPARTMENT/ACO	\$1,941,054	\$1,809,580	\$131,474
FIRE DEPARTMENT	\$562,606	\$536,866	\$25,740
BUILDING INSPECTION	\$114,347	\$123,002	-\$8,655
EMERGENCY MANAGEMENT	\$26,050	\$21,004	\$5,046
PUBLIC WORKS ADMINISTRATION	\$286,486	\$291,747	-\$5,261
HIGHWAY DEPARTMENT	\$558,600	\$427,939	\$130,661
STREET LIGHTING	\$97,000	\$101,693	-\$4,693
SOLID WASTE DISPOSAL	\$515,000	\$552,676	-\$37,676
SOLID WASTE CLEAN-UP	\$47,000	\$32,812	\$14,188
WATER DISTRIBUTION	\$43,105	\$20,052	\$23,053
HEALTH	\$80,167	\$73,887	\$6,280
HUMAN SERVICES	\$60,082	\$60,131	-\$49
WELFARE ADMINISTRATIVE	\$740	\$30	\$710
WELFARE - DIRECT ASSISTANCE	\$32,350	\$13,199	\$19,151
RECREATION	\$215,199	\$193,770	\$21,429
LIBRARY	\$542,643	\$529,173	\$13,470
PATRIOTIC PURPOSES	\$1,000	\$800	\$200
CULTURAL	\$26,619	\$28,323	-\$1,704
CONSERVATION COMMISSION	\$9,680	\$2,905	\$6,775
DEBT SERVICE	\$1	\$0	\$1
Deliberative Session			\$0
<b>TOTAL</b>	<b>\$8,117,508</b>	<b>\$7,632,081</b>	<b>\$485,427</b>



Town of Plaistow, New Hampshire  
2015 ANNUAL REPORT



**TOWN OF PLAISTOW**  
**BALANCE SHEET**  
*(December 31, 2015)*

**Assets**

Cash and cash equivalents	\$	9,053,466
Investments		301,035
Taxes receivable, net		906,618
Interfund receivables		676,429
Other receivables		188,076
<b>Total Assets</b>	<b>\$</b>	<b>11,125,624</b>

**Liabilities**

Accounts payable	\$	129,750
Accrued expenses		14,831
Due to other governments		7,413,461
Due to other funds		105,853
<b>Total Liabilities</b>		<b>7,663,895</b>

**Fund Balances**

Assigned		510,719
Unassigned		2,951,010
<b>Total Fund Balances</b>		<b>3,461,729</b>
<b>Total Liabilities and Fund Balances</b>	<b>\$</b>	<b>11,125,624</b>



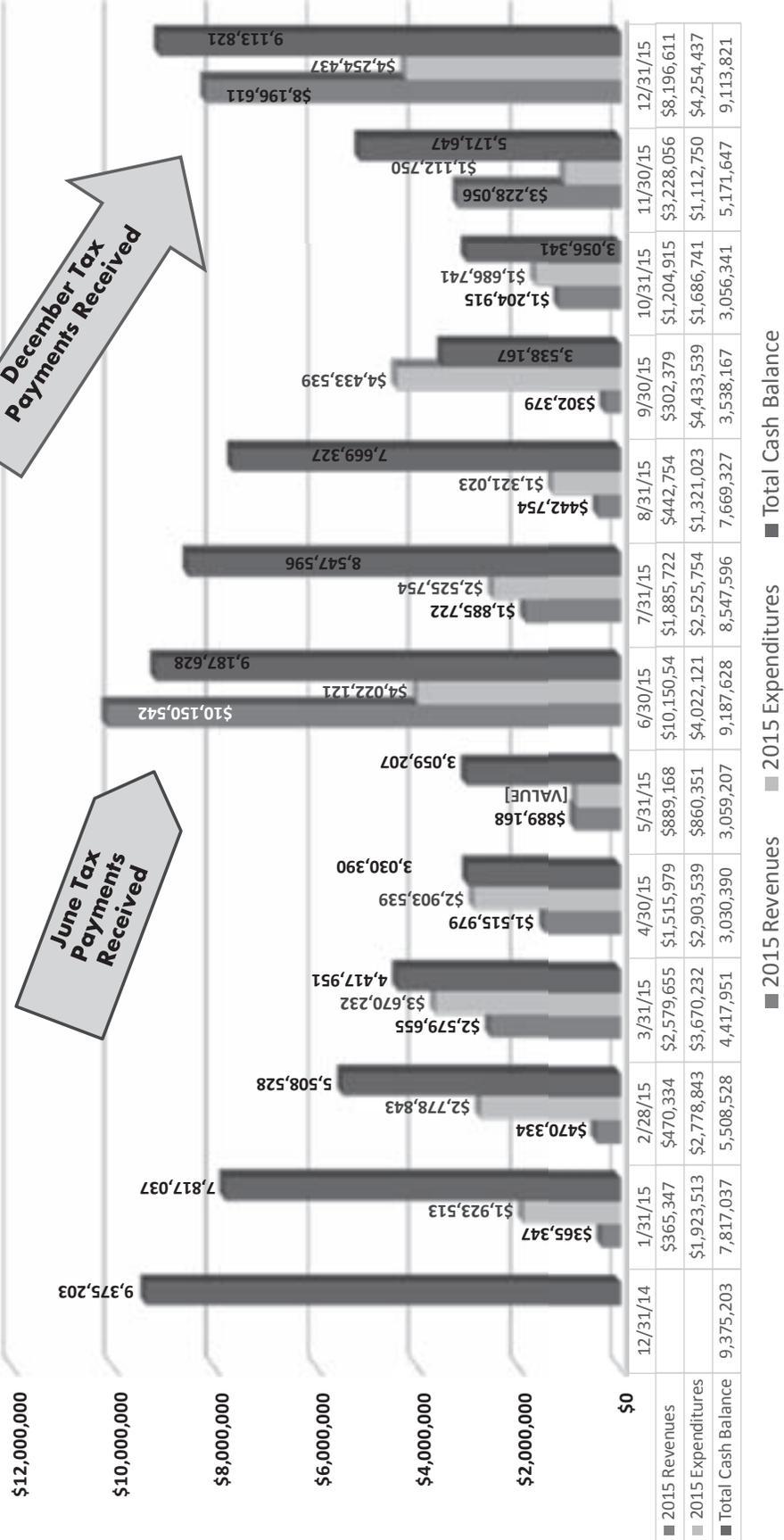
# Town of Plaistow, New Hampshire

## 2015 ANNUAL REPORT



### THE TOWN OF PLAISTOW 2015 CASH FLOW

Town of Plaistow 2015 Cash Flow





# Town of Plaistow, New Hampshire

## 2015 ANNUAL REPORT



### TAX RATE CALCULATION 2015

<b>Town Portion</b>			
Gross Appropriations	\$8,893,050		
Less Revenues	\$3,880,494		
Less Shared Revenues	\$0		
Add Overlay	\$146,673		
War Service Credits	\$168,083		
Net Town Appropriation		<b>\$5,327,312</b>	
Special Adjustment	\$0		
<b>Approved Town Tax Effort</b>		<b>\$5,327,312</b>	<b>Town Rate: \$5.98</b>
<b>School Portion</b>			
Net Local School Budget (Gross Appropriation) - Revenue	\$0		
Regional School Appropriation	\$17,698,166		
Less Adequate Education Grant	\$2,500,705		
Less State Education Taxes	\$2,158,840		
<b>Approved School(s) Tax Effort</b>		<b>\$13,038,621</b>	<b>Local School Rate: \$14.62</b>
<b>State Education Taxes</b>			
Divided by Local Assessed Valuation	\$867,985,437		
<b>State Education Tax For Plaistow</b>		<b>\$2,158,840</b>	<b>State School Rate: \$2.49</b>
<b>County Portion</b>			
Due to County	\$957,080		
Less Shared Revenues	\$0		
<b>Approved County Tax Effort:</b>		<b>\$957,080</b>	<b>County Rate: \$1.07</b>
Total Property Taxes Assessed	\$21,481,853		
Less War Service Credits	\$168,083		
<b>Total Property Tax Commitment:</b>		<b>\$21,313,770</b>	<b>Total Rate: \$24.16</b>
<b>Proof of Rate</b>			
Net Assessed Valuation		Tax Rate	Assessment
State Education Tax (no utilities)	\$867,985,437	\$2.49	\$2,158,840
All other Taxes	\$891,581,427	\$21.67	\$19,323,013
<b>Total Property Taxes Assessed</b>			<b>\$21,481,853</b>





# Town of Plaistow, New Hampshire

## 2015 ANNUAL REPORT



### *2015 TOWN LONG TERM DEBT REPORT*

The Town of Plaistow recognizes that the foundation of a well-managed community is having a sound debt strategy. As a Community, from time to time, Plaistow has had to consider the timing and purposes for bond anticipation notes, capital outlay notes, grant anticipation notes, and tax and revenue anticipation notes. These financial tools are available to help improve the quality of decisions and support long-term financial planning, including a multi-year capital plan for the Town's capital projects.

*We are pleased that the Town's long-term debt obligation is:*

**\$0.00**





# Town of Plaistow, New Hampshire

## 2015 ANNUAL REPORT



### *INDEPENDENT AUDITOR'S REPORT*

**VACHON CLUKAY**  
& COMPANY PC

**CERTIFIED PUBLIC ACCOUNTANTS**  
608 Chestnut Street • Manchester, New Hampshire 03104  
(603) 622-7070 • Fax: (603) 622-1452 • www.vachonclukay.com

December 23, 2015

To the Board of Selectmen and Town Manager  
Town of Plaistow, New Hampshire

We have audited the financial statements of the governmental activities, each major fund, and the aggregate remaining fund information of the Town of Plaistow, New Hampshire (the Town) for the year ended December 31, 2014. Professional standards require that we provide you with information about our responsibilities under generally accepted auditing standards, as well as certain information related to the planned scope and timing of our audit. We have communicated such information in our letter to you dated March 13, 2015. Professional standards also require that we communicate to you the following information related to our audit.

#### Significant Audit Findings

##### *Qualitative Aspects of Accounting Practices*

Management is responsible for the selection and use of appropriate accounting policies. The significant accounting policies used by the Town of Plaistow, New Hampshire are described in Note 1 to the financial statements. As described in Note 8 to the financial statements, the Town of Plaistow adopted and implemented GASB Statement #45 – *Accounting and Financial Reporting by Employers for Postemployment Benefits Other Than Pensions*, in 2014. We noted no transactions entered into by the Town of Plaistow, New Hampshire during the year for which there is a lack of authoritative guidance or consensus. All significant transactions have been recognized in the financial statements in the proper period.

Accounting estimates are an integral part of the financial statements prepared by management and are based on management's knowledge and experience about past and current events and assumptions about future events. Certain accounting estimates are particularly sensitive because of their significance to the financial statements and because of the possibility that future events affecting them may differ significantly from those expected.

The most sensitive estimates affecting the financial statements of the Governmental Activities were:

Management's estimates of the useful lives of capital assets and the liability for other post-employment benefits for governmental activities are based on historical utilization, necessary improvements and replacements, and an actuarial valuation, respectively. We evaluated the key factors and assumptions used to develop the useful lives of depreciable capital assets and the projections of benefits for the liability for other post-employment benefits, in determining that they are reasonable in relation to the financial statements taken as a whole.



# Town of Plaistow, New Hampshire

## 2015 ANNUAL REPORT



### *INDEPENDENT AUDITOR'S REPORT (Continued)*

The most sensitive estimate affecting the financial statements of the General Fund and the Governmental Activities was:

Management's estimate of the allowance for uncollectible taxes receivable is based on taxpayer bankruptcies, abatements subsequently issued, historical collection levels, and an analysis of the collectability of individual accounts. We evaluated the key factors and assumptions used to develop the estimate for uncollectible taxes receivable in determining that it is reasonable in relation to the financial statements taken as a whole.

The financial statement disclosures are neutral, consistent, and clear.

#### *Difficulties Encountered in Performing the Audit*

We encountered no significant difficulties in dealing with management in performing and completing our audit.

#### *Corrected and Uncorrected Misstatements*

Professional standards require us to accumulate all known and likely misstatements identified during the audit, other than those that are clearly trivial, and communicate them to the appropriate level of management. Management has corrected all such misstatements. In addition, none of the misstatements detected as a result of audit procedures and corrected by management were material, either individually or in the aggregate, to each opinion unit's financial statements taken as a whole.

#### *Disagreements with Management*

For purposes of this letter, a disagreement with management is a financial accounting, reporting, or auditing matter, whether or not resolved to our satisfaction, that could be significant to the financial statements or the auditor's report. We are pleased to report that no such disagreements arose during the course of our audit.

#### *Management Representations*

We have requested certain representations from management that are included in the management representation letter dated December 23, 2015.

#### *Management Consultations with Other Independent Accountants*

In some cases, management may decide to consult with other accountants about auditing and accounting matters, similar to obtaining a "second opinion" on certain situations. If a consultation involves application of an accounting principle to the governmental unit's financial statements or a determination of the type of auditor's opinion that may be expressed on those statements, our professional standards require the consulting accountant to check with us to determine that the consultant has all the relevant facts. To our knowledge, there were no such consultations with other accountants.

#### *Other Audit Findings or Issues*

We generally discuss a variety of matters, including the application of accounting principles and auditing standards, with management each year prior to retention as the Town of Plaistow, New Hampshire's auditors. However, these discussions occurred in the normal course of our professional relationship and our responses were not a condition to our retention.



# Town of Plaistow, New Hampshire

## 2015 ANNUAL REPORT



### *INDEPENDENT AUDITOR'S REPORT (Continued)*

#### Other Matters

We applied certain limited procedures to the management's discussion and analysis, budgetary comparison information, and the schedule of funding progress for other post-employment benefits, which are required supplementary information (RSI) that supplements the basic financial statements. Our procedures consisted of inquiries of management regarding the methods of preparing the information and comparing the information for consistency with management's responses to our inquiries, the basic financial statements, and other knowledge we obtained during our audit of the basic financial statements. We did not audit the RSI and do not express an opinion or provide any assurance on the RSI.

We were engaged to report on the combining nonmajor governmental and fiduciary fund financial statements, which accompany the financial statements but are not RSI. With respect to this supplementary information, we made certain inquiries of management and evaluated the form, content, and methods of preparing the information to determine that the information complies with accounting principles generally accepted in the United States of America, the method of preparing it has not changed from the prior period, and the information is appropriate and complete in relation to our audit of the financial statements. We compared and reconciled the supplementary information to the underlying accounting records used to prepare the financial statements or to the financial statements themselves.

#### Restriction on Use

This information is intended solely for the use of the Board of Selectmen and management of the Town of Plaistow, New Hampshire and is not intended to be, and should not be, used by anyone other than these specified parties.

Very truly yours,

*Vachon Clukay & Company PC*



# Town of Plaistow, New Hampshire

## 2015 ANNUAL REPORT



### *INDEPENDENT AUDITOR'S REPORT (Continued)*

**VACHON CLUKAY  
& COMPANY PC**

**CERTIFIED PUBLIC ACCOUNTANTS**  
608 Chestnut Street • Manchester, New Hampshire 03104  
(603) 622-7070 • Fax: (603) 622-1452 • www.vachonclukay.com

#### **REPORT ON INTERNAL CONTROL BASED ON AN AUDIT OF BASIC FINANCIAL STATEMENTS**

To the Board of Selectmen and Town Manager  
Town of Plaistow, New Hampshire

In planning and performing our audit of the financial statements of the governmental activities, each major fund, and the aggregate remaining fund information of the Town of Plaistow, New Hampshire (the Town) as of and for the year ended December 31, 2014, in accordance with auditing standards generally accepted in the United States of America, we considered the Town's internal control over financial reporting (internal control) as a basis for designing our auditing procedures that are appropriate in the circumstances for the purpose of expressing our opinions on the financial statements, but not for the purpose of expressing an opinion on the effectiveness of the Town's internal control. Accordingly, we do not express an opinion on the effectiveness of the Town's internal control.

A deficiency in internal control exists when the design or operation of a control does not allow management or employees, in the normal course of performing their assigned functions, to prevent, or detect and correct, misstatements on a timely basis. A material weakness is a deficiency, or a combination of deficiencies, in internal control, such that there is a reasonable possibility that a material misstatement of the entity's financial statements will not be prevented, or detected and corrected, on a timely basis.

Our consideration of internal control was for the limited purpose described in the first paragraph and was not designed to identify all deficiencies in internal control that might be material weaknesses. Given these limitations, during our audit we did not identify any deficiencies in internal control that we consider to be material weaknesses. However, material weaknesses may exist that have not been identified.

This communication is intended solely for the information and use of management, the Board of Selectmen, and others within the organization, and is not intended to be, and should not be, used by anyone other than these specified parties.

*Vachon Clukay & Company PC*

Manchester, New Hampshire  
December 23, 2015



# Town of Plaistow, New Hampshire

## 2015 ANNUAL REPORT



### ***INDEPENDENT AUDITOR'S REPORT (Continued)***

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# Town of Plaistow, New Hampshire

## 2015 ANNUAL REPORT



### *INDEPENDENT AUDITOR'S REPORT (Continued)*

**VACHON CLUKAY**  
& COMPANY PC

**CERTIFIED PUBLIC ACCOUNTANTS**  
608 Chestnut Street • Manchester, New Hampshire 03104  
(603) 622-7070 • Fax: (603) 622-1452 • www.vachonclukay.com

### **INDEPENDENT AUDITOR'S REPORT**

To the Board of Selectmen and Town Manager  
Town of Plaistow, New Hampshire

#### **Report on the Financial Statements**

We have audited the accompanying financial statements of the governmental activities, each major fund, and the aggregate remaining fund information of the Town of Plaistow, New Hampshire as of and for the year ended December 31, 2014, and the related notes to the financial statements, which collectively comprise the Town's basic financial statements as listed in the table of contents.

#### *Management's Responsibility for the Financial Statements*

Management is responsible for the preparation and fair presentation of these financial statements in accordance with accounting principles generally accepted in the United States of America; this includes the design, implementation, and maintenance of internal control relevant to the preparation and fair presentation of financial statements that are free from material misstatement, whether due to fraud or error.

#### *Auditor's Responsibility*

Our responsibility is to express opinions on these financial statements based on our audit. We conducted our audit in accordance with auditing standards generally accepted in the United States of America. Those standards require that we plan and perform the audit to obtain reasonable assurance about whether the financial statements are free from material misstatement.

An audit involves performing procedures to obtain audit evidence about the amounts and disclosures in the financial statements. The procedures selected depend on the auditor's judgment, including the assessment of the risks of material misstatement of the financial statements, whether due to fraud or error. In making those risk assessments, the auditor considers internal control relevant to the entity's preparation and fair presentation of the financial statements in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the entity's internal control. Accordingly, we express no such opinion. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluating the overall presentation of the financial statements.

We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinions.



# Town of Plaistow, New Hampshire

## 2015 ANNUAL REPORT



### *INDEPENDENT AUDITOR'S REPORT (Continued)*

#### *Opinions*

In our opinion, the financial statements referred to above present fairly, in all material respects, the respective financial position of the governmental activities, each major fund, and the aggregate remaining fund information of the Town of Plaistow, New Hampshire, as of December 31, 2014, and the respective changes in financial position thereof for the year then ended in accordance with accounting principles generally accepted in the United States of America.

#### *Other Matters*

##### *Required Supplementary Information*

Accounting principles generally accepted in the United States of America require that the management's discussion and analysis, budgetary comparison information, and the schedule of funding progress for other post-employment benefits on pages i-vi and 23-26 be presented to supplement the basic financial statements. Such information, although not a part of the basic financial statements, is required by the Governmental Accounting Standards Board who considers it to be an essential part of financial reporting for placing the basic financial statements in an appropriate operational, economic, or historical context. We have applied certain limited procedures to the required supplementary information in accordance with auditing standards generally accepted in the United States of America, which consisted of inquiries of management about the methods of preparing the information and comparing the information for consistency with management's responses to our inquiries, the basic financial statements, and other knowledge we obtained during our audit of the basic financial statements. We do not express an opinion or provide any assurance on the information because the limited procedures do not provide us with sufficient evidence to express an opinion or provide any assurance.

##### *Supplementary Information*

Our audit was conducted for the purpose of forming opinions on the financial statements that collectively comprise the Town of Plaistow, New Hampshire's basic financial statements. The combining nonmajor governmental and fiduciary fund financial statements are presented for purposes of additional analysis and are not a required part of the basic financial statements.

The combining nonmajor governmental and fiduciary fund financial statements are the responsibility of management and were derived from and relate directly to the underlying accounting and other records used to prepare the basic financial statements. Such information has been subjected to the auditing procedures applied in the audit of the basic financial statements and certain additional procedures, including comparing and reconciling such information directly to the underlying accounting and other records used to prepare the basic financial statements or to the basic financial statements themselves, and other additional procedures in accordance with auditing standards generally accepted in the United States of America. In our opinion, the combining nonmajor governmental and fiduciary fund financial statements are fairly stated, in all material respects, in relation to the basic financial statements taken as a whole.

*Vackon Clukery + Company PC*

Manchester, New Hampshire  
December 23, 2015



# Town of Plaistow, New Hampshire

## 2015 ANNUAL REPORT



### *INDEPENDENT AUDITOR'S REPORT (Continued)*

#### **Town of Plaistow, New Hampshire Management's Discussion and Analysis**

Presented herewith please find the Management Discussion & Analysis for the Town of Plaistow, New Hampshire for the year ending December 31, 2014. The responsibility for accuracy of the data, the completeness and fairness of this document (including all disclosures) rests with management. To the best of our knowledge and belief, the data contained herein is accurate in all material respects. This report and its content have been designed to fairly present the Town's financial position, including the result of operations of all the funds of the Town. All the disclosures necessary to enable and to assist the reader in acquiring an accurate understanding of the Town's financial activities have been included.

The Town's management is responsible for establishing accounting and internal control structures designed to ensure that the physical, data, informational, intellectual, and human resource assets of the Town are protected from loss, theft and misuse, and to ensure that adequate accounting information is maintained and reported in conformity with generally accepted accounting principles (GAAP). Management also strives to ensure that these assets are put to good and effective use. The internal control structure is designed to provide reasonable assurances that these objectives are attained.

#### **OVERVIEW OF THE FINANCIAL STATEMENTS**

The financial statements presented herein include all of the activities of the Town of Plaistow, New Hampshire using the integrated approach as prescribed by GASB Statement 34.

This discussion and analysis is intended to serve as an introduction to the Town's basic financial statements. The Town's basic financial statements include three components:

1. Government-wide financial statements;
2. Fund financial statements, and
3. Notes to the basic financial statements.

This report also contains supplementary information in addition to the basic financial statements.

#### **Government-wide Financial Statements**

The government-wide financial statements are designed to provide readers with a broad overview of the Town's finances, in a manner similar to most private-sector companies.

The statement of net position presents information on all of the Town's assets, deferred outflows of resources, liabilities, and deferred inflows of resources with the difference reported as net position. Over time, increases and decreases in net position may serve as a useful indicator of whether the financial position of the Town is improving or deteriorating.

The statement of activities presents information showing how the Town's net position changed during the most recent year. All of the current year's revenue and expenses are taken into account regardless of when cash is received or paid.



# Town of Plaistow, New Hampshire

## 2015 ANNUAL REPORT



### ***INDEPENDENT AUDITOR'S REPORT (Continued)***

#### **Fund Financial Statements**

A fund is a grouping of related accounts that is used to maintain control over resources that have been segregated for specific activities or objectives. The Town, like other local governments, uses fund accounting to ensure and demonstrate compliance with finance-related legal requirements. The fund financial statements, focus on the individual parts of the Town government, and report the Town's operations in more detail than the government-wide statements. The Town's funds are divided into two categories: governmental funds and fiduciary funds.

**Governmental Funds:** Most of the basic services provided by the Town are financed through governmental funds. Unlike the government-wide financial statements, the governmental fund financial statements are reported using the modified accrual basis of accounting, which measures cash and all other financial assets that can readily be converted into cash. Governmental fund information helps determine whether there are more or fewer financial resources that can be spent in the near future to finance the Town's programs. The basic governmental fund financial statements can be found on pages 3-4.

Because the focus of governmental funds is narrower than that of the government-wide financial statements, it is useful to compare the information presented here with similar information presented in the government-wide financial statements. By doing so, readers may better understand the long-term impact of the government's near-term financing decisions. Both the governmental fund balance sheet and the statement of revenues, expenditures and changes in fund balances provide a reconciliation to facilitate this comparison between the governmental activities statement of net position and statement of activities.

The Town of Plaistow maintains numerous individual governmental funds. Information is presented separately in the governmental fund balance sheet and in the governmental fund statement of revenues, expenditures, and changes in fund balances for the General Fund, which is considered to be the Town's only major fund. Data from the other governmental funds are combined into a single, aggregate presentation.

**Fiduciary Funds:** These funds are used to account for resources held for the benefit of parties outside the Town government. Fiduciary funds are not reflected in the government-wide financial statements because the resources of these funds are not available to support the Town's own programs. The Town's fiduciary funds on pages 5-6 include the private-purpose trust funds and agency funds.

#### **Notes to the Basic Financial Statements**

The notes provide additional information that is essential to a full understanding of the data provided in the government-wide and the fund financial statements. These notes to the basic financial statements begin on page 7.

#### **Required Supplementary Information**

The basic financial statements and accompanying notes are followed by a section of required supplementary information. This section includes a budgetary comparison schedule for the Town's major governmental fund and includes a reconciliation between the reported activity of the revenues, expenditures and operating transfers for budgetary purposes (Schedule 1) and the



# Town of Plaistow, New Hampshire

## 2015 ANNUAL REPORT



### ***INDEPENDENT AUDITOR'S REPORT (Continued)***

activity as presented in the governmental fund financial statements (Exhibit D). The Town's only major governmental fund for 2014 is the General Fund. Beginning this year, the Town has also complied with GASB Statement No. 45, and has included a Schedule of Funding Progress for Other Post-employment Benefits on page 24.

#### **Other Supplementary Information**

Other supplementary information includes combining financial statements for non-major governmental funds and fiduciary funds.

### **GOVERNMENT-WIDE FINANCIAL ANALYSIS**

#### **Statement of Net Position**

Net position of the Town of Plaistow as of December 31, 2014 and 2013 are as follows:

	<u>2014</u>	<u>2013</u>
Current assets	\$ 13,754,413	\$ 13,026,283
Capital assets	<u>11,611,544</u>	<u>11,500,989</u>
Total assets	<u>25,365,957</u>	<u>24,527,272</u>
Long-term liabilities	295,277	212,027
Other liabilities	<u>7,793,917</u>	<u>7,482,453</u>
Total liabilities	<u>8,089,194</u>	<u>7,694,480</u>
Deferred inflows of resources	<u>4,991</u>	<u>3,979</u>
Net position:		
Net investment in capital assets	11,504,945	11,451,474
Restricted	397,897	221,898
Unrestricted	<u>5,368,930</u>	<u>5,155,441</u>
Total net position	<u>\$ 17,271,772</u>	<u>\$ 16,828,813</u>

The largest portion of the Town's net position reflects its investment in capital assets such as land, buildings, equipment, and infrastructure, less any related outstanding debt used to acquire those assets. Although the Town's investment in its capital assets is reported net of related debt, it should be noted that the resources needed to repay this debt must be provided from other sources, since the capital assets themselves generally cannot be used to liquidate these liabilities.

An additional portion of the Town's net position represents resources that are subject to external restrictions on how they may be used. For the Town of Plaistow, those restrictions include those related to permanent trust funds, library and other police and public safety grant funds.

#### **Statement of Activities**

The Town's net position increased by \$442,959 or 2.63% during the current year. Total revenue of \$8,773,479 exceeded expenses of \$8,330,520.



# Town of Plaistow, New Hampshire

## 2015 ANNUAL REPORT



### *INDEPENDENT AUDITOR'S REPORT (Continued)*

#### **Governmental Funds**

The focus of the Town's governmental funds is to provide information on near-term inflows, outflows, and balances of spendable resources. Such information is useful in assessing the Town's financing requirements. In particular, unassigned fund balance may serve as a useful measure of a government's net resources available for spending at the end of the fiscal year.

#### ***General Fund***

The general fund is the main operating fund of the Town. At the end of the current year, the general fund had a fund balance of \$4,039,409. This includes an unassigned amount of \$2,115,265. The total General Fund fund balance increased \$187,297 from December 31, 2013.

#### ***Other Governmental Funds***

The total fund balance of \$1,108,775 in the other governmental funds is restricted for the purposes of the individually established fund. The largest portion of this total represents the balance in the Water Suppression Fund (\$451,721 or 40.74%), Conservation Fund (\$156,653 or 14.13%), Permanent Fund (\$130,078 or 11.74%) and the Impact Fees Fund (\$121,528 or 10.96%).

### **GENERAL FUND BUDGETARY HIGHLIGHTS**

Budgetary information for the major governmental fund (the General Fund) is included in the Required Supplementary Information section on page 23.

The actual budgetary revenues exceeded the budget for estimated revenues by \$535,322. The Town received \$235,517 more in taxes, \$71,693 in licenses and permits, \$57,000 in intergovernmental, and \$171,112 from miscellaneous sources.

The actual budgetary expenditures were less than the budgeted appropriations by \$47,727.

### **CAPITAL ASSET AND DEBT ADMINISTRATION**

#### **Capital Assets**

The Town considers a capital asset to be an asset whose cost exceeds \$30,000 and has a useful life of greater than one year. Assets are depreciated using the straight-line method over the course of their useful life.

The Town's investment in capital assets for its governmental activities as of December 31, 2014 is \$16,470,355. Accumulated depreciation amounts to \$4,858,811, leaving a net book value of \$11,611,544. This investment in capital assets includes equipment, real property, infrastructure, and land. Infrastructure assets are items that are normally immovable and of value only to the Town. Additional information on the Town's capital assets can be found in Note 5 of the Notes to the Basic Financial Statements.



# Town of Plaistow, New Hampshire

## 2015 ANNUAL REPORT



### ***INDEPENDENT AUDITOR'S REPORT (Continued)***

#### **Long-Term Obligations**

At December 31, 2014 the Town had two outstanding capital leases used to finance police vehicles, as well as a lease for the highway chipper. Outstanding balance at December 31, 2014 totals \$106,599. The leases mature in 2015, 2016 and 2018.

Additional information on the Town's long-term obligations can be found in Note 7 of the Notes to the Basic Financial Statements.

#### **ECONOMIC FACTORS**

The Town of Plaistow continues to review and update our capital investment plan (CIP) to accommodate and anticipate the needs of the community and its continued operation based on continued growth. We are continuing to experience significant residential growth and commercial property development. In addition, many other retail locations have been retrofitted for smaller businesses. Also, we have seen the development of several major residential locations which directly impacts our education and government services to be provided

#### **REQUESTS FOR INFORMATION**

This financial report is designed to provide a general overview of the Town's finances for all of Plaistow citizens, taxpayers, customers, investors, and creditors. This financial report seeks to demonstrate the Town's accountability for the money it receives. Questions concerning any of the information provided in this report or requests for additional information should be addressed to: Town of Plaistow, New Hampshire, 145 Main Street, Plaistow, New Hampshire 03865.



Town of Plaistow, New Hampshire  
2015 ANNUAL REPORT



**INDEPENDENT AUDITOR'S REPORT (Continued)**

EXHIBIT A  
TOWN OF PLAISTOW, NEW HAMPSHIRE  
Statement of Net Position  
December 31, 2014

	Governmental Activities
<b>ASSETS</b>	
Current Assets:	
Cash and cash equivalents	\$ 10,782,085
Investments	1,582,580
Taxes receivable, net	1,142,096
Accounts receivable, net	147,678
Due from other governments	69,541
Prepaid expenses	30,433
Total Current Assets	<u>13,754,413</u>
Noncurrent Assets:	
Capital assets:	
Non-depreciable capital assets	4,041,113
Depreciable capital assets, net	7,570,431
Total Noncurrent Assets	<u>11,611,544</u>
Total Assets	<u>25,365,957</u>
<b>DEFERRED OUTFLOWS OF RESOURCES</b>	
Total Deferred Outflows of Resources	<u>-</u>
<b>LIABILITIES</b>	
Current Liabilities:	
Accounts payable	291,700
Accrued expenses	32,111
Due to other governments	7,411,895
Current portion of capital leases payable	58,211
Total Current Liabilities	<u>7,793,917</u>
Noncurrent Liabilities:	
Capital leases payable	48,388
Other post-employment benefits payable	52,779
Compensated absences	194,110
Total Noncurrent Liabilities	<u>295,277</u>
Total Liabilities	<u>8,089,194</u>
<b>DEFERRED INFLOWS OF RESOURCES</b>	
Unearned other revenue	4,991
Total Deferred Inflows of Resources	<u>4,991</u>
<b>NET POSITION</b>	
Net investment in capital assets	11,504,945
Restricted	397,897
Unrestricted	5,368,930
Total Net Position	<u>\$ 17,271,772</u>

*See accompany notes to the basic financial statements*



# Town of Plaistow, New Hampshire

## 2015 ANNUAL REPORT



### *INDEPENDENT AUDITOR'S REPORT (Continued)*

**EXHIBIT B**  
**TOWN OF PLAISTOW, NEW HAMPSHIRE**  
**Statement of Activities**  
**For the Year Ended December 31, 2014**

Functions/Programs	<u>Expenses</u>	Program Revenues			Net (Expense) and Chan in Net Posi
		<u>Charges for Services</u>	<u>Operating Grants and Contributions</u>	<u>Capital Grants and Contributions</u>	Governme Activiti
<b>Governmental Activities:</b>					
General government	\$ 2,923,696	\$ 10,238			\$ (2,913,696)
Public safety	2,826,018	125,906	\$ 337,382	\$ 30,000	(2,332,632)
Highways and streets	844,920		133,934		(710,986)
Sanitation	616,127				(616,127)
Water distribution and treatment	91,528	165,188	24,142		97,552
Health and welfare	160,615	1,811			(158,804)
Culture and recreation	815,187	93,956			(721,243)
Conservation	52,429				(52,429)
Total governmental activities	<u>\$ 8,330,520</u>	<u>\$ 397,099</u>	<u>\$ 495,458</u>	<u>\$ 30,000</u>	<u>(7,407,592)</u>
<b>General revenues:</b>					
Property and other taxes					5,170,400
Licenses and permits					1,641,400
<b>Grants and contributions:</b>					
Rooms and meals tax distribution					364,400
Interest and investment earnings					7,400
Miscellaneous					663,400
Contributions to permanent fund principal					2,100
Total general revenues and contributions to permanent fund principal					7,850,400
Change in net position					442,400
Net position - beginning of year					16,828,400
Net position - ending					<u>\$ 17,271,400</u>

*See accompany notes to the basic financial statements*



# Town of Plaistow, New Hampshire

## 2015 ANNUAL REPORT



### *INDEPENDENT AUDITOR'S REPORT (Continued)*

**EXHIBIT C**  
**TOWN OF PLAISTOW, NEW HAMPSHIRE**  
**Balance Sheet**  
**Governmental Funds**  
December 31, 2014

	General Fund	Nonmajor Governmental Funds	Total Governmental Funds
<b>ASSETS</b>			
Cash and cash equivalents	\$ 9,835,624	\$ 946,461	\$ 10,782,085
Investments	1,452,502	130,078	1,582,580
Taxes receivable, net	1,142,096		1,142,096
Accounts receivable, net	25,070	122,608	147,678
Due from other governments	43,489	26,052	69,541
Due from other funds	149,274	63,493	212,767
Prepaid expenses	30,433		30,433
<b>Total Assets</b>	<u>12,678,488</u>	<u>1,288,692</u>	<u>13,967,180</u>
<b>DEFERRED OUTFLOWS OF RESOURCES</b>			
Total Deferred Outflows of Resources	-	-	-
<b>Total Assets and Deferred Outflows of Resources</b>	<u>\$ 12,678,488</u>	<u>\$ 1,288,692</u>	<u>\$ 13,967,180</u>
<b>LIABILITIES</b>			
Accounts payable	\$ 261,084	\$ 30,616	\$ 291,700
Accrued expenses	32,111		32,111
Due to other governments	7,411,895		7,411,895
Due to other funds	63,493	149,274	212,767
<b>Total Liabilities</b>	<u>7,768,583</u>	<u>179,890</u>	<u>7,948,473</u>
<b>DEFERRED INFLOWS OF RESOURCES</b>			
Unearned tax revenue	865,532		865,532
Unearned other revenue	4,964	27	4,991
<b>Total Deferred Inflows of Resources</b>	<u>870,496</u>	<u>27</u>	<u>870,523</u>
<b>FUND BALANCES</b>			
Nonspendable	40,933	109,613	150,546
Restricted	58,294	219,490	277,784
Committed	1,157,538	656,524	1,814,062
Assigned	667,379	123,148	790,527
Unassigned (deficit)	2,115,265		2,115,265
<b>Total Fund Balances</b>	<u>4,039,409</u>	<u>1,108,775</u>	<u>5,148,184</u>
<b>Total Liabilities, Deferred Inflows of Resources and Fund Balances</b>	<u>\$ 12,678,488</u>	<u>\$ 1,288,692</u>	

Amounts reported for governmental activities in the statement of net position are different because:

Capital assets used in governmental activities are not financial resources and, therefore, are not reported in the funds	11,611,544
Property taxes are recognized on an accrual basis in the statement of net assets, not the modified accrual basis	865,532
Long-term liabilities are not due and payable in the current period and therefore are not reported in the funds. Long-term liabilities at year end consist of:	
Capital leases payable	(106,599)
Other post-employment benefits payable	(52,779)
Compensated absences payable	(194,110)
<b>Net position of governmental activities</b>	<u>\$ 17,271,772</u>

*See accompany notes to the basic financial statements*



# Town of Plaistow, New Hampshire

## 2015 ANNUAL REPORT



### INDEPENDENT AUDITOR'S REPORT (Continued)

	General Fund	Nonmajor Governmental Funds	Total Governmental Funds	
<b>EXHIBIT D</b>				
<b>TOWN OF PLAISTOW, NEW HAMPSHIRE</b>				
<b>Statement of Revenues, Expenditures and Changes in Fund Balances</b>				
<b>Governmental Funds</b>				
<b>For the Year Ended December 31, 2014</b>				
<b>TOWN OF PLAISTOW, NEW HAMPSHIRE</b>				
<b>Reconciliation of the Statement of Revenues, Expenditures and Changes in Fund Balances of Governmental Funds to the Statement of Activities</b>				
<b>For the Year Ended December 31, 2014</b>				
Revenues:				
Taxes	\$ 5,116,297		\$ 5,116,297	
Licenses and permits	1,641,693		1,641,693	
Intergovernmental	740,607	\$ 149,470	890,077	
Charges for services	95,273	293,598	388,871	
Interest and investment income	5,972	1,272	7,244	
Miscellaneous	551,723	123,398	675,121	
<b>Total Revenues</b>	<u>8,151,565</u>	<u>567,738</u>	<u>8,719,303</u>	
Expenditures:				
Current operations:				
General government	2,824,076		2,824,076	
Public safety	2,525,292	178,349	2,703,641	
Highways and streets	1,024,064		1,024,064	
Sanitation	616,127		616,127	
Water distribution and treatment	37,732	24,143	61,875	
Health and welfare	161,114		161,114	
Culture and recreation	714,189	8,356	722,545	
Conservation	2,494	19,314	21,808	
Capital outlay	185,947	83,691	269,638	
<b>Total Expenditures</b>	<u>8,091,035</u>	<u>313,853</u>	<u>8,404,888</u>	
Excess revenues over (under) expenditures	60,530	253,885	314,415	
Other financing sources (uses):				
Proceeds from capital lease	81,179		81,179	
Transfers in	104,588	59,000	163,588	
Transfers out	(59,000)	(104,588)	(163,588)	
<b>Total other financing sources (uses)</b>	<u>126,767</u>	<u>(45,588)</u>	<u>81,179</u>	
Net change in fund balances	187,297	208,297	395,594	
Fund balances at beginning of year (as restated)	3,852,112	900,478	4,752,590	
<b>Fund balances at end of year</b>	<u>\$ 4,039,409</u>	<u>\$ 1,108,775</u>	<u>\$ 5,148,184</u>	
				\$ 395,594
				110,555
				54,176
				(81,179)
				24,095
				(60,282)
				\$ 442,959

See accompanying notes to the basic financial statements



**Town of Plaistow, New Hampshire**  
2015 ANNUAL REPORT



***INDEPENDENT AUDITOR'S REPORT (Continued)***

EXHIBIT E  
TOWN OF PLAISTOW, NEW HAMPSHIRE  
Statement of Fiduciary Net Position  
Fiduciary Funds  
December 31, 2014

	<u>Private- Purpose Trust Funds</u>	<u>Agency Funds</u>
<b>ASSETS</b>		
Cash and cash equivalents		\$ 332,035
Investments	\$ 5,533	
Total Assets	5,533	\$ 332,035
<b>DEFERRED OUTFLOWS OF RESOURCES</b>		
Total Deferred Outflows of Resources	-	
<b>LIABILITIES</b>		
Deposits		\$ 256,967
Due to other governments		75,068
Total Liabilities	-	\$ 332,035
<b>DEFERRED INFLOWS OF RESOURCES</b>		
Total Deferred Inflows of Resources	-	
<b>NET POSITION</b>		
Held in trust	5,533	
Total Net Position	\$ 5,533	

*See accompany notes to the basic financial statements*



**Town of Plaistow, New Hampshire**  
2015 ANNUAL REPORT



***INDEPENDENT AUDITOR'S REPORT (Continued)***

EXHIBIT F  
TOWN OF PLAISTOW, NEW HAMPSHIRE  
Statement of Changes in Fiduciary Net Position  
Fiduciary Funds  
For the Year Ended December 31, 2014

	<u>Private- Purpose Trust Funds</u>
ADDITIONS:	
Investment earnings:	
Interest	\$ -
Total Additions	<u>-</u>
Change in Net Position	-
Net Position - beginning of year	<u>5,533</u>
Net Position - end of year	<u>\$ 5,533</u>

*See accompany notes to the basic financial statements*



# Town of Plaistow, New Hampshire

## 2015 ANNUAL REPORT



### *INDEPENDENT AUDITOR'S REPORT (Continued)*

#### TOWN OF PLAISTOW, NEW HAMPSHIRE NOTES TO BASIC FINANCIAL STATEMENTS December 31, 2014

#### NOTE 1—SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

The accounting policies of the Town of Plaistow, New Hampshire conform to accounting policies generally accepted in the United States of America for local governmental units, except as indicated hereinafter. The following is a summary of significant accounting policies.

##### *Financial Reporting Entity*

The Town of Plaistow, New Hampshire (the "Town") was incorporated in 1749. The Town operates under the Town Meeting/Board of Selectmen/Town Manager form of government and performs local governmental functions authorized by State law.

The financial statements include those of the various departments governed by the Board of Selectmen and other officials with financial responsibility. The Town has no other separate organizational units, which meet criteria for inclusion in the financial statements as defined by the Governmental Accounting Standards Board (GASB).

##### *Basis of Presentation*

The Town's basic financial statements consist of government-wide statements, including a statement of net position and a statement of activities, and fund financial statements which provide a more detailed level of financial information.

#### **1. Government-Wide Financial Statements:**

The statement of net position and the statement of activities display information about the Town as a whole. These statements include the financial activities of the primary government, except for fiduciary funds.

The statement of net position presents the financial condition of the governmental activities of the Town at year end. The statement of activities presents a comparison between direct expenses and program revenues for each program or function of the Town's governmental activities. Direct expenses are those that are specifically associated with a service, program or department and therefore clearly identifiable to a particular function. Program revenues include charges paid by the recipient of the goods or services offered by the program, grants and contributions that are restricted to meeting the operational or capital requirements of a particular program and interest earned on grants that is required to be used to support a particular program. Revenues which are not classified as program revenues are presented as general revenues of the Town. The comparison of direct expenses with program revenues identifies the extent to which each governmental function is self-financing or draws from the general revenues of the Town.

#### **2. Fund Financial Statements:**

During the year, the Town segregates transactions related to certain Town functions or activities in separate funds in order to aid financial management and to demonstrate legal compliance. Fund financial statements are designed to present financial information of the Town at this more detailed level. The focus of governmental fund financial statements is on major funds. Each major fund is presented in a



# Town of Plaistow, New Hampshire

## 2015 ANNUAL REPORT



### *INDEPENDENT AUDITOR'S REPORT (Continued)*

#### TOWN OF PLAISTOW, NEW HAMPSHIRE NOTES TO BASIC FINANCIAL STATEMENTS (CONTINUED) December 31, 2014

separate column. Nonmajor funds are aggregated and presented in a single column. The fiduciary funds are reported by type.

#### *Fund Accounting*

The Town uses funds to maintain its financial records during the fiscal year. A fund is defined as a fiscal and accounting entity with a self-balancing set of accounts. The Town employs the use of two categories of funds: governmental and fiduciary.

#### **1. Governmental Funds:**

Governmental funds are those through which most governmental functions typically are financed. Governmental fund reporting focuses on the sources, uses and balances of current financial resources. Expendable assets are assigned to the various governmental funds according to the purposes for which they may or must be used. Current liabilities are assigned to the fund from which they will be paid. The difference between governmental fund assets and deferred outflows of resources, and liabilities and deferred inflows of resources is reported as fund balance. The following is the Town's major governmental fund:

The *General Fund* is the main operating fund of the Town and is used to account for all financial resources except those required to be accounted for in another fund.

#### **2. Fiduciary Funds:**

Fiduciary fund reporting focuses on net position and changes in net position. The fiduciary fund category is split into two classifications: private purpose trust funds and agency funds. Trust funds are used to account for assets held by the Town under a trust agreement for individuals, private organizations, or other governments and are therefore not available to support the Town's own programs. The Town maintains private purpose trust funds which account for monies designated to benefit individuals within the Town. The Town's agency funds are custodial in nature (assets equal liabilities) and do not involve the measurement of results of operations. The Town's agency funds consist of planning board escrow deposits and impact fees held for the school.

#### *Measurement Focus*

#### **1. Government-Wide Financial Statements:**

The government-wide financial statements are prepared using the economic resources measurement focus. All assets, deferred outflows of resources, liabilities, and deferred inflows of resources associated with the operation of the Town are included on the Statement of Net Position.

#### **2. Fund Financial Statements:**

All governmental funds are accounted for using a flow of current financial resources measurement focus. With this measurement focus, only current assets, deferred outflows of resources, current liabilities, and deferred inflows of resources generally are included on the balance sheet. The statement of revenues, expenditures and changes in fund balances reports on the sources (i.e., revenues and other financing sources) and uses (i.e., expenditures and other financing uses) of current financial resources. This



# Town of Plaistow, New Hampshire

## 2015 ANNUAL REPORT



### *INDEPENDENT AUDITOR'S REPORT (Continued)*

#### **TOWN OF PLAISTOW, NEW HAMPSHIRE NOTES TO BASIC FINANCIAL STATEMENTS (CONTINUED) December 31, 2014**

approach differs from the manner in which the governmental activities of the government-wide financial statements are prepared. Governmental fund financial statements therefore include a reconciliation schedule with brief explanations to better identify the relationship between the government-wide statements and the statements for governmental funds.

The private purpose trust funds are reported using the economic resources measurement focus.

#### ***Basis of Accounting***

Basis of accounting determines when transactions are recorded in the financial records and reported on the financial statements. Government-wide financial statements are prepared using the accrual basis of accounting. Fiduciary funds also use the accrual basis of accounting. Governmental funds use the modified accrual basis of accounting. Differences in the accrual and the modified accrual basis of accounting arise in the recognition of revenue, the recording of unearned revenue, and in the presentation of expenses versus expenditures.

#### **1. Revenues – Exchange and Non-exchange Transactions:**

Revenue resulting from exchange transactions, in which each party gives and receives essentially equal value, is recorded on the accrual basis when the exchange takes place. On a modified accrual basis, revenue is recorded in the year in which the resources are measurable and become available. Available means that the resources will be collected within the current year or are expected to be collected soon enough thereafter to be used to pay liabilities of the current year. For the Town, available means expected to be received within sixty days of year end.

Non-exchange transactions, in which the Town receives value without directly giving equal value in return, include property taxes, grants, entitlements and donations. On an accrual basis, revenue from property taxes is recognized in the year for which the taxes are levied (see Note 2). Revenue from grants, entitlements and donations is recognized in the year in which all eligibility requirements have been satisfied. Eligibility requirements include timing requirements, which specify the year when the resources are required to be used or the year when use is first permitted; matching requirements, in which the Town must provide local resources to be used for a specified purpose; and expenditure requirements, in which the resources are provided to the Town on a reimbursement basis. On a modified accrual basis, revenue from non-exchange transactions must also be available before it can be recognized.

Under the modified accrual basis, the following revenue sources are considered to be both measurable and available at year end: property taxes and interest on investments.

Licenses and permits, and miscellaneous revenues are recorded as revenues when received in cash because they are generally not measurable until actually received.

#### **2. Unearned Revenue:**

Unearned revenue arises when assets are recognized before revenue recognition criteria have been satisfied. Grants and entitlements received before the eligibility requirements are met are recorded as advances from grantors. On governmental fund financial statements, receivables that will not be collected within the available period have also been reported as unearned revenue.



# Town of Plaistow, New Hampshire

## 2015 ANNUAL REPORT



### *INDEPENDENT AUDITOR'S REPORT (Continued)*

#### **TOWN OF PLAISTOW, NEW HAMPSHIRE NOTES TO BASIC FINANCIAL STATEMENTS (CONTINUED) December 31, 2014**

#### **3. Expenses/Expenditures:**

On the accrual basis of accounting, expenses are recognized at the time they are incurred.

The measurement focus of governmental fund accounting is on decreases in net financial resources (expenditures) rather than expenses. Expenditures are generally recognized in the accounting period in which the related fund liability is incurred, if measurable. Allocations of cost, such as depreciation and amortization are not recognized in governmental funds.

#### *Budgetary Data*

The Town's budget represents functional appropriations as authorized by annual or special Town meetings. The Selectmen may transfer funds between operating categories as they deem necessary. The Town adopts its budget under State regulations, which differ somewhat from accounting principles generally accepted in the United States of America in that the focus is on the entire governmental unit rather than on the basis of fund types.

State law requires balanced budgets but permits the use of beginning fund balance to reduce the property tax rate. For the year ended December 31, 2014, the Town applied \$750,000 of its unassigned fund balance to reduce taxes.

#### *Investments*

Investments are stated at their fair value in all funds. Certificates of deposit with a maturity of greater than ninety days from the date of issuance are included in investments.

#### *Taxes Receivable*

Taxes levied during the current year and prior and uncollected at December 31, 2014 are recorded as receivables net of reserves for estimated uncollectible amounts of \$538,000.

#### *Accounts Receivable*

The Town recognizes uncollectible accounts under the allowance method. Accounts receivable in the General Fund and Nonmajor Governmental Funds have been recorded net of reserves for estimated uncollectible amounts of \$34,851 and \$8,501, respectively.

#### *Capital Assets*

General capital assets result from expenditures in the governmental funds. These assets are reported in the government-wide statement of net position, but are not reported in the governmental fund financial statements.

All capital assets including infrastructure and intangible assets are capitalized at cost (or estimated historical cost) and updated for additions and retirements during the year. Donated capital assets are recorded at their fair values as of the date received. The Town maintains a capitalization threshold of \$30,000. The Town's infrastructure consists of roads, bridges, sidewalks, water purification and



# Town of Plaistow, New Hampshire

## 2015 ANNUAL REPORT



### *INDEPENDENT AUDITOR'S REPORT (Continued)*

**TOWN OF PLAISTOW, NEW HAMPSHIRE  
NOTES TO BASIC FINANCIAL STATEMENTS (CONTINUED)  
December 31, 2014**

distribution system, and similar items. Improvements are capitalized; the costs of normal maintenance and repairs that do not add to the value of the asset or materially extend an asset's life are not.

The Town is not required to retroactively report its general infrastructure (e.g. roads, bridges, and sidewalks). Infrastructure records have been maintained effective January 1, 2004 and are included in these financial statements.

All reported capital assets except for land and construction in progress are depreciated. Improvements are depreciated over the remaining useful lives of the related capital assets. Useful lives for infrastructure were estimated based on the Town's historical records of necessary improvements and replacement. Depreciation is computed using the straight-line method over the following useful lives:

<u>Description</u>	<u>Years</u>
Infrastructure	25-50
Buildings and improvements	15-50
Vehicles and equipment	5-50

***Compensated Absences***

Dependent upon length of service, full time employees, other than the police department, earn vacation at five to twenty days per year dependent on length of service. Pursuant to the Town's personnel policy, employees may accumulate (subject to certain limitations) unused vacation and upon severance of employment, will be compensated for such amounts at current rates of pay.

