



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

PLAISTOW BOARD OF SELECTMEN MINUTES:

DATE: November 18, 2013

MEETING CALLED TO ORDER: 6:30 PM

SELECTMEN:

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

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

AGENDA:

MINUTES:

The Minutes of November 4, 2013 deferred until next meeting.

PUBLIC COMMENT:

Roy Jeffrey spoke stating that he received a solicitation and would like an explanation of the contents. ENH power solicitation for power supply portion of electric bill.

S. Fitzgerald suggested he meet with R. Jeffrey to review the contents of the solicitation.

D. Poliquin wishes to speak as a citizen and will recuse himself while speaking before the Board.

D. Poliquin states that as a landlord in town, he wishes to discuss the requirement of inspections for tenant occupancy permits. This is being done through the Human Services Department. In accordance with the Welfare guidelines that the town had adopted at one time.

The wording is in the section 8, paragraph as follows:

“All rental units must have a certificate of occupancy for the current tenant issued by the Chief Building Official. The certificate of occupancy is required for all rental units in the Town of Plaistow and can be obtained by the landlord at no cost to the tenant. If the landlord does not hold a current certificate of occupancy, rent for the approved tenant will be paid only after the certificate of occupancy is obtained for that tenant.”

D. Poliquin states he has submitted a letter to Lori Sadewicz, Human Services Department regarding the Rental Assistance Requirement with a copy directed to the Town Manager as well as the Board of Selectmen. The highlighted information is flawed. There is nothing in the Town of Plaistow's ordinance's that supports the document. Asking the Board to render a decision to remove the paragraph from the town guidelines.

J. Ingerson responds stating that anyone utilizing Federal Funds may be subject to certain regulations.

D. Poliquin states there are no regulations state or federal, he has investigated this. Only an initial inspection when a property is being rented. It's a one and only time, not with the rental to each individual tenant. There is no other municipality that requires this that I know of.

S. Fitzgerald added that he has printed out and provided the board with the regulations voted on 6 years ago. Agrees that it is a cumbersome rule, a further discussion about this issue can be held.

D. Poliquin comments that he believes it should be addressed now and prefers not to wait. He states that he owns properties in other communities; no other community requires this to be done. Responsibility rests with the town if persons are denied apartment rental due to this delay.

J. Ingerson suggests that the board be cautious and to check with the NH Housing Authority.

D. Poliquin states he has already consulted with the NH Housing Authority and has a Land Use and Housing Attorney. Following those discussions, he has found no basis to require the occupancy permits.

R. Gray states that the town is required to assist persons who have no visible means of support.

D. Poliquin responds that a person looking for housing verses someone who already has the housing and is seeking assistance is not the same thing. The requirement to have the occupancy permit with each established tenant is cumbersome.

J. Ingerson inquires where the wording came from that is included in the Town's guidelines.

S. Fitzgerald states in August 2008 the Board must have voted on this issue.

R. Gray states that the Planning Board discussed this issue last year.

J. Sherman moves to remove the paragraph, directs the Town Manager to schedule a public hearing for this issue next week.

M. Curran adds that this should cover all areas including house rental for anyone receiving assistance.

S. Fitzgerald added that would prefer the language to reflect decent, safe & sanitary.

M. Curran states she has had inspections for rental units, the basic things are checked, it is not a very comprehensive inspection.

Motion by J. Sherman to Direct the Town Manager to hold a Public Hearing, Monday, Nov 25th for the discussion of changing the Welfare Guidelines as discussed tonight.

2nd M. Curran

4-0-0

Motion carries.

COMMANDER DAVE MEANEY, AMERICAN LEGION, POST 34

D. Meaney spoke stating as Commander of the Carl G. Davis Post 34 of the American Legion, representing over 340 Legionnaires it is my pleasure to come before you the Plaistow Board of Selectmen to express our gratitude for the support that was received from the Board of Selectmen and the Town of Plaistow. The ceremonies that took place honoring the Korean War Veterans for service to this country. I received feedback from the Korean War Veterans. They expressed that this was a very meaningful life event for them. To receive the certificates signed by Governor Maggie Hassan, and the leadership of the Town of Plaistow contributed greatly to that experience. It meant a great deal to those veterans who received them. We will be delivering the certificates to those veterans who were unable to attend. Over the years and my long association and experience within the American Legion I realize just how fortunate we are to have a partnership between the town and the post. Working together this partnership has established a sincere civic pride in recognizing the contributions of all of our veterans and what they have done, not only for the town, but for the state and the nation. At this time I would like to thank every member of the Board of Selectmen individually for your contribution in helping us to recognize the Korean War Veterans. I would also like to recognize Roy Jeffrey for going out and compiling the list of Korean War Veterans.

