



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

PLAISTOW BOARD OF SELECTMEN MINUTES:

DATE: October 21, 2013

MEETING CALLED TO ORDER: 6:35 PM

SELECTMEN:

Chairman, Robert Gray
Selectman, Michelle Curran
Selectman, Daniel Poliquin

Vice Chairman, John Sherman
Selectman, Joyce Ingerson
Town Manager, Sean Fitzgerald

AGENDA:

MINUTES:

Motion by J. Sherman to approve the minutes of October 7, 2013 as written.

2nd by and M. Curran

Vote: 5-0-0

Motion carries.

PUBLIC COMMENT: NONE

WINNERS OF THE COLORING CONTEST – CHRISTINA CRUZ

Christina Cruz many submissions, very difficult to judge.

Haley Runnals

Matt Sutka

Michael Smith

Jacob Halloran

Elizabeth Nickerson

Armaan Anthony

Kyle Poliquin

Carolyn Beaulieu

Michael Savage

Josie Beaulieu

Ava Hollow

Robbie Cartwright

Jennifer Lozano

Kyla Runnals

Nora Theberge

C. Cruz reminded the attendees of the Pumpkin lighting on Friday evening the 25th.

ACO SWEARING IN MATTHEW HAY

Chief Savage spoke regarding M. Hay's credentials and experience. The Board welcomes him to the job and the town. The Chief further explains the part time schedule and the probability that M. Hay will have a partner to cover the town's needs.

R. Gray inquires about the rabies program.

S. Fitzgerald spoke regarding the coverage for the town and ongoing opportunities.

M. Pelletier swears in Matthew Hay.

APPOINTMENT WARRANT: RECREATION COMMISSION – TAMMY NOONAN

T. Noonan expressed desire to be proactive in town activities with her children.

She has been an alternate for the Recreation Commission some time and was welcomed

Motion by M. Curran to appoint Tammy Noonan as a full time member of the Recreation Commission.

2nd by and J. Sherman

Vote: 5-0-0

Motion carries.

M. Pelletier swears in Tammy Noonan.

Bill Coye, Chairman of the Recreation Commission, welcomes T. Noonan and are very happy to have her aboard, noting that there are also alternate positions available on the commission as well.

J. Sherman spoke stating perhaps the openings could be posted.

REVIEW OF 2014 BUDGETS

4210 – POLICE/ACO – CHIEF SAVAGE and DEPUTY CHIEF JONES

Chief Savage;

Administrative Services has increased.

Prosecutor has increased a reimbursement is expected.

Management Information Systems has decreased.

Pre-Employment Screening is level funded.

Training is level funded.

Collective Bargaining Agreement Education has increased.

R. Gray asked if the education aspect could be confirmed by the participants prior to utilizing for the purpose of budgeting for education.

Chief Savage continued;
Dues and Subscriptions is level funded.
Rentals and Leases has increased.
General Supplies is level funded.

J. Sherman mentioned that the General Supplies line item for last budget was over spent.
Chief Savage responds many that there are many one-time costs.

K-9 Supplies is level funded.
Office Supplies is level funded.
Postage is level funded.
Equipment Maintenance/Repair has decreased.
Jail Maintenance is level funded.
Books and Periodicals is level funded.
Equipment Purchase has increased.
Unanticipated Expenses is level funded.
Expense Reimbursement is level funded.
Officer Salaries has decreased.

M. Curran asked, Why our PT ACO is not available during the day?
Chief Savage responds that M. Hay is working in the day time and will be available on nights and weekends.
S. Fitzgerald stated that this is a temporary on call position.
R. Gray asked what is the status of temporary?
J. Sherman is this a stipend position or paid per call.
Chief Savage responded they are paid per call.

Chief Savage continues;
Part-Time Officers has increased.
Officer Overtime is level funded.
Officer Uniforms is level funded.
Telephone and Communications has decreased.
Gasoline is level funded.
Vehicle Maintenance Repair is level funded.

R. Gray asked if the car rotation schedule has been kept up?
Chief Savage – Responded Yes, utilizing lease plans as opposed to buy plans.