Full time employees, other than the police department, may accumulate sick leave days at a rate of one per month, cumulative to a maximum of 90 days. Upon termination, an employee will be reimbursed for half of the unused accumulated sick leave days in excess of a minimum of 20 days.

Police department employees accumulate earned time dependent upon length of service. All unused earned time is paid upon termination.

For governmental fund financial statements, compensated absences are reported as liabilities and expenditures as payments come due each period upon the occurrence of employee death or retirement. The entire compensated absence liability is reported on the government-wide financial statements.

***Accrued Liabilities and Long-Term Obligations***

All payables, accrued liabilities, and long-term obligations are reported in the government-wide financial statements. In general, governmental fund payables and accrued liabilities that, once incurred, are paid in a timely manner and in full from current resources are reported as obligations of the funds. However, compensated absences that will be paid from governmental funds are reported as liabilities in the fund financial statements only to the extent that they are due for payment during the current year.

***Net Position***

Net position represents the difference between assets and deferred outflows of resources and liabilities and deferred inflows of resources. Net investment in capital assets consists of capital assets, net of accumulated depreciation, reduced by the outstanding balances on any borrowings used for the



# Town of Plaistow, New Hampshire

## 2015 ANNUAL REPORT



### *INDEPENDENT AUDITOR'S REPORT (Continued)*

#### **TOWN OF PLAISTOW, NEW HAMPSHIRE NOTES TO BASIC FINANCIAL STATEMENTS (CONTINUED) December 31, 2014**

acquisition, construction or improvement of those assets. Net position is reported as restricted when there are limitations imposed on their use either through the enabling legislation adopted by the Town or through external restrictions imposed by creditors, grantors or laws or regulations of other governments. Unrestricted net position is the net amount of the assets, deferred outflows of resources, liabilities and deferred inflows of resources that are not included in the determination of net investment in capital assets or the restricted components of net position.

The Town's policy is to first apply restricted resources when an expense is incurred for purposes for which both restricted and unrestricted net position are available.

#### *Fund Balance Policy*

GASB Statement 54 established new fund balance classifications and changed the definition of governmental fund types. Under Statement 54, the Town has segregated fund balance into five classifications: Nonspendable, Restricted, Committed, Assigned, and Unassigned. The components of fund balance are defined as follows:

- *Nonspendable Fund Balance*: Amounts that are not in a spendable form or are required to be maintained intact.
- *Restricted Fund Balance*: Amounts constrained to specific purposes by their providers through constitutional provisions or by enabling legislation. Restrictions may be changed or lifted only upon the consent of the external resource provider or enabling legislation.
- *Committed Fund Balance*: Amounts constrained to specific purposes by a government itself using its highest level of decision-making authority. To be reported as committed, amounts cannot be used for any other purpose unless the government takes the same highest-level action to remove or change the constraint.
- *Assigned Fund Balance*: Amounts a government intends to use for a specific purpose; intent can be expressed by the governing body or by an official or body to which the governing body delegates the authority.
- *Unassigned Fund Balance*: Amounts that are available for any purpose; these amounts are reported only in the General Fund, except for any deficit fund balance of another governmental fund.

As of December 31, 2014, the Town has not adopted a fund balance policy. In instances when expenditures are incurred for purposes for which both restricted and unrestricted fund balance is available, restricted fund balance is considered to have been spent first. When expenditures are incurred for purposes for which amounts in any of the unrestricted fund balance classifications may be applied, committed resources are to be applied first, followed by assigned and unassigned.

#### *Interfund Activity*

Exchange transactions between funds are reported as revenues in the seller funds and as expenditures/expenses in the purchaser funds. Flows of cash or goods from one fund to another without a requirement for repayment are reported as interfund transfers. Interfund transfers are reported as other financing sources/uses in governmental funds. Repayments from funds responsible for particular expenditures/expenses to the funds that initially paid for them are not presented in the financial statements.



# Town of Plaistow, New Hampshire

## 2015 ANNUAL REPORT



### *INDEPENDENT AUDITOR'S REPORT (Continued)*

#### **TOWN OF PLAISTOW, NEW HAMPSHIRE NOTES TO BASIC FINANCIAL STATEMENTS (CONTINUED) December 31, 2014**

##### *Estimates*

The preparation of financial statements in conformity with accounting principles generally accepted in the United States of America require management to make estimates and assumptions that affect certain reported amounts and disclosures. Accordingly, actual results may differ from those estimates. Significant estimates include depreciation expense, the allowance for uncollectible taxes and the liability for other post-employment benefits.

##### **NOTE 2—PROPERTY TAXES**

Taxes are levied on the assessed valuation of all taxable real property as of the prior April 1 (\$849,982,037 as of April 1, 2014) and are due in two installments on July 1, 2014 and December 1, 2014. Taxes paid after the due dates accrue interest at 12% per annum. Property taxes are recognized as revenue when received in cash or if available to finance current period operations (within sixty days of year end).

Under State law, the Tax Collector obtains tax liens on properties which have unpaid taxes in the following calendar year after taxes were due for the amount of unpaid taxes, interest and costs. These priority tax liens accrue interest at 18% per annum. If the property is not redeemed within a two year redemption period, the property may be tax deeded to the Town.

In accordance with State law, the Town collects taxes for the Timberlane Regional School District and Rockingham County, both independent governmental units, which are remitted to them as required by law. The Town also collects State of New Hampshire Education taxes, which are remitted directly to the school district. Total taxes appropriated during the year were \$15,246,895 and \$972,422 for the Timberlane Regional School District and Rockingham County, respectively. These taxes are not recognized as revenues in these financial statements. At December 31, 2014, the balance of the property tax appropriation due to the Timberlane Regional School District is \$7,411,895. The Town bears responsibility for uncollected taxes.

##### **NOTE 3—RISK MANAGEMENT**

The Town is exposed to various risks of losses related to torts; theft of, damage to, and destruction of assets; errors and omissions; injuries to employees; and natural disasters. During the year ended December 31, 2014, the Town was a member of and participated in a public entity risk pool (Trust) for property and liability insurance and worker's compensation coverage. Coverage has not been significantly reduced from the prior year and settled claims have not exceeded coverage in any of the past three years.

The Trust agreements permit the Trust to make additional assessments to members should there be a deficiency in Trust assets to meet its liabilities. Accounting principles generally accepted in the United States of America require members of pools with a sharing of risk to determine whether or not such assessment is probable and, if so, a reasonable estimate of such assessment. At this time, the Trust foresees no likelihood of an additional assessment for any of the past years. Claims expenditures and liabilities are reported when it is probable that a loss has occurred and the amount of that loss can be reasonably estimated. These losses include an estimate of claims that have been incurred but not reported. Based on the best available information there is no liability at December 31, 2014.



# Town of Plaistow, New Hampshire

## 2015 ANNUAL REPORT



### *INDEPENDENT AUDITOR'S REPORT (Continued)*

**TOWN OF PLAISTOW, NEW HAMPSHIRE**  
**NOTES TO BASIC FINANCIAL STATEMENTS (CONTINUED)**  
**December 31, 2014**

***Property and Liability Insurance***

The Trust provides certain property and liability insurance coverage to member towns, cities, and other qualified political subdivisions of New Hampshire. As a member of the Trust, the Town shares in contributing to the cost of and receiving benefit from a self-insured pooled risk management program. The program includes a Self-Insured Retention Fund from which is paid up to \$500,000 for each and every covered property, crime and/or liability loss that exceeds \$1,000, up to an aggregate of \$5,000,000.

Each property loss is subject to a \$1,000 deductible. All losses over the aggregate are covered by insurance policies.

***Worker's Compensation***

The Trust provides statutory worker's compensation coverage to member towns, cities, and other qualified political subdivisions of New Hampshire. The Trust is self-sustaining through annual member premiums and provides coverage for the statutorily required workers' compensation benefits and employer's liability coverage up to \$2,000,000. The program includes a Loss Fund from which is paid up to \$500,000 for each and every covered claim.

**NOTE 4—DEPOSITS AND INVESTMENTS**

Deposits and investments as of December 31, 2014 are classified in the accompanying financial statements as follows:

Statement of Net Position:	
Cash and cash equivalents	\$ 10,782,085
Investments	1,582,580
Statement of Fiduciary Net Position:	
Cash and cash equivalents	332,035
Investments	5,533
	<b>\$ 12,702,233</b>

Deposits and investments at December 31, 2014 consist of the following:

Cash on hand	\$ 100
Deposits with financial institutions	11,114,020
Investments	1,588,113
	<b>\$ 12,702,233</b>

The Town's investment policy for governmental fund types requires that deposits and investments be made in New Hampshire based financial institutions that are participants in one of the federal depository insurance programs. The Town limits its investments to demand deposits, money market accounts, certificates of deposit, obligations of the US Government maturing in less than one year, and repurchase agreements in accordance with New Hampshire State law (RSA 41:29) or the New Hampshire Public Deposit Investment Pool (NHPDIP), an external investment pool.



# Town of Plaistow, New Hampshire

## 2015 ANNUAL REPORT



### *INDEPENDENT AUDITOR'S REPORT (Continued)*

**TOWN OF PLAISTOW, NEW HAMPSHIRE  
NOTES TO BASIC FINANCIAL STATEMENTS (CONTINUED)  
December 31, 2014**

Responsibility for the investments of the expendable trust funds, permanent funds, and private-purpose trust funds is with the Board of Trustees of Trust Funds. Investments of the library funds are at the discretion of the Library Trustees.

***Credit Risk***

Generally, credit risk is the risk that an issuer of an investment will not fulfill its obligation to the holder of the investment. This is measured by the assignment of a rating by a nationally recognized statistical rating organization.

The Town's policy states that the Treasurer may place any excess funds that are not immediately needed for the purpose of expenditure into certificates of deposit, obligations of the United States government, or the NHPDIP. The investment policy of the Trustees of Trust Funds states that funds may be invested in the NHPDIP or obligations guaranteed by the United States government. The Library Trustees have no policy with respect to credit risk.

The following is the actual rating at year end for each investment type:

<u>Investment Type</u>	<u>AAA</u>
State investment pool	<u>\$ 1,588,113</u>

***Custodial Credit Risk***

Custodial credit risk for deposits is the risk that in the event of a bank failure, the Town's deposits may not be returned to it. The custodial credit risk for investments is the risk that, in the event of the failure of the counterparty to a transaction a government will not be able to recover the value of its investment or collateral securities that are in the possession of another party. The policy of the Town and the Trustees of Trust Funds states that investments shall be protected through third-party collateralized securities. The Library Trustees have no policy regarding custodial credit risk of its governmental funds.

Of the Town's deposits with financial institutions at year end, \$10,314,802 was collateralized by securities held by the bank in the bank's name.

***Investment in NHPDIP***

The Town is a voluntary participant in the New Hampshire Public Deposit Investment Pool (NHPDIP), an external investment pool. The NHPDIP is not registered with the United States Securities and Exchange Commission as an investment company. The NHPDIP was created by state law and is administered by a public body of state, local and banking officials.

The Town's exposure to derivatives is indirect through its participation in the NHPDIP. The Town's proportional share of these derivatives is not available. The fair value of the position in the investment pool is equal to the value of the pool shares.



# Town of Plaistow, New Hampshire

## 2015 ANNUAL REPORT



### *INDEPENDENT AUDITOR'S REPORT (Continued)*

**TOWN OF PLAISTOW, NEW HAMPSHIRE**  
**NOTES TO BASIC FINANCIAL STATEMENTS (CONTINUED)**  
**December 31, 2014**

**NOTE 5—CAPITAL ASSETS**

The following is a summary of changes in capital assets of the governmental activities:

	<u>Balance</u> <u>1/1/2014</u>	<u>Additions</u>	<u>Reductions</u>	<u>Balance</u> <u>12/31/2014</u>
Governmental activities:				
Capital assets not depreciated:				
Land	\$ 3,983,963			\$ 3,983,963
Construction in progress		\$ 57,150		57,150
Total capital assets not being depreciated	<u>3,983,963</u>	<u>57,150</u>	<u>\$ -</u>	<u>4,041,113</u>
Other capital assets:				
Infrastructure	2,959,441	260,512		3,219,953
Buildings and improvements	6,068,381			6,068,381
Vehicles and equipment	2,945,766	195,142		3,140,908
Total other capital assets at historical cost	<u>11,973,588</u>	<u>455,654</u>	<u>-</u>	<u>12,429,242</u>
Less accumulated depreciation for:				
Infrastructure	(559,803)	(69,246)		(629,049)
Buildings and improvements	(2,427,472)	(154,888)		(2,582,360)
Vehicles and equipment	(1,469,287)	(178,115)		(1,647,402)
Total accumulated depreciation	<u>(4,456,562)</u>	<u>(402,249)</u>	<u>-</u>	<u>(4,858,811)</u>
Total other capital assets, net	<u>7,517,026</u>	<u>53,405</u>	<u>-</u>	<u>7,570,431</u>
Total capital assets, net	<u>\$ 11,500,989</u>	<u>\$ 110,555</u>	<u>\$ -</u>	<u>\$ 11,611,544</u>

Depreciation expense was charged to governmental functions as follows:

Depreciation expense:	
General government	\$ 32,781
Public safety	170,579
Highways and streets	104,618
Water distribution and treatment	30,629
Culture and recreation	63,642
Total governmental activities depreciation expense	<u>\$ 402,249</u>

The balance of assets acquired through capital lease issuances as of December 31, 2014 is as follows:

Vehicles and equipment	\$ 190,303
Less: Accumulated depreciation	<u>(15,267)</u>
	<u>\$ 175,036</u>

**NOTE 6—DEFINED BENEFIT PLAN**

*Plan Description*

The Town contributes to the New Hampshire Retirement System (NHRS), a cost-sharing multiple-employer defined benefit pension plan administered by the NHRS Board of Trustees. The plan provides service, disability, death and vested retirement allowances to plan members and beneficiaries. Benefit provisions are established and may be amended by the New Hampshire State legislature. The NHRS issues a publicly available financial report that includes financial statements and required supplementary



# Town of Plaistow, New Hampshire

## 2015 ANNUAL REPORT



### *INDEPENDENT AUDITOR'S REPORT (Continued)*

**TOWN OF PLAISTOW, NEW HAMPSHIRE  
NOTES TO BASIC FINANCIAL STATEMENTS (CONTINUED)  
December 31, 2014**

information for NHRS. That report may be obtained by writing to New Hampshire Retirement System, 54 Regional Drive, Concord, New Hampshire 03301.

***Funding Policy***

Covered police officers and fire employees are required to contribute 11.55% and 11.80%, respectively, of their covered salary, whereas general employees are required to contribute 7.0% of their covered salary. The Town is required to contribute at an actuarially determined rate. The Town's contribution rates for the covered payroll of police officers, fire employees, and general employees were 25.30%, 27.74% and 10.77%, respectively. The Town contributed 100% of the employer cost for public safety and general employees of the Town.

Per RSA-100:16, plan member contribution rates are established and may be amended by the New Hampshire State legislature and employer contribution rates are determined by the NHRS Board of Trustees based on an actuarial valuation. The Town's contributions to the NHRS for the years ending December 31, 2014, 2013, and 2012 were \$491,171, \$455,481 \$390,983, respectively, equal to the required contributions for each year.

**NOTE 7—LONG-TERM OBLIGATIONS**

***Changes in Long-Term Obligations***

The changes in the Town's long-term obligations for the year ended December 31, 2014 are as follows:

	<u>Balance</u> <u>1/1/2014</u>	<u>Additions</u>	<u>Reductions</u>	<u>Balance</u> <u>12/31/2014</u>	<u>Due Within</u> <u>One Year</u>
Governmental activities:					
Capital leases payable	\$ 49,515	\$ 113,970	\$ (56,886)	\$ 106,599	\$ 58,211
Compensated absences	<u>186,607</u>	<u>164,469</u>	<u>(156,966)</u>	<u>194,110</u>	<u>-</u>
Total governmental activities	<u>\$ 236,122</u>	<u>\$ 278,439</u>	<u>\$ (213,852)</u>	<u>\$ 300,709</u>	<u>\$ 58,211</u>

Compensated absences will be paid from the fund where the employee's salary is paid.

***Capital Lease Obligations***

Capital lease obligations represent lease agreements entered into for the financing of equipment acquisitions. These contracts are subject to cancellation should funds not be appropriated to meet payment obligations. Amounts are annually budgeted in the applicable functions. The following are the individual capital lease obligations outstanding at December 31, 2014:



# Town of Plaistow, New Hampshire

## 2015 ANNUAL REPORT



### *INDEPENDENT AUDITOR'S REPORT (Continued)*

**TOWN OF PLAISTOW, NEW HAMPSHIRE  
NOTES TO BASIC FINANCIAL STATEMENTS (CONTINUED)  
December 31, 2014**

Police vehicles due in annual installments of \$26,818; including interest at 5.50%, through May 2015.	\$ 25,420
Police vehicles due in annual installments of \$24,992; plus interest at 2.50%, through November 2016.	49,983
Highway chipper due in annual installments of \$7,799; plus interest at 2.50%, through November 2018.	<u>31,196</u> <b>\$ 106,599</b>

Debt service requirements to retire capital lease obligations outstanding at December 31, 2014 are as follows:

<u>Year Ending December 31,</u>	<u>Principal</u>	<u>Interest</u>	<u>Totals</u>
2015	\$ 58,211	\$ 3,428	\$ 61,639
2016	32,790	1,209	33,999
2017	7,799	390	8,189
2018	7,799	195	7,994
	<u>\$ 106,599</u>	<u>\$ 5,222</u>	<u>\$ 111,821</u>

**NOTE 8—OTHER POST-EMPLOYMENT BENEFITS**

In addition to providing pension benefits, the Town provides dental, medical, pharmacy, and vision benefits to its eligible retirees and their covered dependents. Retirees over the age of 65 are covered by the Medicare supplemental plan. The following groups of retirees qualify for this benefit: Group I employees hired prior to July 1, 2011 are required to reach age 60 with no minimum service requirement, age 50 with 10 years of service, or 20 years of service where service plus age must be 70 or greater. If hired on or after July 1, 2011, the earlier of age 65 or age 60 with 30 years of service; Group II employees hired prior to July 1, 2011 are eligible at age 45 with 20 years of service or at age 60 with no minimum service requirement. If hired on or after July 1, 2011 the earlier of age 50 with 25 years of service, age 52.5 with 25 years of service or age 60. Retirees and surviving spouses pay the full costs of the benefits premiums. The benefits, benefit levels, employee contributions and employer contributions are governed by RSA 100-A:50. As of January 1, 2014, the alternative measurement method valuation date, 4 retirees and approximately 41 active employees meet the eligibility requirements. The plan does not issue a separate financial report.

***Annual OPEB Costs***

The Town's annual OPEB expense for the year ended December 31, 2014 is calculated based on the annual required contribution of the employer (ARC) an amount determined using the alternative measurement method in accordance with the parameters of GASB Statement 45. The ARC represents a level of funding that, if paid, on an ongoing basis, is projected to cover the normal cost each year and amortize the unfunded actuarial liability over a period of thirty years. The Town's annual OPEB cost for the year ending December 31, 2014, including the amount actually contributed to the plan and the change in the Town's net OPEB obligation based on the alternative measurement method valuation is as follows:



# Town of Plaistow, New Hampshire

## 2015 ANNUAL REPORT



### *INDEPENDENT AUDITOR'S REPORT (Continued)*

**TOWN OF PLAISTOW, NEW HAMPSHIRE  
NOTES TO BASIC FINANCIAL STATEMENTS (CONTINUED)  
December 31, 2014**

Annual Required Contribution (ARC)	\$ 92,685
Interest on Net OPEB obligation (NOO)	-
Adjustment to ARC	-
Annual OPEB Cost	92,685
Contributions made	(39,906)
Increase in Net OPEB obligation	52,779
Net OPEB obligation - beginning of year	-
Net OPEB obligation - end of year	\$ 52,779

The Town's annual OPEB cost, the percentage of annual OPEB cost contributed to the plan, and the net OPEB obligation for the year ended December 31, 2014, is as follows:

Fiscal Year <u>Ended</u>	Annual <u>OPEB Cost</u>	Percentage of OPEB Cost <u>Contributed</u>	Net OPEB <u>Obligation</u>
12/31/2014	\$ 92,685	43.1%	\$ 52,779

The Town's net OPEB obligation as of December 31, 2014 is recognized as a liability of the governmental activities in these financial statements.

***Funded Status and Funding Progress for OPEB***

The funded status of the plan as of January 1, 2014, the date of the most recent alternative measurement method valuation is as follows:

Actuarial Accrued Liability (AAL)	\$ 1,122,850
Actuarial value of plan assets	-
Unfunded Actuarial Accrued Liability (UAAL)	\$ 1,122,850
Funded ratio (actuarial value of plan assets/AAL)	0.0%
Covered payroll (active plan members)	\$ 1,981,132
UAAL as a percentage of covered payroll	56.7%

The alternative measurement method valuation involves estimates of the value of reported amounts and assumptions about the probability of events in the future. The total cost of providing post-employment benefits is projected, taking into account assumptions about current claim cost, turnover, mortality, health care trends, and other key assumptions. Internally generated key assumptions, based on recent trends within the Town, include general considerations, expected point at which benefits begin, and marital and dependency status. Mortality assumptions were derived from the SOA RPH-2014 Total Dataset Mortality Table fully generational using Scale MP-2014. The assumption on health care trends was provided by an independent company that assisted the Town in the preparation of the alternative measurement method valuation for GASB 45. Amounts determined regarding the funded status of the plan and the annual required contributions of the employer are subject to continual revision as actual results are compared to past expectations and new estimates are made about the future. The required schedule of funding progress presented as required supplementary information provides multi-year trend information that shows whether the actuarial value of plan assets is increasing or decreasing over time relative to the actuarial accrued liability for benefits, when available.



# Town of Plaistow, New Hampshire

## 2015 ANNUAL REPORT



### *INDEPENDENT AUDITOR'S REPORT (Continued)*

**TOWN OF PLAISTOW, NEW HAMPSHIRE**  
**NOTES TO BASIC FINANCIAL STATEMENTS (CONTINUED)**  
**December 31, 2014**

*Actuarial Methods and Assumptions for OPEB*

Projections of benefits for financial reporting purposes are based on the plan as understood by the Town and the plan members and include the types of benefits provided at the time of each valuation and the historical pattern of sharing of benefit costs between the Town and plan members to that point. Actuarial calculations reflect a long-term perspective and employ methods and assumptions that are designed to reduce short-term volatility in actuarial accrued liabilities and the actuarial value of assets.

In the January 1, 2014 alternative measurement method valuation the Project Unit Cost Method was used. The actuarial value of assets was not determined as the Town has not advance funded its obligation. The Town employs the Pay-as-you-go basis to fund the plan. The actuarial valuation assumptions include a 4.0% investment rate of return and initial annual healthcare cost trends of 9.0% for 2015, decreasing by .5% each year until 2023, which then assumes 5.0% thereafter, for health, pharmacy, dental, and vision, respectively. The amortization costs for the initial Unfunded Actuarial Accrued Liability (UAAL) is a level percentage of payroll for a period of thirty years on an open group basis. This has been calculated assuming the amortization payment increases at a rate of 3.5% per year.

**NOTE 10—INTERFUND BALANCES AND TRANSFERS**

The General Fund has paid for various items that are to be reimbursed from the Nonmajor Governmental Funds. These reimbursements due to the General Fund are reflected as an interfund receivable from the Nonmajor Governmental Funds. In addition, excess amounts have been reimbursed from a Nonmajor Governmental Fund and is reported as an interfund payable in the General Fund at year end. Interfund balances at December 31, 2014 are as follows:

		Due from Nonmajor		
		General	Governmental	
		Fund	Funds	Totals
Due to	General Fund		\$ 149,274	\$ 149,274
	Nonmajor Governmental Funds	\$ 63,493		63,493
		<u>\$ 63,493</u>	<u>\$ 149,274</u>	<u>\$ 212,767</u>

During the year, several interfund transactions occurred between funds. The various transfers between the General Fund and the Nonmajor Governmental Funds were made in accordance with budgetary authorizations. Interfund transfers for the year ended December 31, 2014 are as follows:

		Transfer from Nonmajor		
		General	Governmental	
		Fund	Funds	Totals
Transfer to	General Fund		\$ 104,588	\$ 104,588
	Nonmajor Governmental Funds	\$ 59,000		59,000
		<u>\$ 59,000</u>	<u>\$ 104,588</u>	<u>\$ 163,588</u>



# Town of Plaistow, New Hampshire

## 2015 ANNUAL REPORT



### *INDEPENDENT AUDITOR'S REPORT (Continued)*

**TOWN OF PLAISTOW, NEW HAMPSHIRE  
NOTES TO BASIC FINANCIAL STATEMENTS (CONTINUED)  
December 31, 2014**

**NOTE 11—RESTRICTED NET POSITION**

Net position is restricted for specific purposes at December 31, 2014 as follows:

Permanent Funds - Principal	\$ 109,613
Permanent Funds - Income	20,465
Library Donations	68,794
Police Fund	80,695
Other Grants Fund	108,009
Public Safety Grants Fund	<u>10,321</u>
	<u>\$ 397,897</u>

**NOTE 12—COMPONENTS OF FUND BALANCE**

The components of the Town's fund balance for its governmental funds at December 31, 2014 are as follows:

<u>Fund Balances</u>	<u>General Fund</u>	<u>Nonmajor Governmental Funds</u>	<u>Total Governmental Funds</u>
<b>Nonspendable</b>			
Prepaid expenses	\$ 30,433		\$ 30,433
Library donations	10,500		10,500
Permanent funds - Principal		\$ 109,613	109,613
<b>Restricted for:</b>			
Permanent funds - Income		20,465	20,465
Police Fund		80,695	80,695
Public Safety Grants Fund		10,321	10,321
Other Grants Fund		108,009	108,009
Library donations	58,294		58,294
<b>Committed for:</b>			
Conservation Fund		156,653	156,653
Outside Details Fund		16,365	16,365
Water Suppression Fund		451,721	451,721
Recreation Revolving Fund		31,785	31,785
Expendable Trusts	1,157,538		1,157,538
<b>Assigned for:</b>			
Subsequent year's expenditures	15,000		15,000
Encumbrances	480,307		480,307
Library operations	187,072		187,072
Cannons and Statue Fund		1,401	1,401
World War II Monument Fund		86	86
Westville Road Mitigation Fund		133	133
Impact Fees Fund		121,528	121,528
<b>Unassigned:</b>			
Unassigned - General operations	<u>2,100,265</u>		<u>2,100,265</u>
	<u>\$ 4,039,409</u>	<u>\$ 1,108,775</u>	<u>\$ 5,148,184</u>



# Town of Plaistow, New Hampshire

## 2015 ANNUAL REPORT



### *INDEPENDENT AUDITOR'S REPORT (Continued)*

**TOWN OF PLAISTOW, NEW HAMPSHIRE**  
**NOTES TO BASIC FINANCIAL STATEMENTS (CONTINUED)**  
**December 31, 2014**

**NOTE 13—COMMITMENTS AND CONTINGENCIES**

*Sanitation Contract*

During June 2010, the Town entered into a long-term agreement with an independent company for the disposal of solid waste and recycling services through June 2013. This long-term agreement was renewed during June 2013 for services to continue through June 2016. Terms of the contract include minimum payments plus a tipping fee per tonnage disposed. The Town shall have the option to extend the contract for two additional one-year terms. For the year ended December 31, 2013, the Town expended \$547,943 under the terms of the agreement. Minimum future payments based on the flat rate charged for services will be as follows:

Year Ending December 31,	Solid Waste	Recycling	Totals
2015	\$ 209,000	\$ 84,000	\$ 293,000
2016	105,500	42,500	148,000
	<u>\$ 314,500</u>	<u>\$ 126,500</u>	<u>\$ 441,000</u>

*Litigation*

The Town's general counsel estimates that any potential claims against the Town, which are not covered by insurance, are immaterial and would not affect the financial position of the Town.

**NOTE 14—RESTATEMENT OF BEGINNING FUND BALANCES**

Fund balances as of January 1, 2014 were restated as follows:

	General Fund	Nonmajor Governmental Funds
Fund balance - January 1, 2014 (as previously reported)	\$ 3,665,231	\$ 1,087,359
Amount of restatement due to:		
Transfer of indirect charges not accounted for and paid entirely by general fund	186,881	(186,881)
Fund balance - January 1, 2014, as restated	<u>\$ 3,852,112</u>	<u>\$ 900,478</u>

**NOTE 15—IMPLEMENTATION OF FUTURE ACCOUNTING STANDARDS**

The Governmental Accounting Standards Board (GASB) has issued Statement No. 68, *Accounting and Financial Reporting for pensions*, which the Town is required to implement for the year ending December 31, 2015. Management believes that this pronouncement will have a potentially significant impact on the Town's government-wide financial statements. Under GASB Statement 68, the Town will be required to report its estimated proportional share of the New Hampshire Retirement System's unfunded pension liability in the financial statements for fiscal years beginning after June 15, 2014.



# Town of Plaistow, New Hampshire

## 2015 ANNUAL REPORT



### *INDEPENDENT AUDITOR'S REPORT (Continued)*

**SCHEDULE I**  
**TOWN OF PLAISTOW, NEW HAMPSHIRE**  
**Schedule of Revenues, Expenditures and Changes in Fund Balance**  
**Budget and Actual (Budgetary Basis) - General Fund**  
**For the Year Ended December 31, 2014**

	Budgeted Amounts		Actual Amounts	Variance with Final Budget - Favorable (Unfavorable)
	Original	Final		
<b>Revenues:</b>				
Taxes	\$ 4,934,956	\$ 4,934,956	\$ 5,170,473	\$ 235,517
Licenses and permits	1,570,000	1,570,000	1,641,693	71,693
Intergovernmental	683,607	683,607	740,607	57,000
Charges for services	90,000	90,000	91,626	1,626
Interest and investment income	-	-	5,486	5,486
Miscellaneous	379,495	379,495	543,495	164,000
Total Revenues	7,658,058	7,658,058	8,193,380	535,322
<b>Expenditures:</b>				
<b>Current operations:</b>				
General government	2,875,097	2,875,097	2,804,777	70,320
Public safety	2,573,943	2,555,943	2,497,816	58,127
Highways and streets	942,661	942,661	1,049,127	(106,466)
Sanitation	562,000	562,000	616,127	(54,127)
Water distribution and treatment	45,505	45,505	36,932	8,573
Health and welfare	173,264	173,264	161,114	12,150
Culture and recreation	239,001	239,001	211,942	27,059
Conservation	9,690	9,690	9,224	466
Capital outlay	221,000	221,000	189,376	31,624
Debt service	1	1	-	1
Total Expenditures	7,642,162	7,624,162	7,576,435	47,727
Excess revenues over (under) expenditures	15,896	33,896	616,945	583,049
<b>Other financing sources (uses):</b>				
Transfers in	162,505	162,505	139,588	(22,917)
Transfers out	(1,016,801)	(1,034,801)	(1,020,596)	14,205
Total other financing sources (uses)	(854,296)	(872,296)	(881,008)	(8,712)
Net change in fund balance	(838,400)	(838,400)	(264,063)	574,337
<b>Fund balance at beginning of year</b>				
- Budgetary Basis	3,275,001	3,275,001	3,275,001	-
Fund balance at end of year				
- Budgetary Basis	\$ 2,436,601	\$ 2,436,601	\$ 3,010,938	\$ 574,337

*See accompanying notes to the required supplementary information*



# Town of Plaistow, New Hampshire

## 2015 ANNUAL REPORT



### *INDEPENDENT AUDITOR'S REPORT (Continued)*

#### SCHEDULE 2

#### TOWN OF PLAISTOW, NEW HAMPSHIRE

#### Schedule of Funding Progress for Other Post-Employment Benefits

For the Year Ended December 31, 2014

<u>Actuarial Valuation Date</u>	<u>Actuarial Value of Assets</u>	<u>Actuarial Accrued Liability (AAL)</u>	<u>Unfunded AAL (UAAL)</u>	<u>Funded Ratio</u>	<u>Covered Payroll</u>	<u>UAAL as a Percentage of Covered Payroll</u>
1/1/2014	\$ -	\$ 1,122,850	\$ 1,122,850	0%	\$ 1,981,132	56.7%

*See accompanying notes to the required supplementary information*



# Town of Plaistow, New Hampshire

## 2015 ANNUAL REPORT



### *INDEPENDENT AUDITOR'S REPORT (Continued)*

**TOWN OF PLAISTOW, NEW HAMPSHIRE**  
**NOTES TO REQUIRED SUPPLEMENTARY INFORMATION**  
**December 31, 2014**

**NOTE 1—BUDGET TO ACTUAL RECONCILIATION**

Amounts recorded as budgetary amounts in the Schedule of Revenues, Expenditures and Changes in Fund Balance – Budget and Actual (Budgetary Basis) – General Fund (Schedule 1) are reported on the basis budgeted by the Town. Those amounts differ from those reported in conformity with accounting principles generally accepted in the United States of America in the Statement of Revenues, Expenditures and Changes in Fund Balances – Governmental Funds (Exhibit D). Property tax budgetary revenues are recognized when levied rather than when susceptible to accrual. Budgetary expenditures were adjusted for encumbrances. Budgetary revenues and expenditures were adjusted for capital lease activity, budgetary transfers and non-budgetary revenues and expenditures as follows:

	Revenues and Other Financing <u>Sources</u>	Expenditures and Other Financing <u>Uses</u>
Per Exhibit D	\$ 8,337,332	\$ 8,150,035
Difference in property taxes meeting susceptible to accrual criteria	54,176	
Encumbrances, December 31, 2014		480,308
Encumbrances, December 31, 2013		(407,750)
Capital lease proceeds	(81,179)	(81,179)
Budgetary transfers	35,000	961,596
Nonbudgetary activity	(12,361)	(505,979)
Per Schedule 1	<u>\$ 8,332,968</u>	<u>\$ 8,597,031</u>

**NOTE 2—BUDGETARY FUND BALANCES**

The components of the budgetary fund balance for the General Fund are as follows:

Budgetary Fund Balance components -	
<b>Nonspendable</b>	
Prepaid expenses	\$ 30,142
<b>Assigned for:</b>	
Subsequent year's expenditures	15,000
<b>Unassigned:</b>	
General operations	<u>2,965,796</u>
	<u>\$ 3,010,938</u>



**Town of Plaistow, New Hampshire**  
2015 ANNUAL REPORT



***INDEPENDENT AUDITOR'S REPORT (Continued)***

**TOWN OF PLAISTOW, NEW HAMPSHIRE**  
**NOTES TO REQUIRED SUPPLEMENTARY INFORMATION (CONTINUED)**  
**December 31, 2014**

**NOTE 3—SCHEDULE OF FUNDING PROGRESS FOR OTHER POST-EMPLOYMENT BENEFITS**

In accordance with GASB Statement #45, *Accounting and Financial Reporting by Employers for Post-Employment Benefits Other Than Pensions*, the Town is required to disclose the schedule of funding progress for each of the three most recent actuarial valuations. The Town implemented the provisions of GASB Statement #45 during the year ended December 31, 2014. Accordingly, the funding progress has been presented for the most recent actuarial valuation report. Additional disclosures will be made as the information becomes available.



# Town of Plaistow, New Hampshire

## 2015 ANNUAL REPORT



### INDEPENDENT AUDITOR'S REPORT (Continued)

SCHEDULE A  
TOWN OF PLAISTOW, NEW HAMPSHIRE  
Combining Balance Sheet  
Governmental Funds - All Nonmajor Funds  
December 31, 2014

	Special Revenue Fund	Permanent Funds	Combining Totals
<b>ASSETS</b>			
Cash and cash equivalents	\$ 946,461		\$ 946,461
Investments		\$ 130,078	130,078
Accounts receivable, net	122,608		122,608
Due from other governments	26,052		26,052
Due from other funds	63,493		63,493
Total Assets	<u>1,158,614</u>	<u>130,078</u>	<u>1,288,692</u>
<b>DEFERRED OUTFLOWS OF RESOURCES</b>			
Total deferred outflows of resources	<u>-</u>	<u>-</u>	<u>-</u>
Total assets and deferred outflows of resources	<u>\$ 1,158,614</u>	<u>\$ 130,078</u>	<u>\$ 1,288,692</u>
<b>LIABILITIES</b>			
Accounts payable	\$ 30,616		\$ 30,616
Due to other funds	149,274		149,274
Total Liabilities	<u>179,890</u>	<u>\$ -</u>	<u>179,890</u>
<b>DEFERRED INFLOWS OF RESOURCES</b>			
Unearned revenue	<u>27</u>	<u>-</u>	<u>27</u>
Total Deferred inflows of resources	<u>27</u>	<u>-</u>	<u>27</u>
<b>FUND BALANCES</b>			
Nonspendable		109,613	109,613
Restricted	199,025	20,465	219,490
Committed	656,524		656,524
Assigned	123,148		123,148
Total Fund Balances	<u>978,697</u>	<u>130,078</u>	<u>1,108,775</u>
Total Liabilities, Deferred Inflows of Resources and Fund Balances	<u>\$ 1,158,614</u>	<u>\$ 130,078</u>	<u>\$ 1,288,692</u>



# Town of Plaistow, New Hampshire

## 2015 ANNUAL REPORT



### INDEPENDENT AUDITOR'S REPORT (Continued)

SCHEDULE A-1  
**TOWN OF PLAISTOW, NEW HAMPSHIRE**  
 Combining Balance Sheet  
 Governmental Funds - All Nonmajor Special Revenue Funds  
 December 31, 2014

	Conservation Fund	Police Fund	Outside Details Fund	Water Suppression Fund	Cannon and Statue Fund	World War II Monument Fund	Public Safety Grants Fund	Recreation Revolving Fund	Weirville Road Mitigation Fund	Other Grants Fund	Impact Fees Fund	Combining Totals
<b>ASSETS</b>												
Cash and cash equivalents	\$ 184,265	\$ 81,343	\$ 11,954	\$ 447,308	\$ 1,401	\$ 86	\$ 10,321	\$ 32,367	\$ 133	\$ 18,464	\$ 177,283	\$ 946,461
Accounts receivable, net			16,735	87,409						26,052		122,408
Due from other governments										63,493		26,052
Due from other funds												63,493
Total Assets	<u>\$ 184,265</u>	<u>\$ 81,343</u>	<u>\$ 28,689</u>	<u>\$ 534,717</u>	<u>\$ 1,401</u>	<u>\$ 86</u>	<u>\$ 10,321</u>	<u>\$ 32,367</u>	<u>\$ 133</u>	<u>\$ 108,009</u>	<u>\$ 177,283</u>	<u>\$ 1,158,614</u>
<b>DEFERRED OUTFLOWS OF RESOURCES</b>												
Total Deferred Outflows of Resources												
Total Assets and Deferred Outflows of Resources	<u>\$ 184,265</u>	<u>\$ 81,343</u>	<u>\$ 28,689</u>	<u>\$ 534,717</u>	<u>\$ 1,401</u>	<u>\$ 86</u>	<u>\$ 10,321</u>	<u>\$ 32,367</u>	<u>\$ 133</u>	<u>\$ 108,009</u>	<u>\$ 177,283</u>	<u>\$ 1,158,614</u>
<b>LIABILITIES</b>												
Accounts payable	\$ 18,691											
Due to other funds	8,921	\$ 648	\$ 12,324	\$ 82,960				\$ 582			\$ 11,925	\$ 30,616
Total Liabilities	<u>\$ 27,612</u>	<u>\$ 648</u>	<u>\$ 12,324</u>	<u>\$ 82,960</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ 582</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ 43,830</u>	<u>\$ 149,274</u>
<b>DEFERRED INFLOWS OF RESOURCES</b>												
Unearned revenue				27								27
Total Deferred Inflows of Resources				<u>27</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>27</u>
<b>FUND BALANCES</b>												
Restricted							10,321			108,009		199,025
Committed	156,653	80,695	16,365	451,721	1,401	86		31,785				656,524
Assigned												
Total Fund Balances	<u>\$ 156,653</u>	<u>\$ 80,695</u>	<u>\$ 16,365</u>	<u>\$ 451,721</u>	<u>\$ 1,401</u>	<u>\$ 86</u>	<u>\$ 10,321</u>	<u>\$ 31,785</u>	<u>\$ 133</u>	<u>\$ 108,009</u>	<u>\$ 121,528</u>	<u>\$ 123,148</u>
Total Liabilities, Deferred Inflows of Resources and Fund Balances	<u>\$ 184,265</u>	<u>\$ 81,343</u>	<u>\$ 28,689</u>	<u>\$ 534,717</u>	<u>\$ 1,401</u>	<u>\$ 86</u>	<u>\$ 10,321</u>	<u>\$ 32,367</u>	<u>\$ 133</u>	<u>\$ 108,009</u>	<u>\$ 177,283</u>	<u>\$ 1,158,614</u>



# Town of Plaistow, New Hampshire

## 2015 ANNUAL REPORT



### *INDEPENDENT AUDITOR'S REPORT (Continued)*

#### SCHEDULE B

#### TOWN OF PLAISTOW, NEW HAMPSHIRE

#### Combining Statement of Revenues, Expenditures and Changes in Fund Balances

#### Governmental Funds - All Nonmajor Funds

For the Year Ended December 31, 2014

	Special Revenue Funds	Permanent Funds	Combining Totals
Revenues:			
Intergovernmental	\$ 149,470		\$ 149,470
Charges for services	293,598		293,598
Interest and investment income	1,249	\$ 23	1,272
Miscellaneous	120,428	2,970	123,398
Total Revenues	<u>564,745</u>	<u>2,993</u>	<u>567,738</u>
Expenditures:			
Current operations:			
Public safety	178,349		178,349
Water distribution and treatment	24,143		24,143
Culture and recreation	8,356		8,356
Conservation	19,314		19,314
Capital outlay	83,691		83,691
Total Expenditures	<u>313,853</u>	<u>-</u>	<u>313,853</u>
Excess of revenues over expenditures	<u>250,892</u>	<u>2,993</u>	<u>253,885</u>
Other financing sources (uses):			
Transfers in	59,000		59,000
Transfers out	(104,588)		(104,588)
Total other financing sources (uses)	<u>(45,588)</u>	<u>-</u>	<u>(45,588)</u>
Net change in fund balances	205,304	2,993	208,297
Fund balances at beginning of year	<u>773,393</u>	<u>127,085</u>	<u>900,478</u>
Fund balances at end of year	<u>\$ 978,697</u>	<u>\$ 130,078</u>	<u>\$ 1,108,775</u>



# Town of Plaistow, New Hampshire

## 2015 ANNUAL REPORT



### INDEPENDENT AUDITOR'S REPORT (Continued)

SCHEDULE B-1  
**TOWN OF PLAISTOW, NEW HAMPSHIRE**  
 Combining Statement of Revenues, Expenditures and Changes in Fund Balances  
 Governmental Funds - All Nonmajor Special Revenue Funds  
 For the Year Ended December 31, 2014

	Conservation Fund	Police Fund	Outside Details Fund	Water Suppression Fund	Cannons and Statue Fund	World War II Monument Fund	Public Safety Grants Fund	Recreation Revolving Fund	Westville Road Mitigation Fund	Other Grants Fund	Impact Fees Fund	Combining Totals
<b>Revenues:</b>												
Intergovernmental		\$ 86,144	\$ 115,590	\$ 165,188			\$ 855	\$ 11,965		\$ 63,326		\$ 149,470
Charges for services	\$ 281		43	632	\$ 2		24	51			\$ 216	293,598
Interest and investment income	81	4,825		263						50,000	65,259	1,249
Miscellaneous	362	90,969	115,633	166,083	2		879	12,016		113,326	65,475	120,428
<b>Total Revenues</b>												<b>564,745</b>
<b>Expenditures:</b>												
Current operations:												
Public safety		13,064	135,459					8,356		29,826		178,349
Water distribution and treatment										24,143		24,143
Culture and recreation	19,314						2,502	8,356				8,356
Conservation	30,621	8,673					2,502					19,314
Capital outlay	49,935	21,737	135,459				2,502	8,356		53,969	41,895	83,691
<b>Total Expenditures</b>												<b>313,853</b>
Excess of revenues over (under) expenditures	(49,573)	69,232	(19,826)	166,083	2		(1,623)	3,660		9,357	23,580	250,892
Other financing sources (uses):												
Transfers in	10,000									49,000		59,000
Transfers out				(83,896)			(5,692)				(15,000)	(104,588)
<b>Total other financing sources (uses)</b>	10,000			(83,896)			(5,692)			49,000	(15,000)	(45,588)
Net change in fund balances	(39,573)	69,232	(19,826)	82,187	2		(7,315)	3,660		108,357	8,580	205,304
Fund balances (deficit) at beginning of year	196,226	11,463	36,191	369,534	1,399	86	17,636	28,125	133	(348)	112,948	773,393
<b>Fund balances at end of year</b>	<b>156,653</b>	<b>80,695</b>	<b>16,365</b>	<b>451,721</b>	<b>1,401</b>	<b>86</b>	<b>10,321</b>	<b>31,785</b>	<b>133</b>	<b>108,009</b>	<b>121,528</b>	<b>978,697</b>



# Town of Plaistow, New Hampshire

## 2015 ANNUAL REPORT



### *INDEPENDENT AUDITOR'S REPORT (Continued)*

SCHEDULE C  
TOWN OF PLAISTOW, NEW HAMPSHIRE  
Combining Statement of Assets and Liabilities  
All Agency Funds  
December 31, 2014

	School Agency Funds	Escrow Agency Funds	Combining Totals
<b>ASSETS</b>			
Cash and cash equivalents	\$ 75,068	\$ 256,967	\$ 332,035
Total Assets	<u>\$ 75,068</u>	<u>\$ 256,967</u>	<u>\$ 332,035</u>
<b>LIABILITIES</b>			
Deposits		\$ 256,967	\$ 256,967
Due to other governments	\$ 75,068		75,068
Total Liabilities	<u>\$ 75,068</u>	<u>\$ 256,967</u>	<u>\$ 332,035</u>



**Town of Plaistow, New Hampshire**  
2015 ANNUAL REPORT



*AMERICAN LEGION POST 34*

**PLAISTOW AREA VETERANS AND THEIR FAMILIES**  
**WHAT CARL G. DAVIS, POST 34 THE AMERICAN LEGION**  
**CAN DO TO HELP**

**(CONFIDENTIALITY IS STRICTLY ENFORCED)**

**Call the Post @382-9777 to connect with either the Service Officer or the Post Commander.**

- 1. The Constitution and Bylaws of Carl G. Davis, Post 34 allows the Post Service Officer to provide immediate funding (after talking with the veteran) to help an honorably discharged veteran, active duty military and Families in need. The help may be in the form of rent payments, food, heat or electric payment, gas/car repair for transportation to work, help for a veteran whose child might be hospitalized out of the local area (ex. Boston Children's Hospital) putting a financial strain on the family. Food and gas help will be in the form of gift cards, and checks will be made out to the specific service provided, landlord/ repair shop, heat or electric provider. No cash will be given! CONFIDENTIALITY IS STRICTLY ENFORCED.**
- 2. Post 34 can approach The American Legion, Department of New Hampshire for additional funding through the Department Adjutant and Department Service Officer, using the Department Emergency Fund, funded by the Ladies Auxiliary, Department of NH.**
- 3. Our National Organization can also provide grants through a program called Temporary Financial Assistance (TFA). This program requires that minor children be involved and is part of our National Children and Youth Program. The Post does the research into the need and fills out the appropriate paperwork with the help of the veteran.**
- 4. Membership in the American Legion is not a requirement of any of these Veteran Programs.**
- 5. The above programs are one-time offers of help to our veterans.**



# Town of Plaistow, New Hampshire

## 2015 ANNUAL REPORT



### *AMERICAN LEGION POST 34 (Continued)*

6. Additionally, Post 34 is able to hold fundraisers for veterans and their families if the need is greater than what can be provided by the Constitution and Bylaws. An example of this is the recent fundraisers held for 2 families after they suffered injuries and loss in fires at their homes. We have held fundraisers for veterans who have had children in Boston Hospitals and had a tough time making expenses for staying in Boston or traveling back and forth during the period of sickness of the child. We are here to help, let us!
7. Our Post Service Officer can also help a veteran file claims with the VA through the office of our Department Service Officer (VA Certified).
8. Post 34 can provide transportation to the Community Based Outpatient Clinic, Haverhill, MA, the VAMC, Manchester or the Regional VA Office in Manchester, if the transportation need exists.





# Town of Plaistow, New Hampshire

## 2015 ANNUAL REPORT



### ***REPORT OF THE ASSESSOR'S AGENTS***

The responsibilities of the Assessor's Office include keeping information about all properties current. Ownership changes, property sales, property data, tax maps and other property information is constantly being updated so that anyone needing this information may acquire it and be confident that it is accurate.

The Assessor's Office is responsible, under the direction of the Board of Selectmen, for keeping assessments current with market value. State law requires assessments to be proportionate, each year, and that at least once in every five years, bring all assessments to full market value. This may occur more frequently when market values indicate it is necessary

Legislation resulting from the 'Sirrell' v. Portsmouth decision has placed the Department of Revenue Administration (DRA) in an oversight role to ensure compliance to State assessing standards, where they produce a report to the Assessing Standards Board (ASB) reflecting the DRA's findings during their 5-year 'assessment review' process. This report addresses all facets of the assessing office from assessment equity to the way in which we address requests for abatements, veteran's credits and many other assessment functions. The DRA measures our performance against standards developed by the Assessing Standards Board (ASB). Plaistow is scheduled for our next assessment review in 2016.

#### **2015 Assessment Changes:**

In 2011 the Town went through a certification process from the Department of Revenue Administration. As a part of that process the Town reviewed all property values and the results met State requirements for 2011. Because the market had remained relatively stable from 2011 into 2013, no general updates to values were required. In 2014 and 2015 we performed an update to the assessed values based on the increase in market values. In addition other changes in value which may be reflected on the property record cards came from changes in data. These were a result of the cycled inspection process, building permit(s), subdivision or other physical changes to the property.

#### **2015 Real Estate Market:**

Based upon arm's-length sales coming through the Registry of Deeds during 2015 it appears that the market has seen increases to both market value and the volume of sales. The Town's official ratio for 2014 was 94.1% meaning that our assessments were reflecting 94.1% of market value last year. Our preliminary ratio for 2015 after the update is 95%.

In the fall of this year the Board of Selectmen authorized a statistical update. Our ratio for 2015 would have been estimated at 88% if we did not perform this update. This indicates a 7% increase in overall market value from 2014 to 2015.

Foreclosures: Based upon foreclosure deeds received from the Registry of Deeds, 6 properties were foreclosed upon in Town during 2015. This is a decrease over the previous year, when 12 foreclosures were reported.