D. Meaney presents each Selectmen with a certificate: Robert Gray, John Sherman, Michelle Curran, Dan Poliquin, Joyce Ingerson. Also presents certificate to Kerry Lee Noel for her assistance.

J. Sherman inquired about the Vietnam Veterans recognition.

D. Meaney stated in 2 years.

Discussion occurs regarding the Vietnam Era.

S. Fitzgerald will be accompanied by R. Jeffrey and T. Cullan to deliver the Citations that were not given out at the ceremony.

2013 TAX RATE

S. Fitzgerald stated that last Thursday we set the tax rate, the rate is level funded at 5.98. A slight increase of the overall tax rate. The school tax rate increased from \$14.90 to \$15.53 an increase of .63 cents. We have been able to reduce the overall tax rate of the town by \$.28 cents over the last three years. This year we level funded the tax rate by utilizing a portion of our unexpended fund balance. We used \$725,000.00, we have approximately 2.9 million dollars available in our unexpended fund balance. Overall Town tax rate will increase by approximately less than 2%, which is attributable to the Regional School District.

J. Sherman adds that the town portion is level.

R. Gray stated that he will ask next week that the Town Manager to give a 5 year projection of the tax rate. Looking to see the trends. The town's portion has gone down whereas the schools tax rate is going up. Based on population, the school population is going down but the rate for education is rising.

S. Fitzgerald stated that he will forecast and gage based on the upcoming projects. Looking at the graph S. Fitzgerald has included in the Town Manager Report, the town tax rate remains consistant. We can only control our town portion of the tax rate.

OVERVIEW OF 2014 BUDGET CHANGES

S. Fitzgerald begins with the Personnel Administration: Line 01-4155-40-260, NH Worker's Comp increased to \$82,672.00 from \$60,781.00. This is an increase of \$21,891.00 that the invoice from Primex had for 2014. This was voted on by the Budget Committee.

Motion by J. Sherman to increase the Personnel Administration budget to \$1,629,060.00.

2nd M. Curran

Vote: 5-0-0

Motion passes.

D. Poliquin spoke requesting that the items come to the Board of Selectmen prior to going before the Budget Committee.

S. Fitzgerald states that generally is the case.

The zoning budget has a decrease for books and periodicals: Line 01-4191-20-670, \$189.00 to \$163.00.

Motion by J. Sherman to approve or revise the Zoning Budget for \$7,110.00.

2nd D. Poliquin

Vote: 5-0-0

Motion passes.

S. Fitzgerald Water Department: Line 01-4332-10-310 Engineering feasibility study. Reduced by \$7500.00. This will be re-presented to the Budget Committee.

No action is requested.

OVERVIEW OF 2014 WARRANT ARTICLES

R. Gray begins reading and asserts to skip the Operating Budget Warrant Article, it is standard and the final numbers are not available yet.

ARTICLE P-14-03 HIGHWAY DEPARTMENT EQUIPMENT CAPITAL RESERVE FUND DEPOSIT.

Shall the Town vote to raise and appropriate the sum of \$78,000.00 to be added to the existing Highway Department Equipment Capital Reserve Fund?

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.

Motion by J. Sherman to approve article P-14-03.

2nd D. Poliquin

Vote 5-0-0

Motion passes.

ARTICLE P-14-04 CREATE HAZARD MITIGATION PLAN PROJECTS CAPITAL RESERVE FUND WITH ASSOCIATED DEPOSIT.

Shall the Town vote to establish a Hazard Mitigation Plan Capital Reserve Fund and to raise and appropriate \$10,000.00 to be placed in this account?

Intent: The Town has recently updated our Hazard Mitigation Plan. The purpose of the Plan is to identify projects that can be implemented over the short and long term to reduce future hazards while focusing resources on the greatest risks and vulnerabilities in the Town. The following natural hazards are addressed: Flooding, Hurricane-High Wind Event, Severe Winter Weather, Wildfire, and Earthquakes. The list of critical facilities in Plaistow includes: Municipal facilities, Communication facilities; Fire station and law enforcement facilities; Schools; Shelters; Evacuation routes; and Vulnerable Populations. Putting funds aside each year will allow for the orderly resolution of the identified issues while leveling the yearly tax impact. The initial deposit of \$10,000.00 is to prepare conceptual plans and obtain better project cost estimates.

J. Sherman responds by saying this article and the article below that. the first article puts 10,000 in an account, and the second article takes \$10,000 out for a specific project. I have had a conversation with D. Garlington regarding the drainage issue at Pollard Road, that project should be a priority.

S. Fitzgerald states that a conversation with D. Garlington and the board would be beneficial. DRA has been part of this conversation, the next warrant article would continue this effort. Also assists in the effort to secure grants for these projects.