Capital Equipment has increased.
School Crossing Guard is level funded
Dispatch Salaries has increased.
Part-Time Dispatch has increased.
Dispatch Overtime has decreased.
Dispatch Uniforms has increased.

Discussion regarding the unspent uniform budget.
ACO Medical Service is level funded.
ACO Wildlife Control is level funded.
ACO Kennel Repair and Maintenance is level funded.

The following have been merged into the Police Department Budget in 2013

- ACO Part-Time Positions
- ACO Uniforms
- ACO Rentals & Leases
- ACO Training
- ACO General Supplies
- ACO Gasoline
- ACO Vehicle Maintenance
- ACO Mileage & Expense Reimbursement

Discussion regarding the uniform stipend whether it is necessary to maintain a budget that is never spent. M. Curran directed S. Fitzgerald to look into and advise if required.

R. Gray advises Chief Savage that as the election time and warrant article preparation approaches he will be requested to appear again before the board to discuss.

J. Sherman stated some of those item will be in the CIP. It is scheduled to be before the Budget Committee tomorrow night.

Motion by J. Sherman to approve the Police Budget for \$1,849,050.00.

2nd J. Ingerson

Vote 5-0-0

Motion carries.

4240 – BUILDING INSPECTION – MIKE DORMAN

M. Dorman;

Permanent Positions level funded.

Back Up Inspector is level funded.

Telephone is level funded

Data Processing is level funded

Training and Conference is level funded

Due and Subscriptions has increased.

Supplies is level funded.

Postage is level funded.

Gasoline is level funded.

Vehicle maintenance has increased.

Vehicle repair has increased.

Books and periodicals is level funded.

Equipment purchase is level funded.

Consultant-plumbing has increased.

Consultant-electrical is level funded.

Discussion occurs regarding truck repairs and the category allotted maintenance vs. repairs.

Motion by J. Sherman to Approve the Building Inspection Budget for \$109,580.00.

2nd D. Poliquin

Vote: 5-0-0

Motion carries.

S. Fitzgerald state he will update spreadsheet for YTD actual
R. Gray requested updated numbers.
M. Curran requested copy of actual

4520 – RECREATION – CHRISTINA CRUZ

Christina Cruz;
Director Salary has decreased.
Part-Time Summer Recreation Director has increased.
Overtime is level funded.
Uniforms is level funded.
Telephone has increased.
Electric @ Fields has increased.
Director Training has decreased.
Supplies and Equipment has decreased.
Postage is level funded.
Equipment Maintenance is level funded.
Grounds Keeping is level funded.
Mileage and Expense has decreased.
Summer Recreation Program is level funded.
Transportation has decreased.
Community Trips is level funded.
Community Transportation is level funded.
Plaistow Pride is level funded.
Concerts has increased.
Senior Programs is level funded.
Senior Transportation is level funded.
Community Events is level funded.
Baseball/Softball Leagues is level funded.
Little League Baseball combined into the Baseball/Softball League line item last year.
Youth Basketball is level funded.
Softball combined with Baseball/Softball League Line item last year.
Youth Disbursement has decreased.
Non Holiday Town Events now under community events.
Ump Baseball/Softball/Bball is level funded.
Holiday Events also under community events.

Motion by J. Sherman to approve the Recreation Budget for \$211,382.00.

2nd by M. Curran

Vote: 5-0-0

Motion carries.

REVENUE – SEAN FITZGERALD

S. Fitzgerald refers to handout discusses actual revenue and estimated revenue. Projected estimates for 2014, passes out 2013 Budget Workbook-Revenue.

R. Gray questioned the formula for a conservative estimated budget.

S. Fitzgerald responded that history can project the future usage. Discusses Revenue and Revenue sources.

J. Sherman states Revenue is a year behind that makes setting the tax rate difficult. The Budget doesn't set the tax rate, it is the revenues that make an impact and they are about a year behind.

Discussion occurs regarding revenue projections and sources.