The last update in assessed value took place in 2011. The number of open-market residential single-family home sales increased between 2011 and 2015 with a corresponding increase in average sales prices (16%). The number of condominium sales dramatically increased as well. The sale prices of condominiums have gone up by 26% over the last 4 years. Following are graphs depicting this activity in Town year over year:

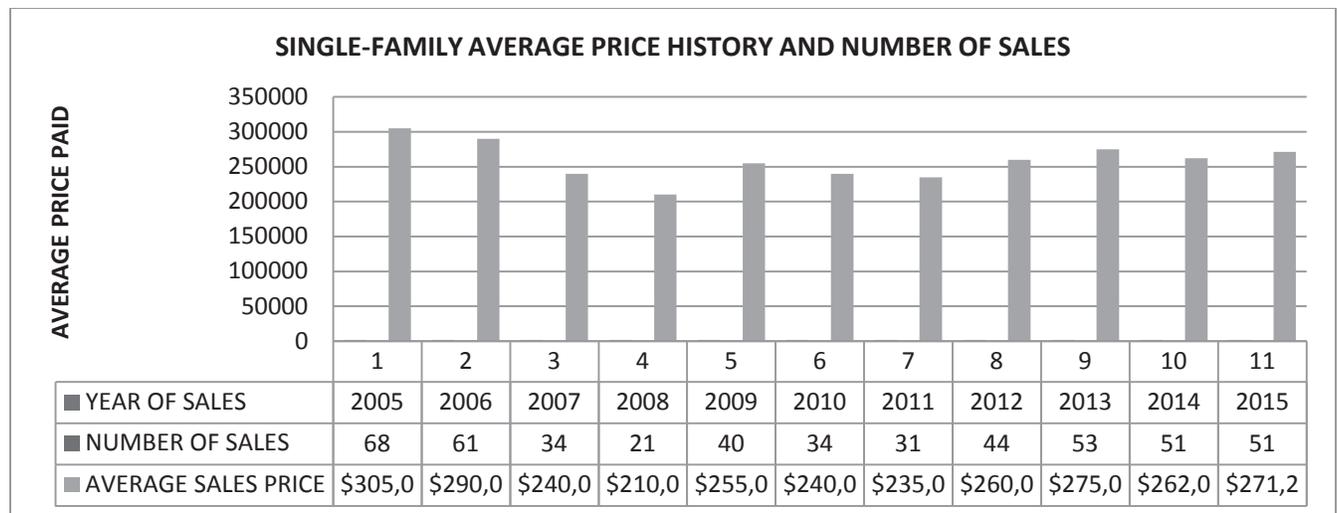
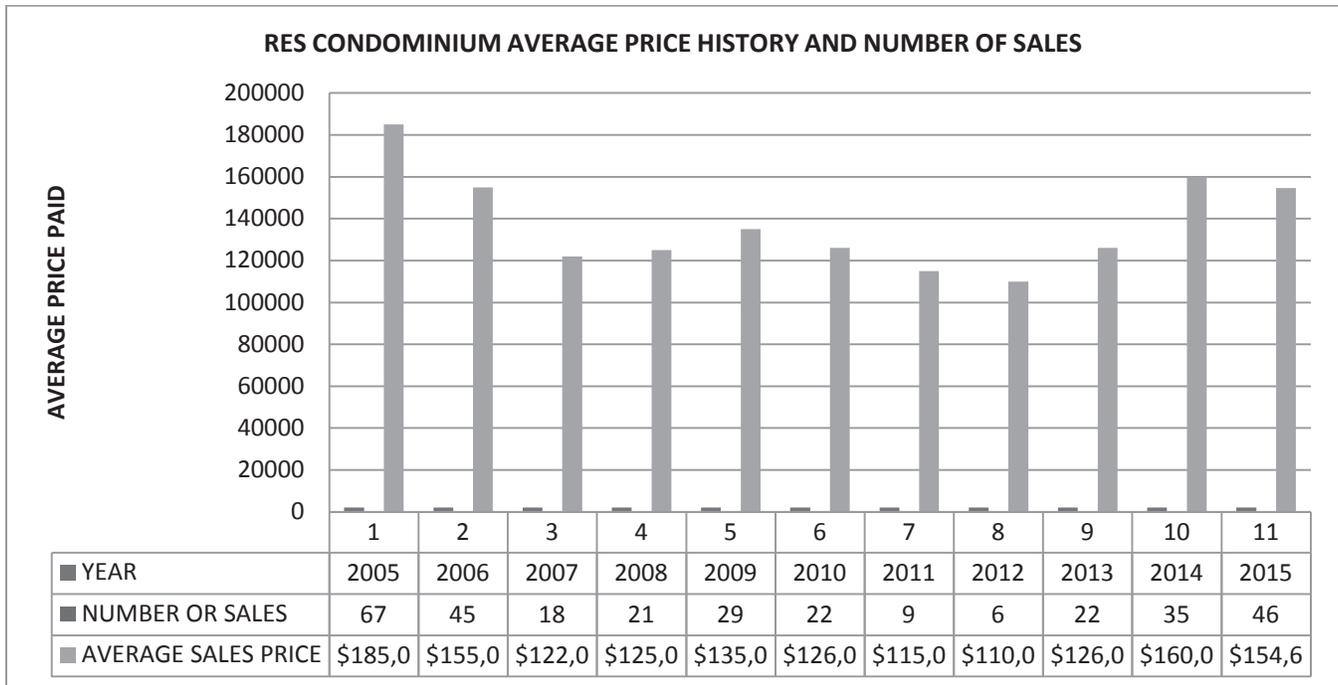


# Town of Plaistow, New Hampshire

## 2015 ANNUAL REPORT



### REPORT OF THE ASSESSOR'S AGENTS (Continued)



**Assessment Statistics:**

Equity in assessments is measured in statistical terms. Specifically, the *assessment ratio* is the primary measure as to how our assessments relate to market value. For example, if a property sells for \$100,000 but is assessed for \$90,000, the assessment ratio is 90% for this property (\$90,000 divided by \$100,000). Each sale (open market sales only) is analyzed in this way, both by the Town and the Department of Revenue Administration. All non-forced sales occurring within the ratio period (October 1, 2014 through September 30, 2015 for this current year) are arrayed in this way, low to high, and the median point of all the ratios becomes the assessment ratio for the Town for that year.

Following are the official ratios from 2012 and 2013 as compared to the preliminary ratios for 2014 (the DRA has yet to certify the 2014 ratio):



# Town of Plaistow, New Hampshire

## 2015 ANNUAL REPORT



### *REPORT OF THE ASSESSOR'S AGENTS (Continued)*

Category	2012 Ratio	2013 Ratio	2014 Ratio after update	2015 Ratio After update
Overall	97.5%	99.5%	94.1%	95%
Single-Family	97%	95%	93%	96%
Condos	100%	98%	96%	95%

While there were too few commercial sales to measure statistically accurate this past year, the few commercial sales we had are coming in higher, while industrial properties were indicating a moderate decline in market value.

2016 is our recertification and revaluation year. At that time it is anticipated that all property classes would be brought close to 100% of market value.

#### **2015 Valuation Report:**

Because of the update and permitting process, the overall value for the Town increased from the previous year. The decrease in commercial property is due to permits. Following are the changes in the assessed value of taxable properties from 2014 and 2015 as taken from the reports sent to the State for tax rate setting purposes (MS1 report):

Category	2014	2015	Difference	% Change
Current Use Lands	\$67,377	\$66,371	(1,006)	
Conservation Lands	\$0	\$0	\$0	
Residential Lands	\$243,152,430	\$252,140,650	\$8,988,220	
Commercial Lands	\$104,331,180	\$104,228,270	(102,910)	
Total Lands	\$347,550,987	\$356,435,291	\$8,884,304	2.6%
Residential Buildings	\$342,340,450	\$379,610,700	\$37,313,250	
Manufactured Housing	\$290,100	\$333,100	\$43,000	
Commercial Buildings	\$148,734,240	\$142,797,490	(5,936,750)	
Total Buildings	\$491,364,790	\$522,741,290	\$31,376,500	6.39%
Public Utilities	\$23,595,990	\$23,595,990	\$0	0.00%
Total Taxable Property	\$862,517,899	\$902,778,703	\$40,260,804	4.7%
Less All Exemptions	(\$12,535,862)	(\$11,197,276)	(1,338,586)	-10.67%
Net Valuation	\$849,982,037	\$891,581,427	\$41,599,390	4.9%



# Town of Plaistow, New Hampshire

## 2015 ANNUAL REPORT



### *REPORT OF THE ASSESSOR'S AGENTS (Continued)*

The values shown above include all public utilities, however, the State of New Hampshire deducts a large portion of the utility values for use in their State School Tax rate calculations. Some calculations may not add correctly due to some exemption and credit amounts exceeding their respective assessments.

The Net Valuation shown is after elderly and veteran deductions, less inclusions of revenue from sources other than property taxes (such as registrations, licenses, etc.). The Net Valuation (plus revenue from other sources) is what is applied against expenses approved at the public deliberative sessions to determine the tax rate for the year.

**Tax Rate Changes:**

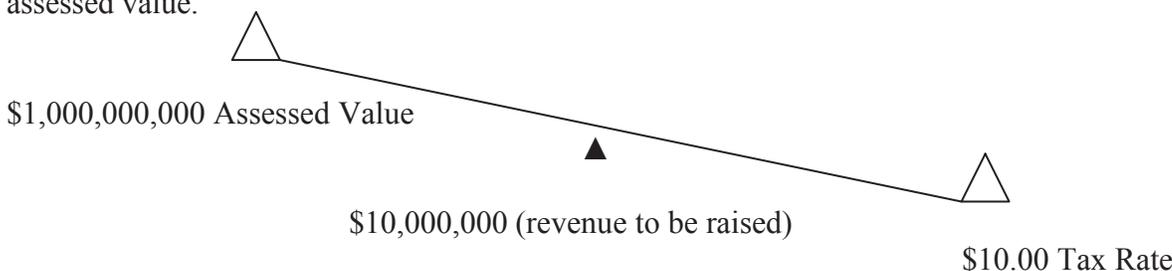
The tax rate is made up of four categories representing the expenditures required of each entity. Collectively for 2015, from all categories, the Town tax rate decreased \$.97 over 2014 (3.9%). The breakdown is as follows:

Tax Rates:	2014	2015	\$Change
Town	\$5.98	\$5.98	\$0.00
County	\$1.14	\$1.07	-\$0.07
Local School	\$15.49	\$14.62	-\$0.87
State School	\$2.52	\$2.49	-\$0.03
Totals	\$25.13	\$25.13	-\$0.97

It is important that taxpayers understand that increasing or decreasing assessments does not lead to a loss or an increase in revenue to the Town. This is because the Town must raise the revenues approved by the taxpayers, neither more nor less. If the overall assessments are higher than the previous year, the tax rate will be less, and if the overall assessments are lower than the previous year, the tax rate will be higher. In each case the same amount of overall revenue will be raised to cover essential municipal services approved by the taxpayers during Town Meetings or Deliberative Sessions (one for the Town, and another for the School District).

The following illustration shows how the tax changes according to market value and required Town, County and State revenue authorizations:

For discussion purposes, assume that the net valuation of the Town is one billion dollars in assessed value. Also, assume that the Town budget is \$10,000,000. The tax rate is determined by dividing the amount of taxes to raise by the net assessed value. The answer, times 1000, indicates a tax rate of \$10.00 per thousand of assessed value.





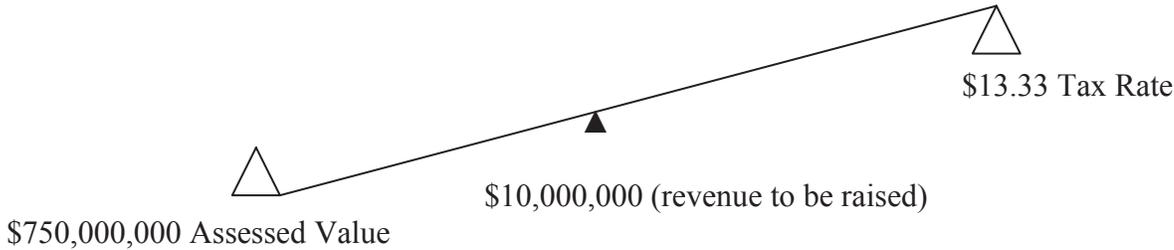
# Town of Plaistow, New Hampshire

## 2015 ANNUAL REPORT



### ***REPORT OF THE ASSESSOR'S AGENTS (Continued)***

If the assessed value were to fall to \$750,000,000, the Town still needs to raise the authorized \$10,000,000. So, dividing the same \$10,000,000 by \$750,000,000 in net assessed value causes the tax rate to increase to \$13.33, yet no additional revenue is raised.



So, the function of the tax rate is to raise authorized expenditures. The assessed values change with the market, and the tax rate fluctuates according to the amount of taxes to be raised.

If property values changed equally, and the budget remained the same as the previous year, there would be no change in tax bills. However, as referenced earlier, not all market values change equally over the same timeframe.

#### **Property Data Collections/Accuracy**

Personnel from the Assessor's Office are continually collecting data on properties in the Town. Each property is visited for an inspected, by law, at least once in every five years, as required by law. This is an important part of the assessment process for incorrect data can lead to incorrect assessments.

We encourage all taxpayers to review the data on file for their property when you have the opportunity. If any questions or discrepancies are noted, please bring them to the attention of the assessment office personnel. We remain open to any and all observations as to how we may better serve you, and we appreciate the courtesy and patience extended to our staff while we perform our necessary duties.

#### **Elderly Exemptions**

New Hampshire provides for an exemption of property taxes to qualified elderly taxpayers. The process is 'needs' based, and is applied according to the following criteria:

To qualify, applicant must:

- be 65 years of age or older on or before April 1<sup>st</sup> in the year they're applying.
- be a New Hampshire resident for at least 5 years prior to April 1st.
- be living in the house, which must be their primary residence.
- have total household income not exceeding \$38,000 if single, or \$53,000 if married
  - (all sources of income are included).
- have total assets not exceeding \$80,000. Assets do not include the value of the house or up to 2 acres of land that the house is situated on.



# Town of Plaistow, New Hampshire

## 2015 ANNUAL REPORT



### ***REPORT OF THE ASSESSOR'S AGENTS (Continued)***

If qualified, the exemption is as follows:

- ▪ ages 65 to 74 - \$110,000 is subtracted from the assessment and taxes are paid on the remainder.
- ▪ ages 75 to 79 - \$150,000 is subtracted from the assessment and taxes are paid on the remainder.
- ▪ ages 80 and over - \$190,000 is subtracted from the assessment and taxes are paid on the remainder.

#### **Totally and Permanently Disabled**

To qualify, applicant must:

- be a New Hampshire resident for at least 5 years prior to April 1st.
- be living in the house, which must be their primary residence.
- be totally and permanently disabled and collecting Social Security.
- have a total household income not exceeding \$35,000 if single, or \$50,000 if married all sources of income are included.
- total assets cannot exceed \$80,000. Assets do not include the value of the house or up to 2 acres of land that the house sits on.

If qualified, the exemption is as follows:

- \$150,000 is subtracted from the assessment and taxes are paid on the remainder.

#### **Blind Exemption**

To qualify, applicant must:

- be a New Hampshire resident for at least 1 year prior to April 1<sup>st</sup> in the year the Exemption is claimed.
- be legally blind as determined by the administrator of blind services and provide a letter stating such.

If qualified, the exemption is as follows:

- \$15,000 is subtracted from the assessment and taxes will be paid on the remainder.

#### **Veteran's Tax Credit:**

To qualify, applicant must:

- be a New Hampshire resident for at least 1 year prior to April 1<sup>st</sup> in the year the credit is claimed.
- had honorably served at least 90 consecutive days of active duty during a qualifying period.
- supply a copy of paperwork (DD-214, for example) showing date of entry, date of discharge, and character of service.

If applying for service connected total disability tax credit, disability must be 100% total and permanent, must be service-connected and a letter from the veteran's administration must be supplied at time of application.



# Town of Plaistow, New Hampshire

## 2015 ANNUAL REPORT



### ***REPORT OF THE ASSESSOR'S AGENTS (Continued)***

If qualified, the exemption is as follows:

- \$500 will be deducted from the taxes for a standard veteran credit and \$2,000 for a veteran with a service connected total and permanent disability.

#### **Veteran Spouse or Widow:**

To qualify, applicant must:

- demonstrate that the spouse or deceased veteran met all requirements for Veterans Tax Credit (referenced above).
- has not remarried.
- is the surviving spouse of any veteran killed or died while on active duty, as listed in RSA 72:28, providing that the spouse or widow has not remarried.

The State of New Hampshire has a program to rebate a portion of the state-wide property tax for qualifying elderly residents. Information is available at Town Hall in the Assessor's Office.

The assessing personnel would like to take this opportunity to thank all the taxpayers in the Town for their patience and assistance throughout the year. The tax assessment process is a necessary process, however not necessarily an enjoyable one for anyone involved, however we do appreciate your unfailing courtesies extended over the past many years.

Respectfully Submitted,

*Wil Corcoran & Marybeth Walker, Assessor's Agents*





# Town of Plaistow, New Hampshire

## 2015 ANNUAL REPORT



### ***ASSESSMENT UPDATE PROCEDURE ADOPTED BY THE BOARD OF SELECTMEN***

1. The Board will determine a budget necessary to do the work needed for the *certification year* and make that a request as part of the budget process in the fall of the year.
2. The Assessing Firm will do the sales analysis and measurement each year as part of its regular duties. All work will be done in compliance with state laws and enforceable Administrative rules that are based upon the latest changes to the state laws.
3. The Board of Selectmen will proceed with an update based upon measurements that fall outside of recommendations for good assessing practices in the median values, stratification, and/or Coefficient of Dispersion.
4. The Board of Selectmen will make the public aware of the planned process and hold a public hearing to explain the rationale for undertaking such a process. When there is a mass update, the database for taxes will not be changed for those updates until the Board agrees upon the proposed numbers.
5. The Board of Selectmen will make available speakers for groups who wish to hear about the subject, e.g. PACE, Lions, etc. Announcements will go on channel 17, the web, and via a press release to the papers.
6. All mass mailings, sent by the assessing department, will be reviewed by the Board of Selectmen before they are sent, including any attachments.
7. Those with elderly and disabled exemptions will receive a separate letter indicating the potential impact on them of the changes.
8. The Assessing Firm should make a recommendation of values (subject to revision in the hearing process) to the Board of Selectmen by July 17<sup>th</sup>.
9. The Board of Selectmen will hold an informational hearing to explain the process before formally voting on accepting the assessing firm's recommendation, but the absence of this vote will not hinder proceeding with hearings for taxpayers.
10. When the new proposed values are ready, letters will be sent to invite each property owner with a new value to come and review their values. Available times will include evening hours as well as days. The letters will emphasize that an increase or decrease in values does not translate directly into an increase or decrease in a person's tax bill.
11. The letters will be sent to everyone whose property value changes by more than 5% and allow the owners at least 10 days notice before the hearing period ends. The hearing period will last at least 5 days, evening appointments will be available at least 4 of those days. If more than one quarter of the parcels changes more than 5%, there will be at least 8 days for appointments with 7 evenings.
12. Lists will be available of current and proposed values at the Town Hall, Library, and on the Town's web site. If possible a program will be developed for repeated broadcast on channel 17 of the process and especially focus on the impact of the update.



# Town of Plaistow, New Hampshire

## 2015 ANNUAL REPORT



### ***CURRENT USE DESCRIPTION AND INVENTORY***

New Hampshire's Current Use law (RSA 79-A) allows qualifying land to be taxed according to its current, rather than its potential use. Without the Current Use program, all open land, regardless of the owner's intent for future use, would be assessed and taxed at full market value. In many cases this would have the effect of forcing landowners to sell their property to escape high property taxes. Inevitably this would mean losing much of this land to development – most likely in the form of residential subdivisions. Current use assessment typically reduces property taxes assessed on undeveloped land by more than two-thirds and is vital to the preservation of open space in the region.

Started in 1973, the current use program is an extremely important mechanism for keeping open land open. It does not, however, provide any long term protection from the future development of this land. This is because current use land can be taken out of the program. If the land is converted to a non-qualifying use (e.g. subdivided for development) it is subject to a "Land Use Change Tax" equal to 10% of the land's full value assessment at the time of the change. In 1994, the Current Use Law was amended to allow the current use penalty tax (land use change tax) to accrue to a special account that can be used for conservation purposes.

The March 2000 Town Meeting voted to put the "Land Use Change Tax" into the Conservation Fund. The "Conservation Fund 36-A" may be used for land or easement acquisition, or for any other purpose for which the Conservation Commission Fund was established under RSA 36-A allows, such as resource inventories, management of Town lands, etc. The 36-A Fund requires both the Conservation Commission's and the Board of Selectmen's approval for withdrawal of any of those funds.

The Current Use Fund has \$79,063 in this fund as of December 31, 2015 and the Conservation Fund has \$60,386 in it as of December 31, 2015.





# Town of Plaistow, New Hampshire

## 2015 ANNUAL REPORT



### *CURRENT USE PROPERTY LIST*

PARCEL	OWNER	#	LOCATION	ACRES	TOTAL
11-006-000-000	POST, GARY K.	19	ATKINSON DEPOT RD	2.4	\$ 120
11-008-000-000	POST, GARY K	15	ATKINSON DEPOT RD	9.46	\$ 403,580
12-001-000-000	POST, GARY K.		ATKINSON DEPOT RD RE	9.4	\$ 2,010
14-008-000-000	PETTENGILL, DEBORAH	30	EAST RD	9.05	\$ 371,430
18-010-000-000	ONE TWENTY ONE A REALTY CO	244	MAIN ST	14.6	\$ 620
20-035-000-000	COLLINS, MARGO	93	OLD COUNTY RD	19.25	\$ 234,410
21-002-000-000	BARIBEAU, ROGER R	310	MAIN ST	15.05	\$ 245,870
21-005-000-000	ANDREWS, ELEANOR F		MT MISERY	12.6	\$ 620
22-001-000-000	PAUL, RICHARD E		MT MISERY	6	\$ 420
22-015-000-000	PAUL, RICHARD E		MT MISERY	4	\$ 220
33-001-000-000	KNP LAND ASSOCIATES, LLC		OLD COUNTY RD (BACKLAND)	61.6	\$ 1,110
34-001-000-000	TORROMEO, HENRY		MT MISERY	83	\$ 1,670
37-035-000-000	STEVENS, KERI B.	6	WOODLAND DR	11.85	\$ 232,130
37-055-000-000	NOYES, DORIS M	27	MAIN ST	9.84	\$ 211,350
38-004-000-000	CHANDLER PLACE, LLC	18	CHANDLER AV	11.49	\$ 1,720
41-014-000-000	GIFFORD, JONATHAN	148	MAIN ST	29	\$ 400,040
42-062-000-000	MAJOR TR, NORMAN L & BRENDA E	1	MAJOR LN	4.23	\$ 165,720
44-050-000-000	JAMES TR, BRUCE M & BARBARA J	67	KINGSTON RD	47	\$ 5,330
48-032-000-000	HOYT, TR, DAVID M.	63	FORREST ST	15.36	\$ 756,680
48-033-000-000	SARACUSA TR, MARION	49	FORREST ST	18.89	\$ 275,140
48-039-000-000	COOK, MICHAEL	43	FORREST ST	5	\$ 410,770
48-040-000-000	COOK, MICHAEL		FORREST ST REAR	12.34	\$ 3,150
49-003-000-000	LEBLANC TR, M G	31	FORREST ST	12	\$ 99,670
50-078-000-000	HOLT, GERALD E	17	HARRIMAN RD	53	\$ 254,890
53-013-000-000	MAJOR TR, NORMAN L & BRENDA E	12	KINGSTON RD	8.6	\$ 328,710
53-028-000-000	EMBREY-ROOKE, MONA E	7	HILL HAVEN RD	31	\$ 326,030
55-005-000-000	FASHION REAL ESTATE TRUST	43	CRANE CROSSING RD	19.06	\$ 1,110
55-009-000-000	ENGLEMANN, JANICE CHRISTINE	29	CRANE CROSSING RD	10.89	\$ 315,930
56-003-000-000	DEPTULA-HICKS, DARLENE M TRUSTEE	30	CRANE CROSSING RD	19.61	\$ 388,910
62-029-000-000	SIMARD, CYNTHIA	44	SWEET HILL RD	18.8	\$ 133,900
62-041-001-000	RONALD BROWN INVESTMENT, LLC	1	GUNSTOCK RD	2.5	\$ 50
62-041-002-000	RONALD BROWN INVESTMENT, LLC	3	GUNSTOCK RD	2.5	\$ 70
62-041-003-000	RONALD BROWN INVESTMENT, LLC	5	GUNSTOCK RD	5.1	\$ 760
62-041-015-000	RONALD BROWN INVESTMENT, LLC	4	GUNSTOCK RD	3.5	\$ 100
65-002-000-000	BIGGART, JANET	2B	NEWTON RD	13.33	\$ 140,420
66-017-000-000	HAVERHILL GOLF & COUNTRY CLUB	93	FORREST ST	257	\$ 1,874,410
67-001-000-000	CORSO-UPTON FAMILY TRUST	34	NEWTON RD	17.1	\$ 205,680
68-008-000-000	GOUDREAU, RICHARD E	82	NEWTON RD	25.62	\$ 545,320
8-025-002-000	DUSTON, VIRGINIA L		HAMPSTEAD LINE	0.55	\$ 30
8-027-000-000	GALLANT, MICHAEL J & PAMELA J	23	HICKORY RIDGE RD	16.57	\$ 408,280



# Town of Plaistow, New Hampshire

## 2015 ANNUAL REPORT



### *TOWN OWNED PROPERTY LIST*

PARCEL	#	LOCATION UNKNOWN	ACRES	LAND	BLDG	TOTAL
6-003-000-000		ATKINSON TOWN LINE	1.83	\$ 23,060	\$ -	\$ 23,060
6-006-000-000		ATKINSON LINE REAR L	13.45	\$ 126,690	\$ -	\$ 126,690
6-008-000-000		FORMERLY J A NOYES L	6.1	\$ 61,380	\$ -	\$ 61,380
7-001-000-000		ATKINSON LINE	88	\$ 439,550	\$ -	\$ 439,550
7-004-000-000		FROG POND WOODS	58.68	\$ 293,290	\$ -	\$ 293,290
7-005-000-000		FROG POND WOODS	9.5	\$ 95,040	\$ -	\$ 95,040
8-022-000-000		MAIN ST	5.2	\$ 52,470	\$ -	\$ 52,470
8-023-000-000		MAIN ST REAR KELLY B	7.4	\$ 74,250	\$ -	\$ 74,250
8-024-000-000		REAR HICKERY RIDGE R	8	\$ 89,100	\$ -	\$ 89,100
8-025-000-000		HAMPSTEAD LINE	6	\$ 67,100	\$ -	\$ 67,100
9-011-000-000		OLD STAGECOACH RD	4.8	\$ 48,060	\$ -	\$ 48,060
11-007-000-000		NEAR B+M RAILROAD	0.56	\$ 6,800	\$ -	\$ 6,800
14-035-000-000		EAST RD REAR	5	\$ 2,500	\$ -	\$ 2,500
16-001-000-000	45	GREENOUGH RD	2.34	\$ 85,940	\$ -	\$ 85,940
17-006-000-000		FROG POND WOODS	21.54	\$ 175,780	\$ -	\$ 175,780
17-007-000-000		FROG POND WOODS	3.1	\$ 38,300	\$ -	\$ 38,300
17-029-000-000	16	CULVER ST	0.75	\$ 11,270	\$ -	\$ 11,270
17-030-000-000	15	LOWER	0.75	\$ 11,270	\$ -	\$ 11,270
17-031-000-000	13	LOWER RD	0.7	\$ 10,590	\$ -	\$ 10,590
17-032-000-000	11	LOWER RD	5.8	\$ 39,510	\$ -	\$ 39,510
18-002-000-000		FROG POND WOODS	6.4	\$ 71,500	\$ -	\$ 71,500
18-003-000-000		FROG POND WOODS	7.9	\$ 79,200	\$ -	\$ 79,200
18-004-000-000		FROG POND WOODS	2.6	\$ 25,250	\$ -	\$ 25,250
18-014-000-000		MAIN ST REAR LAND	14.5	\$ 144,540	\$ -	\$ 144,540
18-015-000-000	14	CULVER ST	0.92	\$ 12,240	\$ -	\$ 12,240
19-005-000-000	266	MAIN ST	36	\$ 671,600	\$ -	\$ 671,600
19-006-000-000	280	MAIN ST	38	\$ 776,900	\$ -	\$ 776,900
20-012-000-000	1	HICKORY RIDGE RD	1.4	\$ 4,470	\$ -	\$ 4,470
20-037-000-000		MT MISERY	5	\$ 50,490	\$ -	\$ 50,490
20-038-000-000		MT MISERY	21.46	\$ 240,470	\$ -	\$ 240,470
21-007-000-000	307	MAIN ST	12.9	\$ 415,420	\$ -	\$ 415,420
21-008-000-000		MT MISERY	2.5	\$ 22,880	\$ -	\$ 22,880
21-009-000-000		MT MISERY	11	\$ 109,890	\$ -	\$ 109,890
21-010-000-000		MT MISERY	13.8	\$ 129,970	\$ -	\$ 129,970
21-011-000-000		MT MISERY	2.5	\$ 24,310	\$ -	\$ 24,310
21-012-000-000		MT MISERY	3.5	\$ 31,680	\$ -	\$ 31,680
21-013-000-000		MT MISERY	3.8	\$ 34,320	\$ -	\$ 34,320
21-014-000-000		MT MISERY	1.37	\$ 14,550	\$ -	\$ 14,550
21-015-000-000		MT MISERY	3.25	\$ 33,170	\$ -	\$ 33,170
21-016-000-000		MT MISERY	13.65	\$ 136,120	\$ -	\$ 136,120
21-017-000-000		MT MISERY	14.7	\$ 138,380	\$ -	\$ 138,380
22-005-000-000		MT MISERY	3.65	\$ 33,000	\$ -	\$ 33,000
22-007-000-000		MT MISERY	2.12	\$ 17,090	\$ -	\$ 17,090
22-008-000-000		MT MISERY	10	\$ 77,770	\$ -	\$ 77,770
22-009-000-000		MT MISERY	5	\$ 44,880	\$ -	\$ 44,880
22-010-000-000		MT MISTERY	1.07	\$ 10,300	\$ -	\$ 10,300



# Town of Plaistow, New Hampshire

## 2015 ANNUAL REPORT



### *TOWN OWNED PROPERTY LIST (Continued)*

22-011-000-000		MT MISERY	9.57	\$ 74,460	\$ -	\$ 74,460
22-012-000-000		MT MISERY	2.37	\$ 21,740	\$ -	\$ 21,740
22-014-000-000		MT MISERY	2.76	\$ 25,170	\$ -	\$ 25,170
25-015-000-000	35	WEST PINE ST	5.02	\$ 164,320	\$ -	\$ 164,320
25-038-000-000		PLAISTOW RD REAR	2	\$ 35,940	\$ -	\$ 35,940
27-054-000-000	33	WESTVILLE RD	0.16	\$ 1,560	\$ -	\$ 1,560
30-065-000-000	163	PLAISTOW RD	7.4	\$ 915,000	\$ -	\$ 915,000
31-005-000-000		BRENTWOOD ST	0.92	\$ 12,240	\$ -	\$ 12,240
31-068-000-000	169	PLAISTOW RD	7.4	\$ 936,870	\$ -	\$ 936,870
32-025-000-000	N/S	OLD COUNTY RD	2.62	\$ 29,920	\$ -	\$ 29,920
32-028-000-000	51	OLD COUNTY RD	27.3	\$ 366,150	\$ 69,300	\$ 435,450
32-032-000-000	6	WILDER DR	37.4	\$ 635,090	\$ 105,900	\$ 740,990
33-002-000-000		OFF OLD COUNTY RD	8	\$ 54,680	\$ -	\$ 54,680
33-003-000-000		OFF OLD COUNTY RD	13.5	\$ 163,980	\$ -	\$ 163,980
33-004-000-000		MT MISERY	12.4	\$ 86,150	\$ -	\$ 86,150
37-036-000-000	2A	WOODLAND DR	0.08	\$ 2,100	\$ -	\$ 2,100
37-051-000-000		NORTH AV REAR	0.21	\$ 3,880	\$ -	\$ 3,880
38-020-000-000	7	MASSASSOIT BV	1.26	\$ 118,150	\$ -	\$ 118,150
39-047-000-000	4	BITTERSWEET DR	0.52	\$ 8,120	\$ -	\$ 8,120
39-050-021-003	87	MAIN ST	4.88	\$ 303,160	\$ 2,164,700	\$ 2,467,860
40-001-000-000	7	WHITON PL	0.23	\$ 3,740	\$ -	\$ 3,740
40-007-000-000	26A	WESTVILLE RD	1.74	\$ 18,460	\$ -	\$ 18,460
40-061-000-000	19	DAVIS PK	0.47	\$ 86,050	\$ -	\$ 86,050
40-067-000-000	127	MAIN ST	0.25	\$ 107,800	\$ 221,300	\$ 329,100
41-011-000-000	144	MAIN ST	7.55	\$ 557,010	\$ 12,700	\$ 569,710
41-063-000-000	145	MAIN ST	1.9	\$ 244,350	\$ 839,900	\$ 1,084,250
41-067-000-000	14	ELM ST	0.46	\$ 124,040	\$ 410,300	\$ 534,340
41-077-000-000	27	ELM ST	5.7	\$ 421,740	\$ 2,276,600	\$ 2,698,340
41-082-000-000	17	ELM ST	7.9	\$ 973,350	\$ -	\$ 973,350
42-028-026-000		VILLAGE WY-OFF OF	0.78	\$ 11,690	\$ -	\$ 11,690
42-028-027-000		VILLAGE WY-OFF OF	2.57	\$ 35,740	\$ -	\$ 35,740
42-043-000-000	5	INGALLS TR	2.16	\$ 121,220	\$ 107,800	\$ 229,020
42-057-000-000	7A	ARBOR LN	2.41	\$ 88,900	\$ 16,000	\$ 104,900
43-012-000-000		PLAISTOW RD REAR	6.9	\$ 77,000	\$ -	\$ 77,000
45-008-000-000	215	PLAISTOW RD-ST OF	0.92	\$ 12,420	\$ -	\$ 12,420
48-026-000-000		AUTUMN CR	2.86	\$ 14,420	\$ -	\$ 14,420
49-035-000-000	17	CANTERBURY FOREST	1.45	\$ 22,750	\$ -	\$ 22,750
50-070-000-000	10	HARRIMAN RD	5.49	\$ 74,760	\$ -	\$ 74,760
53-027-000-000		TOWN RD	4.25	\$ 171,400	\$ -	\$ 171,400
59-008-000-000		AUTUMN CR REAR	0.43	\$ 4,640	\$ -	\$ 4,640
60-028-000-000		EVERGREEN REAR	5.93	\$ 65,030	\$ -	\$ 65,030
62-018-000-000	41	SWEET HILL RD	1.13	\$ 96,820	\$ -	\$ 96,820
66-024-000-000	23	NEWTON RD	0.09	\$ 1,310	\$ -	\$ 1,310
69-021-000-000	3A	DUNDEE DR	0.31	\$ 3,350	\$ -	\$ 3,350
69-051-000-000		NEWTON REAR	3.4	\$ 55,080	\$ -	\$ 55,080
69-054-000-000		NEWTON REAR	3.46	\$ 28,030	\$ -	\$ 28,030
73-003-000-000		(OFF) NEWTON RD	1.71	\$ 13,850	\$ -	\$ 13,850



# Town of Plaistow, New Hampshire

## 2015 ANNUAL REPORT



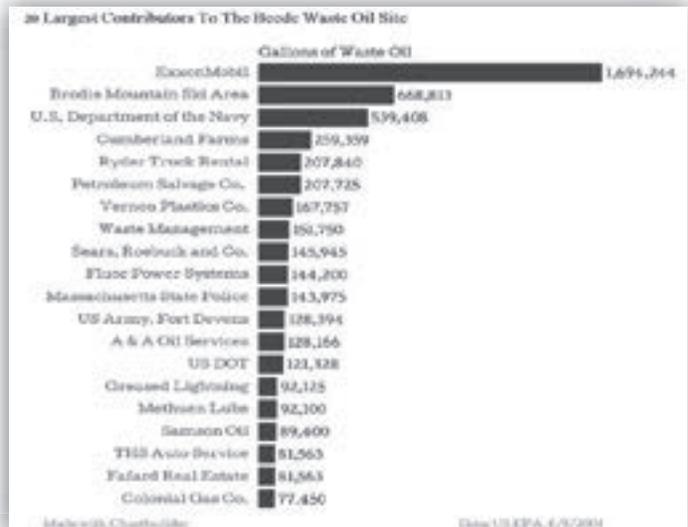
### REPORT OF THE BEEDE WASTE OIL SUPERFUND SITE

#### History

The Beede Waste Oil Site was once the location of several oil-related operations, including fuel oil sale, waste oil processing and re-sale, anti-freeze recycling, contaminated soil processing into cold-mix asphalt, and other related industries. These actions were reportedly conducted from the 1920's until operations ceased in the summer of 1994. Kelley Brook, a tributary of the Little River, flows along the north and northeast edges of the site.

The following materials were abandoned when operations ceased in 1994:

- Approximately 100 large above-ground storage tanks containing hazardous and non-hazardous oil product.
- Several large piles of soil containing varying levels of contamination.
- Approximately 800 drums of oil product, some containing hazardous materials, which were stored in an open, roofed area.
- Polychlorinated biphenyls (PCBs) have been discovered in the oil product of several tanks and drums, at concentrations of less than 50 parts per million (ppm) but also as high as 1,800 ppm.



#### Actions Taken

In 1995, groundwater sampling was performed by the New Hampshire Department of Environmental Services (NHDES). The sampling confirmed the presence of volatile organic compounds (VOCs) at levels which surpass drinking water standards for two private residential wells as well as on-site monitoring wells. Individual treatment units were then supplied to provide potable water to impacted residences. The United States Environmental Protection Agency (EPA) and NHDES conducted a Time Critical Removal Action from July 1996 to November 1997, resulting in the removal of all on-site tanks and drums that had been abandoned. In addition, contaminated soil piles were covered with tarps to prevent erosion and further contamination of site soils, groundwater and proximate surface water.



In December of 1996, the site was added to the Superfund National Priorities List (NPL), after a September 1996 Remedial Investigation confirmed the presence of several soil and groundwater contaminants at levels dangerous to human health. The primary contaminants include VOCs, polychlorinated biphenyls (PCBs), polyromantic hydrocarbons (PAHs) and lead. In 1999, field sampling was conducted to determine the extent and severity of the contamination.

In 1997, the EPA also initiated a Non-Time Critical Removal Action, which resulted in the installation of an interceptor trench to capture oil seepage and avoid further contamination of Kelley Brook. Additionally, the installation of 143 well vapor-enhanced extraction systems occurred in 1997.



# Town of Plaistow, New Hampshire

## 2015 ANNUAL REPORT



### ***REPORT OF THE BEEDE WASTE OIL SUPERFUND SITE (Continued)***

In January of 2002, a Feasibility Study report was completed for the purpose of screening several technologies and to evaluate remedial alternatives to address the levels of contaminants as identified in the site's Remedial Investigation report. In all, six (6) remedial alternatives were evaluated to address soil contamination and four (4) were evaluated to address groundwater contamination. A recommended cleanup alternative was released for public review and comment as a Proposed Plan in June 2002. In January of 2004, a cleanup remedy was selected and announced in a Record of Decision (ROD). The ROD details remedial actions to be taken at the site, which included the removal and off-site treatment or disposal of contaminated Kelley Brook sediments, subsurface and surface soils to a depth of ten (10) feet, treatment of soils at a depth below ten (10) feet through an on-site soil vapor extraction system (groundwater management of migration (MOM) treatment system), operating a groundwater pump and treatment system to clean up contaminated groundwater, and long-term monitoring of sediment, groundwater and surface water.

#### **Current Results of Clean Up Efforts**

In February of 2000, the system began operating, and removed an estimated 90,000 gallons of oil from the surrounding aquifer. The oil recovery system greatly reduced a major source of groundwater contamination. The installation of three residential well treatment systems, covering of the contaminated soil piles, removal of tanks and drums, fence construction and installation of the recovery trench and extraction system have reduced the potential for threats to public health and the environment near the site prior to the execution of the final cleanup plan.

As of January 2016, the MOM system and cleanup plan components resulted in an estimated 15,126,293 lbs. of steam has been injected into affected areas of the site, 141,865 pounds (17,000 gallons) of Non-Aqueous Phase Liquids (NAPL) has been recovered to date, and 145,000 pounds (17,375,124) of water have been treated and discharged.

#### **Fiscal Impact and Future Use**

In 2003, the EPA provided the Town with a Superfund Redevelopment Initiative Grant in the amount of \$100,000. These funds enable affected municipalities to hire consultants to assist in the visioning process for future reuse of a Superfund Site and help inform the EPA about the site's reasonable anticipated future reuse. As the property is located in a residential area, Plaistow's efforts helped to affirm the reasonable residential reuse of the site will likely be residential.

Unfortunately, despite the efforts to cleanup and plan for reuse of the property, Plaistow has been significantly impacted financially. An appraisal report estimated the market value of the Property, if not environmentally contaminated, at \$810,000. The report then deducted the "cost to cure", which is estimated at \$50,000,000, and arrived at a market value estimate of \$0. The remediation of the Property is currently being paid for by "performing responsible parties" ("PRPs"), made up of several large, credit worthy corporations who are legally obligated to pay for remediation, and any future purchaser of the property could be indemnified against all liability associated with requirements of the Comprehensive Environmental Response, Compensation, and Liability Act (CERCLA) for cleanup costs. Despite this, the PRPs argued, and the New Hampshire Board of Tax and Land Appeals (BTLA) agreed, that the Property is not marketable as any potential buyer could be liable under CERCLA if the PRPs do not continue to perform. Additionally, property taxes for the site have not been paid in over 20 years, equating to an impact of **\$1,711,636** in back taxes and penalties since 1995. The Town has not taken title to the Property for the multiple years of unpaid tax liens as it recognizes the potential liability any future owner of the Property may face.



Town staff continues to request assistance from the legislature in changing the existing laws that allow PRPs and responsible parties to avoid municipal taxes. The Town is seeking legislative changes that support NH Municipalities who feel they have the right to be heard by a Superior Court Judge on such matters. This decision by the BTLA has set a troubling precedent for the future of contaminated properties in New Hampshire.



# Town of Plaistow, New Hampshire

## 2015 ANNUAL REPORT



### ***REPORT OF THE BUDGET COMMITTEE***

The 2016 budget season has come to a close and I would like to personally thank all of the members of the Budget Committee for all their time and dedication throughout this year’s budget process. Members of the Budget Committee have all dedicated an enormous amount of time to help support the budget process for the Town and I want to publically recognize all of their service.

As an overview, Plaistow’s Budget Committee is a nine member board who are elected for a three year term. A representative from the Board of Selectman is appointed each year as the Budget Committee Representative. Selectman John Sherman has served as the BudCom representative for a number of years and has worked hard to help support consensus and coordination between the BOS and Budget Committee. With his prior experience as a Budget Committee member he has been an active member of this board for close to 30 years.



This year we welcomed two new members Sam Cafiso and Laurie Milette. But sadly, we have to say goodbye to Kristin Lewis Savage who after many years of dedicated service to the Town of Plaistow had decided to leave the Budget Committee.

The Budget Committee works with the Department Heads, Town Manager and Selectman to present a fiscally responsible budget to our residents and to ensure that the Town of Plaistow continues operates in an efficient manner.

The 2016 budget was presented at the Public Hearing on Tuesday January 12, 2016 for a proposed budget of 8,353,355.00 which is a very modest increase of \$235,847 for an overall increase of 2.9% from 2015. The increases in the Assessing Department are due to the DRA mandated Town wide Revaluation, Police and Personnel Departments increases that are beyond our control.



Our Committee Members are always mindful of the concerns of our tax payers when reviewing proposed budgets and Warrant Articles during the budget process. Each budget is reviewed a number of times before it is approved and presented to the community at the Public Hearing.

The proposed budget and all warrant articles can be found in the back of this Town Report on the New Hampshire State mandated MS-7 form and Town Warrant. The Committee hopes that you will review this information and contact any of the Town Officials

if you have questions or concerns. We also hope that you find this information to be informative when voting at the Second Session of Town Meeting at Pollard School on Tuesday March 08, 2016.

Respectfully Submitted,  
Martha L. Sumner, Chairperson



# Town of Plaistow, New Hampshire

## 2015 ANNUAL REPORT



### ***REPORT OF THE BUILDING MAINTENANCE DEPARTMENT***

As I finish to my first year as Plaistow's new Building Maintenance Supervisor, I want to thank my colleagues and Town residents for your help and support. Being a former long time resident I believe that Plaistow's buildings and properties are the town's most valuable asset and therefore require diligent care and attention in their upkeep. The Building Maintenance team works to assure the facilities are clean, operating safely, protected from degradation and monitored around the clock for the town. Staffed with one full time supervisor, two part-time regular and one, on call non-regular substitute, we are working to answer this call.

The Building Maintenance staff is responsible for the operations of all building systems including electrical, plumbing, heating, cooling, fire suppression, security, septic, wells, roofs, building egress and parts of the exterior grounds. Additionally, we care for two recreation facilities, the Town Forest and Hale Spring. We also play a supporting role in many town and library functions as well as activities conducted by the many town voluntary groups.

The winter of 2015 sent record snowfall our way and presented a great challenge to the Building Maintenance team. Snow removal and building safety duties, roof shoveling, and septic system troubles were addressed by the team; in some instances providing insight to improvements required for the future. The department also saw some personnel changes, with the retirement of long time department supervisor David Bowles (twenty years of dedicated service to the Town of Plaistow – thank you Dave for a great run). With the welcoming of spring, the group set course on mending our facilities from the winter and preparing for the many and varied “better weather” activities of the town. The vision of our newly directed group is to proactively account for Plaistow's facilities while providing improved support to the departments and the community.

Here are a few of the Building Maintenance Highlights from 2015:

- *Replaced the well at Town Hall*
- *Repair and testing of Town Hall panic alarms*
- *Repair and testing of Town Hall generator*
- *Improved town key control system*
- *Touch up painting for the Town Hall Gazebo*
- *Temporary re-pointing Town Hall front steps*
- *Safety Complex generator fuel tank and shed roof repair*
- *Repaired Safety Complex broken septic pipes*
- *Replaced winter damaged ceiling tiles at Library*
- *Eliminated Library security alarm false reports*
- *Assisted with Library sprinkler system problems*
- *Provided support for Library events and special activities*
- *Power wash Library concrete entrance pads*
- *Repainted Library outside doors and bicycle rack*
- *Touch up painting for the Museum building*
- *Replaced the Museum alarm system*
- *Replaced winter damaged ceiling tiles at Court House*
- *Completed Court House renovations and replaced picnic table*
- *Installed shelving and wall molding at PARC facility*
- *Replaced door molding and repaired garage door at PARC facility*
- *Assembled bleachers at PARC facility*
- *Hale Spring pump shed security*



# Town of Plaistow, New Hampshire

## 2015 ANNUAL REPORT



### ***REPORT OF THE BUILDING MAINTENANCE DEPARTMENT (Continued)***

As we look to 2016, our department plans to conduct a town-wide facility assessment with a emphasis on energy efficiency. We will be keeping an eye toward taking advantage of available state and federal funding as there are often grants and incentives to help municipalities with these efforts. We will also increase efforts in support of deep cleaning as well as a continued focus on painting and refurbishing of our Town facilities. Some of the scheduled larger projects include the review and restructuring of town subcontractor maintenance contracts. We will be benchmarking the “best organizational practices” for maintenance departments and assess our group’s performance and the opportunities to improve the services we provide. Employee training and development in the areas of chemical handling, use of proper personal protective equipment and basic trade skills development will remain a high priority. Adding a program for pest control in all town buildings is also scheduled for implementation during the coming year.

Project work will target items such as improved access control security at Town Hall with the installation of a keyless lock system and replacing of one of the side doors. Other Town Hall issues needing attention include refurbishing the front brick steps, repairing or replacing the lobby floor, and addressing some minor leaks in the basement.

In Pollard Park we are planning to work in conjunction with the Lions Club to renovate our Town Gazebo. This work will include a new roof, carpentry, paint, rewiring and brick work. When completed we will crown the project by re-installing the long removed “Lion Weather Vane” to its rightful position atop of the structure. The walkways at Town Hall and the Court House will also be surveyed and reworked as required.

The fire alarm system at the safety complex is in need of repair. Painting projects include the Fire Department apparatus bay (a rightful anniversary present for 100 years of dedicated service), the Museum building, and the building at Smith Field. We will look to providing septic system filter maintenance at the Library and increase our activities in support of town events such as the summer concerts and Old Home Day. These duties and the many more unmentioned tasks that make up our workload in Plaistow’s Building Maintenance Department will be carried out in a professional manner with proper planning, care and consideration for all.

In closing, I want to express my congratulations to the Plaistow Fire Department for 100 years of excellence as a public safety department. As a former resident of Plaistow, I could not be more proud to work for a community with such a wonderful history and legacy of service.

Respectfully Submitted

Paul Lucia

Building Maintenance Supervisor



# Town of Plaistow, New Hampshire

## 2015 ANNUAL REPORT



### *REPORT OF THE DEPARTMENT OF BUILDING SAFETY*

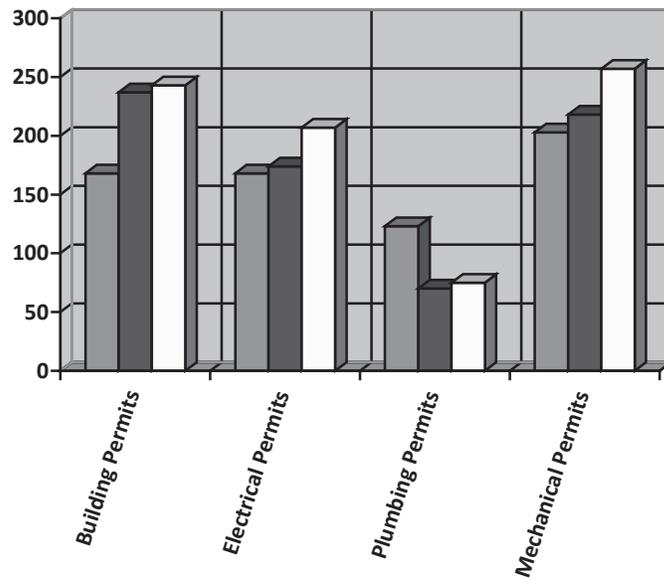
Shout out to the Plaistow Fire Department! 100 YEARS of dedicated and distinguished service to the residents of Plaistow. It continues to be a pleasure to work with these experienced professionals.

New commercial development is slow, but there are significant renovations happening. Diesel World is putting up a brand new building after they lost theirs to fire. The new structure will hopefully induce other businesses to make improvements. Plaistow Center (3-9 Plaistow Road) completed another phase of their redevelopment with the new Aldi and Savers stores. They should be coming back in 2016 for the next and final phase of that project. Moynihan Lumber is also making significant improvements to their site as well.

Residential development has kept us extremely busy this year. Both Village Way and The Reserve at Snow's Brook are about 2/3 built out. Chandler Place, a 55+ income-qualified rental development broke ground and should be building in 2016.

Permitting has been holding steady with a slight increase over last year's numbers.

<b>3-Year Permit Comparison 2013-2015</b>				
<b>YEAR</b>	<b>Building Permits</b>	<b>Electrical Permits</b>	<b>Plumbing Permits</b>	<b>Mechanical Permits</b>
<b>2013</b>	168	168	123	203
<b>2014</b>	237	174	70	218
<b>2015</b>	243	207	75	257



While protection of the health, safety and welfare of the Plaistow Community is our mission, revenues are important. This office is proud to say that we have collected enough revenues in 2015 to cover the operating budget for this office.



# Town of Plaistow, New Hampshire

## 2015 ANNUAL REPORT



### *REPORT OF THE DEPARTMENT OF BUILDING SAFETY (Continued)*

Type of Fee Collected	2013	2014	2015
Building Permit	\$51,431.25	\$87,357.25	\$87,111.50
Electric Permit	\$7,740.00	\$9,305.00	\$10,785.00
Electrical Insp.	\$8,105.00	\$9,905.00	\$11,730.00
Plumbing Permit	\$3,440.00	\$4,185.00	\$5,065.00
Plumbing Insp.	\$2,850.00	\$4,140.00	\$4,380.00
Occupancy Permit	\$5,320.00	\$3,750.00	\$4,310.00
Mechanical Permit	\$6,980.00	\$7,740.00	\$8,700.00
Mechanical Insp.	\$5,765.00	\$8,015.00	\$9,250.00
Septic	\$5,470.00	\$9,070.00	\$7,765.00
Sign Permit	\$8,250.00	\$7,650.00	\$6,200.00
Auto Dealer Permit	\$1,600.00	\$700.00	\$2,700.00
Well Permit	\$360.00	\$360.00	\$240.00
Copies	\$181.51	\$290.91	\$86.44
Fire Dept Revenue	\$1,835.00	\$1,850.00	\$1,815.00
Salvage Yard Licenses	\$320.00	\$300.00	\$300.00
Administrative/Misc. Fees	\$1,190.00	\$270.00	\$390.00
<b>TOTAL</b>	<b>\$110,837.76</b>	<b>\$155,888.16</b>	<b>\$160,827.94</b>

This office enforces not only the code for all the building trades, but we are also charged with the enforcement of the town's laws, referred to as Ordinances. These laws may be proposed by various boards and committees, but they are voted on by you, the residents of Plaistow. The Ordinances, as well as many of the forms you might need to make various applications, are available online at [www.plaistow.com/building](http://www.plaistow.com/building) or by calling the office during regular business hours.

Plaistow is safer because I have the great fortune of having continuity in staffing. Combined our Department has over 60 years of knowledge, education and service. And we're all still here: Dee Voss, Office Manager, Ken Ray, Electrical Inspector, and Jim Flathers, Plumbing/Mechanical Inspector. We're here and at the ready to serve the largest commercial contractor right on down to a new homeowner who wants to DIY (Do It Yourself).

Plaistow is what it is today because of a lot of teamwork between the various town departments. We have a great working relationship with the Fire, Health, Emergency Management, Assessing and Police Departments; and the Planning Board, Zoning Board and Conservation Commission. The talented and dedicated employees that we get to work with every day are why Plaistow is...A great place to live, shop and work.

The Department of Building Safety is here to assist property owners with all their building questions and needs. Our office hours are Monday through Friday, 8:00 a.m. to 4:30 p.m. Stop by or call us at 382-1191 X20 anytime!