J. Sherman added that this was presented to the CIP as 4 or 5 smaller projects estimated to be \$5,000.00 each, approximately \$50,000. Pollard Road was part of that discussion which can cost as much as a million dollars. Why not compete the smaller projects as part of the ongoing drainage work as opposed to a separate reserve fund.

M. Curran states that the presentation the CIP received should have been presented to the Board. Setting up another fund for larger projects. Would like more information.

R. Gray states that the Selectmen should be the agents of this fund. Would also like more information regarding the project.

D. Poliquin states that the money being put away can be used for anything. It's not specific enough. What are we mitigating with this fund? Most of the situations are known and we know how to resolve them.

J. Sherman states that when it was submitted to the CIP there were specific projects listed. The \$10,000.00 is for potential changes to the roadway.

Motion by J. Sherman to defer any action on Article P-14-04 & P-14-05, until next week when can get an updated copy of the mitigation plan.

2nd D. Poliquin

Vote: 5-0-0

Motion passes.

ARTICLE P-14-6 ACQUISITION OF LAND FOR FUTURE RELOCATION OF HIGHWAY GARAGE & SALT SHED.

Shall the Town vote to raise and appropriate \$100,000.00 to acquire four (4) acres of land privately owned for the future site of the Highway Garage/Salt Shed?

Intent: The Town has been attempting to relocate both the Highway Garage and Salt Shed for a number of years. No Town-owned parcels were found suitable for this need. There are many factors to consider in the investigation of a new Highway Garage/Salt Shed including space needs, environmental impacts. And deficiencies with the existing building.

M. Curran states she expected a presentation from the Plaistow First Committee.

S. Fitzgerald responds that he has been out to a location and will discuss that in detail later tonight in a non public session.

D. Poliquin adds that the Board has been waiting for a year for this recommendation. We should have been notified of the current status of the negotiation process.

Motion by J. Sherman to defer on Article P-14-6 for one week.

2nd D. Poliquin

Vote: 5-0-0

Motion carries.

ARTICLE P-14-07 REPLACE POLICE DEPARTMENT MOBILE RADIOS

Shall the Town vote to raise and appropriate \$31,500.00 for the purpose of replacing six (6) Mobile Radios for the Police Department? (Year 2 of a 2-Year Project)

Intent: This is the second and final year of a two-year project to provide for the necessary transition/upgrade of current mobile radios mounted in police cruisers to a current model. The current police cruiser radios were purchased in 2001 and are no longer being manufactured. This project will allow the Town to take advantage of significant technology enhancements. These funds would be used to replace the last six (6) of the twelve (12) units.

J. Sherman inquires if the current radios will still be supported. What could we do with the old ones?

S. Fitzgerald responds that partial bands would be working for the Police Department but communication would be limited. They could be used by other departments, such as the Highway Department.

Motion by J. Sherman to recommend Article P-14-07.

2nd D. Poliquin

Vote: 5-0-0

Motion passes.

ARTICLE P-14-08 CAPITAL RESERVE FUND FOR THE REPLACEMENT OF UNMARKED POLICE VEHICLES

Shall the Town vote to establish a Capital Reserve Fund for the replacement of unmarked police vehicles and to raise and appropriate the sum of \$25,000.00 to be placed in the account?

Intent: To establish a capital reserve fund to allow for the purchase of unmarked Police Department vehicles, including the replacement of the Animal Control Officer (ACO) used pick-up truck. Putting funds aside each year will allow for orderly replacement of unmarked police vehicles while leveling the yearly tax impact. This money can only be spent by a future vote at Town Meeting. This money will be invested in an interest bearing account.

R. Gray inquires whether this should be drawn from a future vote at town meeting or have the Selectmen be the designated agents of the fund?

S. Fitzgerald states that the Selectmen should be the agents of the fund.

R. Gray recommends to change the wording to reflect that.

J. Sherman asks for the rotation schedule of the vehicles.

Motion by J. Sherman to defer Article P-14-08, until next week when the rotation schedule is available.

2nd by D. Poliquin

Vote 5-0-0

Motion passes.

ARTICLE P-14-09 RADIO REPEATER ENHANCEMENT

Shall the Town vote to withdraw \$31,000.00 from the Unexpended Fund Balance for the purchase of (2) two wireless canopy repeaters to be installed on Route 108 as needed for improved communications in this area by the Police and Fire Departments? This will be a non-lapsing appropriation per RSA 32:7, VI and will not lapse until the project is completed or by June 30, 2016, whichever is sooner.