R. Gray noted no vote necessary for this item.

TOWN MANAGER REPORT

S. Fitzgerald:

- Update of MS-1, can be found in the signature folder for the selectmen's signatures.
- MS-5 Completed

D. Poliquin looking for Beede back taxes figure.

R. Gray inquired about the status of the check received for taxes from the Beede group.

S. Fitzgerald responds that Greg Colby has the check and will continue to hold on to it.

M. Curran offered to donate a frame for the check.

D. Poliquin spoke 1.6 million dollars is owed to the Town of Plaistow by the Beede Group. The BTLA has added to the problem.

R. Gray continued stating the Town did appeal the decision and the town was denied an appeal to the Supreme Court under the 4th amendment. This town was not allowed our day in court. It may take a change in law in order for us to get relief from this.

J. Sherman questioned the value of the building on the property?

S. Fitzgerald responded by stating the owners will not respond to questions related to the value of the building. They have made significant investments to the site.

R. Gray pointed out that the Tax Rate needs to be set by November 15th, per order of the board to the Town Manager.

- Timberlane Score Board update

D. Poliquin spoke saying the scoreboard is a football scoreboard it is older and retrofitting it would be difficult and costly. I recently did a job like this and the cost was over \$20,000.00. It is not LED and converting it will be a large expense.

- Cell Tower

D. Poliquin inquired as to whether a resident's driveway provides access to town property which may support a communications tower.

M. Curran, J. Sherman, R. Gray are interested in S. Fitzgerald pursuing the subject.

- Arbitration Hearings
- Historical Society – Jim Peck
- Unitil Preparedness Meeting
- NHMA 72nd Annual Conference contact Kerry or Diane to register
- Recreation Events
- Ingalls Terrace Pavilion Repairs
- National Drug Day
- Gutter Proposal & Contract
- Town Owned Property Proposals update
- Water Symposium Follow Up
- Commemoration of Ruth Jenne

M. Curran donated a stone currently held by the Highway Dept.

S. Fitzgerald will locate and advise M. Curran if it is the same stone.

- Town Happenings
- Plaistow Lions sponsoring a Meat Raffle for Billy Bartlett
- Budcom meeting this Tuesday October 22nd
- Carlton Path Update

J. Ingerson asked how long have we been working on this issue?

S. Fitzgerald responded approximately 5 months.

J. Ingerson stated there are some aspects to the properties that need to be cleaned up and do so we need access. Do we have a deadline to meet?

S. Fitzgerald responded yes there is a deadline.

Discussion occurred regarding the clean up issues regarding the town property and the deadline.

- Public Safety Complex Expansion – Access Road Update

R. Gray spoke stating that S. Fitzgerald is accepting bids for road construction and filling in of the frog pond.

Discussion occurs regarding the road construction and site plan and the strategy for the Safety Complex.

- Hazardous Waste Collection Day

OTHER BUSINESS

M. Curran requested ZBA update a couple of weeks ago?

S. Fitzgerald responded and will contact D. Voss and communicate the information

SIGNATURE FOLDER

R. Gray noted the Manifest and Signature folders were going around.

SELECTMEN'S REPORTS

J. Sherman, Budget Committee met last Tuesday night, they will be meeting tomorrow night as well. There are 3 openings on the Budget Committee. Also attended the Fire Dept Open House.

D Poliquin, Attended the recreation commission meeting, 4 new tables purchased out at PARC. People using PARC to walk dogs, there is an issue with disposing of dog waste. Utilize the provided waste receptacles that the town is supplying.

PARC improvements. Drew Hogg is still working on Eagle Scout Project at Ingalls.

Pumpkin Lighting Volunteers are sought. People will be judges or at the registration table.

Listed the upcoming activities. YMCA programs are accepting registrations for programs. Highway Safety Committee meeting Friday.

M. Curran – Will be attending the Veterans Day celebration and am working on the flowers. Did not have any other meetings.

J. Ingerson, Con Com Canceled, could not attend the Cable Advisory meeting, attended last workshop at the LGC center.

R Gray planning board meeting, Working with Sean for solutions working with Steve and Sean to follow procedures and due process, will attend the tribute to Ruth.

Board polled: R. Gray=yes, J. Sherman=yes, D. Poliquin=yes, M. Curran=yes, J. Ingerson=yes

Public Meeting adjourned at 9:20 pm.

Respectfully Submitted,
Kerry Lee Noel