Respectfully Submitted,

*P. Michael Dorman, Chief Building Official/Code Enforcement Officer*



# Town of Plaistow, New Hampshire

## 2015 ANNUAL REPORT



### *REPORT OF PLAISTOW ACCESS CABLE / CHANNELS 17 AND 23*



 [PlaistowAccess.com](http://PlaistowAccess.com)  
 [vimeo.com/Plaistow](http://vimeo.com/Plaistow)  
 Facebook: **PlaistowAccess**

**PlaistowAccess** is Proud to Join the Town of Plaistow in Celebrating the 100<sup>th</sup> Anniversary of our Fire Department!

While we have not been around for nearly as long, the Plaistow Fire Department has always been featured in several various programs on both Channel 17 (Government) and Channel 23 (Public Access). In 2015 alone, we showcased the Fire Department in the following programs:

- **Santa’s Tour of Plaistow:** Our cameras joined the PFD as they escorted Santa throughout town. We hope to make this an annual tradition and cover various parts of the route each year.
- **Fill the Ambulance:** PlaistowAccess produced a short piece about this annual event, which in addition to cable runtimes, achieved significant online viewership!
- **Safety Complex Proposals** showcased on **30 Minutes in Plaistow** and **PlaistowLive**, featuring Chief McArdle and Chief Jones.
- **Safety Complex Open House** – video walk-through with Lt. Baldwin and Chief McArdle.
- As always, our **Old Home Day** coverage would not be complete without the parade and fire truck appearances.

### **Committed to Covering our Community and Government**

PlaistowAccess has covered several events on an annual basis. These events include seasonal features such as Warrant Articles Review, “Easter in Plaistow”, various Patriotic Activities, Old Home Day, “Halloween in Plaistow”, and “December in Plaistow”.

**In addition to our regular coverage, we have recorded the following special events in 2015:**

- Run of the Savages.
- Lions Club Supermarket Sweep.
- Boy Scouts and Girl Scouts – Events, Skits, and PSA’s.
- Santa Live.
- Several Timberlane Community Band concerts.
- Methuen Construction Groundbreaking Ceremony.
- Substance Abuse Forum at PPL.
- Honor Flight New England – Discussion.
- Plaistow Rec Opening Day.





# Town of Plaistow, New Hampshire

## 2015 ANNUAL REPORT



### *REPORT OF PLAISTOW ACCESS CABLE / CHANNELS 17 AND 23 (Continued)*



**Left: PlaisowAccess coverage of September 11 Ceremony.**



**Right: Aerial view of Memorial Day Events.**

On Government Channel 17, several Boards and Committees are televised on a regular basis: Board of Selectmen, Planning Board, Zoning Board, Budget Committee, and Deliberative Session. These meetings are all available on Vimeo, in addition to replaying on Channel 17.

#### **Additional Government Programs and Meetings Broadcast in 2015:**

- Safety Complex Site Visit and Discussion Program.
- Plaistow Public Library Candidates' Night.
- Live Call-in with Plaistow Timberlane Regional School Board Representatives.
- Plaistow Community Rail Extension Study.

#### **Our Staff, Volunteers, and Committee Members:**

Special thanks to all who have been a part of our team in 2015. The Plaistow Cable Advisory Committee (PCAC) consists of Heather Beaulieu, Jay DeRoche Chair), Tammy Bergeron (Board of Selectmen Liaison), Joyce Ingerson ((Board of Selectmen Liaison), and Susan Sherman. New members are always welcome. PCAC meets on the 3<sup>rd</sup> Wednesday of the month, at the Town Hall Basement Studio. The committee has been very active in producing content for both channels. We would also like to thank additional members of our crew:

- **Charlie Manes** - Camera Operator, (Town Hall government meetings)
- **Robert Horan** – Videographer (Various community events)

We would also like to thank **Tom Fiset** for the outstanding aerial video and images from several events this year!

Passage of **Warrant Article P-16-10** would raise and appropriate **\$70,000** to establish a **Capital Reserve Fund** for the purpose of upgrading our equipment and facilities, in accordance with our 5 Year Plan. Amount of funds raised by taxation is **\$0**. Please feel free to contact us if you have any questions or comments about the warrant article, our programming, or the facility/station in general.

#### **Dean Zanello**

Cable Coordinator, PlaistowAccess | Channels 17 & 23  
[dzanello@plaistow.com](mailto:dzanello@plaistow.com) (603) 382-5200



# Town of Plaistow, New Hampshire

## 2015 ANNUAL REPORT



### ***REPORT OF THE CAPITAL IMPROVEMENT PROGRAM COMMITTEE***

Congratulations to the Plaistow Fire Department on their 100<sup>th</sup> year of excellent service to the people of Plaistow. The Fire Department was one of the first departments to set up a capital reserve fund for the purchase of capital equipment. The initial deposit into the reserve fund was \$25,000. This year’s deposit, if approved by the voters, will be \$107,000. Quite an increase, but as a result of these deposits over \$1,000,000 worth of equipment has been purchased with very little impact on the property tax of residents and businesses.

The Capital Improvement Program (CIP) is an adjunct to the Master Plan; like the Master Plan it is strictly a planning document. The CIP committee is charged by the Planning Board to prepare an annual CIP to present to the Planning Board for approval and then to the Board of Selectmen and Budget Committee to aid them in preparing the annual budget. The CIP committee is made up of members from the Planning Board, Board of Selectmen, and the Budget Committee. The Planning Board chairman serves as the CIP committee chairman. Town staff and the Town Manager support the CIP committee in preparation of the plan.

The CIP has estimates of capital expenditures over a 6 year period; the plan prepared in calendar year 2015 has estimates for 2016 through 2021 and is used to help prepare the 2016 budget that is voted on at the March, 2016 Town Meeting. The CIP committee also reviews the capital reserve accounts set up for the purchase of large expense items such as fire apparatus, highway department vehicles, and long-term building maintenance. The purpose of the review is to make sure the balances in the accounts are sufficient to cover the planned expenses in the next 6-year planning period. The reviews for the highway and fire departments extend over longer periods of time that match the longest useful life of a piece of equipment. Starting in 2015 this analysis is also included in the CIP text.

Also new in 2015 is the addition of the warrant creation language for all capital reserve accounts that are germane to the CIP. This language is also included in this year’s Town Report as an adjunct to the CIP Committee report

The table below compares the proposed CIP totals with the budget totals (including warrant articles) and then calculates the percent of the total budget allocated for capital expenditures. The amounts shown reflect amounts proposed at Town Meeting and not those voted at Town Meeting. Also note that the amounts have been rounded to the nearest thousand dollars.

Budget Year/Item	2010	2011	2012	2013	2014	2015*
CIP Total	\$1233	\$816	\$849	\$1200	\$1107	\$1423
Budget Total	\$7680	\$7193	\$8709	\$8870	\$8659	\$9013
Percent of CIP Total to Budget Total	16.1%	11.3%	9.8%	13.5%	12.8%	15.8%



# Town of Plaistow, New Hampshire

## 2015 ANNUAL REPORT



### ***REPORT OF THE CAPITAL IMPROVEMENT PROGRAM COMMITTEE (Continued)***

When a CIP is in place and maintained, it allows towns to impose impact fees on developers. The purpose of the impact fee is to charge an up front fee from developers, at building permit time, a sum of money to help offset the additional capital expenditures required because of the new residential, commercial, or industrial growth. The Town of Plaistow has impacts fees in place for schools, recreation, public safety complex, fire suppression water line, and new subdivision roads.

The CIP also has two other important functions: maintain capital equipment and help to level the total budget. It is important to maintain our buildings so that small repairs can be made in a timely fashion and avoid large expenditures after a problem that could have been fixed with a small repair, has deteriorated to the point where only a costly repair can fix the problem. This in turn avoids large increases in our tax bills. It is also important that our entire fleets of vehicles – rescue trucks, police cruisers, highway department trucks, etc. be in good condition so that all employees can have confidence they will be able to perform their duties in a safe manner.

The CIP Committee relies on teamwork from all the department heads to get their latest capital budgets as well as Town Hall staff support.

Respectfully Submitted,

Timothy Moore,  
CIP Committee Chair





# Town of Plaistow, New Hampshire

## 2015 ANNUAL REPORT



**CAPITAL IMPROVEMENT PROGRAM PROJECTS (PAGE 1 OF 11)**

**CAPITAL IMPROVEMENT PROGRAM PROJECTS FOR 2016-2021**

Highway Department	CIP Text Page Number	2015 CIP Approved	2015 Town Approved	2016 Recommended (Warrant or Budget)	2016	2017	2018	2019	2020	2021
<b>Expenses</b>										
H1: Capital Reserve Fund Deposit	11	\$73.0	\$73.0	Warrant	\$80.0	\$80.0	\$80.0	\$80.0	\$80.0	\$80.0
H2: Replace Highway Department Vehicle(s)	11-16	\$160.0	\$160.0	Warrant	\$120.0	\$0.0	\$0.0	\$270.0	\$50.0	\$10.0
<b>Expenses Subtotal</b>	N/A	<b>\$233.0</b>	<b>\$233.0</b>	N/A	<b>\$200.0</b>	<b>\$80.0</b>	<b>\$80.0</b>	<b>\$350.0</b>	<b>\$130.0</b>	<b>\$90.0</b>
<b>Fund Withdrawals</b>										
Capital Reserve Fund	N/A	\$160.0	\$160.0	N/A	\$117.1	\$0.0	\$0.0	\$270.0	\$50.0	\$10.0
Impact Fee - New Road	N/A	\$0.0	\$0.0	N/A	\$2.9	\$0.0	\$0.0	\$0.0	\$0.0	\$0.0
<b>Fund Withdrawals Subtotal</b>	N/A	<b>\$160.0</b>	<b>\$160.0</b>	N/A	<b>\$120.0</b>	<b>\$0.0</b>	<b>\$0.0</b>	<b>\$270.0</b>	<b>\$50.0</b>	<b>\$10.0</b>
<b>Grants/Revenues</b>										
Sale/Trade-In Value of Vehicles	N/A	\$10.0	\$10.0	N/A	\$16.0	\$0.0	\$0.0	\$27.0	\$0.0	\$0.0
<b>Grants/Revenues Subtotal</b>	N/A	<b>\$10.0</b>	<b>\$10.0</b>	N/A	<b>\$16.0</b>	<b>\$0.0</b>	<b>\$0.0</b>	<b>\$27.0</b>	<b>\$0.0</b>	<b>\$0.0</b>
<b>Highway Department Net Expenses</b>	N/A	<b>\$63.0</b>	<b>\$63.0</b>	N/A	<b>\$64.0</b>	<b>\$80.0</b>	<b>\$80.0</b>	<b>\$53.0</b>	<b>\$80.0</b>	<b>\$80.0</b>



# Town of Plaistow, New Hampshire

## 2015 ANNUAL REPORT



**CAPITAL IMPROVEMENT PROGRAM PROJECTS (PAGE 2 OF 11)**

Fire Department	CIP Text Page Number	2015 CIP Approved	2015 Town Approved	2016 Recommended (Warrant or Budget)	2016	2017	2018	2019	2020	2021
<b>Expenses</b>										
F1: Capital Reserve Fund Deposit - Fire Equipment/Apparatus	18	\$105.0	\$105.0	Warrant	\$105.0	\$105.0	\$105.0	\$105.0	\$105.0	\$105.0
F2: Capital Reserve Fund Deposit - SCBA, SCBA Tanks, and High Temperature Face Masks	18	\$33.4	\$33.4	Warrant	\$33.4	\$33.4	\$33.4	\$33.4	\$33.4	\$0.0
F3: Replace Fire Department Vehicles	19-22	\$0.0	\$0.0	N/A	\$150.0	\$0.0	\$400.0	\$50.0	\$0.0	\$350.0
F4: Replace Fire Department Equipment & Apparatus	22-24	\$36.7	\$0.0	N/A	\$0.0	\$0.0	\$0.0	\$0.0	\$200.0	\$0.0
<b>Expenses Subtotal</b>	N/A	<b>\$175.1</b>	<b>\$138.4</b>	<b>N/A</b>	<b>\$288.4</b>	<b>\$138.4</b>	<b>\$538.4</b>	<b>\$188.4</b>	<b>\$338.4</b>	<b>\$455.0</b>
<b>Account Withdrawals</b>										
Capital Reserve - Fire Department Vehicles	N/A	\$0.0	\$0.0	N/A	\$150.0	\$0.0	\$400.0	\$50.0	\$0.0	\$350.0
Public Safety Impact Fee - Apparatus	N/A	\$0.0	\$0.0	N/A	\$0.0	\$0.0	\$0.0	\$0.0	\$0.0	\$0.0
Rescue Vehicles/Medical Equipment	N/A	\$18.0	\$0.0	N/A	\$18.0	\$0.0	\$0.0	\$0.0	\$0.0	\$0.0
Capital Reserve - SCBA, Tanks, Masks	N/A	\$0.0	\$0.0	N/A	\$0.0	\$0.0	\$0.0	\$0.0	\$200.0	\$0.0
<b>Account Withdrawals Subtotal</b>	N/A	<b>\$18.0</b>	<b>\$0.0</b>	<b>N/A</b>	<b>\$168.0</b>	<b>\$0.0</b>	<b>\$400.0</b>	<b>\$50.0</b>	<b>\$200.0</b>	<b>\$350.0</b>
<b>Grants/Revenues</b>										
Sale/Trade-In Value of Vehicles	N/A	\$0.0	\$0.0	N/A	\$10.0	\$0.0	\$10.0	\$10.0	\$0.0	\$10.0
<b>Grants/Revenues Subtotal</b>	N/A	<b>\$0.0</b>	<b>\$0.0</b>	<b>N/A</b>	<b>\$10.0</b>	<b>\$0.0</b>	<b>\$10.0</b>	<b>\$10.0</b>	<b>\$0.0</b>	<b>\$10.0</b>
<b>Fire Department Net Expenses</b>	N/A	<b>\$157.1</b>	<b>\$138.4</b>	<b>N/A</b>	<b>\$110.4</b>	<b>\$138.4</b>	<b>\$128.4</b>	<b>\$128.4</b>	<b>\$138.4</b>	<b>\$95.0</b>



# Town of Plaistow, New Hampshire

## 2015 ANNUAL REPORT



### CAPITAL IMPROVEMENT PROGRAM PROJECTS (PAGE 3 OF 11)

Police Department	CIP Text Page Number	2015 CIP Approved	2015 Town Approved	2016 Recommended (Warrant or Budget)	2016	2017	2018	2019	2020	2021
<b>Expenses</b>										
P1: Create Capital Reserve Account for Replacement of Unmarked Police Vehicles (Including ACO Vehicle) and make initial deposit of \$22,000	26	\$25.0	\$0.0	Warrant	\$22.0	\$22.0	\$22.0	\$22.0	\$22.0	\$22.0
P2: Capital Reserve Account Deposit for Replacement of Communications Radio Dispatch System	27	\$50.0	\$50.0	Warrant	\$40.0	\$40.0	\$45.0	\$10.0	\$10.0	\$10.0
P3: Replacement of Cruiser/Related Equipment	27	\$64.5	\$64.5	Budget	\$67.0	\$67.0	\$67.0	\$67.0	\$67.0	\$67.0
P4: Communication Systems	28-29	\$0.0	\$0.0	Warrant/Budget	\$10.0	\$87.0	\$200.0	\$0.0	\$0.0	\$0.0
P5: Hardware & Software Systems	29-31	\$61.0	\$26.0	Budget	\$56.0	\$55.0	\$20.0	\$20.0	\$120.0	\$20.0
<b>Expenses Subtotal</b>	N/A	<b>\$200.5</b>	<b>\$140.5</b>	N/A	<b>\$195.0</b>	<b>\$271.0</b>	<b>\$354.0</b>	<b>\$119.0</b>	<b>\$219.0</b>	<b>\$119.0</b>
<b>Account Withdrawals</b>										
Capital Reserve - Radio Communication System	N/A	\$0.0	\$0.0	N/A	\$0.0	\$0.0	\$200.0	\$0.0	\$0.0	\$0.0
Capital Reserve - Unmarked police vehicles	N/A	\$0.0	\$0.0	N/A	\$0.0	\$0.0	\$0.0	\$0.0	\$0.0	\$0.0
<b>Account Withdrawals Subtotal</b>	N/A	<b>\$0.0</b>	<b>\$0.0</b>	N/A	<b>\$0.0</b>	<b>\$0.0</b>	<b>\$200.0</b>	<b>\$0.0</b>	<b>\$0.0</b>	<b>\$0.0</b>
<b>Grants/Revenues</b>										
Sale/Trade-In Value of Vehicles	N/A	\$8.6	\$8.6	N/A	\$6.0	\$6.0	\$6.0	\$6.0	\$6.0	\$6.0
<b>Grants/Revenues Subtotal</b>	N/A	<b>\$8.6</b>	<b>\$8.6</b>	N/A	<b>\$6.0</b>	<b>\$6.0</b>	<b>\$6.0</b>	<b>\$6.0</b>	<b>\$6.0</b>	<b>\$6.0</b>
<b>POLICE DEPARTMENT NET EXPENSES</b>	N/A	<b>\$191.9</b>	<b>\$131.9</b>	N/A	<b>\$189.0</b>	<b>\$265.0</b>	<b>\$148.0</b>	<b>\$113.0</b>	<b>\$213.0</b>	<b>\$113.0</b>



# Town of Plaistow, New Hampshire

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**CAPITAL IMPROVEMENT PROGRAM PROJECTS (PAGE 4 OF 11)**

Emergency Management Department	CIP Text Page Number	2015 CIP Approved	2015 Town Approved	2016 Recommended (Warrant or Budget)	2016	2017	2018	2019	2020	2021
<b>Expenses</b>										
E1: Create Emergency Management Capital Reserve Fund & make an initial deposit	33	\$0.0	\$0.0	Warrant	\$10.0	\$10.0	\$10.0	\$10.0	\$10.0	\$10.0
E2: Emergency Management Projects	33-35	\$115.0	\$100.0	N/A	\$0.0	\$0.0	\$0.0	\$0.0	\$0.0	\$195.0
<b>Expenses Subtotal</b>	N/A	\$115.0	\$100.0	N/A	\$10.0	\$10.0	\$10.0	\$10.0	\$10.0	\$205.0
<b>Account Withdrawals</b>										
Emergency Management Capital Reserve	N/A	\$0.0	\$0.0	N/A	\$0.0	\$0.0	\$0.0	\$0.0	\$0.0	\$60.0
<b>Account Withdrawals Subtotal</b>	N/A	\$0.0	\$0.0	N/A	\$0.0	\$0.0	\$0.0	\$0.0	\$0.0	\$60.0
<b>Grants/Revenues</b>										
Emergency Management Planning Grant	N/A	\$100.0	\$100.0	N/A	\$0.0	\$0.0	\$0.0	\$0.0	\$0.0	\$0.0
Homeland Security Grant	N/A	\$0.0	\$0.0	N/A	\$0.0	\$0.0	\$0.0	\$0.0	\$0.0	\$0.0
<b>Grants/Revenues Subtotal</b>	N/A	\$100.0	\$100.0	N/A	\$0.0	\$0.0	\$0.0	\$0.0	\$0.0	\$0.0
<b>Emergency Management Department Net Expenses</b>	N/A	\$15.0	\$0.0	N/A	\$10.0	\$10.0	\$10.0	\$10.0	\$10.0	\$145.0



# Town of Plaistow, New Hampshire

## 2015 ANNUAL REPORT



### CAPITAL IMPROVEMENT PROGRAM PROJECTS (PAGE 5 OF 11)

Water Department	CIP Text Page Number	2015 CIP Approved	2015 Town Approved	2016 Recommended (Warrant or Budget)	2016	2017	2018	2019	2020	2021
<b>Expenses</b>										
W1: Capital Reserve Fund Deposit - Fire Suppression Water Line	37	\$0.0	\$0.0	N/A	\$0.0	\$0.0	\$0.0	\$0.0	\$0.0	\$0.0
W2: Capital Reserve Account Deposit - Pump & Pump House Replacement	37	\$70.0	\$125.0	Warrant	\$70.0	\$70.0	\$0.0	\$0.0	\$0.0	\$0.0
W3: Fire Suppression Line Installation & Maintenance	38-39	\$0.0	\$0.0	N/A	\$0.0	\$400.0	\$172.0	\$0.0	\$0.0	\$0.0
W4: Water Department Buildings & Equipment	39-40	\$0.0	\$0.0	N/A	\$0.0	\$420.0	\$0.0	\$0.0	\$0.0	\$0.0
W5: Evaluate Water/Wastewater Study	40-41	\$0.0	\$120.0	N/A	\$0.0	\$0.0	\$0.0	\$0.0	\$0.0	\$0.0
<b>Expenses Subtotal</b>	N/A	<b>\$70.0</b>	<b>\$245.0</b>	<b>N/A</b>	<b>\$70.0</b>	<b>\$890.0</b>	<b>\$172.0</b>	<b>\$0.0</b>	<b>\$0.0</b>	<b>\$0.0</b>
<b>Account Withdrawals</b>										
Fire Suppression Water Line Capital Reserve Account	N/A	\$0.0	\$0.0	N/A	\$0.0	\$58.8	\$0.0	\$0.0	\$0.0	\$0.0
Pump & Pump House Capital Reserve Fund	N/A	\$0.0	\$0.0	N/A	\$0.0	\$420.0	\$0.0	\$0.0	\$0.0	\$0.0
Water Line Impact Fee	N/A	\$0.0	\$0.0	N/A	\$0.0	\$11.2	\$0.0	\$0.0	\$0.0	\$0.0
Water User Fee (RSA 38:27)	N/A	\$0.0	\$0.0	N/A	\$0.0	\$330.0	\$172.0	\$0.0	\$0.0	\$0.0
<b>Account Withdrawals Subtotal</b>	N/A	<b>\$0.0</b>	<b>\$0.0</b>	<b>N/A</b>	<b>\$0.0</b>	<b>\$820.0</b>	<b>\$172.0</b>	<b>\$0.0</b>	<b>\$0.0</b>	<b>\$0.0</b>
<b>Grants/Revenues</b>										
GREE Fund Grant	N/A	\$0.0	\$120.0	N/A	\$0.0	\$0.0	\$0.0	\$0.0	\$0.0	\$0.0
Sale/Trade-In Value of Vehicles	N/A	\$0.0	\$0.0	N/A	\$0.0	\$0.0	\$0.0	\$0.0	\$0.0	\$0.0
<b>Grants/Revenues Subtotal</b>	N/A	<b>\$0.0</b>	<b>\$120.0</b>	<b>N/A</b>	<b>\$0.0</b>	<b>\$0.0</b>	<b>\$0.0</b>	<b>\$0.0</b>	<b>\$0.0</b>	<b>\$0.0</b>
<b>WATER DEPARTMENT NET EXPENSES</b>					<b>\$70.0</b>	<b>\$70.0</b>	<b>\$0.0</b>	<b>\$0.0</b>	<b>\$0.0</b>	<b>\$0.0</b>



# Town of Plaistow, New Hampshire

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### CAPITAL IMPROVEMENT PROGRAM PROJECTS (PAGE 6 OF 11)

Municipal Buildings		CIP Text Page Number	2015 CIP Approved	2015 Town Approved	2016 Recommended (Warrant or Budget)	2016	2017	2018	2019	2020	2021
<b>Expenses</b>											
MB1: Capital Reserve Fund Deposit - Building Systems Repairs and Maintenance	43	\$10.0	\$6.2	Warrant	\$10.0	\$10.0	\$10.0	\$10.0	\$10.0	\$10.0	\$10.0
MB2: Capital Reserve Fund Deposit - Acquisition of Land and/or Buildings Fund	43	\$0.0	\$0.0	N/A	\$0.0	\$0.0	\$0.0	\$0.0	\$0.0	\$0.0	\$0.0
MB3: Create Capital Reserve Fund - Buildings/Land	44	\$0.0	\$0.0	Warrant	\$25.0	\$25.0	\$25.0	\$25.0	\$25.0	\$25.0	\$25.0
MB4: Public Safety Complex- Expansion Bond & Debt Service	44-46	*\$11,000	\$0.0	Warrant	*\$11,000	\$962.0	\$901.0	\$883.0	\$864.0	\$846.0	\$846.0
MB5: Public Safety Complex - Maintenance & Repair	46	\$15.0	\$15.0	N/A	\$0.0	\$0.0	\$0.0	\$0.0	\$0.0	\$0.0	\$0.0
MB6: Library - Create a Capital Reserve Account for Repair, Maintenance, and Renovation. Make an initial deposit of \$100,000.	46	\$0.0	\$0.0	N/A	\$100.0	\$70.0	\$68.0	\$68.0	\$68.0	\$68.0	\$68.0
MB7: Library - Maintenance & Repair	47-62	\$0.0	\$42.3	N/A	\$109.0	\$46.5	\$113.5	\$44.3	\$110.0	\$0.0	\$0.0
MB8: Highway Garage/Salt Shed - Bond & Debt Service	52-53	*\$986	*\$986	N/A	*\$986	\$99.5	\$99.5	\$99.5	\$99.5	\$99.5	\$99.5
MB9: Courthouse - Maintenance & Repair	53	\$6.0	\$0.0	N/A	\$6.0	\$0.0	\$0.0	\$0.0	\$0.0	\$0.0	\$0.0
MB10: Historical Society - Maintenance & Repair	54	\$0.0	\$0.0	N/A	\$10.0	\$30.0	\$0.0	\$0.0	\$0.0	\$0.0	\$0.0
MB11: Town Hall - Maintenance & Repair	54	\$25.0	\$0.0	N/A	\$25.0	\$0.0	\$0.0	\$0.0	\$0.0	\$0.0	\$0.0
MB12: Recreation Buildings - P.A.R.C.	55	\$0.0	\$0.0	N/A	\$0.0	\$0.0	\$0.0	\$0.0	\$0.0	\$0.0	\$0.0
MB13: Recreation Buildings - Ingalls Terrace	55	\$0.0	\$0.0	N/A	\$0.0	\$0.0	\$40.0	\$0.0	\$0.0	\$0.0	\$0.0
MB14: Recreation Buildings - Community Center (Beede Site)	55-56	\$0.0	\$0.0	N/A	\$0.0	\$0.0	\$0.0	\$0.0	\$0.0	\$0.0	\$1,500.0
<b>Expenses Subtotal</b>	N/A	<b>\$56.0</b>	<b>\$63.5</b>	<b>N/A</b>	<b>\$285.0</b>	<b>\$1,243.0</b>	<b>\$1,257.0</b>	<b>\$1,129.8</b>	<b>\$1,176.5</b>	<b>\$2,548.5</b>	



# Town of Plaistow, New Hampshire

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### CAPITAL IMPROVEMENT PROGRAM PROJECTS (PAGE 7 OF 11)

Municipal Buildings	CIP Text Page Number	2015 CIP Approved	2015 Town Approved	2016 Recommended (Warrant or Budget)	2016	2017	2018	2019	2020	2021
<b>Account Withdrawals</b>										
Fire Department Portion of Public Safety Complex Impact Fee	N/A	\$0.0	\$0.0	N/A	\$0.0	\$0.0	\$0.0	\$0.0	\$0.0	\$0.0
Unexpended Fund Balance (Safety Complex Roof Top unit)	N/A	\$15.0	\$15.0	N/A	\$0.0	\$0.0	\$0.0	\$0.0	\$0.0	\$0.0
Police Department Portion of Public Safety Complex Impact Fee	N/A	\$0.0	\$0.0	N/A	\$0.0	\$0.0	\$0.0	\$0.0	\$0.0	\$0.0
Building Systems Repair and Maintenance Capital Reserve Account	N/A	\$0.0	\$0.0	N/A	\$10.0	\$10.0	\$10.0	\$10.0	\$10.0	\$10.0
Acquisition of Land and/or Buildings Fund Account	N/A	\$0.0	\$0.0	N/A	\$0.0	\$0.0	\$0.0	\$0.0	\$0.0	\$0.0
Building Repairs, Construction, and Maintenance and Land Acquisition	N/A	\$0.0	\$0.0	N/A	\$0.0	\$0.0	\$0.0	\$0.0	\$0.0	\$0.0
Library Funds (Fees, Fines, Donations)	N/A	\$0.0	\$0.0	N/A	\$10.0	\$0.0	\$0.0	\$0.0	\$0.0	\$0.0
<b>Account Withdrawals Subtotal</b>	<b>N/A</b>	<b>\$15.0</b>	<b>\$15.0</b>	<b>N/A</b>	<b>\$10.0</b>	<b>\$10.0</b>	<b>\$10.0</b>	<b>\$10.0</b>	<b>\$10.0</b>	<b>\$10.0</b>
<b>Grants/Revenues</b>										
None	N/A	\$0.0	\$0.0	N/A	\$0.0	\$0.0	\$0.0	\$0.0	\$0.0	\$0.0
<b>Grants/Revenues Subtotal</b>	<b>N/A</b>	<b>\$0.0</b>	<b>\$0.0</b>	<b>N/A</b>	<b>\$0.0</b>	<b>\$0.0</b>	<b>\$0.0</b>	<b>\$0.0</b>	<b>\$0.0</b>	<b>\$0.0</b>
<b>MUNICIPAL BUILDINGS NET EXPENSES</b>										
	N/A	\$41.0	\$48.5	N/A	\$275.0	\$1,233.0	\$1,247.0	\$1,119.8	\$1,166.5	\$2,538.5



# Town of Plaistow, New Hampshire

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**CAPITAL IMPROVEMENT PROGRAM PROJECTS (PAGE 8 OF 11)**

Municipal Services	CIP Text Page Number	2015 CIP Approved	2015 Town Approved	2016 Recommended (Warrant or Budget)	2016	2017	2018	2019	2020	2021
<b>Expenses</b>										
MS1: Building Department Expenses	58	\$27.0	\$0.0	Warrant	\$27.0	\$0.0	\$0.0	\$0.0	\$0.0	\$0.0
MS2: Create Cable Department Equipment Capital Reserve Fund. Make an initial deposit of \$70,000.	58	\$0.0	\$0.0	Warrant	\$70.0	\$45.0	\$45.0	\$45.0	\$45.0	\$0.0
MS3: Cable Department - Purchase, Maintenance & Repair	59-63	\$40.0	\$0.0	Warrant	\$65.0	\$22.5	\$30.0	\$20.0	\$50.0	\$0.0
MS4: Cemetery - Maintenance & Repair	63	\$0.0	\$0.0	Warrant	\$0.0	\$0.0	\$0.0	\$0.0	\$0.0	\$0.0
MS5: Capital Reserve Fund Deposit - Cell Tower Maintenance	64	\$125.0	\$0.0	N/A	\$0.0	\$15.0	\$0.0	\$0.0	\$0.0	\$0.0
MS6: Cell Tower - Maintenance & Repair	64-65	\$407.0	\$0.0	N/A	\$125.0	\$407.0	\$0.0	\$0.0	\$0.0	\$0.0
<b>Expenses Subtotal</b>	N/A	<b>\$599.0</b>	<b>\$0.0</b>	<b>N/A</b>	<b>\$287.0</b>	<b>\$489.5</b>	<b>\$75.0</b>	<b>\$65.0</b>	<b>\$95.0</b>	<b>\$0.0</b>
<b>Account Withdrawals</b>										
Cell Tower Maintenance Capital Reserve Account	N/A	\$407.0	\$0.0	N/A	\$0.0	\$407.0	\$0.0	\$0.0	\$0.0	\$0.0
P.E.G. Fund (Indirectly through the General Fund)	N/A	\$0.0	\$0.0	N/A	\$0.0	\$0.0	\$0.0	\$0.0	\$0.0	\$0.0
Unexpended Fund Balance	N/A	\$0.0	\$0.0	N/A	\$40.0	\$0.0	\$0.0	\$0.0	\$0.0	\$0.0
<b>Account Withdrawals Subtotal</b>	N/A	<b>\$407.0</b>	<b>\$0.0</b>	<b>N/A</b>	<b>\$40.0</b>	<b>\$407.0</b>	<b>\$0.0</b>	<b>\$0.0</b>	<b>\$0.0</b>	<b>\$0.0</b>
<b>Grants/Revenues</b>										
Sale/Trade-In Value of Vehicles	N/A	\$5.0	\$0.0	N/A	\$5.0	\$0.0	\$0.0	\$0.0	\$0.0	\$0.0
<b>Grants/Revenues Subtotal</b>	N/A	<b>\$5.0</b>	<b>\$0.0</b>	<b>N/A</b>	<b>\$5.0</b>	<b>\$0.0</b>	<b>\$0.0</b>	<b>\$0.0</b>	<b>\$0.0</b>	<b>\$0.0</b>
<b>MUNICIPAL SERVICES NET EXPENSES</b>		<b>\$187.0</b>	<b>\$0.0</b>	<b>N/A</b>	<b>\$242.0</b>	<b>\$82.5</b>	<b>\$75.0</b>	<b>\$65.0</b>	<b>\$95.0</b>	<b>\$0.0</b>



# Town of Plaistow, New Hampshire

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**CAPITAL IMPROVEMENT PROGRAM PROJECTS (PAGE 9 OF 11)**

Conservation and Recreation		CIP Text Page Number	2015 CIP Approved	2015 Town Approved	2016 Recommended (Warrant or Budget)	2016	2017	2018	2019	2020	2021
CR1: Conservation - Conservation 36-A Fund Deposit		67	\$10.0	\$10.0	Warrant	\$10.0	\$10.0	\$10.0	\$10.0	\$10.0	\$10.0
CR2: Conservation - Create a renewable energy capital reserve fund. Make an initial deposit of \$10,000 into this fund.		67	\$0.0	\$0.0	Warrant	\$10.0	\$10.0	\$10.0	\$10.0	\$10.0	\$10.0
CR3: Conservation - Create a trail creation and maintenance capital reserve fund. Make an initial deposit of \$10,000 into this fund.		68	\$0.0	\$0.0	Warrant	\$10.0	\$10.0	\$10.0	\$10.0	\$10.0	\$10.0
CR4: Recreation - Capital Reserve Fund Deposit		68	\$50.0	\$50.0	Warrant	\$50.0	\$50.0	\$50.0	\$50.0	\$50.0	\$50.0
CR5: Recreation - Expenses per Strategic Plan		69	\$0.0	\$15.0	Warrant	\$64.0	\$50.0	\$47.0	\$52.0	\$50.0	\$50.0
<b>Expenses Subtotal</b>		N/A	\$60.0	\$75.0	N/A	\$144.0	\$130.0	\$127.0	\$132.0	\$130.0	\$130.0
<b>Account Withdrawals</b>											
Conservation 36-A Fund		N/A	\$0.0	\$0.0	N/A	\$0.0	\$0.0	\$0.0	\$0.0	\$0.0	\$0.0
Forestry Fund		N/A	\$0.0	\$0.0	N/A	\$0.0	\$0.0	\$0.0	\$0.0	\$0.0	\$0.0
Capital Reserve Fund - Renewable Energy		N/A	\$0.0	\$0.0	N/A	\$0.0	\$0.0	\$0.0	\$0.0	\$0.0	\$0.0
Capital Reserve Fund - Trails		N/A	\$0.0	\$0.0	N/A	\$0.0	\$0.0	\$0.0	\$0.0	\$0.0	\$0.0
Capital Reserve Fund - Recreation Plan		N/A	\$0.0	\$0.0	N/A	\$64.0	\$50.0	\$47.0	\$52.0	\$50.0	\$50.0
Recreation Impact Fee		N/A	\$0.0	\$0.0	N/A	\$0.0	\$0.0	\$0.0	\$0.0	\$0.0	\$0.0
<b>Account Withdrawals Subtotal</b>		N/A	\$0.0	\$0.0	N/A	\$64.0	\$50.0	\$47.0	\$52.0	\$50.0	\$50.0
<b>Grants/Revenues</b>											
Trail Grant (50% Local Match Req'd)		N/A	\$0.0	\$0.0	N/A	\$50.0	\$0.0	\$0.0	\$0.0	\$0.0	\$0.0
<b>Grants/Revenues Subtotal</b>		N/A	\$0.0	\$0.0	N/A	\$50.0	\$0.0	\$0.0	\$0.0	\$0.0	\$0.0
<b>Conservation and Recreation Net Expenses</b>		N/A	\$60.0	\$75.0	N/A	\$30.0	\$80.0	\$80.0	\$80.0	\$80.0	\$80.0



# Town of Plaistow, New Hampshire

## 2015 ANNUAL REPORT



### CAPITAL IMPROVEMENT PROGRAM PROJECTS (PAGE 10 OF 11)

Transportation Infrastructure		CIP Text Page Number	2015 CIP Approved	2015 Town Approved	2016 Recommended (Warrant or Budget)	2016	2017	2018	2019	2020	2021
<b>Expenses</b>											
T1: Create a Capital Reserve Fund for Transportation Infrastructure projects. Make an initial deposit of \$50,000.		72	\$282.0	\$0.0	Warrant	\$50.0	\$50.0	\$50.0	\$50.0	\$50.0	\$50.0
T2: Hazard Mitigation Plan Projects		72-73	\$10.0	\$0.0	Warrant	\$20.0	\$0.0	\$0.0	\$0.0	\$0.0	\$0.0
T3: Transportation - Surface & Drainage Routine Maintenance		74	\$285.0	\$285.0	Budget	\$285.0	\$285.0	\$285.0	\$285.0	\$285.0	\$285.0
T4: Transportation - Special Projects		75-77	\$508.0	\$478.0	Warrant	\$20.0	\$1,000.0	\$800.0	\$0.0	\$0.0	\$0.0
<b>Expenses Subtotal</b>		N/A	<b>\$1,085.0</b>	<b>\$763.0</b>	N/A	<b>\$375.0</b>	<b>\$1,335.0</b>	<b>\$1,135.0</b>	<b>\$335.0</b>	<b>\$335.0</b>	<b>\$335.0</b>
<b>Account Withdrawals</b>											
Capital Reserve Fund - Transportation Infrastructure Projects		N/A	\$10.0	\$0.0	N/A	\$40.0	\$0.0	\$0.0	\$0.0	\$0.0	\$0.0
<b>Account Withdrawals Subtotal</b>		N/A	<b>\$10.0</b>	<b>\$0.0</b>	N/A	<b>\$40.0</b>	<b>\$0.0</b>	<b>\$0.0</b>	<b>\$0.0</b>	<b>\$0.0</b>	<b>\$0.0</b>
<b>Grants/Revenues</b>											
State Highway Block Grant		N/A	\$130.1	\$131.1	N/A	\$131.1	\$131.1	\$131.1	\$131.1	\$131.1	\$131.1
Safe Routes to School (SRTS) Grant		N/A	\$238.0	\$238.0	N/A	\$0.0	\$0.0	\$0.0	\$0.0	\$0.0	\$0.0
Unexpended Fund Balance (Prior BOS commitment)		N/A	\$100.0	\$100.0	N/A	\$0.0	\$0.0	\$0.0	\$0.0	\$0.0	\$0.0
Federal/State Bridge Aid (80% for Westville Road Bridge)		N/A	\$0.0	\$0.0	N/A	\$0.0	\$900.0	\$0.0	\$0.0	\$0.0	\$0.0
Transportation Alternatives Program (TAP) Grant (80% State/20% Local)		N/A	\$0.0	\$0.0	N/A	\$0.0	\$0.0	\$740.0	\$0.0	\$0.0	\$0.0
<b>Grants/Revenues Subtotal</b>		N/A	<b>\$468.1</b>	<b>\$469.1</b>	N/A	<b>\$131.1</b>	<b>\$931.1</b>	<b>\$871.1</b>	<b>\$131.1</b>	<b>\$131.1</b>	<b>\$131.1</b>
<b>Transportation Infrastructure Net Expenses</b>		N/A	<b>\$606.9</b>	<b>\$293.9</b>	N/A	<b>\$203.9</b>	<b>\$403.9</b>	<b>\$263.9</b>	<b>\$203.9</b>	<b>\$203.9</b>	<b>\$203.9</b>



# Town of Plaistow, New Hampshire

## 2015 ANNUAL REPORT



	2015 CIP Approved	2015 Town Approved	2016 Recommended (Warrant or Budget)	2016	2017	2018	2019	2020	2021
<b>GRAND TOTALS</b>									
Total Expenses	\$2,593.6	\$1,758.4	N/A	\$1,854.4	\$4,586.9	\$3,748.4	\$2,329.2	\$2,433.9	\$3,882.5
Total Grants/Revenues	\$591.7	\$707.7	N/A	\$218.1	\$937.1	\$897.1	\$174.1	\$137.1	\$147.1
Total Impact Fee Withdrawals	\$0.0	\$0.0	N/A	\$2.9	\$11.2	\$0.0	\$0.0	\$0.0	\$0.0
Total Reserve & Other Fund Withdrawals	\$610.0	\$175.0	N/A	\$439.1	\$1,275.8	\$829.0	\$382.0	\$310.0	\$480.0
<b>Total Net Expenses</b>	<b>\$1,391.9</b>	<b>\$875.7</b>	<b>N/A</b>	<b>\$1,194.3</b>	<b>\$2,362.8</b>	<b>\$2,032.3</b>	<b>\$1,773.1</b>	<b>\$1,986.8</b>	<b>\$3,255.4</b>



# Town of Plaistow, New Hampshire

## 2015 ANNUAL REPORT



### ***REPORT OF THE CEMETERY SEXTON***

The Town's Cemetery again proved to be an affordable and attractive option for our Plaistow residents.

The prices for Cemetery plots are available as follows:

- Plaistow Residents: \$150 for the Sale of a plot and \$275 for perpetual care for a total of \$425
- Non Resident: \$300 for the Sale of a plot and \$495 for perpetual care for a total of \$795
- Internment Fee for a full burial: \$100
- Internment Fee for a cremation: \$50

There were 19 graves sold in 2015.

The Town Highway Department continues to maintain the perpetual care in the cemetery. This consists of the mowing, trimming, and Spring & Fall cleanups. Performing these tasks with in-house resources is important when it comes down to the timing of work getting done. Important dates in the cemetery are Memorial Day, Mother's Day, Father's Day, Easter, and Veteran's Day. We do all we can to make the cemetery look special for these days.

We hope all who have spent a few moments at Plaistow's cemetery found some peaceful reflections and fond memories of loved ones.

Looking forward to 2016, I will research how to clean some of the headstones. It was a very busy year so I was not able to get to it. Would like to establish a 5 to 10 year plan.

Please know that comments and suggestions from the residents of Plaistow are always appreciated, so please contact the Town Manager's office if there is anything you need at 603-382-5200x10.

Respectfully Submitted,

***Daniel Garlington***  
***Plaistow Highway Supervisor***



# Town of Plaistow, New Hampshire

## 2015 ANNUAL REPORT



### ***REPORT OF THE CONFLICT OF INTEREST COMMITTEE***

#### **Purpose of the Committee**

In order for the citizens of Plaistow to have confidence in the integrity of its government, the Conflict of Interest Committee is dedicated to serving Plaistow's citizenry by ensuring that:

- 1) Our public officials act independently, impartially and with responsibility to the people of Plaistow for the public's best interests;
- 2) Our government's decisions and policies are made through the proper channels of governmental structure;
- 3) Any and all public offices are not used for personal gain; and
- 4) Our public officials perform their duties without conflicts between their private interests and those of the citizens they serve.

#### **How to File a Petition**

Any citizen who believes that a conflict of interest exists regarding a Plaistow public officer and wishes to submit a formal complaint is encouraged to review the Town of Plaistow's Conflict of Interest Ordinance, Section V, and "Prohibited Conduct."

To obtain copies of the Conflict of Interest Ordinance, Bylaws, Petition of Alleged Violations form, and the Tri-Fold of Prohibited Conduct from the Conflict of Interest Ordinance you may:

- 1) Mail a request to the Conflict of Interest Committee, PO Box 903, Plaistow, NH 03865;
- 2) Print from online: [www.plaistow.com/Pages/PlaistowNH\\_Bcomm/conflict](http://www.plaistow.com/Pages/PlaistowNH_Bcomm/conflict);
- 3) E-mail [townofplaistowcoic@yahoo.com](mailto:townofplaistowcoic@yahoo.com), and enter "COIC Business" in the subject line;
- 4) Attend a COIC meeting; or
- 5) Inquire at the Town Hall or Plaistow Public Library.

All correspondence to the post office box and the e-mail address go directly to the Conflict of Interest Committee, and remain confidential in accordance with our bylaws and ordinances. All *Petitions of Alleged Violation* forms must be mailed to the Conflict of Interest Committee at the above PO Box only; hand-delivered petitions will not be accepted.

#### **NH Conflict of Interest Area Towns Group**

The Committee is still interested in forming a NH Conflict of Interest Group of area towns who have a Conflict of Interest Ordinance or who would like to adopt an ordinance of their own. Committees would share ideas and information on Conflict of Interest Ordinances and possible areas of improvement.

#### **Committee Member Assistance**

The Committee is available to interpret and/or discuss the COIC Ordinance and Bylaws with citizens and town official's at all regular meetings. Suggestions to improve the ordinance will be taken under consideration at the COIC's discretion. In 2013 we created a tri-fold of the Prohibited Conduct from the COIC Ordinance.



# Town of Plaistow, New Hampshire

## 2015 ANNUAL REPORT



### ***REPORT OF THE CONFLICT OF INTEREST COMMITTEE (Continued)***

#### **Meeting Schedule**

The Conflict of Interest meets the third Tuesday of the month at 7:00 PM at the Plaistow Public Library (except July, August, November and December). All regular meetings are open to the public and all are welcome to attend.

#### **2015 Members**

Members of the Conflict of Interest Committee in 2015 were Scott Sullivan, Chairman; John Moynihan, Vice Chairman; Theresa Chouinard, Secretary.

Respectfully Submitted,

Theresa A. Chouinard  
Conflict of Interest Committee





# Town of Plaistow, New Hampshire

## 2015 ANNUAL REPORT



### ***REPORT OF THE CONSERVATION COMMITTEE***

Arbor Day in New Hampshire is observed every year on the last Friday in April. It is a unique holiday, celebrated by planting a tree, which looks to the future and not at some past happening, as is the case of most holidays. New Hampshire extends the celebration with Forest Conservation Week, which begins the day after Arbor Day. This special day envisioned by J. Sterling Morton of Nebraska City, Nebraska was first adopted by the State of Nebraska in 1872. The idea swiftly spread across the country. New Hampshire's first official Arbor Day was proclaimed on April 29, 1886 by Governor Moody Currier who advocated reforestation of waste and cutover lands, and planting of shade and ornamental trees and shrubs around homes, along highways, and other public places. Today every state has an official date for Arbor Day.

Education is always an important part of conservation. The Conservation Commission sponsored a poster contest for grades 1 through 5. The poster theme for this year's contest was "It's All About the Trees". The winners are:

Grade	Poster Winner
1	Kyleigh Callery
2	Spencer Brien
3	Emma Sharp
4	Emma Soucy
5	Trysta Winkowski

A 5<sup>th</sup> grade poetry contest was also held and the winner and finalists are shown below:

Place	Poetry Winner
1 <sup>st</sup>	Akella Brianna Myslivy
2 <sup>nd</sup>	Lexi Wagnitz
3 <sup>rd</sup>	Kendall Morrill
4 <sup>th</sup>	Lauren Hayes

Congratulations to all the poster and poetry participants who not only participated in the Arbor Day activities but learned that it is important to maintain and protect trees.

This was another record breaking year for tree planting – 100 Colorado Blue Spruce saplings were distributed at the end of the Arbor Day activities. Each student then took their sapling so they could be planted and cared for at home.



# Town of Plaistow, New Hampshire

## 2015 ANNUAL REPORT



### ***REPORT OF THE CONSERVATION COMMITTEE (Continued)***

Earth Day is also celebrated in April and was envisioned by Senator Gaylord Nelson of Wisconsin to make all citizens aware of the valuable and life-sustaining resource of the planet earth. The first Earth Day was celebrated on April 1, 1970 and is now celebrated on Wednesday with dates ranging from April 19<sup>th</sup> to April 25<sup>th</sup>.

We should never forget the importance trees play in our global ecosystems by helping to clean the air and stabilize soils so storm water runoff does not pollute our waters. There are places however, where storm-damaged, fallen trees can take down power lines and cause power interruptions. There is always a delicate balance between not cutting trees, thus helping to preserve our ecosystems, and the cutting of trees under power lines to prevent wide-spread power outages. Because of the close proximity of the dates and a similar theme, Earth Day activities are combined with Arbor Day activities.

The Conservation Commission participated in the annual Old Home Day celebration. We had displays and handouts of how to help protect both the quality and quantity of drinking water. The displays also described steps the Town is taking to properly manage storm water as part of the Environmental Protection Agency’s (EPA) storm water requirements. This part of the display was an important piece to help the Town meet the storm water requirements. Unfortunately, it was a really windy day making it impossible to fully display all the posters and handouts. We expect to return again in 2016, so if you missed something last year, be sure to stop by this year.

An important activity that took place in the late fall was the placing of watershed signs along side our roadways. Thanks to Dan Garlington and his crew who did the sign installation.

This year we did our annual stream testing in early December. Normally this would be a period of high water conditions, however, this year the water levels were very low. We contracted with Normandeau & Associates to do the testing at 20 locations. We will also be working with Normandeau & Associates to do the required MS4 testing and to ensure we are not doing any redundant testing.

Below are the results of the testing for nitrates and nitrites over the past 25+ years.

Sample Point	Test Type (mg/l)	1983 (mg/l)	1993 (mg/l)	2003 (mg/l)	2011 (mg/l)	2012 (mg/l)	2014 (mg/l)	2015 (mg/l)
Little River at the intersection of Old County Rd and Kingston Rd	Nitrates	< 0.10	0.5	0.56	< 0.20	< 0.2	< 1.0	< 0.10
	Nitrites	< 0.10	< 0.05	< 0.05	< 0.2	<0.2	< 0.01	< 0.01
Little River at the Atkinson/Plaistow Town Line	Nitrates	0.14	0.5	1.34	0.35	0.50	< 1.0	< 1.0
	Nitrites	< 0.10	< 0.05	< 0.05	< 0.2	< 0.2	< 0.01	< 0.01

Note the “<” symbol means “less than” and gets reported when the available measurement techniques measure some quantity of a substance but it is so small that it can not be measured accurately. These points are often referred to as Minimum Detectable Limit (MDL) points.



# Town of Plaistow, New Hampshire

## 2015 ANNUAL REPORT



### *REPORT OF THE CONSERVATION COMMITTEE (Continued)*

The unit of measure for both nitrates and nitrites is milligrams per liter (mg/l). Drinking water standards require less than 10 mg/l for nitrates.

Although the water quality in our streams does not meet drinking water standards for some measures such as pH and coliform, neither does it pose a severe health risk.

Respectfully Submitted,

Timothy Moore

Secretary





# Town of Plaistow, New Hampshire

## 2015 ANNUAL REPORT



### ***REPORT OF THE CONSERVATION COMMITTEE - TOWN FOREST***

The Conservation Commission members in the 1980s started to define a Town Forest. This initial concept was advanced substantially in 1999 when the Conservation Commission hired Charles Marino, a registered forester, to prepare a Forest Management Plan for the parcels own by the Town in the Frog Pond Woods area and a 20-acre parcel adjacent to Old County near the top of the hill as you head towards Hampstead.

In the 1999/2000 time frame, the Boy Scouts from Troop 18 (sponsored by the Plaistow Fish and Game) approached the Conservation Commission about the potential for doing trail work in the Town Forest. It was the beginning of a cooperative effort that continues today. The scouts have done a dozen or more Eagle Scout projects in the Town Forest including building and maintaining trails, building and creating bridges so that trail crossings of Kelley Brook can be easily accomplished, building and maintaining a wildlife observation platform, designing and installing a Town Forest sign at its entrance on Main Street, creating a trail map and markers and then building a kiosk to house the trail map, and putting the finishing touches on the parking lot and picnic areas.

Dave Averill in cooperation with Neatline worked to create a new trail map and Town Forrest brochure. The data for the trail map came from the survey data done as part of the ARM grant. An additional Trail grant of \$15,000 provided the funding to accomplish this task. The new trail is mounted on the kiosk in the Town Forest and is shown here.

A Hampstead resident and frequent user of the Plaistow Town Forest trails, Brent Ebner, has volunteered his time to construct 3 new bridges and repair/rehabilitate 3 more bridges. Many of the early bridges built by the Boy Scouts are in need of repair; it seems impossible that some of these bridges are approaching 15 years old. Brent along with Conservation Commission members Olaf Westphalen, Dave Averill, and Jill Senter and a team of volunteers from Hampstead spent many hours working on the bridges throughout the summer and fall.



As always, thanks to Dan Garlington and his work crew for keeping the parking lot plowed during the winter months. Please be patient, however as it may take a couple days to get the roads plowed, sanded, and salted before resources can be directed to the Town Forest parking lot.

Congratulations to the Fire Department on their 75<sup>th</sup> Anniversary. A few years after our own Fire Department was established, on August 9, 1944 Smokey Bear was created by the Ad Council as a symbol for the U.S. Forestry Service to promote their forest fire prevention program. In the spring of 1950, in the Capitan Mountains in New Mexico a young bear cub was discovered in a tree by forest firefighters. Although badly burned, the cub survived and was named Smokey by the firefighters. News spread about Smokey and he was brought to the National Zoo in Washington, DC where he remained until his death in 1976. He became the living symbol of all forest fire prevention programs.

As Smokey Bear has reminded us all these years,

**“Only YOU Can Prevent Forest Fires!”**

Respectfully Submitted,

Timothy Moore



Town of Plaistow, New Hampshire  
2015 ANNUAL REPORT



*REPORT OF THE CONSERVATION COMMITTEE - TOWN FOREST (Continued)*





# Town of Plaistow, New Hampshire

## 2015 ANNUAL REPORT



### ***REPORT OF ELDER AFFAIRS COMMITTEE***

One of the best things about Plaistow is our commitment to Senior Citizens. Our Elder Affairs Committee was established by the Town Manager to improve opportunities and activities for Senior citizens. Our activities in 2015 included:

**Provide the “Senior Sizzler” Newsletter:** Our committee is producing a seasonal (4times annually) newsletter which is mailed and also available at the library and Vic Geary Center. The newsletter is also available electronically at the Recreation Web site. In this newsletter we are letting our seniors know about activities available to all. In addition, there are recipes, craft ideas and gardening tips. Watch for the spring edition coming soon.

**Senior Health Options-** We continue to look for opportunities to partner with the Plaistow YMCA, Plaistow Recreation Department and Plaistow Public Library for senior-specific activities.

**Established a FaceBook page for our Seniors-** If you enjoy the internet, find our Facebook page and “like” us.

**In 2016** we will again be exploring possibilities for local transportation. Specific options include exploring a grant for our own van.

The members of this committee are appointed by the Town Manager, so to get involved contact Town Manager, Sean Fitzgerald.

Thanks to all the committee for another year of showing what’s best about Plaistow!

Happy 100 years Plaistow Fire Department! You aren’t getting older, you are getting BETTER!!

Respectfully Submitted

Susan Sherman, Chair





# Town of Plaistow, New Hampshire

## 2015 ANNUAL REPORT



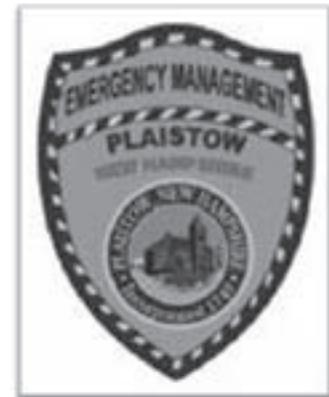
### ***REPORT OF THE EMERGENCY MANAGEMENT DEPARTMENT***

Plaistow's Emergency Management Department provides leadership and assistance in an attempt to save lives, protect public health, safety, and property in Plaistow from any natural, man-made and technological hazards through an effective emergency management program based on the Four Phases of Emergency Management:

- **Mitigation** - efforts to reduce hazards or their impacts
- **Preparedness** - efforts to prepare for a likely hazard
- **Response** - actions taken to respond to an emergency or disaster
- **Recovery** - actions taken to restore the community to pre-disaster condition

The Town's Local Emergency Operations Plan (LEOP) ensures a coordinated and effective response to disasters that may occur, and is organized to correspond to the Four Phases of Emergency Management and include functional annexes, Emergency Support Functions, (ESF's) which identify the functions that may need to be addressed to manage a disaster.

The plan assigns one or more functions to Town Departments to provide response and recovery activities in support of local operations during an emergency or disaster. Plaistow is privileged to have dedicated, hard working departments who work together to serve and protect our citizens and the Town.



Training activities in 2015 included:

- The 11<sup>th</sup> Annual NH Emergency Preparedness Conference which is an annual event that brings together emergency responders, health officials and preparedness planners from NH to examine a wide spectrum of emergency management topics using an all-hazards approach.
- In April, Deputy Director Dennise Horrocks participated in an exercise for activating the Greater Derry Public Health Region's Multi-Agency Coordinating Entity (MACE) and a notification exercise for setting up a point of dispensing (POD) facility. The MACE is responsible for coordinating local and regional resources during a large-scale public health emergency within the Greater Derry Region. Resources are defined as any personnel, equipment, supplies or information that needs to be shared in a public health event. The purpose of a POD is to quickly distribute preventive medication to large numbers of people during a public health emergency in an effort to prevent illness.
- the Hazardous Materials Management & Emergency Planning Workshop provided by The Southeastern New Hampshire Hazardous Materials Mutual Aid District.

The Plaistow Emergency Management Team worked with the NH Homeland Security and Emergency Management School Emergency Planner and the Timberlane Regional School



# Town of Plaistow, New Hampshire

## 2015 ANNUAL REPORT



### ***REPORT OF THE EMERGENCY MANAGEMENT DEPARTMENT (Continued)***

District on Physical Security Assessments of the schools in Plaistow. The purpose of these assessments is to evaluate the level that a school building can protect the school's occupants from a deliberate act of targeted violence. It assists school officials in identifying training and building improvements to increase the safety of students, staff and visitors.

In January 2015, a blizzard and severe winter storm significantly impacted most of Rockingham County. President Obama granted Governor Hassan's request for a disaster declaration for Rockingham County which allowed Plaistow to apply to FEMA for reimbursement for some of the money spent on our response efforts. Plaistow received over \$38,000 through the federal Public Assistance Program.

Plaistow citizens are encouraged to sign up for **NH Alerts** through CODE RED. ReadyNH.gov was developed to provide you with information and resources to take action and keep your family safe from emergencies. You can now sign up for CODE RED emergency alerts from the State of NH and be notified of emergencies and severe weather warnings. They can be received by phone, a text message to your phone or an email. Visit [www.readynh.gov](http://www.readynh.gov) and sign up today!

Anyone interested in a leadership role in the Plaistow Community Emergency Response Team (CERT), please contact the Emergency Management Department at (603) 382-1200.

I want to thank my coworkers for their cooperation, dedication and hard work in supporting the Emergency Management Department, and to congratulate the Plaistow Fire Department on their 100<sup>th</sup> Anniversary.

Respectfully submitted,

*Lt. William M. Baldwin*

Emergency Management Director





# Town of Plaistow, New Hampshire

## 2015 ANNUAL REPORT



### *REPORT OF THE FINANCE DIRECTOR*

The Finance Office has the responsibility of maintaining the financial records for the Town of Plaistow. These records include but are not limited to processing accounts payable and payroll, making deposits, maintenance of the general ledger to provide necessary reports to the Select Board and Town Manager, as well as the department heads. We are also responsible for all Federal and State reporting requirements with regards to finance related reports.

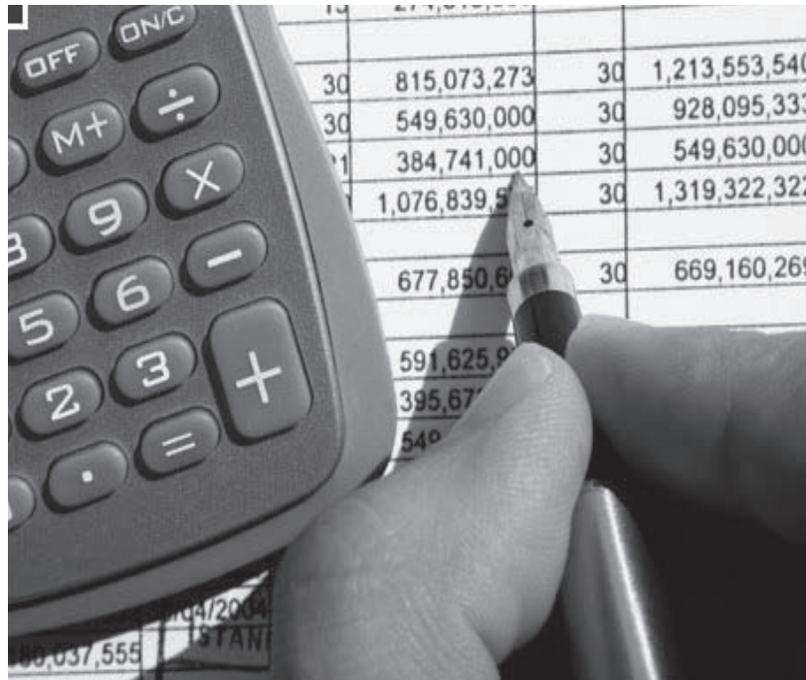
During 2015 the Town contracted with an actuary to assist us with compliance with GASB statement #45. This was successfully completed and the appropriate figures were included in the financial statements. The Town’s financial statements are now fully compliant with all GASB pronouncements, and the Town received an unmodified opinion on those statements. The 2014 annual audit was completed with no material weaknesses. The complete audit is included in the Town Report. Tax rate setting was again accomplished with little issue, enabling the issuance of tax bills in a timely manner.

We continue to review all finance related policies and procedures and intend to update most of them on an ongoing basis as needed. Our goal continues to be able to ensure the information being generated from this office is as timely and accurate as possible so that Town Officials, staff and taxpayers can rely on, and make sound financial decisions on behalf of the Town.

Sincerely,

Gregory A Colby, CPA

Interim Finance Director





# Town of Plaistow, New Hampshire

## 2015 ANNUAL REPORT



### ***REPORT OF THE FIRE DEPARTMENT***

Celebrating 100 years of service to the community, the Plaistow Fire Department continues to meet the increasing demands of the community. Surpassing last year's call volume of 957, we eclipsed the 1,000 emergency calls for service this year, ending at 1,053. Although we have a variety of types of calls, the majority continues to remain approximately 70% EMS, having some type of medical component. These range from someone simply not feeling well to traumatic injuries associated with motor vehicle or sporting accidents. Our members routinely train to maintain all of their skills, both traditional fire and EMS, to meet these challenges.

With the increase in the number of calls, it is important to recognize those who answer the calls. Since the inception of the department in 1915, the Town has relied heavily upon the volunteer spirit of our residents to take on this important municipal function. The hours given in actual responses are only a part of the commitment it takes to proudly wear the patch of the Plaistow Fire Department. The numerous hours in training, fire prevention, public education, inspections, preplanning all take increasingly



more time out of their personal lives. In addition to the special events to promote community functions such as our Open House, Lion's Club "Fill the Ambulance", Old Home Day Parade, Safety Days at various shopping centers and the annual Santa Tour of the Town, are all done in addition to (and sometime during) the routine calls for emergency services. The challenge to balance the needs of their families against the needs of the community at large becomes more difficult each year, but the members of the department strive to meet all of the needs of the community.

This year we took delivery of the second command vehicle to be put in service by the department. The 2015 Tahoe has custom storage cabinets in the rear for the equipment and gear carried by the Fire Chief as well as additional communications equipment to ensure we maintain the capability to communicate with any number of public safety agencies during the course of an emergency response.



This year as part of our commitment to working with the State of New Hampshire's Fire Academy to promote a variety of training programs to the departments in our area, we hosted one of the few offerings of the Fire Officer Certification Course that has been held outside of the Fire Academy. Due to the infrequent availability of the class outside of normal working hours, we had students from the Keene area as well as the North Country. A very successful course which took place over several months and has helped to build the foundation for our future leaders in the fire service.

Membership in the department is a commitment to the community. If you feel you would like the opportunity to serve your community, and your neighbor, while learning valuable skills, consider joining our ranks. We will provide you with the training and equipment to do the job safely. It is not easy and it takes time. However, the rewards can't be measured in a paycheck. Knowing you were part of a team that made a significant difference in a person's life or situation is a feeling few people experience. It is a



# Town of Plaistow, New Hampshire

## 2015 ANNUAL REPORT



### ***REPORT OF THE FIRE DEPARTMENT (Continued)***

privilege to work with this very dedicated group of citizens whose primary mission is to simply help their neighbor in the greatest hour of need.

We are thankful for those who voted in support of the warrant article to construct a new police station adjacent to, and a part of, the existing Safety Complex. Part of the proposed project will include renovations to the existing facility which will allow the Fire Department to be more effective in the delivery of the services we provide to the community. We hope that you can see this need, looking ahead 20-30 years, and help this very necessary capital project become a reality as we have continued to move forward to refine the cost for another consideration by the Town.



We would be remiss if we didn't recognize the retirement of Firefighter George A. "Butch" Peabody after 46 years of dedicated commitment to the community. Following in his father's footsteps, former Chief George Peabody, Butch joined the department in 1969. Through all those years,

Butch has been a mentor to all who have served with him. Often putting family and work aside to answer the call, his contributions will be missed. If you see Butch, please thank him for his years of service and wish him well in his retirement.

Finally, thank you for your continued support of your Fire Department. Without this support, we cannot do the job you expect of us. From the financial needs of operating the department to the compassion and respect you demonstrate to us when we are responding to calls, your interaction helps us to keep in focus as to why we exist as a vital part of our community. To find out more about our ongoing activities, check our page on Facebook: "Plaistow Fire Department".

### **Summary of Fire Department Responses - 2015**

Type	#	Type	#
Auto Fires	6	Odor Investigations	19
Carbon Monoxide/Heating Syst.	25	Other (non-specific)	6
Chimney Fires	2	Public Assists	7
Cooking/Stove Fires	10	Rescue	655
Electrical Service/Wires Down	6	Smoke Investigations	28
Fire Alarm Activations	154	Structure Fires	5
Hazardous Materials Incidents	5	Trash/Outside Fires	9
Motor Vehicle Accidents	64	Woods/Grass/Brush Fires	26
Mutual Aid (Provided)	26	<b>Total Alarms</b>	<b>1053</b>

Respectfully Submitted,  
*John H. McArdle, Fire Chief*



# Town of Plaistow, New Hampshire

## 2015 ANNUAL REPORT



### ***FIRE / RESCUE VEHICLE & APPARATUS REPLACEMENT PLAN***

<b>Fire/Rescue Vehicle Apparatus Replacement Plan</b>						
Vehicle	Year Make & Model	Serviceable Years	Estimated Replacement Cost per Vehicle	Number of Units per 25-Year Interval	25 Year Estimated Total Cost	Proposed Replacement Year
Rescue - 2	2006 Chevy	10	\$150,000	2.5	\$375,000	2016
Tanker - 5	1993 Pierce	25	\$400,000	1	\$400,000	2018
Forestry - 4	1994 GMC	20	\$40,000	1.25	\$50,000	2019
Tower - 3	1991 Pierce	25	\$350,000	1	\$350,000	2021
					25-Year Total	\$1,175,000
					Cost per year	\$47,000

**Explanation:**

For a number of years, the Town of Plaistow has maintained a successful Fire Apparatus Vehicle Replacement Plan. The goal of this plan is to appropriately schedule the replacement of emergency vehicles so as to level the tax impact each year. The Capital Improvement Program Committee, in coordination with the Fire Chief, calculates the total cost to replace vehicles within a 25 year planning horizon. The total cost of vehicle replacement is then divided by 25 to generate an annual cost. Through annual Warrant Articles, that amount is requested to be placed into the existing Fire Department Capital Reserve Fund dedicated to the replacement of Fire Department apparatus. As a need for equipment replacement approaches, a Warrant Article must then be submitted for the purpose of removing an appropriate amount of resources from the Capital Reserve Fund. This method promotes the leveling of tax burden on Plaistow tax payers and eliminates the need to issue a bond or note to borrow the necessary funds.





# Town of Plaistow, New Hampshire

## 2015 ANNUAL REPORT



### ***REPORT OF THE FOREST FIRE WARDEN AND STATE FOREST RANGER***

Your local Forest Fire Warden, Fire Department, and the State of New Hampshire Division of Forests & Lands, work collaboratively to reduce the risk and frequency of wildland fires in New Hampshire. To help us assist you, please contact your local Forest Fire Warden or Fire Department to determine if a permit is required before doing ANY outside burning. Under State law (RSA 227-L:17) a fire permit is required for all outside burning, unless the ground is completely covered with snow. The ability to obtain fire permits on line was initiated in 2015. Plaistow, along with approximately 120 towns participated in the online system with over 4,000 permits issued. To obtain a permit on line visit [www.NHfirepermit.com](http://www.NHfirepermit.com). If you secure an online permit, you must inform the fire department accordingly. The New Hampshire Department of Environmental Services also prohibits the open burning of household waste. Citizens are encouraged to contact the local fire department or DES at 603-271-3503 or [www.des.nh.gov](http://www.des.nh.gov) for more information. Safe open burning requires diligence and responsibility. Help us to protect New Hampshire's forest resources. For more information please contact the Division of Forests & Lands at (603) 271-2214, or online at [www.nhdfi.org](http://www.nhdfi.org).

This past fire season burned **635 acres** which was the most recorded since 1989 when 629 acres burned. The fire season began in early April with the first reported fire occurring on April 8th. The largest fire was the 275 acre Bayle Mountain fire in Ossipee. This fire started on May 5<sup>th</sup> and burned for several days. The Bayle Mt. fire was also the largest individual fire in NH in over 25 years. There were also a number of other sizable fires in May which definitely kept NH's wildland firefighting resources stretched to the limit. These larger fires increased the average wildland fire size to 5.12 acres. As usual our higher fire danger days correlated well with the days that there were fires actually reported. The statewide system of 16 fire lookout towers continues to operate on Class III or higher fire danger days. Our fire lookouts are credited with keeping most fires small and saving several structures due to their quick and accurate spotting capabilities. The towers fire spotting capability was supplemented by the NH Civil Air Patrol when the fire danger was especially high. Many homes in New Hampshire are located in the wildland urban interface, which is the area where homes and flammable wildland fuels intermix. Several of the fires during the 2015 season threatened structures, and a few structures were burned, a constant reminder that forest fires burn more than just trees. Homeowners should take measures to prevent a wildland fire from spreading to their home. Precautions include keeping your roof and gutters clear of leaves and pine needles, and maintaining adequate green space around your home free of flammable materials. Additional information and homeowner recommendations are available at [www.firewise.org](http://www.firewise.org). Please help Smokey Bear, your local fire department, and the state's Forest Rangers by being fire wise and fire safe!

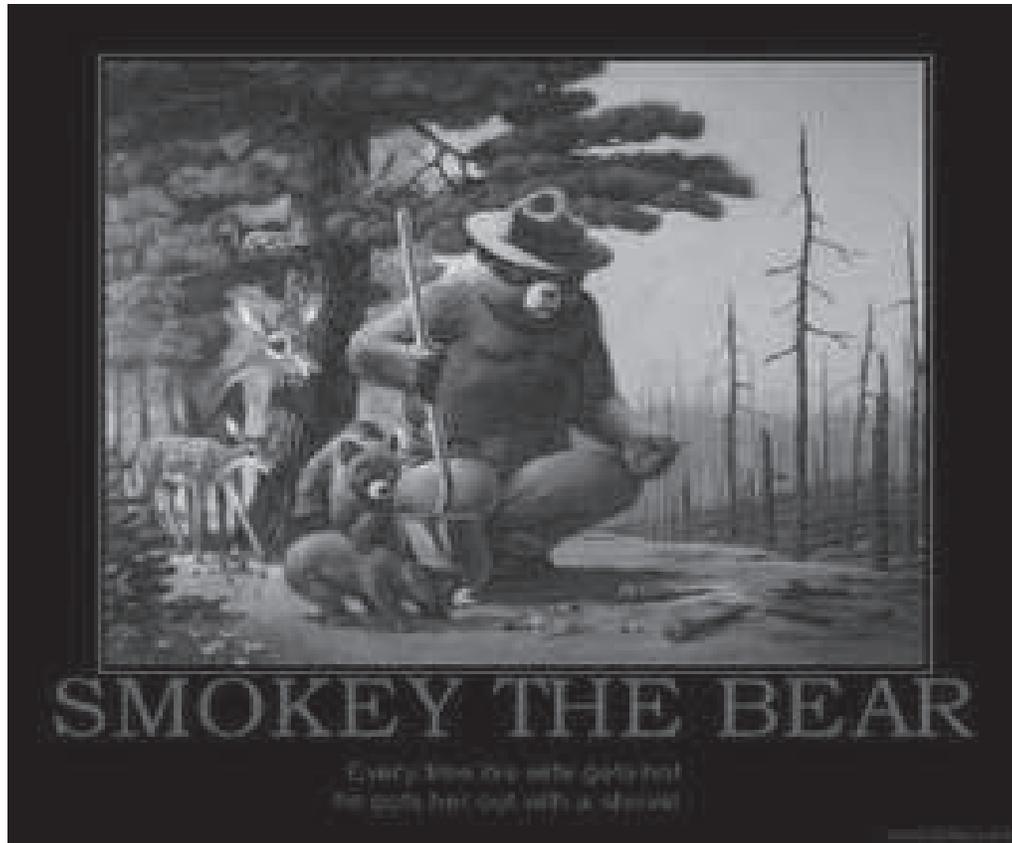




**Town of Plaistow, New Hampshire**  
2015 ANNUAL REPORT



**REPORT OF THE FOREST FIRE WARDEN AND STATE FOREST RANGER (Continued)**



**2015 FIRE STATISTICS**

(All fires reported as of November 2015)

(figures do not include fires under the jurisdiction of the White Mountain National Forest)

<b>COUNTY STATISTICS</b>		
<b>County</b>	<b>Acres</b>	<b># of Fires</b>
Belknap	15.3	11
Carroll	276	2
<b>Cheshire</b>	27.6	18
Coos	1.6	6
<b>Grafton</b>	22.6	17
<b>Hillsborough</b>	49.7	22
<b>Merrimack</b>	228	16
<b>Rockingham</b>	7	13
<b>Strafford</b>	5.5	15
Sullivan	1.1	4

**CAUSES OF FIRES REPORTED**

	<b>Total</b>	<b>Fires</b>	<b>Total Acres</b>
Arson	7	<b>2015</b>	<b>124</b>
Debris	14	<b>2014</b>	<b>72</b>
Campfire	12	<b>2013</b>	<b>144</b>
Children	2	<b>2012</b>	<b>318</b>
Smoking	12	<b>2011</b>	<b>125</b>
Railroad	0		<b>42</b>
Equipment	6		
Lightning	4		
Misc.*	67 (*Misc.: power lines, fireworks, electric fences, etc.)		



**Town of Plaistow, New Hampshire**  
2015 ANNUAL REPORT



***REPORT OF THE SOUTHEAST NEW HAMPSHIRE  
HAZARDOUS MATERIAL MUTUAL AID DISTRICT***

**Bruce Breton**  
Selectman, Windham  
Chairman, Board of Directors



**Chief Thomas McPherson, Jr.**  
Windham Fire Department  
Chairman, Operations Committee

**About the District:**

The Southeastern New Hampshire Hazardous Materials Mutual Aid District's membership is comprised of 14 communities, covering approximately 350 square miles with a population of over 175,000 people. The District was formed in 1993 to develop a regional approach for dealing with the increasing amounts of hazardous materials being used and transported within these communities. This District is recognized by the State of New Hampshire as the Regional Emergency Planning Committee (REPC) for the member communities. The REPC, consisting of representatives from local government, industry, and the general public, works with industry to insure their compliance with federal regulations for the reporting of chemicals used within and traveling through the District.

The District draws its funding from an annual assessment from each community as well as from grants and donations. The 2015 operating budget for the District was \$116,151.00. Additionally, in 2015 the District applied for and received federal grants for equipment, training, and operational expenses totaling \$75,662.04. The Fire Chiefs from each of the member communities' make-up the Operations Committee of the District. The Operations Committee is overseen by a Board of Directors consisting of elected representatives from each community. It is the Board of Directors who approves the budget and any changes to the bylaws of the District. The Executive Board of the Operations Committee, which consists of the Chairman, Vice-Chairman, Treasurer, Technician Team Liaison, and one Member at Large, manages the operations of the District within the approved budget. The District employs a part-time REPC Director to manage the administrative functions of the District, including grants management, financial management, and emergency planning.



# Town of Plaistow, New Hampshire

## 2015 ANNUAL REPORT



### ***REPORT OF THE SOUTHEAST NEW HAMPSHIRE HAZARDOUS MATERIAL MUTUAL AID DISTRICT (Continued)***

#### **District Facility**

The District maintains a facility in Windham that provides space to house two response trucks, technician trailer, and operations trailer, as well as provide office and meeting space for the REPC Director. In addition, the District is able to utilize the facility for monthly training for the Emergency Response Team.

#### **The Emergency Response Team:**

The District operates a Technical Emergency Response Team. This Response Team is overseen by one of the member community's Chief Fire Officer who serves in the Technical Team Liaison position. The Team maintains a three level readiness response posture to permit it to immediately deploy an appropriate response to a District community's request for help involving an unplanned release of potentially dangerous chemicals within their jurisdiction. While the Team primarily prepares for response to unplanned accidental chemical releases it is also equipped and trained to deal with a variety of Weapons of Mass Destruction (WMD) scenarios. The team maintains a host of specialized response equipment to deal with chemical and environmental emergencies.

The Emergency Response Team is made up of 31 members drawn from the ranks of the fire departments within the District. The Team consists of 6 Technician Team Leaders, 17 Hazardous Materials Technicians, 3 Communication Specialists, 1 Information Technology Specialist and 2 Support Specialists. In addition to these personnel, the team also includes an industrial chemist from a local industry and a local police officer.

The Team maintains a fleet of vehicles and specialized equipment with a value of approximately \$1,000,000. The vehicles consist of a Mobile Command Support Unit, two Response Trucks, three Spill Trailers, a Technician Trailer, an Operations/Spill Trailer and a Firefighting Foam Trailer.

This mobile apparatus carries the team's equipment which includes chemical detection and identification instruments, containment supplies, plugging, patching and intervention supplies, communication equipment, computer based and other chemical reference guides as well as chemical protective equipment. The two Response Trucks along with the Technician and Operations Trailers are housed in our Windham facility, while spill trailers are located in Derry, Hooksett and Plaistow, allowing for rapid deployment. The Command Support Unit is housed at Londonderry Fire and the Foam Trailer is housed by Salem Fire. Activation of the team is made by the request of the local Incident Commander through the Derry Fire Department Dispatch Center.



# Town of Plaistow, New Hampshire

## 2015 ANNUAL REPORT



### ***REPORT OF THE SOUTHEAST NEW HAMPSHIRE HAZARDOUS MATERIAL MUTUAL AID DISTRICT (Continued)***

#### **Response Team Training**

In 2015 the Emergency Response Team completed 1020 hours of training consisting of monthly training drills and specialized classes attended by team members. These specialized classes included Computer Aided Management of Emergency Operations (CAMEO), Chemical Protective Clothing Testing and Maintenance, Emergency Incident Rehabilitation, and Advanced Air Monitoring.

The Team also provided 33 hours of instruction to member fire departments, in various subjects, including use of the Emergency Response Guidebook, basic spill control and containment, air monitoring and response to suspicious/unknown packages or substances.

#### **Emergency Responses**

In 2015 the Team responded to 23 incidents. These included, an ammonia gas leak, assisting local fire departments with advanced air monitoring, spill trailer responses for hydrocarbon fuel spills, assisting the local police departments with identifying unknown substances, as well as requests for technical assistance for member departments where a Response Team Leader provided consultation to the fire department on the handling of an incident. In December the Team also responded mutual aid with specialized detection equipment to assist the Keene Fire Department with a large propane gas emergency.

For further information about the Southeastern New Hampshire Hazardous Materials District please visit our website at [www.senhazmat.org](http://www.senhazmat.org)



# Town of Plaistow, New Hampshire

## 2015 ANNUAL REPORT



### ***REPORT OF THE HEALTH DEPARTMENT***

#### ***“Fire Department’s 100th Anniversary”***

#### Public Health Emergency Preparedness and Response

With the declaration of Ebola as an international public health emergency by the World Health Organization, the focus on preparedness continued in earnest into 2015. Health officials across the State participated in developing interim response guidance documents for healthcare, emergency medical services, airports, schools and the general public. While the risk of contracting Ebola in New Hampshire was extremely low, it was important to support a strong public health response. Of particular importance was being sure that emergency responders, healthcare providers and public health and emergency management staff received adequate and appropriate training on recognizing signs, symptoms and risk factors of Ebola, personal protective equipment, cleaning and disinfection, and proper communication and information processes. As the Ebola situation evolved, preparedness measures had to be evaluated and sometimes changes had to be made to existing protocols. As we approach the end of 2015, the outbreak appears to be over in all the affected countries, and officials can analyze data and practices to provide improvements to preparedness and response activities in the future.

#### Public Protection from Foodborne Illness and Disease

Plaistow is one of 15 towns or cities in the State that has the authority to license and inspect all food service establishments and retail food stores located in our town. The Health Department is responsible for licensing and inspecting all Plaistow establishments where food is produced, manufactured, stored or sold. This is accomplished through plan reviews of new or remodeled establishments, safe food handling training, routine inspections, compliance inspections, and investigations for foodborne illnesses and consumer complaints. Having local authority is an important benefit for our town, allowing rapid response and actions to ensure that food is prepared under safe, sanitary and secure conditions.

#### Comprehensive Mosquito Surveillance and Control Plan

Mosquito surveillance and control are essential components of the Town’s response plan aimed at preventing mosquito-borne diseases, such as West Nile virus (WNV) and Eastern Equine Encephalitis (EEE). Mosquito surveillance includes targeted mosquito trapping, species identification, and testing of mosquitoes for EEE and WNV. Mosquito control includes source reduction (e.g., draining standing water) of habitats where mosquitoes breed, and chemical control through the appropriate use of larvicides and adulticides (chemicals aimed at killing mosquito larvae and adults). Adulticiding may be performed as "spot spraying", targeting specific high use/activity areas such as recreation locations, school sports fields and the senior center.

In 2015, the very dry summer had a destructive impact on the mosquito population because there was no habitat in which the mosquito larvae could develop and hatch. Unmaintained water holding containers (kiddie pools, bird baths) became the only source holding enough water for larvae to hatch. The State of New Hampshire reported no human cases of WNV or EEE, 3 mosquito batches that tested positive for WNV and 2 mosquito batches testing positive for EEE. There were no positive results in Plaistow.



# Town of Plaistow, New Hampshire

## 2015 ANNUAL REPORT



### ***REPORT OF THE HEALTH DEPARTMENT (Continued)***

#### Celebrating the Plaistow Fire Department's 100<sup>th</sup> Anniversary

The Health department would like to congratulate the Plaistow Fire Department on reaching such a momentous milestone! We honor and are grateful to the past and present men and women of the department who provide valuable and dedicated services to the citizens, visitors and businesses of the Town of Plaistow.

#### Resource for Public Health Concerns and Information

The Plaistow Health Department works collaboratively with Federal, State and local partners to provide the public with accurate information on emerging public health concerns. Foodborne illnesses, Bed bugs, norovirus, and disaster and emergency preparedness, are just some of the recent concerns in the news. Questions on these and many other topics can be found on our town website, [www.plaistow.com](http://www.plaistow.com) or by contacting the Health department at 382-2494.

Respectfully submitted,

*Dennise Horrocks*

Plaistow Health Officer





# Town of Plaistow, New Hampshire

## 2015 ANNUAL REPORT



### ***REPORT OF THE HIGHWAY DEPARTMENT***

The Plaistow Highway Department's personnel remain: Dana Rabito,( Foreman), Aaron Shea, (Laborer), Shawn Feeley, (Laborer), Phillip Sadewicz (Summertime Laborer ), and myself. We are responsible for maintaining Class Five Roads and the maintenance of town properties.

Congratulations to the Plaistow Fire Department on their 100 year Anniversary.

Plaistow has always taken maintaining the roads during winter storm events very serious and “Thank You” to the taxpayers for supporting the budget & the CIP for equipment replacements. Sometimes this can be difficult and often challenging because each one is different from another. As we all recall, winter started off mild & almost snow free but when January came.....Yikes!! There was one storm after another...including a blizzard on January 26 – 29<sup>th</sup> and another one in February. The smaller type storms that do not require plowing are all handled in house but the town relies heavily on outside contractors to plow our streets. We used about 1,333 tons of salt throughout the year.

Plaistow is one of the few local towns that sweep all their streets in the spring. The town hired Immaculate Power Sweeping from Pelham, New Hampshire to sweep all our streets. This is very important as it allows us to remove any leftover debris from the winter before it ends up in our storm drains. We removed approximately 40 yards of debris. This amount is usually associated to the type of winter we had.

Plaistow is very proud of its Town owned properties. The Highway Department maintains these facilities with a great deal of pride. We also are responsible for maintaining street signs, cutting roadside bush, roadside washouts, and cold patching pot holes.

Plaistow puts a lot of effort in protecting our ground water. We are continuing to work to comply to the EPA's MS-4 Storm Water permit requirements. In early fall, the town hired N.E. Storm Water Management, LLC of Westford, Ma to clean all 511 town maintained catch basins. We also repaired 25 catch basins which were falling apart.

Plaistow’s roadway infrastructure is very important. We have established a Road Surface Management System (RSMS) which puts a plan in place as to which roads get repaired and how they get repaired. We continue to update this plan so that we don’t fall too far behind in our responsibility to take care of the Town’s infrastructure. In 2015, Smith Corner Road, Dauntless Lane, Harriman Road, & the rest of Westville Road got repaved by Continental Paving from Londonderry, New Hampshire. We also tried crack sealing on 33 streets. This was the first year with this process as one of our “repair strategies” which is included in our RSMS. This process is done to seal some of the cracks to reduce the amount of water that penetrates the sub base of the roadway. Our roadway infrastructure is very important in many ways when it comes down to road maintenance. Rough roads are more difficult to navigate, plow, salt, and sweep.



# Town of Plaistow, New Hampshire

## 2015 ANNUAL REPORT



### *REPORT OF THE HIGHWAY DEPARTMENT (Continued)*

The 2008 International Dump truck was replaced in 2015. It is one of our most important pieces of equipment especially when it comes to wintertime maintenance. In 2016, we hope to replace the 2001 Caterpillar Front end Loader. This machine is crucial when it comes down to day to day operations especially during the winter months.

In closing, I wish to once again express my sincere thanks to all the residents, the hired contractors, the Board of Selectmen, Town Manager, and most of all, to my staff & their families for all their continued support.

Respectfully Submitted,





# Town of Plaistow, New Hampshire

## 2015 ANNUAL REPORT



### *HIGHWAY EQUIPMENT REPLACEMENT PLAN*

<b>Highway Equipment Replacement Plan</b>						
Vehicle	Year Make & Model	Serviceable Years	Estimated Replacement Cost per Vehicle	Number of Units per 25-Year Interval	25 Year Estimated Total Cost	Proposed Replacement Year
Front End Loader	2001 Caterpillar 924	15	\$120,000	1.33	\$160,000	2016
6 Wheel Dump Truck	2010 International	9	\$160,000	2.22	\$355,556	2019
Dump Truck	2012 F-550	7	\$110,000	2.86	\$314,286	2019
Pick Up Truck	2013 F-350	7	\$50,000	2.86	\$142,857	2020
Landscaping Trailer	Purchased in 2011	10	\$10,000	2.00	\$20,000	2021
					<b>20 Year Total</b>	\$992,699
					<b>Cost Per Year</b>	\$49,635

**Explanation:**

For many years, the Town of Plaistow has had a very successful Highway Equipment Replacement Plan. As with all municipal equipment replacement planning programs, the goal is to schedule vehicle replacements in a manner which minimizes the tax impact each year. The Capital Improvement Program Committee, with assistance from the Highway Supervisor, calculates the total cost to replace vehicles over a 20-year planning horizon. That total cost is then divided by 20 to generate an annual cost. Through annual Warrant Articles, that amount is then requested to be placed into the Highway Department Capital Reserve Fund which is dedicated to replacing Highway Department vehicles and equipment. As the need for a replacement approaches, a Warrant Article must then be submitted for the purpose of removing an appropriate amount of resources from the Capital Reserve Fund. This method promotes the leveling of tax burden on Plaistow tax payers and eliminates the need to issue a bond or note to borrow the necessary funds





# Town of Plaistow, New Hampshire

## 2015 ANNUAL REPORT



### ***REPORT OF THE HIGHWAY SAFETY COMMITTEE***

Plaistow's Highway Safety Committee met periodically throughout the year and was involved in many discussions regarding improvements and concerns involving Plaistow's roads.

As a Highway Safety Committee, we encourage residents to present us with ideas and concerns about Plaistow's roadways safety.

This year, the Highway Safety Committee, the Town of Plaistow, in partnership with the Pollard Elementary School, continue to coordinate a \$238,438 Safe Routes to School (SRTS) infrastructure grant to improve the sidewalk network in the immediate vicinity of the Pollard School. We hope that the SRTS grant will help fund needed pedestrian safety improvements to the NH Route 121A (Main Street) and Elm Street intersection. The SRTS project represents the Town's first step toward meeting our overall intent to narrow the roadway, slow traffic, improve pedestrian and motorized traffic, and calm traffic along Main Street in the Village Center District.



Additionally, this past year, the Highway Safety Committee continued its focus on enforcement as the Town's Police Department has increased enforcement patrols in partnership with the NH State Truck Team in Plaistow. We remain concerned with the risks these trucks place on pedestrian safety in Plaistow's Village Center.

To help advance these concerns and explore additional support for pedestrian investments, the Town of Plaistow has requested an opportunity to meet with NHDOT Planning Bureau to discuss traffic calming on RT. 121A—Main Street, Plaistow. The Town has been actively evaluating numerous strategies to improve pedestrian safety and traffic calming along Main Street. We are looking forward to reviewing a number of intersections along the Rt. 121A corridor with NHDOT officials while we discuss our strategies for improvements.

With the RT 125 widening project scheduled for 2016 and the Town's Safe Route to school project advancing, we believe that this would appreciate an opportunity to help frame a broader, more comprehensive, context sensitive strategy for managing safety on our shared roadways.

In closing, I would like to thank the members of the Highway Safety Committee and send another word of congratulations off to the Plaistow Fire Department on their 100 Anniversary!

Respectfully Submitted,

Kathleen A. Jones  
Chief of Police



# Town of Plaistow, New Hampshire

## 2015 ANNUAL REPORT



### *REPORT OF THE HISTORICAL SOCIETY*

During this 100<sup>th</sup> Anniversary year of the Fire Department, the Historical Society worked closely with the Plaistow Fire Department (PFD) and the town by providing many historic pictures included throughout this town report. We also made a presentation to the PFD of a framed copy of the 1915 report on the formation of the Plaistow Volunteer Fire Company. From 1920 to 1983, the current Plaistow Historical Society Museum (PHS) at 127 Main Street was the Fire House. Also, the Museum now houses the first hand pumper used beginning in 1901 and we are taking very good care of it! Such is the relation, between our two institutions.



Hand Pumper now in the PHS Museum



Second Fire House (1950s) now the PHS Museum

We now have 875 Facebook likes, and we are still posting fascinating diary materials and other historical tidbits like old photos and maps.

Thanks to Town Manager Sean Fitzgerald and Building Maintenance supervisor Paul Lucia in taking care of the museum building, and particularly for helping upgrade our security system in 2015.

Our Treasurer, Jim Peck, gave two presentations on the “History of Plaistow”, at the Plaistow Public Library, to over 75 townspeople. Jim also conducted research on shoe-making, in town and his report appears in the “Tribute to Our Past” section of this Town Report.

In May, we gave tours of the Museum to all the 5<sup>th</sup> Graders at Pollard and they had fun playing a game matching old and new pictures of various buildings in town. A few days later, Jim Peck took them on a walking tour through the center of town visiting many of the historic sites and learning about their town’s past. They had many great questions!

2015 Old Home Day was a great success. We had an open house at the Museum, a booth on Pollard Green, and our first annual Art Show & Contest, with over 100 paintings and drawings of Plaistow places, people and events from the past and today. The works were exhibited in Town Hall and at the library with over 500 visitors. We were thrilled to have long time member Bob Gablosky there with many of his paintings of Plaistow. We unveiled an 1832 painting of Isaac Merrill, the diarist whose entries are posted each day on Facebook.



People’s Choice Award- 2015 Old Home Day-  
“Arthur G. Pollard” by Heath Vierow



1831 Painting of Isaac Merrill by Samuel Jordan  
Unveiled at 2005 Old Home Day



# Town of Plaistow, New Hampshire

## 2015 ANNUAL REPORT



### *REPORT OF THE HISTORICAL SOCIETY (Continued)*

We were very sad to lose Alden Palmer this year, a very active member and the town's de-facto historian. Alden was a Past President and made many contributions to the Society. He was instrumental in the establishment of our Museum at 127 Main Street. A devoted resident of Plaistow all of his life, Mr. Palmer was a direct descendent of John and Priscilla Alden of the Mayflower and a member of the Alden Kindred Society of America. He was also a direct descendent of James Davis who was one of the founders of Haverhill in the early 1600s. The Davis family later became one of the founding families of Plaistow. Alden had a deep interest in genealogy and knowledge of the history of the Town of Plaistow. His deep affection for his hometown prompted his lifelong interest and service to the community. He lent his expertise to the Plaistow Town Hall Renovation Committee, as well as many other town improvements, and he supervised the removal and replacement of the time capsule during the 100th Anniversary of Town Hall. In 2003, he was honored when the Town of Plaistow dedicated the annual report in his name.



John "Alden" Palmer (1931-2015)



Alden at age 6 in 1937

At the request of the Palmer family, we set up the Alden Palmer Historical Scholarship, in memory of Alden who did so much for the PHS. It will be awarded each year to a deserving Timberlane Senior. Donations to this scholarship can be mailed to: Plaistow Historical Society, PO Box 434, Plaistow, NH 03865.

Toddler Trick or Treat was a great success. We always enjoy getting large numbers of visitors and Bob Hobbs does a great job of taking pictures. We are still struggling to capture video interviews with some of our senior citizens.

Our members now total 52, but few are active. We could use your help! Please join us in preserving the town's past. Our meetings are held on the third Thursday of the month at the museum, at 1:00 pm, with the exception of January. The museum is open Thursdays, generally between 10 am and noon. Please come visit us, or contact us at [info@plaistowhistorical.org](mailto:info@plaistowhistorical.org) Also, please "like" our Facebook page, so that you can view all the old pictures and documents we post daily: <https://www.facebook.com/PlaistowHistoricalSociety>

Respectfully Submitted,

Robert Carolan, President Plaistow Historical Society



# Town of Plaistow, New Hampshire

## 2015 ANNUAL REPORT



### ***REPORT OF THE HUMAN SERVICES DEPARTMENT***

The basic responsibilities of the Human Services Department are outlined in RSA 165:1 and states that “Whenever a person in any town is poor and unable to support himself, he shall be relieved and maintained by the overseers of public welfare of such town, whether or not he has a residence there”. Unlike State and Federal Assistance that have limited responsibilities and more time to process applications, the Town has greater short term responsibilities. Residents that apply to the Town for assistance often have an immediate need of shelter, heat, power or food that day.

#### **Assistance Standards:**

RSA 165 provides a set of minimum standards that must be met to assist a resident. The local Human Services Department is often the only agency that will help residents out of an emergency situation. The Town of Plaistow focuses on assisting residents in stabilizing their lives. Through case management, the Town is able to aid residents in restoring themselves to an independent status, often renewing their outlook on life and rejuvenating their desire to begin the rebuilding process. Many referrals to other agencies that can assist in that process are provided.

#### **Assistance Guidelines:**

The duties that are outlined in RSA 165 are considerable but are not boundless. A person applying for assistance must meet a set of guidelines for assistance. The Board of Selectmen approves the guidelines each year. Clear guidelines can avoid misunderstanding in decisions rendered. The guidelines exist to prevent arbitrary decisions, yet remain flexible so that special needs, such as medical or unforeseen situations, are considered. Allowable levels are reviewed yearly to insure that the needs of the applicant are met and the numbers used are not artificially low.

#### **Assistance Determination:**

The basic formula that Human Services Coordinators use is: *basic need expenses minus income/available assets = the amount of assistance that may be granted if there is a deficit or shortfall*. The need formula is applied to a household as a whole. When a household is approved for assistance, a voucher is used to pay for rent, heat, electric or food. Cash is never given from the Town to an applicant. Local assistance involves looking at the whole picture. It is designed to assist a household through a difficult circumstance and return the household to self sufficiency. It is the Human Services Coordinator who leads the applicants on a path to personal and financial renewal.

#### **Assistance Repayment:**

Many people are not aware that the assistance the Town provides to residents is not an outright grant. Under RSA 165:20-b, a resident is expected to repay the assistance they received when they return to an income status that allows this to be possible without creating a financial hardship. If the resident owns property in Town, a lien is placed on the property until the funds are returned to the Town.



# Town of Plaistow, New Hampshire

## 2015 ANNUAL REPORT



### ***REPORT OF THE HUMAN SERVICES DEPARTMENT (Continued)***

#### **Assistance Statistics:**

During 2015, we have assisted many clients and have succeeded in helping them achieve stability and independence. Many challenges for the Human Services Department assisting residents still exist. Requests for financial and general assistance continue to be steady, with support provided for rent, heat, electric, food and other basic maintenance needs. In 2015, requests for assistance and referrals exceeded 150. All are provided with a list of or referred to additional public and private agencies for assistance. The Human Service Department continues to seek and develop new relationships and resources for our residents.

Requests for financial and other assistance continue, with support provided for rent, heat, electric, food and other basic maintenance needs. In 2015, the Town of Plaistow budgeted \$32,350 and has spent \$13,199 in direct assistance. In 2016, the request for funding has been reduced to \$24,850.

Transportation and Health Care continue to be the most challenging hurdles for residents in need to overcome. Human Service Agencies are always researching resources and benefactors to help fill the gap. The Town's Elder Affairs Committee is also working toward a resolution for transportation for the community.

The Human Service Department has met with CART and Easter Seals to build a relationship and work effectively to resolve the need for transportation for Plaistow Residents.

#### **Other Human Service Agencies:**

In addition to administering the general assistance budget, The Human Services Department oversees annual Town contributions to area nonprofit organizations. These organizations are a valuable asset to all residents in Plaistow. Many of these organizations offer free or income-based services. Each agency is asked to submit an application for community support for review in the fall. Through this multi-question application and personal interaction, a determination is made to continue, increase or decrease funding. The 2015 budgeted support to approved agencies is a total of \$54,082. The services provided by these organizations to Plaistow residents had a value far greater than the annual allotment. Services are available to all residents. For more information, resource list and contact information, please see The Human Services Department page at [www.plaistow.com](http://www.plaistow.com). There you will find a "Where to Call" list, and the list of Agencies currently supported by the Town Operating Budget.

**Thank you to all who continue to volunteer and serve within our community. Plaistow's foundation is built on a cooperative spirit to provide contentment to all who call Plaistow Home.**

Respectfully Submitted,  
Lorice Sadewicz  
Human Services Department

"Our prime purpose in this life is to help others. And if you can't help them, at least don't hurt them"  
Dalai Lama



# Town of Plaistow, New Hampshire

## 2015 ANNUAL REPORT



### ***REPORT OF THE HUMAN SERVICES DEPARTMENT (Continued)***

The Town of Plaistow and its residents' continue to benefit from the following Human Service Agencies:

<b>Human Services Agency</b>	<b>Services Provided to Plaistow</b>
Family Mediation and Juvenile Services	Youth & Family Resources
Child and Family Services of NH	Community Based Health Care
Rockingham Community Action Program	Fuel Assistance, WIC, Etc.
Haven	24-Hour Crisis/Domestic Violence
Pregnancy Care Center	Crisis Pregnancy Services
Seacoast Child Advocacy	Safe Child Abuse Evaluation
Center for Life Management	Mental Health Services
Rockingham Nutrition & Meals on Wheels	Meals to Seniors and Disabled
Retired Seniors Volunteer Program	Age +55 Transportation
Vic Geary Senior Center	Senior Center
Lamprey Health Care	Medical & Transportation Services
Community Health Services	Medical/Prescription Services





# Town of Plaistow, New Hampshire

## 2015 ANNUAL REPORT



### ***REPORT OF JOINT LOSS COMMITTEE***

As mandated by N.H. revised statutes annotated (RSA) 281-A:64, under Title XXIII, Labor, every employer shall provide employees with safe employment. Safe employment includes but is not limited to furnishing personal protective equipment, safety appliances and safeguards; ensuring that such equipment, appliances, and safeguards are used regularly; and adopting work methods and procedures which will protect the life, health, and safety of the employees.



All employers with 15 or more employees are required to have a Joint Loss Management Committee and a Written Safety Program filed with the N.H. Department of Labor Commissioner.

Each employer shall establish and administer a joint loss management committee composed of equal numbers of employer and employee representatives to be selected by the employees. The joint loss management committee shall meet regularly to develop and carry out workplace safety programs, alternative work programs that allow and encourage injured employees to return to work, and programs for continuing education of employers and employees on the subject of workplace in the general fund.

The Town of Plaistow has a Joint Loss Committee that is made up of a cross section of employees from various departments who meet routinely to discuss health and safety issues and ensure that the Town is adhering to the standards defined by the N.H. Department of Labor and the Town's Personnel Policies. The Committee is responsible for providing reports on a bi-annual basis.

The Committee met in 2015 and continue to update the Town's Safety Plan, and conduct regular assessments of the safety and well-being of the employees of Plaistow.

I would like to thank the members of the Joint Loss Committee for their dedication and work which in addition to ensuring the Town's compliance with the requirements of the Department of Labor, provides for the regular assessment of the safety conditions of the various offices and employee work places in Plaistow.

Respectfully Submitted,

Sean Fitzgerald, Town Manager





# Town of Plaistow, New Hampshire

## 2015 ANNUAL REPORT



### ***REPORT OF THE LIBRARY***

Cab Vinton, Director  
Jennifer Dawley, Youth Services Librarian  
Raven Gregg, Technical Services Librarian  
Brianna Sullivan, Programming and Publicity Coordinator  
Kelli Lennon, Circulation Librarian  
Maryan Sullivan, Circulation Librarian  
Jennifer O'Connor, Circulation Librarian  
Alice Major, Logistics and Development Coordinator  
Dot Ketchum, Substitute Librarian

#### **New Staff/ Old Staff**

In 2015 we said goodbye to Anita Micale after a decade with the Library. Patrons will miss her friendly greetings and expert advice on what-to-read-next; staff will miss a valued colleague and good friend. Endings are often new beginnings, so we also welcomed new staff in 2015. Jennifer O'Connor, a native Plaistonian, joined us at the front desk in July, bringing years of experience as a library user and parent of young children. We welcomed Alice Major, most recently Major Gifts Officer at the American Red Cross of New Hampshire, to the team in September and have been putting her administrative and organizational skills to excellent use.

#### **Programs and Events**

A major focus over the past two years has been to increase the number, variety and quality of programs offered to patrons of all ages. And in this we have been very successful. In the past the Library offered fewer than 50 special adult programs per year, with total attendance below – sometimes far below – 400. In 2015, however, we held 86 programs, drawing almost 1,400 guests. To name but a few,



patrons enjoyed programs on: the Portsmouth Naval Prison and Haunted New England; financial planning and home energy; juicing and chocolate; bats and coyotes; genealogy and the history of Plaistow; poetry and memoir writing; the Market Basket strike and a Candidates Forum; Irish music and yoga; and of course, several visits from writers and novelists, including in May New York Times bestselling author, Mary Kay Andrews.

The children's department was even busier! 3,500 children attended 471 events in 2015, with over 300 children registered in the Summer Reading Program. We're particularly glad that our



# Town of Plaistow, New Hampshire

## 2015 ANNUAL REPORT



### ***REPORT OF THE LIBRARY (Continued)***

efforts to reach out to Plaistow's teens are beginning to bear fruit. Where before we held fewer than 10 programs per year, we now offer close to 70, and attendance has grown from a low of 95 in 2008 to 471 last year. Two new items of note are our 1000 Books Before Kindergarten program, with over 70 children registered (one child already has 500 books under her belt!), and an increased emphasis on STEM-based programs (science, technology, engineering and math), such as coding and robotics.

#### **Service Improvements**

Our new team continues to strive to find ways to add value to our services. Our membership in New Hampshire's OverDrive digital library consortium now provides our patrons with online access to over 40 downloadable magazines, including such popular titles as *Good Housekeeping*, *ESPN the Magazine*, *Martha Stewart Living*, and *Wired*. Raven Gregg completed a ten-week course from the Northeast Document Conservation Center on Preservation Basics for Paper and Media Collections, and made good progress on a complete inventory and catalog enrichment project for the many unique items in the Barbara Baratt History Room. This summer we moved to a new event and meeting space management online service, allowing community groups to more easily reserve spaces for their meetings, while also saving staff time. A new wireless people counter gives us traffic counts in thirty minute increments, providing valuable insights for staff and program schedules.

#### **Working Together**

In a small town like Plaistow great things are only accomplished through the efforts of many working together. This year our 32 volunteers donated over 430 hours of service, a 36% increase over 2014. And even this doesn't reflect the countless hours put in by our wonderful Friends of the Library.

We also join with the entire community in congratulating the Plaistow Fire Department on its 100<sup>th</sup> Anniversary of outstanding service to the Town. Their visits to the Library have been relatively rare, but whether they are inspecting the building, assisting with a water leak in the teen area, or responding to a patron's medical emergency – all three of which happened this past year – we are always grateful to see the Fire Department and have the greatest respect for their dedication and professionalism.



We are pleased, too, to see increased cooperation with many other Town departments. The Library and Recreation, for example, have co-sponsored a number of events for residents of all



# Town of Plaistow, New Hampshire

## 2015 ANNUAL REPORT



### ***REPORT OF THE LIBRARY (Continued)***

ages, from movie showings and entertainers to Ladies Nights Out and Santa's Secret Workshop. In 2015 the Library overhauled its Capital Improvement Plan with the help of the Planning Department. This document looks 25 years into the future based on a detailed assessment of all of our building's major systems (mechanical, electrical, plumbing, etc.) The Conservation Commission donated five beautiful trees in May, which we trust will grace the Library grounds for many years to come. Human Services and the Elder Affairs Committee have provided invaluable advice on how we can best serve some of our most vulnerable citizens. In 2015 we also started the process of updating the Library's Disaster Plan, which will require close coordination with the Town's Emergency Management team.

#### **Looking Ahead to 2016**

In the coming year we will be expanding our outreach efforts to the School District and local businesses. The Children's Department has already been making off-site visits to the local YMCA and the Little Wonders Learning Center. Our three-town library Coop (Plaistow, Atkinson, and Sandown) will be working with several other nearby libraries on a six-week long "One Book" program centered on the Vietnam War experience. By the end of 2016 we also anticipate that vital upgrades to our wireless, HVAC and fire suppression systems will have taken place.

#### **Last But Not Least ...**

I would be greatly remiss if I did not mention that in 2016 a great honor was bestowed upon one of the Library's staunchest supporters. This Trustee would rather say that this fate befell her, but the fact remains that the winner of the New Hampshire Library Trustee Association's Lillian Edelmann Trustee of the Year Award was none other than Catherine Willis, a tireless worker for the Library for over 30 years. We are proud of her and grateful for her years of service and wise counsel.

The Library thanks the residents of Plaistow for their continued support and we encourage everyone to sign up for a library card, to enjoy the many services your library offers, and to share your suggestions on how we can improve in the coming year.

Respectfully submitted,

Cab Vinton, Director





**Town of Plaistow, New Hampshire**  
2015 ANNUAL REPORT



***LIBRARY STATISTICS***

**FINANCIAL REPORT OF THE LIBRARY TRUSTEES**

<b>PLAISTOW PUBLIC LIBRARY 2015</b>	
<b>INCOME</b>	
Town of Plaistow	\$542,644
Donations, Fines, Lost Books, Book Sale & Fees	\$9,081
Interest on Deposits	\$345
Insurance Settlement on Light Pole	\$1,932
Donations to Carolyn Jeffrey Memorial Fund	\$3,000
<b>TOTAL INCOME</b>	<b>\$557,002</b>
<b>EXPENSES</b>	
Salaries & Benefits	\$341,354
Utilities	\$47,213
Material Acquisitions	\$32,515
Online Resources	\$9,142
Facility Expenses	\$47,069
Technical Services	\$5,302
Supplies & Postage	\$15,544
Programming	\$15,533
Bookkeeping	\$4,428
Legal & Professional	\$870
Liability Expense	\$2,000
Reimbursed to Town of Plaistow	\$13,495
2015 Encumbered Funds (HVAC)	\$11,500
2015 Encumbered Funds (light pole)	\$1,932
<b>TOTAL EXPENSES</b>	<b>\$547,897</b>



**Town of Plaistow, New Hampshire**  
2015 ANNUAL REPORT



***LIBRARY STATISTICS (Continued)***

**FINANCIAL REPORT OF THE LIBRARY TRUSTEES (Continued)**

<b>LIBRARY ACCOUNT BALANCES 12/31/2015</b>	
Funds on Deposit in Money Market at TD Bank	
Special Projects Fund	\$55,318.57
Fines/Lost Book Account	\$46,187.32
Restoration & Replacement	\$30,976.71
Memorial Funds	\$19,007.79
Roger B. Hill Memorial Fund	\$15,814.47
Francis Minnick Memorial Fund	\$15,488.65
Grounds Enhancement	\$13,861.42
Donald Murray Memorial Fund	\$10,326.04
Constance Cullen Memorial Fund	\$4,235.87
Technology Fund	\$2,882.03
Jean Vass Memorial Fund	\$2,121.55
Donald R. Willis Memorial Fund	\$2,114.96
Carolyn Jeffrey Memorial Fund	\$4,235.98
Atty. & Mrs. Samuel Conti Family Fund	\$766.71
Total Funds in Money Market as of 12/31/2015	\$223,338.07

Respectfully Submitted,  
*James Peck, Treasurer*  
*Board of Trustees*

*December 31, 2015*



# Town of Plaistow, New Hampshire

## 2015 ANNUAL REPORT



### *REPORT ON MOSQUITO CONTROL*

The epic winter of 2014-2015 lingered well into April. Snow and cold temperatures delayed the much anticipated arrival of spring weather. While winter weather may delay the start of mosquito season by a week or two, the adult mosquito emergence will catch up once the warmer temperatures arrive. In 2015, the first adult mosquitoes hatched by mid-May. The dry summer had a negative impact on anything that needed water for survival including mosquitoes. Low mosquito numbers meant fewer samples were sent to the State Lab in Concord for disease testing. Overall, the mosquito population was down from previous years.

Mosquitoes tested positive for West Nile Virus (WNV) in East Kingston, Manchester and Keene. A raven in Holderness has tested positive for WNV. One batch of mosquitoes caught in Newton and one batch in Candia tested positive for Eastern Equine Encephalitis (EEE) this season. No human cases were reported in NH this year. Maine reported one human death from EEE in 2015. Massachusetts had nine human cases of WNV with two deaths and no human cases of EEE. Nationwide, drought stricken states had little to no EEE activity in 2015. Dry conditions favor WNV. There were over 1900 human cases of WNV across the country in 2015.

Adult mosquitoes were monitored at four locations throughout town. Over 3700 mosquitoes were collected in light traps, identified to species, and select species were sent to the State Lab in Concord where they are tested for diseases. None of the mosquitoes collected in Plaistow tested positive for disease in 2015. Dragon has identified 138 larval mosquito habitats in the Town of Plaistow. Crews checked larval habitats 308 times throughout the season. There were 56 treatments to eliminate mosquito larvae. In addition, 1212 catch basin treatments were made to combat disease carrying mosquitoes. Spraying for adult mosquitoes was conducted at P.A.R.C. in preparation for the fireworks display in June.

The proposed 2015 Mosquito Control plan for Plaistow includes trapping mosquitoes for disease testing, sampling wetlands for larval mosquito activity, larviciding where mosquito larvae are found, efficacy monitoring, and emergency spraying when a public health threat exists. The control program begins in April when mosquito larvae are found in stagnant water such as red maple and cedar swamps, ditches, and woodland pools. Trapping adult mosquitoes begins in July. The mosquito control program ends in October when temperatures drop and daylight diminishes.

Homeowners can reduce the number of mosquitoes in their yard by emptying any outdoor containers that hold standing water such as buckets, trash barrels, and boats. Tires collect enough water for mosquitoes to survive. It is also a good idea to change the water in bird baths every two or three days.

Residents who do not want their wetlands treated may use our No-Spray Registry online at [www.DragonMosquito.com/No-Spray-Registry](http://www.DragonMosquito.com/No-Spray-Registry) or write to Dragon Mosquito Control, P.O. Box 46, Stratham, NH 03885. Be sure to include your name, physical address, phone number, and a description of your property with boundaries. Otherwise, your property may be treated. Anyone who submitted a request in 2015 may contact the office to reaffirm your request. Inquiries may be emailed to [info@dragonmosquito.com](mailto:info@dragonmosquito.com) or call the office at 734-4144. You may call or email



# Town of Plaistow, New Hampshire

## 2015 ANNUAL REPORT



### *REPORT ON MOSQUITO CONTROL (Continued)*

our office for assistance regarding mosquitoes, insecticides or questions about EEE or WNV. Check out our web site: [www.dragonmosquito.com](http://www.dragonmosquito.com) where you can request a larval survey, sign up for email alerts or follow us on Twitter.

Respectfully submitted,  
Sarah MacGregor,  
President  
Dragon Mosquito Control, Inc.  
603.734.4144





# Town of Plaistow, New Hampshire

## 2015 ANNUAL REPORT



### ***REPORT OF THE OLD HOME DAY COMMITTEE***

Plaistow’s annual Old Home Day was held on June 20<sup>th</sup> 2015 – the day was filled with fun games and entertainment including a parade, car show, artwork contest and fireworks display. The 2015 event was well attended and everyone seemed to enjoy the “Fire Department’s 100<sup>th</sup> Anniversary” theme. The Plaistow Lions were also out in full force managing the 5k run and serving their famous sausages!

<u>2015 Expense Totals</u>	
Licensing & Websites	154
Entertainment	5,795
Parade and Fireworks	18,300
Operating Expenses	3,756
Misc. Expenses	318
<b>Total expenditures</b>	<b><u>28,323</u></b>

#### **2016 Old Home Day**

The planning for next year’s event has already begun and we look forward to having another great year. We hope you come and join us on the Town Green on Saturday, June 18<sup>th</sup> 2016. Should you have any suggestions please feel free to contact us through [www.Plaistow.com](http://www.Plaistow.com) or [www.PlaistowOldHomeDay.com](http://www.PlaistowOldHomeDay.com) or find us on Facebook

#### **Committee Membership Information**

The Old Home Day Committee takes pride in this event each year since we know how much it means to the residents of Plaistow and visitors from surrounding communities. The Committee is always looking for volunteers and new members to join the team. Please contact Ty at (978) 394-5648 or at [tyvitale@hotmail.com](mailto:tyvitale@hotmail.com) if you would like to join the fun!

Respectfully submitted,  
Ty Vitale





# Town of Plaistow, New Hampshire

## 2015 ANNUAL REPORT



### ***REPORT OF THE PLAISTOW FIRST COMMITTEE***

The Plaistow Board of Selectmen (BOS) created the Plaistow First Committee (PFC) in 2010 to review all Town-owned properties and to make recommendations about the future use or ownership of properties in an effort to provide effective tools to be used by management to determine and meet the long term needs of the Town. The PFC is made up of representatives from the BOS, Planning Board, Conservation Commission, and members of the community interested in helping shape the future of Plaistow. The Town staff took on a support role for the PFC to do parcel ownership investigation, minute taking, meeting preparation (agenda, copies of materials, etc.), and creation of a GIS map that delineates all Town-owned properties and their use and recommended disposition.

#### **Plaistow First Committee (PFC) Members**

Michael Dorman (Staff)	Sean Fitzgerald (Staff)	Robert Gray (BOS and PB)
David Hansbury (Citizen)	Robert Harb, Chair (Citizen)	Daniel Johnson (Citizen)
Paul Sickel (Citizen)	Charles Lanza (PB)	Richard Latham (Citizen)
George Melvin (Citizen)- Deceased	Timothy Moore (PB and CC)	John Sherman (BOS)

The original charter for the PFC adopted by the BOS included:

#### **Original Plaistow First Committee Charter from the Board of Selectmen**

**Part 1** – Develop a “Needs List” of property and buildings that are required for ensuring the future effective management of the Town of Plaistow by reviewing the Town Master Plan and interviewing the Board of Selectmen and Town Manager

**Part 2** – Develop an “Inventory List” of property and buildings currently owned by the Town or which have relevant easements

**Part 3** – Develop a “Recommendations List” to include properties that should be disposed of, properties that should be utilized differently, and properties that should be considered for possible acquisition.

**Part 4** - A Water Utilization Subcommittee will study current and future water related issues, including, but not limited to: fire suppression, potable water supply, water conservation, and wastewater disposition.

#### **2015 PROGRESS**

Since its inception, the Plaistow First Committee has reviewed all Town owned properties, properties that are not owned by the Town, but could be a valuable asset to the Town for various needs, and made recommendations for the location of the new Highway Department maintenance building and salt shed.



# Town of Plaistow, New Hampshire

## 2015 ANNUAL REPORT



### ***REPORT OF THE PLAISTOW FIRST COMMITTEE (Continued)***

Future tasks of the Plaistow First Committee include further studies regarding water utilization including water related issues such as potable water supply and water conservation.

This year the Plaistow First Committee lost one of its original members-George Melvin. George added the voice of experience to the Committee with his many years of service to the Town of Plaistow. He will be missed.

The Plaistow First Committee serves at the direction and pleasure of the Board of Selectmen and appreciates this opportunity to continue to serve the Citizens of Plaistow.

Respectfully Submitted,

Robert Harb, Chairman  
Plaistow First Committee





# Town of Plaistow, New Hampshire

## 2015 ANNUAL REPORT



### ***REPORT OF THE PLANNING BOARD***

Congratulations to the Fire Department on their 100<sup>th</sup> anniversary! The Fire Department, Planning Board, and Building Department work closely together to ensure that all of Plaistow's regulations and national building and fire codes are met for all new construction or major renovations.

#### **Major Planning Events**

Plaistow's public officials and department heads have been actively engaged in the effort to define the Town's historic Village Center and create a safer, more pedestrian friendly transportation network.

The Town continues to work with the New Hampshire Department of Transportation (NHDOT) to plan for the implementation of work associated with the 2013 Safe Routes to School (SRTS) grant of approximately \$250,000. With the help of the Board of Selectmen, the Town not only added another \$100,000 to the project in 2014, but successfully garnered support for the establishment of a Transportation Capital Reserve Fund. In addition to the SRTS project, which will fund the design and construction of improved intersections at Main and Elm Streets, make improvements to the sidewalks leading to Pollard School and crosswalks in the vicinity of the Town Hall, the Transportation Capital Reserve Fund will allow Town Officials to compete for future state and federal transportation funds, address flooding issues on Pollard Road, and fund preliminary work associated with the redesign of intersections on Main Street. The SRTS projects has been delayed in prior years for several reason, but progress will once again be made in early 2016 with future completion expected in 2017.

As the Town moves into the New Year, new funding opportunities will be pursued to build on the work started by the SRTS project. The goal of the Village Center is to have curbed sidewalks on both sides of Main St with 11-foot travel lanes. This will help with traffic calming by slowing down traffic through the center of Town.

The Westville Road Little River Bridge replacement is still on schedule for 2017. The estimated replacement cost is \$1,000,000 with \$800,000 of that amount available from the State Aid Bridge (SAB) program.

#### **Master Plan**

One of the required duties of the Planning Board is to create and maintain a Master Plan for the Town with periodic updates occurring every 10 years at a minimum. Although most Master Plans have multiple chapters, and Plaistow's Plan is no different, by law only two (2) chapters are required – a Vision statement or chapter and a Land Use chapter. In 1988 and 2004, the Planning Board hired a consultant to complete several extensive updates with some minor updates occurring in 1995. Prior to 2015, the following chapters were updated: Population, Recreation, and Community Facilities. The plan is to update the Master Plan chapter by chapter over a period of two (2) to three (3) years.

In 2014 the Planning Board hired a consultant to update the recreation impact fee, help the Planning Board conduct a community survey, and update the Transportation Chapter of the Master Plan. The survey and Transportation Chapter update were completed in 2015.



# Town of Plaistow, New Hampshire

## 2015 ANNUAL REPORT



### ***REPORT OF THE PLANNING BOARD (Continued)***

The procedure to update the Master Plan requires the Planning Board to hold a Public Hearing, and to vote to approve, amend, or deny the update based on materials presented, and input received from the public, Planning Board members, or Town Staff. The following table lists each of the Master Plan chapters and the chapter update status. Please note that the Schedule & History of updates and the Implementation of chapters are listed as “on-going” in the Proposed Completion Date column because it is the intent of the Planning Board to update these chapters as each chapter in the Master Plan is updated.

<b>Master Plan Update Status and Proposed Completion Schedule</b>		
<b>Master Plan Chapter</b>	<b>Approval Date</b>	<b>Proposed Completion Date</b>
Letter of Introduction	December, 2011	
Update Schedule & History		On-going
Implementation		On-going
History of Plaistow	December, 2011	
Mission Statement	December, 2011	
Goals	December, 2011	
Population	January, 2012	Update, 2016
Community Facilities	May, 2012	
Housing		In progress, 2016
Transportation	November, 2015	
Recreation	December, 2012	
Energy		2016
Land Use		2016
Economic Development		2017
Natural Resources		2016
Water Resources		2016

An important adjunct to the Master Plan is a Capital Improvements Program (CIP). Please see the separate report for the CIP for more details. Its relation to the Master Plan however is extremely important in that it provides a planned funding mechanism for the projects listed in the Master Plan. Another important goal for 2014 is to more formally link the CIP with the Master Plan. Incremental steps have been taken to complete this link Final completion will occur in 2016.

A major event occurred in mid-September when our Town Planner, Greg Jones was hired. Greg has made a significant impact on the Master Plan updates, the Safe Routes to School Project, the Source Water Protection Plan update, the 2016-2021 CIP, the MS4 project, and the formation of a Renewable Energy Committee.

Respectfully Submitted,

*Timothy E. Moore, Planning Board Chair*  
*Gregory M. Jones, Town Planner*





# Town of Plaistow, New Hampshire

## 2015 ANNUAL REPORT



### ***IMPORTANT NOTICE TO PROPERTY OWNERS***

#### **You may read the full text of this statute at RSA674:39-aa Restoration of Involuntarily Merged Lots)**

If you own real estate lots that were involuntarily merged by municipal action, you may be able to have those lots restored to their pre-merger status. Your property may qualify if two or more lots were merged for zoning, assessing, or taxation purposes and the merger occurred:

- During your ownership, without your consent; or
- Prior to your ownership, if no previous owner consented to the merger.

#### **To restore your property to pre-merger status, you must:**

- Make a request to the local governing body
- No later than December 31, 2016.

#### **Once restored:**

Your properties will once again become separate (taxable) lots; however, they must still conform to applicable land use ordinances.

***Restoration does not cure non-conformity.***





# Town of Plaistow, New Hampshire

## 2015 ANNUAL REPORT



### ***REPORT OF THE POLICE DEPARTMENT***

Happy New Year to all! 2015 was a busy year for the Police Department. The men and women of the Department continue to work very hard in all positions within the Department. Our goal is to always maintain excellent service to the community. The Department has different functions; patrol, communications, detectives, prosecution, and administration. Each division works independently but also as a whole team. One division could not be successful without the others. This teamwork helps us to achieve our goal of safeguarding the community and insuring that Plaistow is a great place to live.

It has been a difficult year for law enforcement with the negativity that keeps echoing across the country. This is why I could not be prouder of my Officers and staff for the exemplary work they do each and every day despite these hard times and the increasing challenges of their jobs. All of your Police Officers still believe in the basics and foundations of being positive role models for the community and for that, I am fortunate to be their Chief and the community is fortunate to have them on your side when you need them.

We implemented some changes in 2015 with the Department's rank structure. The rank structure within any law enforcement agency is vital to its success. Two Captain positions, Operation and Administrative, were created to replace the old rank structure which had been in place for many years. Although this change is fairly new, it is proving to be a positive one. It will enable the Department to be more efficient and to meet the ever changing demands of law enforcement within the community.

The Department welcomed 4 new employees in 2015 - Officer Michael Pauley, Victim Witness Advocate Briana Burns, Part-Time Dispatcher Mark Fowler, and Crossing Guard Cheryl Cate. Officer Pauley is currently in the Field Training program. He graduated from the NH Police Academy in December and was ranked 6th in his class - an admirable achievement! In November, Briana Burns took over as our Victim Witness Advocate. She came to us with experience from the Rockingham County Attorney's Office. She is also a volunteer domestic violence advocate for a crisis center in Amesbury, MA. Briana hit the ground running and has been doing a lot of great work as she settles into the position. Her energy level is infectious and she's already proven to be a strong advocate for our crime victims. Mark Fowler fulfilled the open Part-Time Dispatch position. Mark is also currently in Field Training and is quickly proving that he has what it takes to handle the complex responsibilities that a Dispatcher has. Last but not least, Cheryl Cate fulfilled the open vacancy when former Crossing Guard Gil Brasil retired after 15 years of service. Also this year, Master Patrol Officer Brett Morgan was promoted to the rank of Sergeant and Sergeant Valquerio Eiro, Jr. was promoted to the rank of Operations Captain. These were well deserved promotions and both are a great addition to the Supervision team of the Department.



I would also like to recognize the "unsung" heroes of our Department - the Crossing Guards, Linda Hale and Cheryl Cate, and Animal Control Officer Matthew Hay. These employees quietly go about their daily responsibilities and are often the most underrated employees of any City or Town. Crossing Guards Hale and Cate protect our children each and every day through all kinds of brutal weather and are often unfairly criticized for issues that are far beyond their control. ACO Hay is one of the most compassionate individuals I have ever met when it comes to the care and attention of animals. He works hard for the Town after the hours of his full-time job. ACO Hay treats every animal problem/complaint individually and with kindness and professionalism. The next time you see one of these employees, please take a minute to thank them for their service to the community. They truly deserve it!



# Town of Plaistow, New Hampshire

## 2015 ANNUAL REPORT



### ***REPORT OF THE POLICE DEPARTMENT (Continued)***

We started small this year with some community and Department initiatives such as launching our first Facebook page for the Department, making drug awareness presentations to the community, "No Shave November" to benefit St. Jude's Children's Research Hospital, and perhaps you were the recipient of a Dunkin Donuts gift card instead of a traffic violation when pulled over by one of our Officers in December! In 2016, the Department will continue to grow and seek out new and different community outreach initiatives.

In April, we held the first annual awards banquet for the Department. This was long overdue and it was great to see the employees being recognized for their hard work throughout the year. Many thanks to Firefighter Dick Colcord for insuring that we were well fed that night. He truly helped make it a special event for all of us!

This year we were able to complete the radio system project with a Grant we were awarded through the Department of Homeland Security. This award helped us improve upon our radio infrastructure in the area. With the Grant, equipment was purchased and installed on towers in Atkinson, on Rte. 108, and on the Safety Complex. This vastly improved radio communication and interoperability within Plaistow and also with our surrounding partners for police, fire, and emergency medical services. This improvement will keep our first responders safer and enhance service to our residents when they need us most. I want to recognize Lt. William Baldwin, who was responsible for securing the Grant and for his management of this very complex project from beginning to end. Great job!

As the community is aware, this past year has been challenging due to the heroin epidemic that has invaded our nation, our community, and most important, our local families. It has demanded that we all face new challenges to try to deal with the problem and try to stem the tide of this addiction. Through these challenges, however, I was very proud to see our local police and fire, community members, local legislators, and community support groups rally together as a cohesive group to try to bring awareness and assistance to the community. Tragedy often brings out the best in people and Plaistow always steps up when we are faced with problems such as this. Big thanks to Charlotte Scott of the So Rock Coalition, Roclyn Porter from Family Mediation, and Patricia Shea of the Hampstead Hospital for all their good work in partnering with us and the community to address the heroin problem in our area. Our hearts and thoughts will always be with the families in the community who have lost loved ones due to addiction.

In March, you will see another Warrant Article asking for the construction of a new police station and the renovation of the existing Safety Complex for use by the Fire Department. The Police Department is 30 years old and we are bursting at the seams. The condition of the current building takes away from the safety of the employees and the effectiveness of the services we provide to the community. Our Detective Unit has been housed in a "temporary" mobile trailer since 2007 which is located outside in the rear of the building. I would love to see the Detective Unit become part of the Department once again. I would ask for your support of this project and hope you realize that as your Chief, I would not ask if the need was not urgent. For more information on the project and for a schedule of upcoming open houses and information nights, please visit [www.plaistowsafetyproject.com](http://www.plaistowsafetyproject.com) or [www.facebook.com/PlaistowSafetyComplex](http://www.facebook.com/PlaistowSafetyComplex).

Lastly, I want to thank the community for your continued support of the Police Department. It means more than you know!

Respectfully submitted,

Chief Kathleen A. Jones





# Town of Plaistow, New Hampshire

## 2015 ANNUAL REPORT



### **REPORT OF THE PUBLIC SAFETY COMPLEX BUILDING COMMITTEE**

I am pleased to submit the 2015 update of the Public Safety Complex Committee. The committee has been in existence since 2003 and has worked extremely hard over the last year to present a recommendation to the Board of Selectmen that now is the time to move forward with a new Police Station and renovation to the existing Safety Complex.

In 2015, the project won a majority of votes at the 2015 Town meeting, however, we failed to receive the 3/5 needed to move forward with the bond.

To help reevaluate the cost and scope of the project, after the 2015 Town Meeting, the Town went through two competitive Requests for Proposal (RFP) processes to help hire an Owners Project Manager (OPM) and Construction Manager to help constrain costs for the proposed project. The BOS hired Trident as the OPM and they have proved to be very skilled in developing schedules, preparing construction estimates, performing value engineering and analyzing alternative designs, studying labor conditions, understanding construction methods and techniques, monitoring and documenting costs, and coordinating with other team members through the preliminary phases. In addition, Trident has been able to help reduce the proposed project costs from \$11Million down to \$8.5M without a significant reduction in scope to the project.

#### CURRENT FACILITY DEFICIENCIES

- *\*Commingling\* of Space*
- *Sight and sound prisoner separation issues.*
- *Juvenile v. Adult and Male v. Female prisoners.*
- *"Preventive detention" – No commingling.*
- *No "soft" interview/holding area for juveniles.*
- *Cell block/booking room hazards for prisoners and Officers and also Emergency Medical Staff when called to assist Officers.*
- *Inadequate electrical system.*
- *Inadequate equipment/supply storage.*
- *Gender equity/restrooms.*
- *Safety concerns for staff and residents:*
- *No separation between officer and defendants in booking area – unsafe for responding medical personnel when needed*



The committee has continued to partner with the architect firm of Dore and Whittier to assist in this project. Through many hours of review, research, meetings, and touring other police and fire facilities, the committee recommendation was to keep the Departments together on the same campus by adding an addition to the current facility. This addition would serve as a new police station so the existing building could be rehabilitated to meet the needs of the Fire Department now and into the future. Once this decision was made, the staff from Dore and Whittier committed countless hours with staff from both the Police and Fire departments to design a conceptual plan for this project. The staff members, Alan Brown, Donald Walter, and Jason Harris have been patient, insightful, and a very valuable resource with their expertise in assessing our space needs and the overall design. Copies of the conceptual plans for this project have been drafted and can be reviewed at both the Plaistow Town Hall and the Safety Complex. The design has been made to meet the needs for public safety now and for at least 30 years into the future.





# Town of Plaistow, New Hampshire

## 2015 ANNUAL REPORT



### REPORT OF THE PUBLIC SAFETY COMPLEX BUILDING COMMITTEE (Continued)

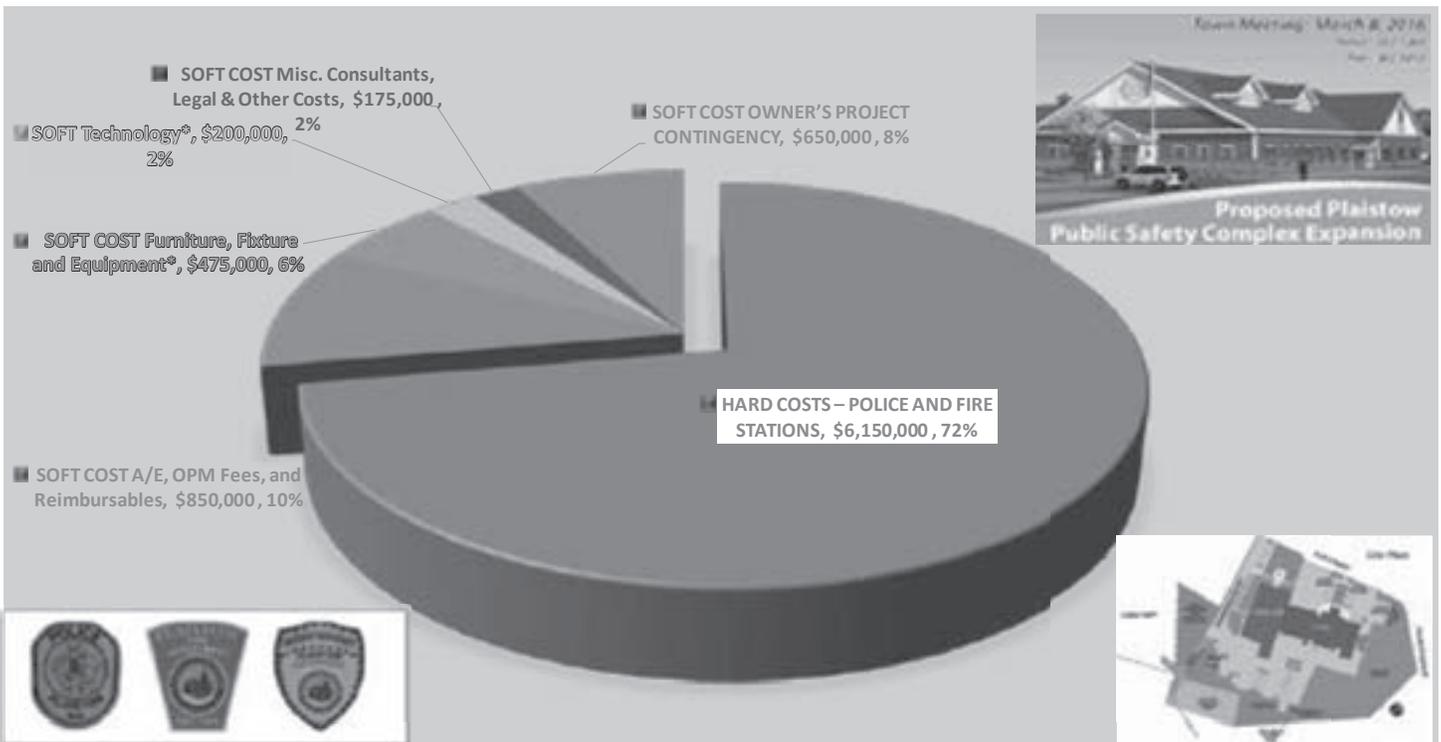
The revised cost of the entire public safety expansion project is \$8.5 million dollars. The cost, however, will encompass four different projects; building an extension to serve as the new Police Station, rehabilitation of the existing building for the Fire department, and building of a new roadway to the back of the facility. This roadway will serve both departments and will add another needed egress into the Plaistow Cemetery allowing year round access. (This will not be a paved road but will help support a future access point.)

In conclusion, I would like to thank all members of the project team and Public Safety Expansion Committee for your tireless efforts. Both the BOS and the Budget Committee have unanimously supported the 2016 Warrant for the \$8.5M project and the project team has worked diligently to present the most fiscally responsible project for the Town.

The need for this addition is great for both departments and will be a very solid investment for the community to make for many years to come. On behalf of Public Safety Expansion Committee, we urge you to support this worthwhile project and Plaistow's Public Safety Departments by making an informed decision on this warrant article at the March 8<sup>th</sup> Town meeting vote.

Respectfully Submitted,

Sean Fitzgerald  
Town Manager





# Town of Plaistow, New Hampshire

## 2015 ANNUAL REPORT



### ***REPORT OF THE RECREATION DEPARTMENT***

Happy Anniversary Plaistow Fire Department! As a Town, we are so fortunate to have a Fire Department that is such an integral part of the Community. The Plaistow Fire Department has supported so many of Recreation's programs. For instance, did you know they travel all the way up to the North Pole right before Christmas to pick up Santa so he could light our Christmas tree in the Gazebo? The Christmas spirit must be really great for our department because they also promote "Fill an Ambulance," to assist families less fortunate during the holiday season! In addition, for the last three years, the Department has spent time with your children through the Summer Recreation program teaching basic first aid to our campers. Congratulations on your 100<sup>th</sup> Anniversary!



As always it has been a busy year in Recreation, and we like it that way! A couple of new items on our roster this year. Ladies Night Out, a collaboration with the Plaistow Library meets once per month to promote Community, connecting with women of all ages and offering women a chance to learn new things whether its organizing your home, a new craft or learning about a non-profit humanitarian organization. In addition, this program also supports a different charity each month whether the food pantry or a homeless shelter. For years, the Pumpkin Lighting has been held on the Town Green. The lighting has become such a popular fall program that this year it was moved to PARC, as this venue grants both parking and lighting and, most importantly, ample room to play!

This year's concert series was great! So many new performers. We began with a 2014 favorite, 4Ever Fab, a Beatles tribute band and our regulars the Community Band, the Volare Jazz Band and a couple of new performers like Plaistow's very own Tom Towler Band. What would a summer concert series be without the B Street Bombers. I would like to thank all of our performers for making this series one to remember!

Senior programs kept our seniors moving. Senior Teas became a monthly event with both Recreation and the Library at the helm. Keeping seniors engaged was this year's theme inviting speakers from all over Southern New Hampshire and Merrimack Valley. The seniors enjoyed a Q & A discussing finances, where they could find assistance with benefits. Seniors enjoyed a storyteller who discussed the life of Norman Rockwell and Walgreens sponsored a number of health related activities. Our Senior Buddy program with the Middle School is going strong with our Buddy BBQ and Cookie Swap.

Summer Recreation is our largest program, currently a 6 week program with a plethora of exciting trips and activities. This year we welcomed Dan Donovan, as our new summer director. In addition, we hired James Costa as an assistant director. Longtime camper, CIT and counselor, Brett Matthews also became an assistant director. We were fortunate to head over to the Palace Theatre to enjoy 2 performances.

We thank the community for all of their support in assisting the program with becoming brighter and bolder!



# Town of Plaistow, New Hampshire

## 2015 ANNUAL REPORT



### *REPORT OF THE RECREATION DEPARTMENT (Continued)*

The Recreation Department along with its Commission is moving forward with the Strategic and Capital Reserve Fund. Town of Plaistow, please look forward to the partnership of the Plaistow Lions Club, Terra Farms and this department as we birth a Community Garden slated for 2016. In closing, we look forward to adding a few new items to the playground at PARC, as well as a wall ball court at our Ingalls Terrace Facility.

Respectfully Submitted,

Christina Cruz  
Recreation Director





# Town of Plaistow, New Hampshire

## 2015 ANNUAL REPORT



### ***REPORT OF THE PLAISTOW RENEWABLE ENERGY COMMITTEE***

In 2015, the Board of Selectmen acted on its desire to review the efficiency of Plaistow's current energy operations relative to costs and the delivery of services to residents through the establishment of the Town's Renewable Energy Committee.

As the new Chairman of the Renewable Energy Committee (REC), I have been proud of the work we have initiated to make Plaistow more environmentally sustainable and cost effective. The REC was established to make recommendations to the Board of Selectmen regarding energy conservation, energy efficiency, and/or conversion to greener energy sources. The REC is staffed by the Town Manager and Town Planner and made up of volunteer community members with representatives from the various Town departments, including the Library and Fire Department. The REC is dedicated to providing information and guidance to the municipal government as well as residents, property owners, and businesses in Plaistow.



#### **Committee Objectives:**

- Evaluate the effectiveness of Plaistow's current energy and renewable initiatives relative to best management practices within municipalities of similar size in the region.
- Consider State and Federal initiatives intended to 'help' municipalities improve operational efficiency with energy and environmental sustainability, paying attention to any deadlines and time to complete.
- Consider the direction of technology into the future and its potential to improve Plaistow's energy and renewable initiatives;
- Consider those characteristics of Plaistow that enable a renewable initiative.
- Provide a report to the BOS on Renewable project and initiatives for Plaistow that would be worth pursuing.

The REC took its first steps to reduce energy consumption this fall when the Committee started researching ways to utilize the Town's capped landfill as a site for a municipal solar array. The Committee also began working with the Town Manager, Planning Department, and Board of Selectmen on an effort to retrofit the Town's existing incandescent street light fixtures with more energy efficient LED lights to significantly reduce the Town's \$100,000 annual street light bill. Lastly, the Committee drafted language for a Warrant Article that will provide for a property tax exemption from a property's assessed value which is equipped with solar energy systems intended for use at the immediate site.

The REC meets every third Wednesday of the month at 5:00PM in the Great Hall on the second floor of Town Hall. The Committee is always interested in meeting new residents who would consider joining the Committee to help the Town increase cost savings for energy, reduce greenhouse gases, and build a cleaner and greener Plaistow to citizens and businesses.

Respectfully Submitted,

Julian Kiszka  
Selectmen & Renewable Energy Committee Chair



# Town of Plaistow, New Hampshire

## 2015 ANNUAL REPORT



### ***REPORT OF THE ROCKINGHAM COUNTY CONSERVATION DISTRICT***

In 2015 the Rockingham County Conservation District made progress on many projects. During the past 3 years the District has focused on the Great Bay Nutrient Management Initiative in partnership with the Strafford County Conservation District to assist farmers in **voluntarily** reducing nutrient inputs to Great Bay. The Districts obtained grant funding to purchase a wood ash/lime spreader, a soil aerator, and a no-till drill for farmers to rent at low cost. In 2015 a district completed a custom built **Yeoman's Plow** to tackle deep subsoil compaction with minimal impact on soil structure. In 2015, district employees continued their training to become trained nutrient management planners. This is a technique used to balance the needs of crops, the need to recycle nutrients being produced by livestock, and the need to manage nutrients in a cost effective way. This planning process also helps to reduce runoff into surrounding waterways. The District will continue to work with farmers to encourage conservation practices on farms and help them find available funding for those practices.

As part of the Great Bay Initiative, the Districts completed a demonstration installation of a Permeable Reactive Barrier (PRB), a new passive technology used to control nitrogen in groundwater from septic systems. With a formulation of wood chips, exchange media, and sand or gravel. It is used to transform inorganic nitrogen to nitrogen gas. This patented technology (Nitrex System) can be used in conjunction with an existing or new septic system to prevent nitrogen migration to sensitive watershed areas. The purpose of this project is to test the feasibility of the PRB technology for widespread use.

#### 2015 District Project Highlights:

- 20 + acres managed for **early successional habitat for the New England Cottontail** which is listed as a candidate species for the federal endangered list.
- **Native planting and revegetation of rare ecosystems at Odiorne Point State Park**
- **Invasive Pest Management Services** including invasive plant control and the development of **Integrated Pest Management Plans** to development effective and low impact ways to manage invasive pests.
- A collaborative effort with all 10 conservation districts throughout the state to help promote **native pollinator habitat**.
- A partnership with the Natural Resources Conservation Service to help complete **wetland restoration projects**
- **Rental of specialty farm equipment** throughout the Great Bay Watershed
- The installation of a demonstration site for a **new passive technology using woodchips to help remove nitrogen coming from septic systems**.

Through work with conservation easements the district now manages more than 104 different easements protecting over 4,600 acres of land. These efforts have been hugely successful in helping to maintain Rockingham County's rural characteristics.

The Conservation Commission has been in contact with the Conservation District many times over the past years for advice on current use, best management practices, and soils information. More information about the services available to all of us from the conservation district can be found on their web site, <http://rockinghamccd.org>.

**Trout Stocking** - Trout stocking for ponds every spring. Rainbow and Brook Trout size 6-8" ordered in multiples of 25 already for pick up or large 10-12", minimum order of 50, are delivered directly to pond. The sales program for trout begins in early March with delivery normally in late April. We have stocked tens-of-thousands over the years to happy pond owners and fishing derby sponsors.

Our mission is to conserve and sustain the natural environment for present and future generations by working to make wise land use decisions. The RCCD was formed in 1946 as a legal sub-division of the State of New



# Town of Plaistow, New Hampshire

## 2015 ANNUAL REPORT



### ***REPORT OF THE ROCKINGHAM COUNTY CONSERVATION DISTRICT (Continued)***

Hampshire and is directed by a Board of Supervisors, a state appointed governing body made up of five residents of the county. The position of District Supervisor is a public office and as such the Board of Supervisors has a legal and moral responsibility to the people of the District, its constituents. The Rockingham County Conservation District (RDCD) delivers soil and water conservation at the local level. We get a small portion of our funding from the County, but rely heavily on funds generated from our services to keep us operating.

The Conservation District offers numerous services to both towns and individuals including the following:

#### **Conservation Partnerships With Municipalities and Organizations**

- ❖ Conservation Grant Application Assistance
- ❖ Non-Point Source Pollution Control
- ❖ Watershed Management
- ❖ Natural Resource Evaluation
- ❖ Ecological Restoration
- ❖ Invasive Species Control
- ❖ Sustainable Agriculture Promotion
- ❖ Conservation Easements/Open Space
- ❖ Education & Outreach

#### **Landowner Assistance Landowner Initiated Conservation**

- ❖ Guidance on Best Management Practices
- ❖ Current Use Application Assistance
- ❖ Soil Potential Index Calculation
- ❖ Soil Interpretation
- ❖ Conservation Easements
- ❖ Sustainable Agriculture

#### **Specialized Equipment Rental Assist Small Farms, Improve Soil Quality & Reduce Nutrient Runoff**

- ❖ Stoltzfus Woodash/Lime Spreader
- ❖ AerWay Soil Aerator
- ❖ Great Plains No-Till Seeder

#### **Municipal Review Assistance, Impact Assessment, Monitoring**

- ❖ Stormwater Management Plan Review
- ❖ Erosion and Sediment Control Plan Review
- ❖ Wastewater Disposal Test Pit Witnessing
- ❖ Wastewater Disposal System Reviews
- ❖ Natural Resource Impact Evaluation
- ❖ Wetland Impact Permit Reviews
- ❖ Compensatory Wetland Mitigation Compliance
- ❖ Construction Monitoring & Compliance
- ❖ Conservation & Agriculture Zoning Assistance

Respectfully Submitted by the Rockingham County Conservation District,  
*Leonard A. Lord, PhD*  
*District Manager*



# Town of Plaistow, New Hampshire

## 2015 ANNUAL REPORT



### ***REPORT OF THE ROCKINGHAM PLANNING COMMISSION***



156 Water Street, Exeter, NH 03833  
Tel. 603-778-0885 • Fax: 603-778-9183  
email@rpc-nh.org • www.rpc-nh.org

The RPC is a voluntary local public regional planning commission established under state law (RSA 36). It exists in an advisory capacity to provide professional planning assistance to local governments and to coordinate local and regional planning in the areas of land use, transportation, natural resource protection, and housing and economic development. The Commission, which is not affiliated with Rockingham County, serves a state-defined planning region that includes 27 municipalities in southern and seacoast Rockingham County with a population of approximately 180,000. Commission membership is voluntary and is maintained through the payment of annual dues from each of the 27 municipalities based on their respective population. The 2016 dues rate for each community is \$0.96 per capita. Based on a population of 7609, Plaistow's dues for 2016 will be \$7304.64

The number of commissioners from each municipality is also based on population; Plaistow is entitled to 2 commissioners who serve 4-year terms. Alternates may also be named. Generally planning boards make recommendations to boards of selectmen who then appoint a person as a commissioner. The RPC is controlled by a Board of Commissioners (appointed from each municipality), who set policy, oversee the budget and decide what work the Commission will undertake. The Commission has a very modest budget of approximately \$1.5 million.

The Commission holds monthly meetings on the 2<sup>nd</sup> Wednesday of the month. The meetings rotate each month among the member towns. The meeting in Plaistow is often held in April.

The Commission undertakes many land use activities; typical activities include the following:

- ❖ Provides Developments of Regional Impact (DRI) Committee support.
- ❖ Provides Geographic Information System (GIS) support for use in local and regional planning.
- ❖ Updates RPC web site and continues to make commonly requested planning documents available for download. We can be found at: [www.rpc-nh.org](http://www.rpc-nh.org).
- ❖ Fulfills numerous inquiries and requests for statistical information regarding the region regarding demographic and related information and maintained the RPC's role as State Data Center Affiliate for Census and other data.
- ❖ Provided technical assistance to the NH Office and Energy and Planning in administering the FEMA Flood Insurance Program.

The Commission is involved in the activities that promote regional water quality.



# Town of Plaistow, New Hampshire

## 2015 ANNUAL REPORT



### ***REPORT OF THE ROCKINGHAM PLANNING COMMISSION (Continued)***

The Commission is involved in economic development planning and provides assistance to the Rockingham Economic Development Council.

The Commission provides educational programs for its members including the following:

- ❖ Organized and sponsored several workshops for Stormwater Management and climate adaptation planning.
- ❖ Provided a training session for new commissioners.
- ❖ Organized and held the Annual Legislative Forum, where RPC legislative priorities were presented and local officials and legislators were invited to discuss current bills before the Legislature.

The Commission undertakes many transportation planning activities; typical activities include the following:

- ❖ **Traffic Counting:** In cooperation with NHDOT, the RPC maintains a robust traffic counting program in the region. This data is used by NHDOT, communities and RPC to monitor traffic growth and flow, to update and calibrate the regional traffic model and to identify congestion mitigation projects.
- ❖ **Safe Routes to School:** Staff worked with several member communities in the development of Safe Routes to School (SRTS) initiatives, including Rye, Hampton, Plaistow, Newfields and Portsmouth.
- ❖ **2016-2042 Long Range Transportation Plan:** Worked on a state-wide evaluation criteria for projects where only the highest ranking projects advance to the 10-Year Plan and eventual implementation.
- ❖ **MPO Technical Advisory Committee and Policy Committee Meetings:** Held 4 Policy Committee Member meetings throughout the year and several Technical Advisory Committee meetings throughout the year as necessary (typically every 2 months).

Respectfully Submitted,

Timothy Moore  
On behalf of the Rockingham Planning Commission



# Town of Plaistow, New Hampshire

## 2015 ANNUAL REPORT



### **2015 REPORT OF THE STORMWATER MANAGEMENT TASK FORCE**

#### **How Does Stormwater Affect Us?**

In Cities and Suburbs, where much of the land is covered by streets, buildings, and industrial development, precipitation runs off as much as ten (10) times faster than on unpaved land. The water does not have time to soak into the soil as it flows into storm drains or through water systems. It moves with high velocity and increased volume, and picks up and carries debris and other pollutants to streams and rivers which are connected to large underground natural water storage systems known as aquifers. When left uncontrolled and untreated, these discharges can lead to the loss of local species, destruction of wildlife habitat, functional values, and contamination of drinking water and recreational waterways that can threaten public health.

In addition to water issues created by impervious surfaces, many things that are dumped, leaked, or exposed to the elements ultimately make their way into the groundwater through infiltration. All of Plaistow’s residents and businesses depend solely on underground water sources for their drinking water supply, as there are no surface water supplies in Town. In light of the inherent threats, and Plaistow’s lack of source water alternatives, protecting this resource is critically important.

#### **What is Being Done to Protect Our Water?**

To protect these resources, communities, construction companies, industries, and others, use stormwater controls, known as best management practices (BMPs). These BMPs filter out pollutants and/or prevent pollution by controlling it at its source.

In 1972, the National Pollution Discharge Elimination System (NPDES) was created in section 402 of the Clean Water Act. “NPDES prohibits [discharges] of pollutants from any point source into the Nation’s waters except as allowed under a NPDES permit”. The program became more complex in 1977 when Congress amended the Clean Water Act to enhance the NPDES program. The amendment “shifted the focus from controlling conventional pollutants to controlling toxic discharges”. Under the NPDES program, all municipal, industrial, and commercial facilities that discharge wastewater directly from a point source (a conveyance system such as a pipe, ditch or channel) into a receiving water body (pond, lake, river, ocean) are required to obtain and comply with the requirements of a NPDES permit.

#### **Plaistow’s Municipal Stormwater Permit Requirements**

The NPDES stormwater program regulates some stormwater discharges from three potential sources: Municipal Separate Storm Sewer Systems (MS4s), construction activities, and industrial activities. In 2003, EPA Region 1, which covers Connecticut, Maine, Rhode Island, Vermont, Massachusetts and New Hampshire, issued its Final General Permit for Stormwater Discharges from Small Municipal Separate Storm Sewer Systems (MS4). Since 2003, the Town of Plaistow has been covered under a NPDES Phase II MS4s General Permit including an update to the Permit in 2008. This permit requires that the Town develop and implement a Stormwater Management Program (SWMP), to prevent or reduce the presence of pollutants and potential for illicit discharges to municipal water. For Plaistow; the MS4s include all Town-owned storm drains, pipes, and ditches that convey stormwater.

The image shows a scanned copy of an NPDES PII Small MS4 General Permit Annual Report form. The form is titled "NPDES PII Small MS4 General Permit Annual Report (Due: May 1, 2015)". It includes fields for "Municipality/Organization" (Town of Plaistow, NH), "EPA NPDES Permit Number", "MS4P Identification Number", "Annual Report Number" (Year 12), and "Reporting Period" (April 1, 2014 - March 31, 2015). The contact person is listed as Scott Fitzgerald, Town Manager, with a telephone number (603) 942-7571 and email sfitzgerald@plaistown.com. The mailing address is 147 Main Street, Plaistow, NH 03845. A certification section at the bottom states: "I certify under penalty of law that this document and all attachments were prepared under my direction or supervision in accordance with a system designed to assure that qualified personnel properly gather and evaluate the information submitted. Based on my inquiry of the persons or persons who manage the system, or their direct reports, or other persons directly responsible for gathering the information, the information submitted, to the best of my knowledge and belief, is true, accurate, and complete, I am aware that there are significant penalties for submitting false information, including the possibility of fine and imprisonment for knowing violations." The form is signed by Scott Fitzgerald, dated 9/15/2015, and includes the title "TOWN MANAGER".

**2015 NPDES PII Small MS4 General Permit**



# Town of Plaistow, New Hampshire

## 2015 ANNUAL REPORT



### ***2015 REPORT OF THE STORMWATER MANAGEMENT TASK FORCE (Continued)***

#### **How Does Plaistow Meet All of the EPA Stormwater Permit Requirements?**

In order to generate the Annual MS4 Report, fulfill the Town's public education and outreach responsibilities, promote best management practices (BMPs), public involvement and participation, and administer the municipal Illicit Discharge Detection and Elimination Program, Plaistow has formed what is known as the Stormwater Management Task Force. This task force is made up of the Town Manager, Town Planner, Code Enforcement Officer, Highway Department Supervisor, Health Officer, and a volunteer member of the Planning Board and Conservation Commission. In addition, the Town has hired Normandeau Associates to assist, oversee, review, and contribute to the required activities of the EPA Stormwater Permit.

#### **Plaistow Groundwater Protection and Best Management Practices Survey Program**

In addition to work being performed to meet the requirements of EPA Stormwater Permit, Plaistow continues to work on protecting source water through an existing grant from the New Hampshire Department of Environmental Services (NHDES). This grant provides the community with the ability to review and plan for the current and future measures needed for the protection of our critical groundwater resources, the sole source of drinking water for Plaistow's citizens and businesses. As part of the grant, we have been reaching out to a number of businesses and residents to help establish partnerships to support a greater awareness of water resource challenges facing Plaistow. The ultimate goal is to protect the quality and quantity of Plaistow's drinking water supply by identifying and managing potential sources of contamination. As part of this effort, we have initiated a program to ensure that substances which have the potential to pollute groundwater are managed in a manner that prevents them from being released into our environment.



The Town has developed a webpage to provide additional information to Plaistow residents and businesses on how we can all do more to prevent groundwater pollutants from affecting Plaistow's drinking water resources. *Clean drinking water is one of the most important public health responsibilities and also plays a critical role in supporting Plaistow's economic development and sustainability.*

*The following water-related information is available on the Town's website:*

- The NH Groundwater Protection Act: RSA 485-C – An Overview
- Code of Administrative Rules – ENV-Wq 401 – Best Management Practices for Groundwater Protection
- Chapter 485-C – Groundwater Protection Act
- Survey Form and Instructions for Best Management Practice (BMP) Compliance
- BMP's for Fueling and Maintenance of Excavation and Earth Moving Equipment
- Holding Tank and Floor Drains
- Protecting Groundwater from Floor Drains and Other Typical Discharges
- Wastewater Discharges from Vehicle Washing
- Preventing Groundwater Contamination at Gas Stations – What Municipalities and Water Suppliers can Do
- 2015 Letter to Property Owners – Potential Contamination Source (PCS) Assessment



# Town of Plaistow, New Hampshire

## 2015 ANNUAL REPORT



### ***REPORT OF THE SUPERVISORS OF THE VOTER CHECKLISTS***

Election records are kept at the Town Hall for reference by anyone who is authorized and in need of that information. Voting checklist is retained for a period of 6 years and can be referenced as proof of voting in any given election if needed. The Supervisors work hand in hand with the Town Clerk's Office in retaining the records and registering new voters.

Residents may change their voting record any time that the Town Clerk's Office is open, at an Election or during any work session of the Supervisors of the Check List as allowed by NH RSA's.

**REGISTERING TO VOTE:** New residents may register to vote during regular office hours at the Town Clerk's office, during any session of the Supervisors of the Check List or on Election Day at the polls. The Supervisors' sessions are posted on the Cable TV station (Channel 17) and also in the local newspapers. The session is held about 10 days prior to any election. A person cannot register to vote in the Town Clerk's office 10 days prior to any election. New Hampshire has a same day registration policy, so a resident can register at the polls on Election Day and still vote. Residents may not register at the Deliberative Session.

To register as a voter a resident must prove that he/she is a resident of Plaistow. To do this we require a mortgage statement or notarized letter from your landlord, plus a current utility bill. ID is also required; this can be in the form of a current NH driver's license, a non driver ID card (both along with a birth certificate), current passport, a NH issued voter ID card, a military ID card or current NH university ID if it has a photo on it. If a person's name has changed and it doesn't reflect the new name on their documents, we will need to see the document that confirms the name change. Anyone that has become a citizen after moving to the USA will need to show his or her naturalization papers as well. Should a resident not have any of the above documentation during an Election Day registration he/she will be allowed to sign an affidavit as proof of residency, citizenship and/or age as needed.

ID is also required on Election Day. If a register voter arrives without ID, they may sign an affidavit and have their photo taken and attached to the affidavit. The Attorney General's Office will send a letter after the election. The voter is asked to return the letter confirming that the voter had indeed voted.

Town and School Elections are held together on the second Tuesday in March each year. These elections have articles on them that directly affect your real estate tax rate.

**PLEASE TAKE PRIDE IN YOUR TOWN – GET OUT AND VOTE!**



**Town of Plaistow, New Hampshire**  
2015 ANNUAL REPORT



***REPORT OF THE TAX COLLECTOR***

***THE TAX OFFICE... is happy to answer any of your questions. Contact the Tax Collector or Deputy by calling 382-8611~ fax 382-0006 or E-Mail [TaxCollector@Plaistow.com](mailto:TaxCollector@Plaistow.com)***

In New Hampshire, the Tax Collector is an elected position. The Tax Collector's Office is responsible for maintaining the detailed accounting of the taxes due, collected, abated and all property sold for non-payment of taxes. RSA41:35

***TAX BILLS***

Tax Bills are issued semi-annually. RSA76:15a. The Tax year runs from April 1<sup>st</sup> through March 31<sup>st</sup> with the bills due in July and December. The first bill is the prior year's valuation times ½ of the previous year's tax rate. If property has physically changed in valuation, the current years appraisal may be used times ½ the previous year's tax rate. RSA76:15-b.

The second bill is calculated, usually in the fall, after the tax rate has been set by the state (DRA). Any changes in the tax rate or assessed valuation will reflect in the second billing and be due 30 days after billing date. The bill shall reflect any payments made on the first billing.

***ESCROW***

Most Banks request an electronic file to process the billing of property taxes. If your bank requests a copy of your tax bill they may contact us or you may provide a copy to them.

***MAILING ADDRESS***

It is critical for the property owner to maintain the billing address for properties owned. A link is available under the tax collector link at **Plaistow.com**, you can also fax, e-mail or snail-mail the signed request to us.

***UPCOMING INFO***

WE ARE HOPING TO HAVE **TAX BILLS POSTED ONLINE** FOR THE YEAR OF 2016 AND MAKE AVAILABLE SOME **NEW PAYMENT OPTIONS** THROUGH E-B2GOV SERVICES AND INTERWARE DEVELOPMENT CO, INC.

***OFFICE HOURS***

**MONDAY-TUESDAY-WEDNESDAY 8:30-4:30**

**Closed for lunch 12-1pm**



# Town of Plaistow, New Hampshire

## 2015 ANNUAL REPORT



### REPORT OF THE TAX COLLECTOR (Continued)

The Town of Plaistow Tax Collector is proud to bring you Online Services!

Citizens can access their account information



Billing allows the citizen to see details of their account history

**Office Hours**  
Mon, Tue, Wed, 8:30am-4:30pm  
Closed for lunch 12:00pm-1:00pm

Julie McNamara, Tax Collector  
Town of Plaistow  
145 Main Street  
Plaistow, NH 03865  
Phone: (603) 382-8611

[www.plaistow.com](http://www.plaistow.com)

Log on today!



Interware Development Co., Inc.  
*bringing e-business solutions to government...*

### Payment Options

Cash



Check



Debit/Credit Cards Accepted:



A debit card is processed as a credit card only if the card has a MasterCard, Visa, Discover or AMEX logo present. *Please Note:* There are additional fees to cover the cost of the credit card fees—2.95% with a \$ 1.50 minimum. These fees go directly to our third party processor and are not retained by the Town. **Convenience fees cannot be refunded.**



# Town of Plaistow, New Hampshire

## 2015 ANNUAL REPORT



### ***TEST YOUR WELL WATER***

The US Geological Survey 2014’s study found that 80,000 residents in Hillsborough, Rockingham, and Strafford counties alone may have unhealthy levels of one or more toxic metals in their drinking water. These naturally occurring toxins are arsenic and manganese. Drinking untreated water with unhealthy levels of contaminants – most of them naturally occurring – puts people at increased risk of disease and other problems. Arsenic, for example, even at levels that are common in New Hampshire well water, can cause cancer of the skin, lung, bladder, liver, and kidneys as well as diseases of the nerves, lungs, heart, and endocrine (hormonal) system, and may be associated with lower IQ scores. Infants and young children are more vulnerable, and the chances of disease increase the longer someone drinks the water. New research has shown that children exposed to high levels of manganese, another contaminant common in New Hampshire well water, may be at risk of cognitive problems.<sup>1</sup>

There are no state requirements to have your well tested though the NH Department of Environmental Services recommends all homeowners with private wells test them annually for bacteria and nitrates and every 3-5 years for:

<u>Standard Analysis</u>		<u>Radiological Analysis</u>
Arsenic	Lead	Analytical Gross Alpha
Bacteria	Manganese	Radon
Chloride	Nitrate/Nitrite	Uranium*
Copper	pH	
Fluoride	Sodium	
Hardness	Iron	
Iron		

\* Please note: Uranium is part of both the standard and radiological analysis for the State of NH Lab.

### **WHEN TO TEST YOUR WELL**

NHDES recommends that prospective homebuyers test the water in a home with a private well before you purchase.

Water quality in wells is generally stable, and if a change is going to occur, it occurs slowly. Thus the time between water quality tests, once you’ve purchased the home, can generally be several years if a well is properly constructed and located in a safe area. Bacteria and nitrate are exceptions; you should test for them every year.

The following conditions would call for more frequent testing:

- Heavily developed areas with land uses that handle hazardous chemicals.
- Recent well construction activities or repairs. NHDES recommends testing for bacteria after any well repair or pump or plumbing modification, but only after substantial flushing of the pipes.
- Elevated contaminant concentrations found in earlier testing.
- Noticeable variations in quality such as a change in taste, smell, or appearance after a heavy rain or an unexplained change in a previously trouble-free well, such as a strange taste or cloudy appearance.

When taking any sample, NHDES recommends that it be taken after a heavy rainstorm. These events tend to highlight conditions of improper well construction or poor soil filtration.



# Town of Plaistow, New Hampshire

## 2015 ANNUAL REPORT



### ***TEST YOUR WELL WATER (Continued)***

The results will reveal the levels of any of the tested substances found in the water sample. The presence of any contaminants does not necessarily mean there is a problem with your water. If the levels exceed state or federal health standards you should take steps to correct the situation. There are several methods available from commercial contractors to treat water contaminants. The DES has informational documents on the web concerning all common water quality problems and the solutions.

### **FOR MORE INFORMATION**

Visit the DES website at:

**[www.des.nh.gov](http://www.des.nh.gov)**

Go to the A to Z list and choose “Private Well Testing”

New Hampshire Department of Environmental Services  
Drinking Water & Groundwater Bureau  
29 Hazen Drive  
Concord, NH 03302-0095  
603-271-2513

<sup>1</sup> Seacoast Online Posted Jun. 16, 2014 **Standard Analysis**





# Town of Plaistow, New Hampshire

## 2015 ANNUAL REPORT



### ***REPORT OF THE TOWN CLERK***

The Town Clerk's Office has been a busy office again in 2015. I was out with a knee replacement for 6 weeks, shifting the burden of work onto my Deputy, Martha Fowler and Assistant Clerk, Julie McNamara during that time. They did a fine job and kept everything running smoothly, which turned out to be the busiest 6 weeks of the year.

Julie became Tax Collector in March, but remains Assistant Clerk working 10 hours per week on Thursday and Friday on the clerk's side. She also brings in her Deputy when needed and helps out when we are short a person.

Title law changed on January 1, 2015 making it mandatory for all vehicles 2000 and newer to always require a title. This caused some difficulty for a few residents early in the year as they thought that year 2000 vehicles would drop into the no title zone being 15 years old.

Marriage licenses are still on the upswing. We did 86 in 2015. The cost of a marriage license went up from \$45.00 to \$50.00 on July 1.

Another change is the fact that we now e-mail renewal notices to those residents who have put their e-mail address into the system. This saves the town a great deal in postage, which results in a small tax break for all home owners.

We also now have the capability to e-mail dog owners a reminder when dog licenses are due. Please call if you want to add your e-mail into the system.

The end of the year became very busy with the Presidential Election being held early on February 9, 2016 as well as the Town/School Election being held on March 8, 2016. The whole year should be very busy with 4 elections in the future. Elections cause our work load to grow by leaps and bounds both before and after the election date.

Respectively submitted,

Maryellen Pelletier  
Town Clerk





# Town of Plaistow, New Hampshire

## 2015 ANNUAL REPORT

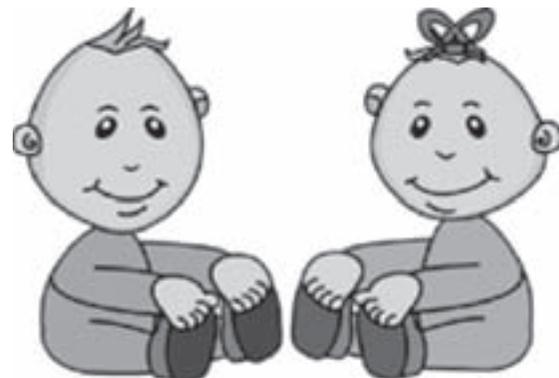


### ***REPORT OF THE TOWN CLERK'S VITAL STATISTICS (BIRTHS)***

Please Note: This information represents only births that have occurred in New Hampshire and that have been authorized by the family to appear in the Town Report. Therefore, it is not necessarily a complete list of all births of residents of Plaistow.

#### ***Record of Resident Births in Our Community***

<b><u>Child's Name</u></b>	<b><u>Father's Name</u></b>	<b><u>Mother's Name</u></b>	<b><u>Date of Birth</u></b>
Zoey Lynne Stack	Brian Stack	Erica Stack	01/18/15
Abel William Shepardson	Paul Shepardson	Chelsey Ewen	07/13/15
Adaline Jean Shepardson	Paul Shepardson	Chelsey Ewen	07/13/15
Charlotte Claire Brewster	Joshua Brewster	Amanda Laverriere	09/17/15





# Town of Plaistow, New Hampshire

## 2015 ANNUAL REPORT



### ***REPORT OF THE TOWN CLERK'S VITAL STATISTICS (MARRIAGES)***

This information represents only the marriages recorded as a result of a marriage license being recorded at any Town Hall in New Hampshire, and where the persons have agreed to have this information appear in the Town Report. Therefore, it is not necessarily a complete list of all marriages by residents of Plaistow.

#### ***Record of Resident Marriages in Our Community***

<b><u>Groom's Name</u></b>	<b><u>Bride's Name</u></b>	<b><u>Town of Issuance</u></b>	<b><u>Date of Marriage</u></b>
Jason C. Skitch	Michelle R. St. Amand	Salem	02/20/15
Teejay A. Savary	Leigh A. Hailson	Plaistow	02/27/15
Jeffrey J. Runions	Laurie A. Boutin-Romero	Plaistow	03/04/15
Hardave Dhaliwal	Su-Chin Chuang	Plaistow	04/07/15
Jonny C. Spinelli	Andrea H. Bailey	Plaistow	05/15/15
Grant D. Kennedy	Ricki A. Hartwell	Plaistow	06/23/15
Richard A. Langlois	Amanda J. Taylor	Plaistow	06/26/15
David E. Olsen	Debra L. Brown	Plaistow	06/27/15
Scott J. Law	Kelly M. McDonough	Plaistow	07/24/15
Thomas F. Geary, III	Jeanne E. Reyes	Plaistow	08/08/15
Earl W. Morse	Darlene M. Hollenbeck	Plaistow	08/15/15
Jared D. Kinson	Angela L. Ray	Plaistow	08/15/15
Matthew J. Healey	Jamie R. Moschen	Plaistow	09/01/15
Lee E. Gonzalez	Leigh A. Hailson	Plaistow	09/06/15
Adam S. Long	Katie L. Maderios	Plaistow	09/18/15
Robert C. Gulezia	Joanne C. Mispilkin	Plaistow	09/25/15
Kevin T. Maher	Catherine M. Adams	Plaistow	09/26/15
Zakkary A. Castellano	Lauren E. Parsons	Plaistow	09/26/15
Kyle C. Charmanski	Tara E. Driscoll	Derry	10/03/15
Thomas G. Toth	Mikaela P. Emmells-Greene	Plaistow	10/05/15
Alex D. Sawyer	Lisandra J. Castillo	Plaistow	10/09/15
Christopher A. Moses	Erin N. Day	Plaistow	10/10/15
Kevin M. Walsh	Summer D. Lipford	Plaistow	10/31/15
Derek S. Arnold, Sr.	Lisa M. Burke	Plaistow	11/11/15
Nathan A. Cote	Amy E. Schwarzenberg	Auburn	11/28/15



# Town of Plaistow, New Hampshire

## 2015 ANNUAL REPORT



### ***REPORT OF THE TOWN CLERK'S VITAL STATISTICS (DEATHS)***

*Please note:* This information represents only the record of events who were reported to be a Plaistow resident at the time of their death who died in New Hampshire and if they or their families have agreed to have this information appear in a Town Report. Therefore, it is not necessarily a complete list of all deaths of Plaistow residents.

#### ***Record of Resident Deaths in Our Community***

<u>Decedent</u>	<u>Father's Name</u>	<u>Mother's Name Prior to First Marriage/Civil Union</u>	<u>Date of Death</u>
James Hourihan	Daniel Hourihan	Catherine Sullivan	01/29/15
James Grover	John Grover	Sherry Ashworth	04/29/15
Geraldine Faiella	James Ciampa	Carmela Greici	09/22/15
Maureen Shea	D. Shea	Patricia Cullen	11/21/15





# Town of Plaistow, New Hampshire

## 2015 ANNUAL REPORT



### ***“HOW TO” INFORMATION FROM THE TOWN CLERK’S OFFICE***

#### **To Establish Residency:**

You will need to bring in either a notarized letter from your landlord stating that you live at their property, or a copy of your mortgage statement showing both your name and the Plaistow address. Plus, you will need a current utility bill or a piece of mail containing a recent postmark and your name with the Plaistow address.

#### **To Register Your Vehicles if You Are From Out-Of-State, or Moved into Plaistow From Another**

##### **NH Town:**

If you have just moved to Plaistow from out-of-state, you will need to bring in titles for each vehicle you are registering, or, if you have a bank loan on the vehicle, you will need to bring in your current registration and the name and address of the bank that is holding the title. We will also need to know the date you bought the vehicle and the mileage at the time of the sale. We will then prepare the title application, mail it to the Title Bureau who will contact your lien holder and have your title swapped for a NH title. The NH Department of Motor Vehicles in Concord, NH will then mail you a letter explaining that you should bring their letter to the Town Clerk’s Office, along with your copy of the title application, and we can issue the license plates. You will be charged a state fee and a town tax, which is a personal property tax, plus a one-time plate fee of \$4.00 per plate. If moving from another NH town, just bring your current registration and proof of address into the clerk’s office.

#### **To Register New Vehicles or Used Vehicle:**

If you are registering a newly purchased vehicle, you will need to present a certificate of origin, a title, or a title application prepared by a NH dealer for 2000 and newer vehicles. For 1999 and older vehicles, a bill of sale is required along with a previously issued NH registration, or a copy of a previous title, or a TDMV 19A form (available at the Town Clerk’s Office or on line from NH Department of Safety, forms). With all transactions, you will need to show proof of residency and proof of identification. Fees for the town tax are based on the value of the vehicle and state fees are based on weight. There are also fees for the title, plates, special plates, mail notices and e-registration fees.

#### **To Renew Registrations for Existing Vehicles:**

If you are renewing your registration, this can be done in person, by mail, with a mail notice or by e-registration at [www.plaistow.com](http://www.plaistow.com) (from the home page, click on the "E-Reg" car symbol). To register electronically, there is an additional cost of \$2.50 per vehicle for processing.

#### **To Obtain Vital Record Information:**

You may obtain certified copies of Divorce, Birth, Death and Marriage records that occurred anywhere in New Hampshire from 1990 to the present from any NH Town Clerk’s Office. Qualified individuals that demonstrate a “direct and tangible” interest may request the records by showing identification and filling out the required form/s. The cost is \$15.00 each for a first copy and subsequent copies (purchased at the same time) are \$10.00 each. Marriage licenses cost \$50.00 and are available to anyone who is at least 18 years old and wants to be joined (married) in New Hampshire. Identification is required, as well as the certified document ending any prior marriage or civil union (if applicable). Records can be purchased by mail, in person, or by e-registration at [www.plaistow.com](http://www.plaistow.com) (from the home page, click on "Vital Record"). To request vital record information electronically, a faxed or emailed copy of a government issued photo identification must be submitted. There is an additional cost of \$2.50 per transaction.



# Town of Plaistow, New Hampshire

## 2015 ANNUAL REPORT



### ***“HOW TO” INFORMATION FROM THE TOWN CLERK’S OFFICE (Continued)***

**To Change Your Drivers License:**

You will need to bring one (1) primary, one (1) secondary and one (1) residency document, or two (2) primary and one (1) residency document, to a DMV office.

#### Description of Documents Required

Primary Documents	Secondary Document	Residency
Birth Certificate	Photo image driver’s License	Valid NH Title
Valid Passport	Non-driver ID	Blue copy of a Title App.
Valid Military ID	State of NH employee ID	Valid NH Registration
Valid Photo Drivers License	Marriage or Civil Union Certificate	Notarized letter from landlord
	Divorce Decree for name change	Mortgage Statement
	Social Security Card	Current utility bill
	Current student Photo ID	Property Tax bill
	Military discharge papers	Government check
		Document Issued by an official in place of residency
		Payroll check or document
		Verification by a parent
<b><i>Please Note: All Documents Must Be In English</i></b>		

***Please Note: You have 60 days after moving into the State of NH to do your vehicle title and registration, and driver's license.***

**To Register a Boat:**

You may register your boat(s) at the Town Clerk’s office even if you are not a resident of Plaistow. Please bring in your renewal notice or last boat registration for renewals. To do a new boat we need a bill of sale showing both buyer and seller’s name, address and signature plus the information about the boat and the existing NH Bow number if applicable.

**To License Your Dog(s):**

All dogs three months or older must be licensed annually on or before April 30<sup>th</sup>. Late fees and fines will be assessed on all unlicensed dogs after June 20<sup>th</sup>. A valid rabies certificate is needed to license all dogs. Plaistow holds an annual Rabies Clinic in late March or early April at the Fire Station usually in the beginning of April. At this Clinic, you may also license your Plaistow dogs. The cost for a fixed dog over the age of seven months is \$7.50 and \$10.00 if it is not fixed. The cost for a dog under the age of seven months is \$7.50. Residents over 65 can license one dog for a fee of \$2.00. Dog licensing can be done in person, or for renewals, by mail or by e-registration at [www.plaistow.com](http://www.plaistow.com) (from the home page, click on "Dog Licensing"). To renew dog licenses electronically, there is an additional cost of \$2.50 per dog in processing fees.



# Town of Plaistow, New Hampshire

## 2015 ANNUAL REPORT



### ***REPORT OF THE TRUSTEES OF THE TRUST FUND***

The Trustees have seen an active year. We have closed out all our accounts with the New Hampshire Public Deposit Investment Pool (NH PDIP) and have gone with a new investing firm, Mackensen and Co. out of Hampton NH.

The Trustees with the Board of Selectmen placed a warrant article on the ballot in the spring stating that Capital Reserve Fund's investment fees could be paid for by using the interest from these funds. In the past the Trustees have not had money available to them to use for such fees and were limited to the types of investment firms we could use. The warrant article passed opening the door for the Trustees to seek out and interview different options.

The Trustees carefully interviewed and chose to transfer the Town funds to Mackensen. The Trustees have already seen a positive result to the change. In June when the Trustee transferred the funds NH PDIP was paying .04% interest, the current rate we are receiving with Mackensen for the Town Trust Funds is 2.68% and the rate for the Capital Reserve Funds is 1.6%. This fluctuates as the funds are invested several different ways; bonds, mutual funds etc. The State has regulations about the amount of money and how it is invested.

The Trustees are watching these funds and are following their progress closely. If at any time the Trustees feel that the company isn't providing the services that fit the needs of the Town the Trustees can and will reevaluate our options.

The Trustees currently oversee 2 Trust Funds and 14 Capital Reserve Funds with the balances totaling over 1 million dollars. At all times the Trustees must oversee each account and distribute the funds in accordance with the intent of each individual warrant article that created it. The Trustees work with the Board of Selectmen and Town Manager to make sure that the intent is made with a clear understanding for each warrant article created. If at any time the Town feels the need to redistribute these funds for another purpose, a new warrant article changing the intent must be presented at Town meeting and voted on. The warrant then has to pass by a 2/3<sup>rd</sup> majority.

In conclusion, the Trustees wish to thank the Fire Department for its devotion and service to the Town and wish the Fire Department a Happy 100<sup>th</sup> Anniversary.

Respectfully submitted

B. Jill Senter Chair,

Trustees of the Trust Fund





# Town of Plaistow, New Hampshire

## 2015 ANNUAL REPORT



### *VETERAN'S REPORT*

On April 8, 2015, Plaistow Town Officials presented the officers of The American Legion, Carl G. Davis, Post 34 and members of the Post 34 Color Guard with "Pride of Plaistow" citations for their meritorious contributions to the town during the Post 34 Officer Installation ceremonies held at the Post. It was a wonderful evening and the recipients were extremely grateful to the Town for their awards.

The month of May brought about the annual Memorial Day Ceremonies, beginning with a short, but solemn ceremony at the Holy Angels Cemetery in Westville. Following the Westville Ceremony, various Plaistow Civic Groups, Town Officials, Pollard School children and Carl G. Davis, Post 34 Legionnaires and Color Guard gathered at the Pollard School. They marched in a parade formation to the Elm Street Cemetery for a ceremony honoring Plaistow veterans died in service to our country. After the ceremony, the parade marched to the town green where a ceremony was held including speeches, essay readings by students and military honors for those who paid the ultimate sacrifice in service to the United States. After the Town ceremony, Veterans and Legionnaires gathered at Carl G. Davis, Post 34 for a brief ceremony and meal.



A new ceremony was added on the town green this year to celebrate Veterans Day, November 11, honoring all Plaistow veterans for their service to this great nation. It was well attended and we hope that it continues to grow into a major event every year. Ceremonies at Carl G. Davis, Post 34 commenced at 11 AM on the 11<sup>th</sup> Day of the 11<sup>th</sup> Month in commemoration of the World War 1 armistice.

2016 promises to be an exciting year with growth in veteran services in the town.

Respectfully submitted,

David A. Meaney, Sr.  
Commander, Carl G. Davis, Post 34





# Town of Plaistow, New Hampshire

## 2015 ANNUAL REPORT



### *REPORT OF THE WOMEN IN LEADERSHIP*

The Women in Leadership Award ceremony was successful again this year. The following are the recipients of the award to date:

Bernadine Fitzgerald 2014	Brenda Major 2015
Helen Hart 2014	Eleanor Peabody 2015
Merilyn Senter 2014	Phyllis Simmons 2015
Joyce Wright 2014	

These ladies have shown us their dedication and pride in working and volunteering for Plaistow, as well as setting an outstanding example of citizenship for the ladies of today.

The award is presented to Ladies who have worked and committed their time to the betterment of the community with their civic involvement. The award is open to any lady in the town of Plaistow, young or old.

In late winter/ early spring the committee accepts nominations from the public. The nomination forms may be picked up at the Town Hall. The awards are presented in May with a ceremony and luncheon.

The committee would like to express its gratitude to Plaistow's Fire Department and call special attention to the many young women who have served over the years. They are another example of dedication to Plaistow. The committee wishes a Happy 100<sup>th</sup> Anniversary to Plaistow Fire Department.

Respectfully submitted,

B. Jill Senter  
Susan Sherman  
Rosemarie Bayek

2014 Recipients



2015 Recipients





# Town of Plaistow, New Hampshire

## 2015 ANNUAL REPORT



### ***REPORT OF THE WATER DEPARTMENT***

The Water Department has been a busy over the last year working with the NHDOT to prepare for the next phase of expansion along Route 125, which will begin at East Road and conclude at Old Road. The overall widening project is estimated to cost over \$8 Million and will be paid for by the State. The water line portion, funded by the Town, will cost \$345,157 and complete a significant loop in the system that will provide a secondary means of supplying protection to the southern segment of Route 125. This work is expected to be completed by the summer of 2016.

The Town of Plaistow will be represented, in part, by our contracted Civil Engineering Firm, Underwood Engineers of Portsmouth, NH. In the fall of 2015, the Town participated in the pre-construction meeting for the proposed project and the additional work should be pretty straight forward from an engineering standpoint.

The Town's current water system started in late 1960's to protect 3 large industries who employed 70% of the people working in Plaistow. These companies were:

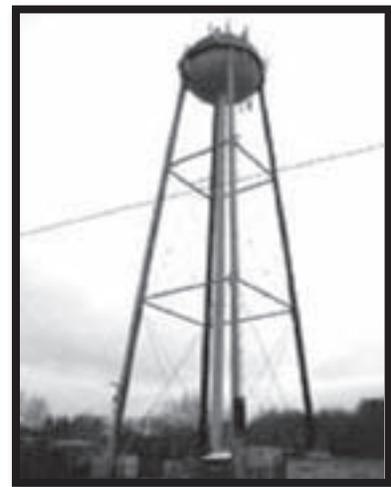
- Westville Homes
- Process Engineering
- Pennsylvania Box and Lumber Company

The water system was expanded throughout 1970's, 1980's, and 1990's to meet the broader needs of the commercial growth on Rt. 125 as well as the beginning of plans for "loops" which prevent single failure points from disabling the entire system. A few additional points about the system include:

- Expansion in the 2000's have most of Rt. 125 covered by the system.
- Coordinated in phases to match the Rt. 125 widening efforts.
- Present day value of this system is estimated to range from \$15-\$20 Million in infrastructure.

The Town also continued to explore funding for an assessment of the Town's Fire Suppression system to determine if it could support being converted to allow delivery of potable water. This work has stemmed from the Town's 2013 Water Symposium that focused on the challenges and opportunities facing the Town of Plaistow as we explore the issues around water infrastructure.

This is not the first study the Town has initiated to study water needs for the community. In 1973, the Town coordinated a major feasibility study to explore the establishment of a municipal





# Town of Plaistow, New Hampshire

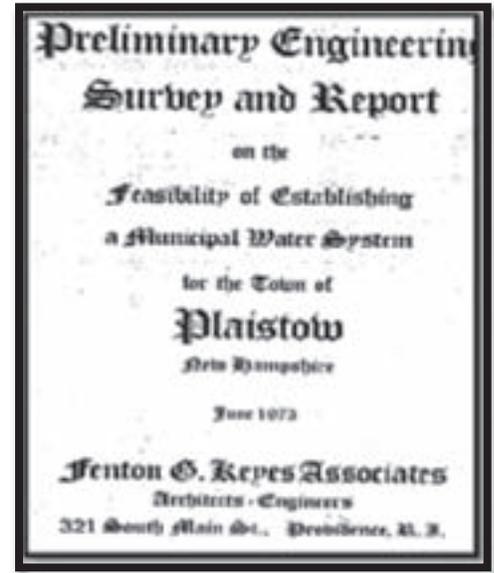
## 2015 ANNUAL REPORT



### ***REPORT OF THE WATER DEPARTMENT (Continued)***

water system. This study, largely forgotten is a comprehensive study. You can get this study and a lot of information on the Town's water needs and history [WWW.Plaistow.com/Pages/PlaistowNH\\_BOS/Water](http://WWW.Plaistow.com/Pages/PlaistowNH_BOS/Water).

The initial scope of the 2015/15 Gasoline Remediation Ether Elimination (GREE) funding is targeted at impacts from Methyl tert-butyl ether (MTBE) that has impacted Plaistow. MTBE is a gasoline additive which has since been restricted due to the environmental concerns associated with ground water pollution. Normandeau Associates, Inc. (Normandeau) was hired by the Town to help coordinate the study. This year we sought and received additional funding for an addendum to conduct additional scope of work items related to the Potable Water Supply Feasibility Study. The work is based on discussions with Town representatives regarding issues related to the operation of the fire suppression system as part of the combined fire suppression/drinking water system.



The Town continued to work closely with the New Hampshire Department of Environmental Services (NHDES) on these studies. The addendum includes additional scope of work to evaluate fire protection engineering issues related to the conversion of the system to a combined system. Tasks in the study included: 1) an evaluation by Underwood Engineers (UE) of the impact of a system pressure reduction on both the sprinkler systems and water main/hydrant fire flows, and 2) an evaluation by SFC Engineering (SFC) of a representative number of sprinkler systems to determine what improvements, if any, would be required, to convert the fire suppression system to a combined system. Initial findings have indicated that there would be no issues with a combined system.

Nothing is more important than the work that those individuals who have been entrusted with the support and maintenance of the water line. Much of this work, over the last four decades, has been unheralded and unnoticed but I want to publically acknowledge the time and commitment that Plaistow's Fire Chief and Water Superintendent John McArdle has made to enhance the operations, system, and administration of Plaistow's Water Department. While Chief McArdle stepped down as Water Superintendent in August of 2015, he has continued to help support the discussions and responsibilities that are need for this life safety system.

In closing, 2016 will be another important year for the Water Department with the installation of the new segment and completion of these important studies.

Respectfully Submitted,

Sean Fitzgerald, Town Manager



# Town of Plaistow, New Hampshire

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### ***REPORT OF THE ZONING BOARD OF ADJUSTMENT***

#### **Purpose of the Board**

The Zoning Board of Adjustment (ZBA) is a quasi-judicial board that has authority under the State laws to grant certain relief when there is a proposal that is in conflict with our community's Zoning Ordinances.

Applicants are generally sent to the ZBA by a Town Board, Committee or Department, to seek "relief" from strict application of our Ordinances by obtaining a variance. Others appeal to the Board because it is a specific requirement of an ordinance, as in the case of a home occupation request. The ZBA also hears appeals in the case where a decision or another Board, Committee or Department is challenged.

Plaistow's ZBA utilizes specific criteria when a resident, who may have unique circumstances (hardships) in their property, to seek relief from the "one-size-fits-all" concept of a zoning ordinance. The public hearing process allows any interested party the opportunity to ask questions so that they can fully understand what is proposed. The ZBA also reviews special exception applications to insure that all the minimum requirements are in place and can be monitored so as to protect our neighborhoods and resources.

#### **Applications in 2015**

In-house staff accepts application and the Board hears those requests on a monthly basis. During 2015, the Board considered eight (8) requests for relief. This is a 66% decrease over the number of applications in 2014. This is good news, people are able to do their projects and be in compliance with the Town's ordinances.

#### **Membership**

The ZBA is made of volunteers who sit as members of the board. These are thoughtful people, parents, business people, who live in our community. They work together, carefully and thoughtfully considering each application. They grant relief when warranted and allowed under the RSAs, while always keeping in mind the protection of our property values, neighborhoods and the community as a whole.

Tim Fisher, Paul Boniface and James Allen continue to serve as members of the ZBA. Martha Sumner still continues as a valued alternate. In 2015 Peter Bealo was appointed as a regular member and former member Dan Lloyd returned as an alternate to the Board. Dee Voss remains our in-house contact and Administrative Assistant.

#### **Volunteers Are Needed**

Continuity in Board Members and Staff is very important from an experience perspective; but getting new residents involved is critical to the future of responsible progress. If you would like to make a real impact without a huge time commitment, the ZBA is always looking for community-minded residents to step up and volunteer to serve as Members or Alternates to the Board. Please direct any letters of interest to the ZBA.

Respectfully Submitted,

Larry Ordway, Chair



# Town of Plaistow, New Hampshire

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# Town of Plaistow, New Hampshire

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**Town of Plaistow, New Hampshire**  
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**TOWN OF PLAISTOW**  
**NEW HAMPSHIRE**  
**2016 TOWN MEETING WARRANT**  
**AND BUDGET**  
**Town Meeting (Senate Bill 2)**



- **Deliberative Session - Saturday, January 30, 2016**  
*Plaistow Town Hall, 145 Main Street*  
*Great Hall (2nd Floor)*  
**10:00 A.M.**
  - **Deliberative Session Snow Date will be held within 72 hours**  
as determined by the Moderator  
*Plaistow Town Hall, 145 Main Street*  
*Great Hall (2nd Floor)*  
**10:00 A.M.**
  - **Ballot Voting - Tuesday, March 8, 2016**  
*Pollard School, 120 Main Street*  
**Polls open from 7:00 A.M. to 8:00 P.M.**
-



**Town of Plaistow, New Hampshire**  
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## 2016 Plaistow Town Warrant State of New Hampshire

To the inhabitants of the Town of Plaistow, New Hampshire, in the County of Rockingham in said state, qualified to vote in Town affairs.

You are hereby notified to meet for the first session of the annual town meeting at the Plaistow Town Hall, 145 Main Street in said Plaistow on Saturday, January 30, 2016 at 10:00 AM in the forenoon to explain, discuss and amend each article and to determine the form for the questions on the ballot, except those Warrant Articles where wording is prescribed by law. The snow date will be held within 72 hours as determined by the Moderator.

The final voting on all Warrant Articles will take place by official ballot at the second session. Therefore, you are hereby notified to meet for this second session of the annual town meeting at Pollard School, 120 Main Street, in said Plaistow on Tuesday, March 08, 2016 from 7:00 AM in the forenoon until 8:00 PM in the afternoon to elect officers and to act on the following Articles by official ballot voting.

The articles begin with "P" to differentiate the Town articles from the School District article numbers.

**Article P-16-01:** To elect all necessary Town Officers for ensuing year.

<p><b><u>SELECTMAN</u></b> <span style="float: right;"><u>VOTE FOR NOT</u></span> <u>THREE YEAR TERM</u> <span style="float: right;"><u>MORE THAN TWO</u></span></p>	<p><b><u>CONFLICT OF INTEREST</u></b> <span style="float: right;"><u>VOTE FOR NOT</u></span> <u>THREE YEAR TERM</u> <span style="float: right;"><u>MORE THAN TWO</u></span> <u>TWO YEAR TERM</u> <span style="float: right;"><u>MORE THAN ONE</u></span></p>
<p><b><u>BUDGET COMMITTEE</u></b> <span style="float: right;"><u>VOTE FOR NOT</u></span> <u>THREE YEAR TERM</u> <span style="float: right;"><u>MORE THAN THREE</u></span></p>	<p><b><u>TOWN CLERK</u></b> <span style="float: right;"><u>VOTE FOR NOT</u></span> <u>THREE YEAR TERM</u> <span style="float: right;"><u>MORE THAN ONE</u></span></p>
<p><b><u>BUDGET COMMITTEE</u></b> <span style="float: right;"><u>VOTE FOR NOT</u></span> <u>ONE YEAR TERM</u> <span style="float: right;"><u>MORE THAN TWO</u></span></p>	<p><b><u>MODERATOR</u></b> <span style="float: right;"><u>VOTE FOR NOT</u></span> <u>TWO YEAR TERM</u> <span style="float: right;"><u>MORE THAN ONE</u></span></p>
<p><b><u>PLANNING BOARD</u></b> <span style="float: right;"><u>VOTE FOR NOT</u></span> <u>THREE YEAR TERM</u> <span style="float: right;"><u>MORE THAN ONE</u></span></p>	<p><b><u>TRUSTEES OF THE TRUST FUND</u></b> <span style="float: right;"><u>VOTE FOR NOT</u></span> <u>THREE YEAR TERM</u> <span style="float: right;"><u>MORE THAN ONE</u></span></p>
<p><b><u>LIBRARY TRUSTEE</u></b> <span style="float: right;"><u>VOTE FOR NOT</u></span> <u>THREE YEAR TERM</u> <span style="float: right;"><u>MORE THAN TWO</u></span></p>	<p><b><u>TREASURER</u></b> <span style="float: right;"><u>VOTE FOR NOT</u></span> <u>THREE YEAR TERM</u> <span style="float: right;"><u>MORE THAN TWO</u></span></p>
<p><b><u>LIBRARY TRUSTEE</u></b> <span style="float: right;"><u>VOTE FOR NOT</u></span> <u>TWO YEAR TERM</u> <span style="float: right;"><u>MORE THAN ONE</u></span></p>	<p><b><u>AUDITOR</u></b> <span style="float: right;"><u>VOTE FOR NOT</u></span> <u>ONE YEAR TERM</u> <span style="float: right;"><u>MORE THAN TWO</u></span></p>



# Town of Plaistow, New Hampshire

## 2015 ANNUAL REPORT



### **PUBLIC SAFETY COMPLEX EXPANSION BOND ISSUE-**

**Article P-16-02:** Shall the Town vote to raise and appropriate the sum of \$8,500,000 for the expansion of the Public Safety Complex and to authorize the issuance of not more \$8,500,000 of bonds or notes in accordance with the provision of the Municipal Finance Act (RSA 33) and to authorize municipal officials to issue and negotiate such bonds or notes and to determine the rate of interest thereon? This expansion shall include all remaining design work, building construction and/or renovation, site work, permit fees, access road construction, and building interior equipment. This will be a non-lapsing warrant article under RSA 32:7, VI and will not lapse until the project is completed or by December 31, 2021, whichever is sooner. Passage of a bond warrant article requires a 3/5 ballot vote.

(Recommended by the Board of Selectmen (5-0-0) and the Budget Committee (9-0-0). This bond request is in the Capital Improvement Program as approved by the Planning Board.)

**[Intent: To finance the construction of a new Police Station and improvements to the existing Public Safety Complex for the Fire Department. In 2015, the Board of Selectmen (BOS) engaged the services of an Owners Project Manager (OPM) to help reduce the scope and cost of the proposed project from \$11 Million to \$8.5 Million. The BOS also hired a General Contractor to help provide additional cost certainty and mitigate risk for the proposed project.]**

**Additionally, there are currently many serious deficiencies with the existing Police Station that have been identified. Some examples are:**

- **Non-ADA compliant by Federal Standards**
- **No sight and sound separation for males, females, and juveniles as required by state and federal laws**
- **Holding cells pose undue safety hazard to detainees and police staff due to antiquated design**
- **Detective/investigative function located in a trailer behind existing building**
- **Safety issues with prisoner separation from administrative staff and public**
- **Lack of storage – some evidence housed off site that poses safety and security risks**
- **Building does not meet standards to allow the granting of National Accreditation for Police Department Facilities**
- **Through a series of additional meetings with the Town and Public Safety Departments, the space needs analysis and conceptual plans were pared down to four key projects:**
  - **Single Story 13,964 +/- sq ft Police Station that would include significant upgrade for the Fire Department;**
  - **Renovation to the existing Fire Station that would support future accommodation for 24/7 operations for the Fire Department;**
  - **Reduction in scope of an access road adjacent to the cemetery (which includes elimination of the drainage pond/attractive nuisance adjacent to the Safety Complex);**
  - **A community meeting room and training hall]**



# Town of Plaistow, New Hampshire

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### **OPERATING BUDGET**

**Article P-16-03:** Shall the Town raise and appropriate as an operating budget, not including appropriations by special warrant article and other appropriations voted separately, the amounts set forth on the budget posted with the warrant or as amended by vote of the first session, for the purposes set forth therein, totaling **\$8,353,355**? Should this article be defeated, the operating budget shall be **\$8,319,818** with certain adjustments required by previous action of the Town or by law; or the governing body may hold one special meeting, in accordance with RSA 40:13, X and XVI, to take up the issue of a revised operating budget only.

(Recommended by the Board of Selectmen (5-0-0) and Budget Committee (9-0-0).)

### **HIGHWAY DEPARTMENT EQUIPMENT CAPITAL RESERVE FUND DEPOSIT**

**Article P-16-04:** Shall the Town vote to raise and appropriate the sum of \$78,000 to be added to the existing Highway Department Equipment Capital Reserve Fund?

(Recommended by the Board of Selectmen (5-0-0) and Budget Committee (8-1-0); and this funding is included in the 2016-2021 Capital Improvement Program as approved by the Planning Board.)

**[Intent: To continue to set aside money for future purchases of Highway Department equipment, per the Highway Equipment Replacement Plan as published in the Town Report. Putting funds aside each year will allow for the orderly replacement of highway vehicles while leveling the yearly tax impact. This money can only be spent by a future vote at Town Meeting. These funds will be invested in an interest bearing account.]**

**Available balance of the Highway Department Equipment Capital Reserve Fund is \$280,387 as of December 31, 2015.**

### **FIRE DEPARTMENT CAPITAL RESERVE FUND DEPOSIT**

**Article P-16-05:** Shall the Town vote to raise and appropriate the sum of \$105,000 to be added to the existing Fire Department Capital Reserve Fund?

(Recommended by the Board of Selectmen (5-0-0) and Budget Committee (9-0-0). This funding is included in the 2016-2021 Capital Improvement Program as approved by the Planning Board.)

**[Intent: To continue to set aside money for future purchases of Fire Department vehicles, per the Fire Department Vehicles Replacement Plan as published in the Town Report. Putting funds aside each year will allow for orderly replacement of fire vehicles while leveling the yearly tax impact. This money can only be spent by a future vote at Town Meeting. This money is invested in an interest bearing account.]**

**Available balance of the Fire Department Capital Reserve Fund is \$423,635 as of December 31, 2015.**

### **SELF-CONTAINED BREATHING APPARATUS (SCBA) CAPITAL RESERVE FUND DEPOSIT**

**Article P-16-06:** Shall the Town vote to raise and appropriate the sum of \$33,400 to be added to the existing Self-Contained Breathing Apparatus (SCBA) Capital Reserve Fund?

(Recommended by the Board of Selectmen (5-0-0) and the Budget Committee (9-0-0). These funds are in the 2016-2021 Capital Improvement Program as approved by the Planning Board.)



# Town of Plaistow, New Hampshire

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**[Intent: To set aside money for future replacement of the SCBA, cylinders, and masks. Putting money aside each year will allow for the orderly replacement of this equipment while leveling the yearly tax impact. This money can only be spent by a future vote at Town Meeting. These funds will be invested in an interest bearing account. The total cost of replacement is \$200,000. This is the second year of a six year deposit plan.]**

***Available balance of the Self-Contained Breathing Apparatus Capital Reserve Fund is \$33,431 as of December 31, 2015.***

### **UNMARKED POLICE VEHICLE CAPITAL RESERVE FUND CREATION AND DEPOSIT**

***Article P-16-07:*** To see if the Town will vote to establish an Unmarked Police Vehicle Capital Reserve Fund, to raise and appropriate the sum of \$12,000 to be added to said fund, and to designate the Board of Selectmen as Agents? This reserve fund shall fund the replacement of all unmarked police vehicles that do not participate in the annual cruiser replacement program funded through the Town Budget.

(Recommended by the Board of Selectmen (3-2-0) and the Budget Committee (7-2-0). These funds are in the Capital Improvement Program as approved by the Planning Board.)

**[Intent: To establish a fund to allow the Town to set aside money for future purchases of unmarked Police Department vehicles. Putting money aside each year will allow for the orderly replacement of these vehicles while leveling the tax impact. These funds will be invested in an interest bearing account.]**

### **BUILDING SYSTEMS CAPITAL RESERVE FUND DEPOSIT**

***Article P-16-08:*** Shall the Town vote to raise and appropriate the sum of \$11,902 to be added to the existing Building Systems Capital Reserve Fund?

(Recommended by the Board of Selectmen (5-0-0) and Budget Committee (9-0-0); and this funding is included in the 2016-2021 Capital Improvement Program as approved by the Planning Board.)

**[Intent: To replace funds spent in 2015 for unanticipated maintenance or repairs to Town-owned buildings and to continue to set aside money for future repairs of building systems in Town owned properties. Buildings are one of the Town's largest capital assets and these funds are used to maintain and repair systems such as heating and ventilation, electrical and plumbing. Monies from this fund would be used for repairs that are unanticipated prior to Town Meeting and that cannot wait until a future meeting. This money can only be spent with the approval of the Board of Selectmen. These funds will be invested in an interest bearing account.]**

***Available balance of the Building Systems Capital Reserve Fund is \$19,549 as of December 31, 2015.***

### **LIBRARY CAPITAL RESERVE FUND CREATION AND DEPOSIT**



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**Article P-16-09:** Shall the Town vote to create a Library Capital Reserve Fund for the purpose of capital improvements, repairs, renovations, and additions to the Library, and to raise and appropriate \$50,000 to be deposited in said fund, and further to designate the Board of Selectmen as Agents of the fund?

(Recommended by the Board of Selectmen (5-0-0) and the Budget Committee (9-0-0). This expense is in the Capital Improvement Program as approved by the Planning Board.)

**[Intent: The creation of this capital reserve fund will allow for level funding of Library Capital Improvements documented in the Infrastructure Evaluation Study for Plaistow Public Library prepared by the Castagna Group and accepted by the Library Board of Trustees. The first year of projects will include replacement of the sprinkler system and repair of the septic system. Depositing funds each year into a Capital Reserve Fund will allow for orderly repairs, renovations and improvements to the Library’s capital assets while leveling the yearly tax impact. These funds will be invested in an interest bearing account]**

**CABLE DEPARTMENT CAPITAL RESERVE FUND CREATION AND DEPOSIT**

**Article P-16-10:** Shall the Town vote to create a Cable Department Capital Reserve Fund to be used for the replacement and/or purchase of new equipment for the Cable Department, and to raise and appropriate \$70,000 from unassigned fund balance to be deposited in said fund, and further to designate the Board of Selectmen as Agents?

Appropriation:	\$70,000
Withdrawal from the Unexpended Fund Balance:	-\$70,000
-----	-----
Amount to be raised by 2016 taxation:	\$0

(Recommended by the Board of Selectmen (5-0-0) and the Budget Committee (9-0-0). This expense is in the 2016-2021 Capital Improvement Program as approved by the Planning Board.)

**[Intent: To begin to set aside money for funding future Cable Department Equipment. To replace the current message server and current production server with newer technology and an enhanced set of features. Cable franchise fees have been collected and as required placed into the General Fund. They provide the source of the money to be withdrawn from the Unexpended Fund Balance. Putting funds aside each year will allow for the orderly replacement of the Cable Department equipment, as outlined in the Town’s Capital Improvement Plan, while leveling the yearly tax impact. These funds will be invested in an interest bearing account.]**

**CONSERVATION FUND DEPOSIT**

**Article P-16-11:** Shall the Town vote to raise and appropriate the sum of \$10,000 to be deposited into the existing Conservation Fund as provided for in RSA 36-A?

(Recommended by the Board of Selectmen (5-0-0) and by the Budget Committee (9-0-0). This funding is included in the 2016-2021 Capital Improvement Program as approved by the Planning Board.)



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**[Intent: To add funding to the Plaistow Conservation Fund. The Conservation Commission intends to purchase land, easements, and/or other land rights to preserve the natural environment. These funds will be invested in interest bearing accounts.]**

*Available balance of the Conservation Fund is \$60,386 as of December 31, 2015.*

*Available balance of the Forestry Fund is \$26,379 as of December 31, 2015.*

### **RECREATION PLAN CAPITAL RESERVE FUND DEPOSIT**

**Article P-16-12:** Shall the Town vote to raise and appropriate the sum of \$50,000 to be deposited into the existing Recreation Plan Capital Reserve Fund and to designate the Board of Selectmen as Agents of the fund?

(Recommended by the Board of Selectmen (5-0-0) and Budget Committee (8-1-0). This funding is included in the 2016-2021 Capital Improvement Program as approved by the Planning Board.)

**[Intent: In 2012, the Recreation Commission completed a rewrite of the Recreation Chapter of the Plaistow Master Plan. The Recreation Department also developed a Strategic Recreation Plan that includes a list of the recreation projects that the Town should pursue in order to meet all of its recreational needs. Establishing this Recreation Fund has allowed the Town to stabilize year-to-year variations in capital outlays for the various recreation projects and reduce or eliminate interest payments by having the cash on hand. Overall, this will facilitate the implementation of the Master Plan through the scheduling of proposed projects over a period of time in order to allow the Town to attain the goal of implementing the needed projects in order to meet the recreation needs of the residents of Plaistow. A few examples of projects planned for 2016 include the creation of a community garden; relocation of the Town's skate board park; new basketball and wall courts; additional playground equipment at PARC; and the establishment and support for recreational trails for Plaistow. These funds will be invested in an interest bearing account]**

*Available balance of the Recreation Plan Capital Reserve Fund is \$100,158 as of December 31, 2015.*

### **TRANSPORTATION INFRASTRUCTURE CAPITAL RESERVE FUND CREATION AND DEPOSIT**

**Article P-16-13:** Shall the Town vote to establish a Transportation Infrastructure Capital Reserve Fund for the level funding of transportation infrastructure projects including preliminary engineering expenses, Right-of-Way expenses, construction expenses, sources for matching state and federal funds, to raise and appropriate the sum of \$50,000 to be deposited into said fund, and further to designate the Board of Selectmen as Agents?

(Recommended by the Board of Selectmen (5-0-0) and the Budget Committee (9-0-0). This expense is in the 2016-2021 Capital Improvement Program as approved by the Planning Board.)

**[Intent: To begin to set aside money for public safety improvements, hazardous mitigation investments and traffic calming investments as identified in the Transportation Chapter of Master Plan. These funds will help support improvements to the Town's transportation infrastructure, including the Pollard Road drainage and**



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realignment and the Main Street conceptual design and preliminary engineering for intersection improvements. These funds will be invested in an interest bearing account.]

### **HIGHWAY DEPARTMENT FRONT END LOADER REPLACEMENT**

**Article P-16-14:** Shall the Town vote to raise and appropriate the sum of \$120,000 for the replacement of the 2001 Caterpillar 924 Front End Loader and to withdraw \$117,100 from the Highway Department Equipment Capital Reserve Fund and to withdraw \$2,900 from the Town of Plaistow's New Road Impact Fee Fund?

	Appropriation	\$120,000
Withdrawal from the Highway Department		-\$117,100
Capital Reserve Fund		
<u>Withdrawal from the New Road Impact Fee Fund</u>		<u>-\$2,900</u>
Amount to be raised by 2016 taxation		\$0

(Recommended by the Board of Selectmen (5-0-0) and the Budget Committee (6-3-0). This expense is in the 2016-2021 Capital Improvement Program as approved by the Planning Board.)

**[Intent: To replace the 2001 Caterpillar 924 Front End Loader as part of the replacement schedule for Highway Department vehicles. Some of the significant issues currently are the transmission is slipping, the water pump leaks, head gasket is leaking which would include replacing several other engine components, bucket issues and front fender bracket has rotted off. Timely replacement of vehicles ensures maintenance costs and vehicle downtime are minimized while driver safety is maximized. The Town will sell/surplus the Town's current Front End Loader.]**

### **RAISE FOR THE TOWN CLERK**

**Article P-16-15:** Shall the Town vote to authorize that the position of Town Clerk receive a raise in the amount of \$5000.00, beginning April 1 of 2016. The current salary is \$40,916, if passed, this warrant would bring the salary in 2016 to \$45,916.

Proposed Increase (9 months)	\$3,750.
<u>Roll up costs (SS, Medicare &amp; NHRS)</u>	<u>\$ 706.</u>
Total raised by Taxes in 2016	\$4,456

(Recommended by the Board of Selectmen (4-1-0) and the Budget Committee (9-0-0).)

**[Intent: In July 2015 the State Legislature passed HB258 granting a raise in the Town Clerk Fee from \$1.00 to \$2.00 per vehicle. This was intended as a raise for town clerks, especially for those clerks still on fees. Since 1993 Plaistow voted to take all fees into the general fund and pays the position of Town Clerk a salary. This fee accounts for over \$10,000 in 2014, over \$15,000 in 2015 and will double to around \$21,000 in 2016 with this change in the law.]**

### **ESTABLISHMENT OF A SOLAR ENERGY SYSTEMS EXEMPTION**

**Article P-16-16:** Shall the Town adopt the provisions of RSA 72:61-64 inclusively, which provide for an optional property tax exemption from the property's assessed value for property tax purposes, for real property which is equipped with solar energy systems intended for use at



# Town of Plaistow, New Hampshire

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the immediate site. Such property tax exemption shall be in the amount equal to 100% of the assessed value of qualifying solar energy system equipment under these statutes.

(Recommended by the Board of Selectmen (5-0-0).)

**[Intent: The tax exemption is to encourage the installation of solar energy systems. Solar energy systems can be expensive, and people who make the decision to install solar systems are primarily motivated by the larger environmental and economic issues associated with energy consumption. Similar tax exemptions already exist in approximately 63 towns in New Hampshire.]**

**CITIZEN'S PETITION**

**Article P-16-17:** Are you in favor of making a policy that any employee of Town of Plaistow being paid over \$60,000 must reside in the Town of Plaistow?

(The Board of Selectmen unanimously voted to NOT recommend this warrant article.)

### END OF TOWN WARRANT ARTICLES

**Proposed Plaistow Zoning Amendment Z-16-01**

Are you in favor of amending the Zoning Ordinance "Article III, General Provisions §220-8.1 Residential Garages" by deleting Section A (structure size restrictions based on lot size) in its entirety:

Lot Size	Permitted Square Footage
(square feet)	
Up to 40,000	900
40,001 to 80,000	1,200
80,001 to 120,000	1,500
120,001 to 200,000	1,800

**[Intent: To eliminate the size restriction for a residential garage provided all other applicable zoning, such as setbacks and lot coverage is compliant, or a variance is granted.]**

**Proposed Plaistow Zoning Amendment Z-16-02**

Are you in favor of amending the Zoning Ordinance "Article IX, Signs, §220-58.1. Residential districts" by adding a new (D) which will read:



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“Signs may be erected to designate the name of a residential subdivision. The size of the sign may not exceed eight square feet.”

**[Intent: To allow a sign that will identify a residential subdivision. Such a sign would increase traffic safety by providing advance identification of the subdivision.]**

### **Proposed Plaistow Zoning Amendment Z-16-03**

Are you in favor of amending the Zoning Ordinance “Article V, Establishment of Districts and District Regulations, Table 220-32B. Commercial I, D. Special Exception Criteria for the use “Care and Treatment of Animals” by adding a new (10) which will read:

“Facilities for the care and treatment of animals shall be a stand-alone business and not located in a retail plaza.”

**[Intent: To restrict and prevent facilities that house numbers of animals for longer periods of times from being located in retail plazas, particularly where there are, or could be food establishments.]**

### **Proposed Plaistow Zoning Amendment Z-16-04**

Are you in favor of amending the Zoning Ordinance “Article IX, Signs, §220-61 Prohibited signs.

(1) Off-site signs: by adding a new section (b) which will read:

“(b) Exemption: Plaistow Non and Not-for Profit Organizations may obtain a permit for temporary signage to advertise for a membership drive and/or special event with the following conditions:

(1) Definition: For purposes of this section of the ordinance only, Plaistow Non and Not-for Profit Organization shall be defined as:

Churches with a physical location in Plaistow

Timberlane Regional School District

Civic/Social Organizations/Clubs (i.e. Lions Club, Fish & Game Club, Knights of Columbus, Boy/Girl Scouts and the like) with a recognized chapter in Plaistow

(2) The event must be sponsored by a Plaistow Non or Not-for Profit Organization as defined above

(3) The event for which the sign permit is being sought, must be held in Plaistow

(4) Signs may be put up no earlier than two (2) weeks prior to an event and must be removed within one (1) week after the event.

(5) A permit from the Department of Building Safety is required

(6) No more than twenty (20) signs may be erected under this permit

(7) No more than one (1) permit per event

(8) There is no fee for this permit

(9) This permit is for temporary signage only. All permanent signage must comply with all other sections of Article IX

**[Intent: To allow only Plaistow-based Non and Not-for Profit Organizations to have off-site, temporary signage, to advertise their Plaistow events, without a fee. Currently, only on-site (on the owner’s property) signs are permitted under the ordinance.]**



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**Given under our hands and seal this thirtieth day of January in the year of our Lord, Two Thousand and Sixteen.**

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*Steve Ranlett, Chairman*

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*John A. Sherman, Vice Chairman*

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*Joyce Ingerson*

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*Tammy Bergeron*

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*Julian Kiszka*

**Plaistow, New Hampshire**  
**January 30, 2016**

**We certify that we gave notice to the inhabitants within named Town to meet at the time and place for this purpose, within mentioned, by causing to be posted an attached copy at the Plaistow Public Library, the Pollard Elementary School and the Plaistow Town Hall, being public places in said Town on the twenty-third day of January in the year of our Lord, Two Thousand and Fifteen.**

---

*Steve Ranlett, Chairman*

---

*John A. Sherman, Vice Chairman*

---

*Joyce Ingerson*

---

*Tammy Bergeron*

---

*Julian Kiszka*





# Town of Plaistow, New Hampshire

## 2015 ANNUAL REPORT



### VOTER'S NOTES

		Yes	No
P-16-01	Elect Officers	<input type="checkbox"/>	<input type="checkbox"/>
P-16-02	Public Safety Complex Expansion Bond Issue	<input type="checkbox"/>	<input type="checkbox"/>
P-16-03	Operating Budget	<input type="checkbox"/>	<input type="checkbox"/>
P-16-04	Highway Department Equipment Capital Reserve Fund Deposit	<input type="checkbox"/>	<input type="checkbox"/>
P-16-05	Fire Department Capital Reserve Fund Deposit	<input type="checkbox"/>	<input type="checkbox"/>
P-16-06	Self-Contained Breathing Apparatus (SCBA) Capital reserve Fund Deposit	<input type="checkbox"/>	<input type="checkbox"/>
P-16-07	Unmarked Police Vehicle Capital Reserve Fund Creation and Deposit	<input type="checkbox"/>	<input type="checkbox"/>
P-16-08	Building Systems Capital Reserve Fund Deposit	<input type="checkbox"/>	<input type="checkbox"/>
P-16-09	Library Capital Reserve Fund Creation and Deposit	<input type="checkbox"/>	<input type="checkbox"/>
P-16-10	Cable Department Capital Reserve Fund Creation and Deposit	<input type="checkbox"/>	<input type="checkbox"/>
P-16-11	Conservation Fund Deposit	<input type="checkbox"/>	<input type="checkbox"/>
P-16-12	Recreation Plan Capital Reserve Fund Deposit	<input type="checkbox"/>	<input type="checkbox"/>
P-16-13	Transportation Infrastructure Capital Reserve Fund Creation and Deposit	<input type="checkbox"/>	<input type="checkbox"/>
P-16-14	Highway Department Front End Loader Replacement	<input type="checkbox"/>	<input type="checkbox"/>
P-16-15	Raise for the Town Clerk	<input type="checkbox"/>	<input type="checkbox"/>
P-16-16	Establishment of a Solar Energy Systems Exemption	<input type="checkbox"/>	<input type="checkbox"/>
P-16-17	Citizens Petition	<input type="checkbox"/>	<input type="checkbox"/>
Z-16-01	Zoning Warrant Article	<input type="checkbox"/>	<input type="checkbox"/>
Z-16-02	Zoning Warrant Article	<input type="checkbox"/>	<input type="checkbox"/>
Z-16-03	Zoning Warrant Article	<input type="checkbox"/>	<input type="checkbox"/>
Z-16-04	Zoning Warrant Article	<input type="checkbox"/>	<input type="checkbox"/>
P--		<input type="checkbox"/>	<input type="checkbox"/>





# Town of Plaistow, New Hampshire

## 2015 ANNUAL REPORT



### Appropriations

Account Code	Description	Warrant Article #	Appropriations Prior Year as Approved by DRA	Actual Expenditures Prior Year	Selectmen's Appropriations Enacting FY (Recommended)	Selectmen's Appropriations Enacting FY (Not Recommended)	Budget Committee's Appropriations Enacting FY (Recommended)	Budget Committee's Appropriations Enacting FY (Not Recommended)
<b>General Government</b>								
0000-0000	Collective Bargaining		\$0	\$0	\$0	\$0	\$0	\$0
4130-4139	Executive	P-16-03	\$293,148	\$297,439	\$310,214	\$0	\$310,214	\$0
4140-4149	Election, Registration, and Vital Statistics	P-16-03	\$116,681	\$108,137	\$128,270	\$0	\$128,270	\$0
4150-4151	Financial Administration	P-16-03	\$316,659	\$346,309	\$353,457	\$0	\$353,457	\$0
4152	Revaluation of Property		\$0	\$0	\$0	\$0	\$0	\$0
4153	Legal Expense	P-16-03	\$50,000	\$32,722	\$25,000	\$0	\$25,000	\$0
4155-4159	Personnel Administration	P-16-03	\$1,797,381	\$1,586,141	\$1,818,924	\$0	\$1,818,924	\$0
4191-4193	Planning and Zoning	P-16-03	\$91,956	\$59,736	\$93,516	\$0	\$93,516	\$0
4194	General Government Buildings	P-16-03	\$177,260	\$228,161	\$204,191	\$0	\$204,191	\$0
4195	Cemeteries		\$0	\$0	\$0	\$0	\$0	\$0
4196	Insurance	P-16-03	\$63,000	\$75,644	\$80,873	\$0	\$80,873	\$0
4197	Advertising and Regional Association	P-16-03	\$25,771	\$25,553	\$26,500	\$0	\$26,500	\$0
4199	Other General Government	P-16-03	\$33,833	\$22,910	\$35,813	\$0	\$35,813	\$0
<b>Public Safety</b>								
4210-4214	Police	P-16-03	\$1,941,054	\$1,806,639	\$2,011,466	\$0	\$2,011,466	\$0
4215-4219	Ambulance		\$0	\$0	\$0	\$0	\$0	\$0
4220-4229	Fire	P-16-03	\$562,606	\$536,374	\$591,151	\$0	\$591,151	\$0
4240-4249	Building Inspection	P-16-03	\$114,347	\$123,002	\$130,834	\$0	\$130,834	\$0
4290-4298	Emergency Management	P-16-03	\$26,050	\$21,004	\$26,150	\$0	\$26,150	\$0
4299	Other (Including Communications)		\$0	\$0	\$0	\$0	\$0	\$0
<b>Airport/Aviation Center</b>								
4301-4309	Airport Operations		\$0	\$0	\$0	\$0	\$0	\$0
<b>Highways and Streets</b>								
4311	Administration	P-16-03	\$286,486	\$292,238	\$301,329	\$0	\$301,329	\$0
4312	Highways and Streets	P-16-03	\$558,600	\$422,643	\$559,200	\$0	\$559,200	\$0
4313	Bridges		\$0	\$0	\$0	\$0	\$0	\$0
4316	Street Lighting	P-16-03	\$97,000	\$101,693	\$97,000	\$0	\$97,000	\$0
4319	Other		\$0	\$0	\$0	\$0	\$0	\$0
<b>Sanitation</b>								
4321	Administration		\$0	\$0	\$0	\$0	\$0	\$0



# Town of Plaistow, New Hampshire

## 2015 ANNUAL REPORT



Account Code	Description	Warrant Article #	Appropriations Prior Year as Approved by DRA	Actual Expenditures Prior Year	Selectmen's Appropriations Enacting FY (Recommended)	Selectmen's Appropriations Enacting FY (Not Recommended)	Budget Committee's Appropriations Enacting FY (Recommended)	Budget Committee's Appropriations Enacting FY (Not Recommended)
4323	Solid Waste Collection		\$515,000	\$552,677	\$0	\$0	\$0	\$0
4324	Solid Waste Disposal	P-16-03	\$0	\$0	\$515,000	\$0	\$515,000	\$0
4325	Solid Waste Cleanup	P-16-03	\$47,000	\$32,812	\$47,000	\$0	\$47,000	\$0
4326-4329	Sewage Collection, Disposal and Other		\$0	\$0	\$0	\$0	\$0	\$0
<b>Water Distribution and Treatment</b>								
4331	Administration		\$0	\$0	\$0	\$0	\$0	\$0
4332	Water Services	P-16-03	\$43,105	\$20,052	\$42,605	\$0	\$42,605	\$0
4335-4339	Water Treatment, Conservation and Other		\$0	\$0	\$0	\$0	\$0	\$0
<b>Electric</b>								
4351-4352	Administration and Generation		\$0	\$0	\$0	\$0	\$0	\$0
4353	Purchase Costs		\$0	\$0	\$0	\$0	\$0	\$0
4354	Electric Equipment Maintenance		\$0	\$0	\$0	\$0	\$0	\$0
4359	Other Electric Costs		\$0	\$0	\$0	\$0	\$0	\$0
<b>Health</b>								
4411	Administration	P-16-03	\$80,167	\$73,887	\$87,744	\$0	\$87,744	\$0
4414	Pest Control		\$0	\$0	\$0	\$0	\$0	\$0
4415-4419	Health Agencies, Hospitals, and Other	P-16-03	\$60,082	\$60,131	\$54,082	\$0	\$54,082	\$0
<b>Welfare</b>								
4441-4442	Administration and Direct Assistance	P-16-03	\$33,090	\$13,229	\$740	\$0	\$740	\$0
4444	Intergovernmental Welfare Payments		\$0	\$0	\$0	\$0	\$0	\$0
4445-4449	Vendor Payments and Other	P-16-03	\$0	\$0	\$24,850	\$0	\$24,850	\$0
<b>Culture and Recreation</b>								
4520-4529	Parks and Recreation	P-16-03	\$215,199	\$193,155	\$207,975	\$0	\$207,975	\$0
4550-4559	Library	P-16-03	\$542,643	\$529,173	\$537,940	\$0	\$537,940	\$0
4583	Patriotic Purposes	P-16-03	\$1,000	\$800	\$1,000	\$0	\$1,000	\$0
4589	Other Culture and Recreation	P-16-03	\$26,619	\$28,323	\$28,100	\$0	\$28,100	\$0
<b>Conservation and Development</b>								
4611-4612	Administration and Purchasing of Natural Resources	P-16-03	\$9,680	\$2,905	\$12,430	\$0	\$12,430	\$0
4619	Other Conservation		\$0	\$0	\$0	\$0	\$0	\$0
4631-4632	Redevelopment and Housing		\$0	\$0	\$0	\$0	\$0	\$0
4651-4659	Economic Development		\$0	\$0	\$0	\$0	\$0	\$0



# Town of Plaistow, New Hampshire

## 2015 ANNUAL REPORT



Account Code	Description	Warrant Article #	Appropriations Prior Year as Approved by DRA	Actual Expenditures Prior Year	Selectmen's Appropriations Enacting FY (Recommended)	Selectmen's Appropriations Enacting FY (Not Recommended)	Budget Committee's Appropriations Enacting FY (Recommended)	Budget Committee's Appropriations Enacting FY (Not Recommended)
<b>Debt Service</b>								
4711	Long Term Bonds and Notes - Principal		\$0	\$0	\$0	\$0	\$0	\$0
4721	Long Term Bonds and Notes - Interest		\$0	\$0	\$0	\$0	\$0	\$0
4723	Tax Anticipation Notes - Interest	P-16-03	\$1	\$0	\$1	\$0	\$1	\$0
4790-4799	Other Debt Service		\$0	\$0	\$0	\$0	\$0	\$0
<b>Capital Outlay</b>								
4901	Land		\$0	\$0	\$0	\$0	\$0	\$0
4902	Machinery, Vehicles, and Equipment		\$160,000	\$134,737	\$0	\$0	\$0	\$0
4903	Buildings		\$15,000	\$0	\$0	\$0	\$0	\$0
4909	Improvements Other than Buildings		\$140,000	\$44,728	\$0	\$0	\$0	\$0
<b>Operating Transfers Out</b>								
4912	To Special Revenue Fund		\$10,000	\$10,000	\$0	\$0	\$0	\$0
4913	To Capital Projects Fund		\$0	\$0	\$0	\$0	\$0	\$0
4914A	To Proprietary Fund - Airport		\$0	\$0	\$0	\$0	\$0	\$0
4914E	To Proprietary Fund - Electric		\$0	\$0	\$0	\$0	\$0	\$0
4914S	To Proprietary Fund - Sewer		\$0	\$0	\$0	\$0	\$0	\$0
4914W	To Proprietary Fund - Water		\$0	\$0	\$0	\$0	\$0	\$0
4918	To Non-Expendable Trust Funds		\$0	\$0	\$0	\$0	\$0	\$0
4919	To Agency Funds		\$0	\$0	\$0	\$0	\$0	\$0
<b>Total Proposed Appropriations</b>			<b>\$8,450,418</b>	<b>\$7,782,954</b>	<b>\$8,353,355</b>	<b>\$0</b>	<b>\$8,353,355</b>	<b>\$0</b>



# Town of Plaistow, New Hampshire

## 2015 ANNUAL REPORT



### Special Warrant Articles

Account Code	Purpose of Appropriation	Warrant Article #	Appropriations Prior Year as Approved by DRA	Actual Expenditures Prior Year	Selectmen's Appropriations Enacting FY (Recommended)	Selectmen's Appropriations Enacting FY (Not Recommended)	Budget Committee's Appropriations Enacting FY (Recommended)	Budget Committee's Appropriations Enacting FY (Not Recommended)	
4916	To Expendable Trust Fund		\$0	\$0	\$0	\$0	\$0	\$0	
4917	To Health Maintenance Trust Funds		\$0	\$0	\$0	\$0	\$0	\$0	
4902	Machinery, Vehicles, and Equipment	P-16-14	\$0	\$0	\$120,000	\$0	\$120,000	\$0	
	<b>Purpose:</b> Highway Department Front End Loader								
4903	Buildings	P-16-02	\$0	\$0	\$8,500,000	\$0	\$8,500,000	\$0	
	<b>Purpose:</b> Public Safety Complex Expansion								
4913	To Capital Projects Fund	P-16-10	\$0	\$0	\$70,000	\$0	\$70,000	\$0	
	<b>Purpose:</b> Cable Department Capital Reserve								
4915	To Capital Reserve Fund	P-16-04	\$0	\$0	\$78,000	\$0	\$78,000	\$0	
	<b>Purpose:</b> Highway Department Equipment								
4915	To Capital Reserve Fund	P-16-05	\$0	\$0	\$105,000	\$0	\$105,000	\$0	
	<b>Purpose:</b> Fire Department								
4915	To Capital Reserve Fund	P-16-06	\$0	\$0	\$33,400	\$0	\$33,400	\$0	
	<b>Purpose:</b> Self Contained Breathing Apparatus								
4915	To Capital Reserve Fund	P-16-07	\$0	\$0	\$12,000	\$0	\$12,000	\$0	
	<b>Purpose:</b> Unmarked Police Vehicle Capital Reserve Fund Crea								
4915	To Capital Reserve Fund	P-16-08	\$0	\$0	\$11,902	\$0	\$11,902	\$0	
	<b>Purpose:</b> Building Systems Capital Reserve								
4915	To Capital Reserve Fund	P-16-09	\$0	\$0	\$50,000	\$0	\$50,000	\$0	
	<b>Purpose:</b> Library Capital Reserve Fund Creation								
4915	To Capital Reserve Fund	P-16-11	\$0	\$0	\$10,000	\$0	\$10,000	\$0	
	<b>Purpose:</b> Conservation Fund Deposit								
4915	To Capital Reserve Fund	P-16-12	\$0	\$0	\$50,000	\$0	\$50,000	\$0	
	<b>Purpose:</b> Recreation Plan Capital Reserve								
4915	To Capital Reserve Fund	P-16-13	\$0	\$0	\$50,000	\$0	\$50,000	\$0	
	<b>Purpose:</b> Transportation Infrastructure Capital								
<b>Special Articles Recommended</b>					<b>\$0</b>	<b>\$0</b>	<b>\$9,090,302</b>	<b>\$0</b>	<b>\$9,090,302</b>

### Individual Warrant Articles



# Town of Plaistow, New Hampshire

## 2015 ANNUAL REPORT



Account Code	Purpose of Appropriation	Warrant Article #	Appropriations Prior Year as Approved by DRA	Actual Expenditures Prior Year	Selectmen's Appropriations Enacting FY (Recommended)	Selectmen's Appropriations Enacting FY (Not Recommended)	Budget Committee's Appropriations Enacting FY (Recommended)	Budget Committee's Appropriations Enacting FY (Not Recommended)
4140-4149	Election, Registration, and Vital Statistics	P-16-15	\$0	\$0	\$5,000	\$0	\$5,000	\$0
<b>Purpose:</b> Raise for Town Clerk								
<b>Individual Articles Recommended</b>			<b>\$0</b>	<b>\$0</b>	<b>\$5,000</b>	<b>\$0</b>	<b>\$5,000</b>	<b>\$0</b>



# Town of Plaistow, New Hampshire

## 2015 ANNUAL REPORT



### Revenues

Account Code	Purpose of Appropriation	Warrant Article #	Actual Revenues Prior Year	Selectmen's Estimated Revenues	Budget Committee's Estimated Revenues
<b>Taxes</b>					
3120	Land Use Change Tax - General Fund		\$0	\$0	\$0
3180	Resident Tax		\$0	\$0	\$0
3185	Yield Tax		\$0	\$0	\$0
3186	Payment in Lieu of Taxes		\$0	\$0	\$0
3187	Excavation Tax		\$0	\$0	\$0
3189	Other Taxes		\$0	\$0	\$0
3190	Interest and Penalties on Delinquent Taxes	P-16-03	\$138,310	\$130,000	\$130,000
9991	Inventory Penalties		\$0	\$0	\$0
<b>Licenses, Permits, and Fees</b>					
3210	Business Licenses and Permits	P-16-03	\$2,010	\$2,000	\$2,000
3220	Motor Vehicle Permit Fees	P-16-03	\$1,572,292	\$1,550,000	\$1,550,000
3230	Building Permits	P-16-03	\$167,502	\$165,000	\$165,000
3290	Other Licenses, Permits, and Fees	P-16-03	\$78,331	\$80,000	\$80,000
3311-3319	From Federal Government	P-16-03	\$44,635	\$30,000	\$30,000
<b>State Sources</b>					
3351	Shared Revenues		\$0	\$0	\$0
3352	Meals and Rooms Tax Distribution	P-16-03	\$363,649	\$363,649	\$363,649
3353	Highway Block Grant	P-16-03	\$141,399	\$141,399	\$141,399
3354	Water Pollution Grant		\$0	\$0	\$0
3355	Housing and Community Development		\$0	\$0	\$0
3356	State and Federal Forest Land Reimbursement		\$0	\$0	\$0
3357	Flood Control Reimbursement		\$0	\$0	\$0
3359	Other (Including Railroad Tax)	P-16-03	\$116,883	\$44,000	\$44,000
3379	From Other Governments	P-16-03	\$100,450	\$70,000	\$70,000
<b>Charges for Services</b>					
3401-3406	Income from Departments	P-16-03	\$95,609	\$100,000	\$100,000
3409	Other Charges		\$0	\$0	\$0
<b>Miscellaneous Revenues</b>					
3501	Sale of Municipal Property		\$0	\$0	\$0
3502	Interest on Investments	P-16-03	\$7,682	\$5,000	\$5,000
3503-3509	Other	P-16-03, P-16-14	\$512,223	\$497,900	\$497,900



# Town of Plaistow, New Hampshire

## 2015 ANNUAL REPORT



Account Code	Purpose of Appropriation	Warrant Article #	Actual Revenues Prior Year	Selectmen's Estimated Revenues	Budget Committee's Estimated Revenues
<b>Interfund Operating Transfers In</b>					
3912	From Special Revenue Funds	P-16-03	\$20,052	\$42,605	\$42,605
3913	From Capital Projects Funds		\$0	\$0	\$0
3914A	From Enterprise Funds: Airport (Offset)		\$0	\$0	\$0
3914E	From Enterprise Funds: Electric (Offset)		\$0	\$0	\$0
3914O	From Enterprise Funds: Other (Offset)		\$0	\$0	\$0
3914S	From Enterprise Funds: Sewer (Offset)		\$0	\$0	\$0
3914W	From Enterprise Funds: Water (Offset)		\$0	\$0	\$0
3915	From Capital Reserve Funds	P-16-14	\$160,000	\$117,100	\$117,100
3916	From Trust and Fiduciary Funds		\$0	\$0	\$0
3917	From Conservation Funds		\$0	\$0	\$0
<b>Other Financing Sources</b>					
3934	Proceeds from Long Term Bonds and Notes	P-16-02	\$0	\$8,500,000	\$8,500,000
9998	Amount Voted from Fund Balance	P-16-10	\$0	\$70,000	\$70,000
9999	Fund Balance to Reduce Taxes		\$0	\$0	\$0
<b>Total Estimated Revenues and Credits</b>			<b>\$3,521,027</b>	<b>\$11,908,653</b>	<b>\$11,908,653</b>



# Town of Plaistow, New Hampshire

## 2015 ANNUAL REPORT



### Budget Summary

Item	Prior Year Adopted Budget	Selectmen's Recommended Budget	Budget Committee's Recommended Budget
Operating Budget Appropriations Recommended	\$8,117,508	\$8,353,355	\$8,353,355
Special Warrant Articles Recommended	\$11,452,632	\$9,090,302	\$9,090,302
Individual Warrant Articles Recommended	\$439,708	\$5,000	\$5,000
<b>TOTAL Appropriations Recommended</b>	<b>\$20,009,848</b>	<b>\$17,448,657</b>	<b>\$17,448,657</b>
Less: Amount of Estimated Revenues & Credits	\$14,391,077	\$11,908,653	\$11,908,653
Estimated Amount of Taxes to be Raised	\$5,618,771	\$5,540,004	\$5,540,004



# Town of Plaistow, New Hampshire

## 2015 ANNUAL REPORT



### Budget Committee Supplemental Schedule

<b>1. Total Recommended by Budget Committee</b>		<b>\$17,448,657</b>
<b>Less Exclusions:</b>		
2. Principal: Long-Term Bonds & Notes	4711	\$0
3. Interest: Long-Term Bonds & Notes	4721	\$0
4. Capital outlays funded from Long-Term Bonds & Notes		\$8,500,000
5. Mandatory Assessments		\$0
6. Total Exclusions <i>(Sum of Lines 2 through 5 above)</i>		\$8,500,000
<b>7. Amount Recommended, Less Exclusions (Line 1 less Line 6)</b>		<b>\$8,948,657</b>
8. 10% of Amount Recommended, Less Exclusions <i>(Line 7 x 10%)</i>		\$894,866
<b>Collective Bargaining Cost Items:</b>		
9. Recommended Cost Items (Prior to Meeting)		\$0
10. Voted Cost Items (Voted at Meeting)		\$0
11. Amount voted over recommended amount <i>(Difference of Lines 9 and 10)</i>		\$0
<b>Mandatory Water &amp; Waste Treatment Facilities (RSA 32:21):</b>		
12. Amount Recommended (Prior to Meeting)		\$42,605
13. Amount Voted (Voted at Meeting)		\$0
14. Amount voted over recommended amount <i>(Difference of Lines 12 and 13)</i>		\$0
<b>15. Bond Override (RSA 32:18-a), Amount Voted</b>		<b>\$0</b>
<b>Maximum Allowable Appropriations Voted At Meeting: (Line 1 + Line 8 + Line 11 + Line 15)</b>		<b>\$18,343,523</b>



# Town of Plaistow, New Hampshire

## 2015 ANNUAL REPORT





# Town of Plaistow, New Hampshire

## 2015 ANNUAL REPORT



### ***WHERE PLAISTOW RESIDENTS CAN CALL FOR HELP***

<b><u>PROBLEM/QUESTION</u></b>	<b><u>CONTACT</u></b>	<b><u>PHONE NUMBER</u></b>
<i>STATE WIDE QUESTIONS AND EMERGENCY HOTLINE SUPPORTED BY GRANITE UNITED WAY</i>		
For referral agency for many circumstances and resources		<b>2-1-1</b>
<i>STATEWIDE INDEPENDENT LIVING COUNCIL (SILC)</i>		
		1-603-271-0476
Community Health & Human Svc	<a href="http://www.211nh.org">www.211nh.org</a>	
AIDS Hotline	Aids Response Seacoast	1-603-433-5377
Alcoholics Anonymous	AA Service Office	1-603-622-6967
	AL-ANON	1-603-645-9518
	Drug/Alcohol Addiction Hotline	1-603-893-5201
American Red Cross	Disaster Services	1-603-624-4307
Animal Problems	Plaistow Animal Control Officer	1-603-382-1200
Assessments, property	Plaistow Assessing Department	1-603-382-5200 X230
Auto & Boat Registration	Plaistow Town Clerk	1-603-382-8129
Battered Women Shelter	A Safe Place/	1-800-854-3552
Birth Certificates	Plaistow Town Clerk	1-603-382-8129
Blind, NH Association for	Sight Center	1-800-464-3075
Building Permits	Plaistow Building Department	1-603-382-1191 X259
Burning Permits	Plaistow Fire Department	1-603-382-5012
Cell Phones	Safelink Phones for those eligible	1-800-723-3546
Cemetery	Plaistow Town Hall	1-603-382-5200 X266
Chamber of Commerce	Plaistow Area Commerce Exchange	1-603-382-3634
Child Abuse	Child Abuse & Neglect Hotline	1-800-894-5533
Child Advocacy (CASA)	Court Appointed Child Advocate	1-800-626-0622
Child Care	Rockingham County Childcare Info.	1-800-310-8333
Child & Family Services	Child & Family Services	1-800-640-6486
Child Medical Coverage	Well Sense	1-877-492-6965
Conservation Commission	Plaistow Town Hall	1-603-382-5200 X266
Consumer Complaint	NH Better Business Bureau	1-603-228-3789
Death Certificate	Plaistow Town Clerk	1-603-382-8129
Department of Health and	Human Services (DHHS)	1-800-852-3345
Department Child Youth	DCYF	1-603-271-6202
Department of Labor	NH DOL	1-800-272-4353
Disabilities Rights Commission	Advocacy and Protection	1-603-228-0432
Disaster Relief	American Red Cross	1-603-624-4307
District Court	Plaistow District Court	1-855-212-1234
Dog License	Plaistow Town Clerk	1-603-382-8129
Driver's License	NH Dept. Motor Vehicles	1-603-227-4010
Easter Seals of NH	Service for disabled, veterans, adult and child day care.	1-800-870-8728
Elder Abuse Hotline	NH DHHS Abuse Hotline	1-603-271-7014



# Town of Plaistow, New Hampshire

## 2015 ANNUAL REPORT



### ***WHERE PLAISTOW RESIDENTS CAN CALL FOR HELP (Continued)***

<b><u>PROBLEM/QUESTION</u></b>	<b><u>CALL</u></b>	<b><u>PHONE NUMBER</u></b>
Elections	Plaistow Town Clerk	1-603-382-8129
Electric, Emergency Grants	Rockingham Community Action	1-603-893-9172
Electrical Permit	Plaistow Building Department	1-603-382-1191 X259
EMERGENCY: Fire, Police & Ambulance		911
Employment	Salem NH Works Office 29 South Broadway, Salem, NH 03079	1-603-893-9185
Employment (Salem Off)	<a href="http://www.WorkOpportunities.net">www.WorkOpportunities.net</a>	1-603-824-6014
Environment	NH State Dept. Environmental Services	1-603-271-3503
Family Services (Juvenile)	Family Mediation	1-603-362-9957
Fire Dept. (non-emergency)	FitzGerald Safety Complex	1-603-382-5012
Fish & Game	Fish & Game Club Office	1-603-382-3675
Fishing License	Walmart <a href="http://nhfishandgame.com">nhfishandgame.com</a>	1-603-382-2839 1-877-450-4994
Food & Nutrition Assistance	WIC (pregnant & child under 5) Commodity Food Prog (60 years and older)	1-800-256-9880 1-800-942-4321
Food Pantry	Holy Angels Parish	1-603-819-4949
Food Stamps	NH Dept. of Health & Human Services	1-800-852-3345 1-603-271-9700
	<b>Application on line @</b>	<b><u><a href="http://www.nheasy.nh.gov">www.nheasy.nh.gov</a></u></b>
Genealogical Information	Plaistow Town Clerk	1-603-382-8129
General Assistance	Human Services Department	1-603-382-8469 X230
Governors' Office	Citizen Services	1-800-852-3456
Health Care	Lamprey Health Care	1-603-659-2494
	Community Health Services/Counseling	1-603-425-2545
	Affordable Care Act/Healthcare Marketplace	1-855-402-0783
Health Officer	Plaistow Health Department	1-603-382-2494 X246
Heating / Fuel Assistance	Fuel Assistance 10/01 thru 4/30 Community Action Program	1-800-322-1073 1-603-458-6392
Home Budgeting	Consumer Credit Counseling/Green Path	1-800-327-6778
Home Care Service Agencies	Rockingham VNA/Hospice	1-800-540-2981
Home Refinance/Repair	NH Direct Home Program/Rural Dev	1-603-223-6035
Homeless	NH Coalition for Homeless	1-800-852-3388 1-800-852-3345X5142
Homeless	Emergency	211
Hospitals	Parkland, Derry NH	1-603-421-2220
	Exeter Hospital	1-800-439-3837 1-603-778-7311
	Holy Family @ Merrimack Valley	1-978-374-2000



# Town of Plaistow, New Hampshire

## 2015 ANNUAL REPORT



### ***WHERE PLAISTOW RESIDENTS CAN CALL FOR HELP (Continued)***

<b><u>PROBLEM/QUESTION</u></b>	<b><u>CALL</u></b>	<b><u>PHONE NUMBER</u></b>
Housing	NH Housing Authority	1-800-640-7239 1-800-439-7247
Human Service Department	Plaistow Town Hall Help Line	1-603-382-5200 X230 1-800-852-3388
Human Rights Commission	HRC	1-603-271-2767
Humane Society	NH SPCA	1-603-772-2921
Hunting License	Walmart	1-603-382-2839
Landfill	Plaistow Highway Department	1-603-382-6771
Legal Assistance	Legal Advice & Referral Center	1-800-639-5290
Legal	www.nhlegalaid.org	1-603-224-3333
Library	Plaistow Public Library	1-603-382-6011
Marriage License	Plaistow Town Clerk	1-603-382-8129
Meals on Wheels	Vic Geary Center	1-603-382-5995
Medical: Health	NH Health Access Network	1-603-225-0900 x 3
	Families First	1-603-422-8208
	Well Sense Health Plan-Medicaid Choosewellsense.org	1-877-492-6965
Medical Equipment	Loaner's Closet (donations too)	1-603-432-0877
Home modification program	Community Action	1-800-856-5525 x1145
Mental Health	Center for Life Management	1-603-434-1577
Mortgage Assistance	Homeowners Hope Hotline	1-888-995-4673
	Housing Partnership	1-603-766-3120
Notary	Plaistow Town Hall	1-603-382-5200 X266
Off Road Vehicle Registration	Plaistow Power Sports	1-603-612-1000
Parenting Problems	Parents Anonymous	1-800-750-4494
	Planned Parenthood	1-603-772-9315
Passport	Federal Building	1-800-443-5847
Planning Board	Plaistow Planning Office	1-603-382-7371 X202
Plumbing Permit	Plaistow Building Department	1-603-382-1191 X259
Poison Control Center	Poison Center	1-800-222-1222
Police Station (non-emergency)	FitzGerald Safety Complex	1-603-382-6816
Post Office	U.S. Post Office	1-603-382-8529
Prescriptions	NH Medication Bridge Program	1-800-852-3456
	Governors' Office Citizen Services	1-603-271-2121
Property Taxes	Plaistow Tax Collector	1-603-382-8611 X281
NH Program	Low Income Taxpayer Project	1-603-228-6028
Recreation & Parks	Plaistow Recreation Department	1-603-382-5200 X204
Recycling & Curbside Removal	JRM Hauling	1-800-323-4285
Red Cross	Merrimack Valley Chapter	1-978-683-2465
Roads & Streets	Plaistow Highway Department	1-603-382-6771
School Administration Unit	Timberlane Regional School District	1-603-382-6119
School –Elementary	Pollard Elementary School	1-603-382-7146



# Town of Plaistow, New Hampshire

## 2015 ANNUAL REPORT



### ***WHERE PLAISTOW RESIDENTS CAN CALL FOR HELP (Continued)***

<b><u>PROBLEM/QUESTION</u></b>	<b><u>CALL</u></b>	<b><u>PHONE NUMBER</u></b>
School – Middle	Timberlane Regional Middle School	1-603-382-7131
School – High	Timberlane Regional High School	1-603-382-6541
Secretary of State	Office of Secretary of State	1-603-271-3242
Senior Citizen Center	Vic Geary Center	1-603-382-5995
Senior Services	Elderly & Adult Abuse/ Neglect	1-800-949-0470
	Elder Medicaid, Food, Cash	1-800-852-0632x6
	<b>SERVICE LINK</b>	1-866-634-9412
	<b>SENIOR SUPPLEMENTAL FOOD</b>	1-800-942-4321
Social Security	Social Security Administration	1-866-964-4324
Suicide/ Emotional Crisis	Crisis Hotline	1-800-273-8255
Superior Court	Rockingham Clerk of Courts	1-855-212-1234
 <b>TECHNOLOGY ASSIST</b>		
Assistive devices for hearing, voice and speech disabilities	<a href="http://www.nidcd.nih.gov/health/hearing/pages/assistive-devices.aspx">www.nidcd.nih.gov/health/hearing/pages/assistive-devices.aspx</a>	
Computer Technology Assistance Corps	<a href="http://www.ctac-nh.org">www.ctac-nh.org</a>	
Town Ordinances	Plaistow Code Enforcement Officer	1-603-382-1191 X259
Transportation	Granite State Independent Living	1-800-826-3700
	Retired Sr. Volunteer Program	1-603-436-4310
	Seacoast Chair Car Service, LLC(fee)	1-603-926-5801
	Lamprey Senior Transportation	1-800-582-7214
Unemployment Comp.	NH Dept. of Employment Security	1-603-893-9185
United Way	Resource for NH	1-603-625-6939
Voter Information	<a href="http://app.sos.nh.gov">http://app.sos.nh.gov</a>	
 <b><u>VETERANS'</u></b>		
Veterans Crisis Line	Veterans Help	1-800-273-8255 X1
Veterans Services, NH State Office of	Veterans Administration-NH	1-800-622-9230
NH Ntl Guard State Family Visiting Nurses	VA- REGIONAL OFFICE	1-800-827-1000
Volunteer New Hampshire	Family Assistance Center	1-603-715-3741
Voter Registration	Rockingham VNA	1-603-772-2981
Welfare	Volunteer Programs	1-800-780-8058
	Plaistow Town Clerk	1-603-382-8129
	NH Dept. of Human Services	1-800-852-3345



# Town of Plaistow, New Hampshire

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# TOWN OF PLAISTOW, NEW HAMPSHIRE

## Street Map with Index



Arbor Ln  
Ashle St  
Ashley Nicole Dr  
Atkinson Depot Rd (Route 121)  
Autumn St  
Autumn Cir  
Bailey Dr  
Balsam Way  
Barker St  
Birch St  
Blossom Rd  
Blossom Rd  
Bryant Brook Rd  
Bryant Brook Condos (Private)  
Bryantwood St  
Buckhorn Rd  
Buckhorn Rd  
Buckhorn Farm  
Camberly Forest  
Captain Cook Way  
Carbon Path  
Center Cir  
Chadwick Ave  
Chandler Ave  
Cherry Ln  
Cliff Ln  
Collins Ct  
Congressional Ave

Cedars Hill Rd  
Country Club Ln  
Crest Crossing Rd  
Cross Ridge Est  
Cross St  
Cypress Hill Rd  
Cubert St  
Dakota St  
Dartmouth Rd  
Dauntless Ln  
Davis Park  
Daybreak Dr  
Deer Hollow Rd  
Dundee Rd  
Dunston Ave  
East Pine St  
East Rd  
Elm St  
Evans Ave  
Evergreen Dr  
Farrington Ave  
Forest Glen Condos (Private)  
Forest St  
Fox Hollow Ln  
Fran Ave  
Garden Rd  
Glenale Cir  
Golden Hill Condos (Private)  
Greenfield Dr  
Greystone Ave  
Gunstock Rd  
Hanes Blvd  
Hale Spring Way  
Harmony Way  
Harriman Rd  
Hasehane St  
Hemlock St  
Hickory Ridge Rd  
Hill Haven Rd (Private)  
Hilcrest Ave  
Hilltop Rd  
Howard Manor  
Ingalls Terr  
Jesse George Rd  
Joanne Dr  
Johnson Dr  
Joseph Dr

F7  
A3, A4, B4  
D3, D4, E3, E4  
D7  
B6  
A3, A4  
B4, C4  
B4, C4  
B4, C4  
D5, E5  
C5, D5  
E7, F7  
B2  
E6, F6  
C5, D5  
C7, D7  
C5, D5  
C6  
D5  
E7  
C6, D6, D7, E7, F7  
D5, D6  
B6, B7  
C6  
E6  
F6  
D5, E6  
E5  
B7  
D6  
B7  
B7  
A2, B2  
D5  
E8  
C6, C7  
C3  
C5  
C4  
B6, C6  
E7  
B6

Karts Cir  
Katherine Way  
Keller Ave  
Kelley Rd  
Kimball Ave  
Kingshaw Ave  
Kingson Rd  
Krisje Ln  
Lapelle Ave  
Lared Ave  
Little Nook Rd  
Linden Ln  
Lovers Ln  
Lower Rd  
Lywood St  
Main St (Route 121A)  
Major Ln  
Marshall Brook Rd  
Marple Ave  
Marjorie Dr  
Massicot Blvd  
May Roy Ave  
Meadowview Dr  
Middle Rd  
Newton Rd (Route 108)  
Nicholas Rd  
North Ave  
Northland Court (Private)  
Oak Ridge Rd  
Old County Rd  
Palmer Ave  
Park Ave  
Partridge Ln  
Pineview Ave  
Plashow Rd (Route 125)  
Pollard Rd  
Poplar Drive  
Post Mill Condos (Private)  
Red Oak Dr  
Reddon Way  
Ridgewood Rd  
Rolling Hill Ave  
Rose Ave  
Russie Ln  
Ruth's Way  
Seaver Book Condos (Private)  
Secluded Cir  
Squash Ln  
Sturdy Ln  
Sturton Ln  
South Corner Rd  
South View Condos (Private)  
Spiny Ave  
Squard Run Rd  
Spring View Terr  
Starwood Ave  
Stonebridge Dr (Private)  
Strawberry Hill Condos (Private)  
Sunrise Terr  
Sunview Park  
Suzanne Cir  
Sweet Hill Rd  
Tannock Rd  
Timberlane Rd  
Tracy Ln  
Tuxbury Rd (Private)  
Twin Ridge Condos (Private)  
Valley Field Condos (Private)  
Village Way  
Walton Rd  
Wentworth Ave  
West Pine St  
West View Condos (Private)  
Westville Rd  
Whitton Pl  
Wilbrook Dr  
Wilder Dr  
Willard Way  
Windsor Ct  
Witch Ln  
Woodland Dr  
Woodridge Dr

D4, D5  
E6  
B6  
C3, C4  
C5  
C6  
D3, D4, D5  
D5, E5  
B7  
E5  
D5  
E8  
B4  
B3, B4  
B1, B2, B3, B7, C3, C4, C5, C6, C7  
D5  
D6  
C5, D5  
B5, B6  
C6, C7  
C6, D6  
B2  
B4  
D4  
C7, C8  
F6  
F6  
B2, B3, C3, D3, D4  
B5, C4, C5  
D5  
C5  
E5, E6  
C5  
B4-B7, C3, C4, D3  
C6, D6, E6  
E7  
D3, D4  
E7, E8  
B4  
E5, F5, F6  
D5, D6  
B5  
D5, E5  
D5  
C5, C6  
D5  
E5  
C4  
E8

Town of Plaistow Planning Department

1 inch = 1,000 feet

Data Sources:  
Hydro and Rail from GRANIT  
Parcels, Streets and Plannimetrics from  
Plaistow Planning Department  
and Applied Geographics, Inc.

This Document is intended for  
Town of Plaistow  
planning and analysis purposes only.

Created By  
**AppGeo**  
January 2013

- Parcels
- Roads
- Rail/Road
- Streams
- Lakes and Ponds
- Wetlands
- Recreation
- Buildings

**DRINKING WATER RESOURCES MAP**

**Legend**

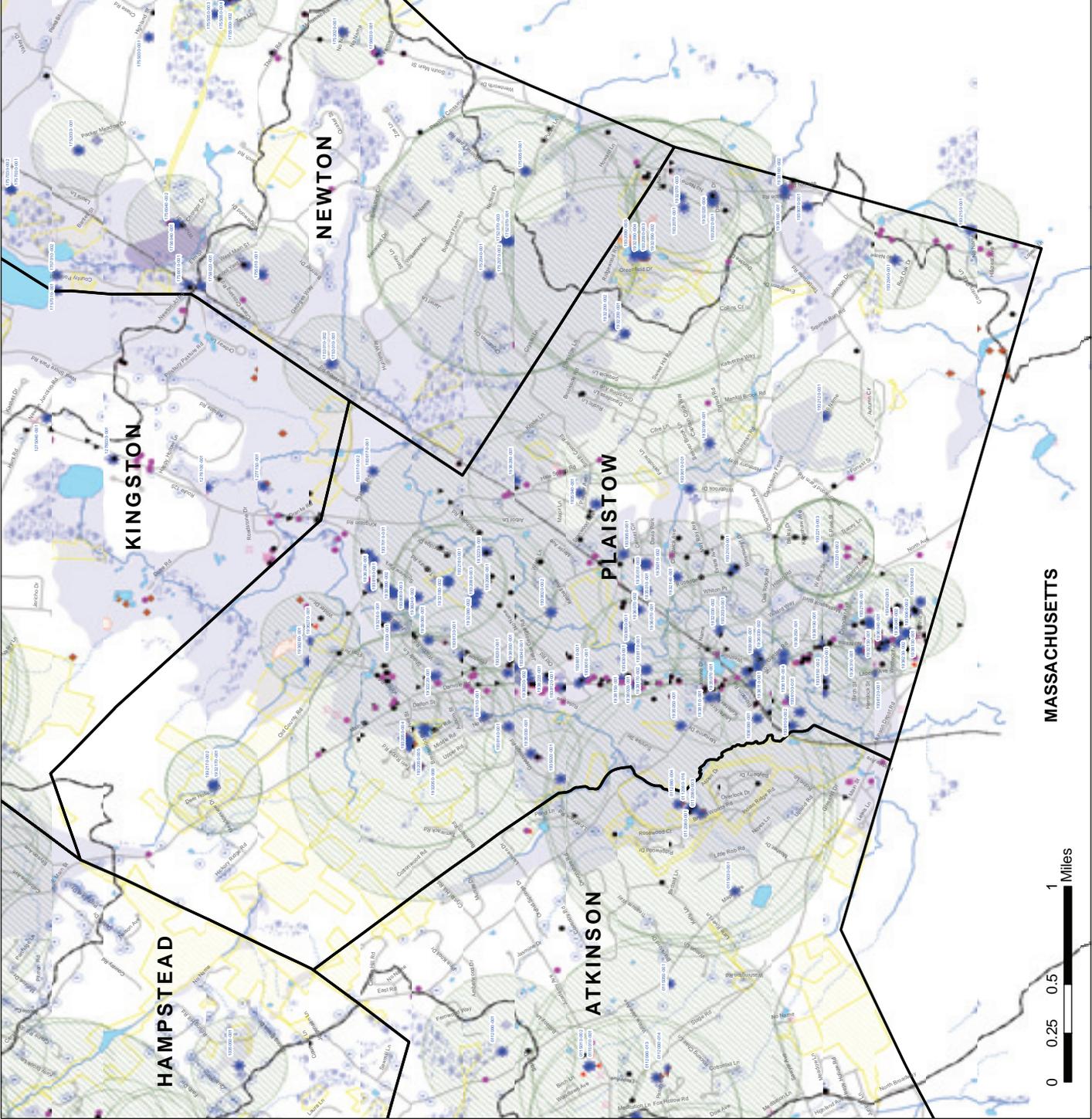
- Source Water Hazard Inventory Site
- Source Water Hazard Inventory Area
- ▨ Aboveground Storage Tank Facility
- ▨ Underground Storage Tank Facility
- RCRA Hazardous Waste Generator
- Automobile Salvage Yard Facility
- ▲ Point/ Non-Point Potential Pollution
- ▨ Point/ Non-Point Potential Pollution
- ▼ Local PCS Inventory
- NPDES Discharge
- ★ Public Water Supply Sources
- ★ PWS Facilities/ Pump House
- Water Well Inventory
- Registered Water Users
- Watershed Boundary
- ▨ Wellhead Protection Areas (Other)
- ▨ Wellhead Protection Areas (NW2)
- ▨ Conservation/Public Land
- Lakes/Ponds
- Lake or Pond
- Marsh or Wetland
- Rivers/Streams
- Rivers
- Intermittent Streams
- Railroad
- Roads (NHDOT)
- ▭ Town Boundaries
- ▭ Stratified Drift Aquifer (Transmissivity t2/day)
- 0 - 2000
- 2001 - 4000
- 4001 - 8000



**Notes:**

1. Source Water Hazard Inventory and Aboveground/ Underground Storage Tanks data layers administered by the NHDES WISB and are part of an ongoing project to update the inventory. The data is subject to revision and is not intended to be used for regulatory purposes. Updates, currently underway.
2. RCRA Hazardous Waste Generator (RCRA) registered hazardous waste generators. Update, currently underway.
3. Registered automobile salvage yards with 10 or more automobiles.
4. NPDES Discharges are reported through the Water program or loaded by DES staff. Update monthly.
5. NPDES (National Pollution Discharge Elimination System) outfall sites. Updated monthly.
6. Hazardous Waste Areas (RCRA) include area where hazardous waste has been or is being stored, treated, stored, or disposed of (Subject of the Source Water Hazard Inventory).
7. Registered Water Users (more than 20,000 gallons per day) maintained by the NHDES WISB.
8. Source Water Protection Areas and Public Water Supply dams, developed and maintained by the NHDES WISB. Updates monthly.
9. Public Water Supply points - updated Monthly.
10. Wellhead Protection Areas (NW2) - updated Monthly.
11. Water Well Inventory - private wells in shaded areas, which are likely to have the greatest impact on water quality at the water supply intake.
12. Conservation Public Lands from NH GRANIT.
13. Lakes/Ponds - updated Monthly.
14. Marsh or Wetland - updated Monthly.
15. Stratified Drift Aquifer (Transmissivity t2/day) - updated Monthly.
16. Stratified Drift Aquifer (Transmissivity t2/day) - updated Monthly.

This map is intended to provide information on the status of facilities and sites. They may not contain all of the potential or existing sites of facilities. NHDES is not responsible for the use or interpretation of this information. Not intended for legal purposes.



**MASSACHUSETTS**



*Presented to the residents of Plaistow in 1915*

*NEED OF FIRE DEPARTMENT*

*To the voters of the Town of Plaistow, NH:*

*Feeling the need of some form of fire protection in this town, several informal meetings were held in July last by the citizens to consider this matter, the outcome of which an organization was formed August 9<sup>th</sup>, with the regular officers and executive board under the name of the Plaistow Volunteer Fire Company. Its object being better fire protection, an active working organization for the best interests of the town, under their suggestion and supervision the hand tub has been overhauled and put and kept in first-class condition. 200 feet of hose have been added to the 450 feet on hand, and found to be in fair shape. This is only a very small beginning towards an adequate department, which will give the proper protection we need.*

*We have a village, the best in the state and would seem almost criminal not to protect our property and our beautiful shade trees, which, if destroyed by fire, would be a great loss to the town.*

*After some investigation as to what was the best at the smallest cost which would give somewhere near adequate fire protection, it seemed best to bring to the notice of the voters of the town the advantages of a double tank chemical engine, either horse or hand drawn. This class of an engine has been proven to be very efficient and in 75 percent of the fires that occur during the year, being particularly effective in wood or brush fires. The care and upkeep is small and the engine is always ready for action. While we are very fortunate in having the city of Haverhill, with a very efficient fire department, willing to respond to our calls, it seems as if, in a measure, we should be able to take care of our own needs.*

*We most earnestly invite the cooperation of every citizen in this matter of fire protection and extend a most cordial welcome to everyone to attend its meetings and try-outs, which are held every month. These meetings we shall endeavor to make instructive and a benefit to the citizen and a credit to our town.*

*W. C. LIBBY, PRESIDENT*