Intent: In 2011, Warrant Article P-11-08, Communications Radio Repeater Enhancement was presented to the Plaistow residents and it was voted in favor (YES:385/NO:184) to raise and appropriate the sum of \$62,000.00 for the addition of (2) two wireless radio canopy repeaters on Route 108 as needed by the Fire and Police Departments. However, in 2011, these funds were not allocated from the 2011 taxes, nor were the funds carried over into the 2012 budget. Because the 2011 Warrant Article did not designate this as a non-lapsing Fund, the Town is requesting to spend \$31,000.00 from the Unexpended Fund Balance to complete this project.

J. Sherman stated that we raised the money, we didn't spend it, now taking it out of unexpended fund balance, we should change the wording to non-lapsing.

S. Fitzgerald confirms and states that there needs to be a timeline and explains that a letter of credit has been received from the bank?

R. Gray states that the graph chart should be above the recommendation. Citizens need to understand the wording behind the articles.

J. Sherman is in favor of this. The wording needs to be revised. I will mention it to the budget committee. DRA should be checked for an opinion on the wording.

Motion by J. Sherman to recommend Article P-14-09

2nd M. Curran

Vote: 5-0-0

Motion passes.

ARTICLE P-14-10 RADIO DISPATCHING SYSTEM CAPITAL RESERVE ACCOUNT AND ASSOCIATED DEPOSIT

Shall the Town vote to establish a Communications Radio Dispatching System Capital Reserve Account for the Replacement of the Communications Radio Dispatching System and ancillary systems at the Public Safety Complex and to raise and appropriate the sum of \$25,000.00 to be placed in this account? The Board of Selectmen will be the agents authorized to expend these funds.

Intent: To begin to set aside funds for the replacement of the current technology with a successor system. This would be a third generation change since the creation of the 24/hour dispatching center in the early 1990's. In order to und the replacement of this system, the Town would establish a Capital Reserve Account and begin allocating funds into this account commencing in 2014. Putting funds aside each year will allow of the replacement cost which is estimated at \$25,000.00 The current plan is to expend these funds coincident with the expansion/replacement of the Public Safety Complex. This money will be invested in an interest bearing accoung and can only be spend by a future vote at Town Meeting.

D. Poliquin eliminate the word Motorola, it's a brand name.

R. Gray, make the selectmen the agents of the funds for the future prospect.

J. Sherman moves to recommend Article P-14-10.

2nd M. Curran

Vote 5-0-0

Motion passes.

ARTICLE P-14-11 FULL TIME DISPATCHER

Shall the Town vote to raise and appropriate the sum of \$46,654.00 to hire one additional full-time dispatcher to start no earlier than April or July 1st, 2014, the sum of which will be reimbursed annually by the Town of Hampstead.

Intent: To add a full time dispatcher position to the Plaistow Police Department. The Town of Plaistow intends to enter into a 3-year Municipal Dispatch Contract commencing July 1, 2014, with the Town of Hampstead's Police and Fire Departments. Included in the Municipal Contract is for the Town of Hampstead to fund one additional full-time dispatcher for the Town of Plaistow. Of the total costs, approximately \$26,747.00 would be wages, \$18,907.00 would be taxes, benefits and retirement, and \$1,000.00 the cost for uniforms. It is estimated that a full year of this position will cost a total of \$60,872.00, which will be funded by the Town of Hampstead. If NOT funded by the Town of Hampstead, this position will not be created. (will defer)

Discussion occurs regarding when the contract. Regarding timeline, wording, cost and funding.

R. Gray states this will be deferred on at this time.

ARTICLE P-14-12 REPLACEMENT OF POLICE DEPARTMENT AUTOMATED EXTERNAL DEFIBRILLATORS (AED'S)

Shall the Town vote to raise and appropriate \$13,200.00 for the purpose of purchasing six new EAD's for the Police Department? These AEDs are losing manufacturer support within the next year. Four (4) will replace existing AEDs kept in the marked police cruisers and tow (2) others will be placed in unmarked police vehicles.

Intent: An automated external defibrillator (AED) is a portable electronic devise that automatically diagnoses the potentially life threatening cardiac arrhythmias of ventricular fibrillation and ventricular tachycardia in a patient and is able to treat them through defibrillation - - - allowing the heart to reestablish an effective rhythm. Four (4) new AED's are for replacement of existing AED's currently kept in four (4) of the Police Department Marked Cruisers, and two (2) of the new AED's will be placed in two (2) of the Police Unmarked Vehicles.

J. Sherman confused about the count of the units and the cost. The previous information was different in count and cost.

S. Fitzgerald will check the differences mentioned.

Discussion occurs regarding the operation of AED's.

Motion by J. Sherman to recommend Article P-14-12. Wants number of units and cost verified.

2nd D. Poliquin

Vote: 5-0-0

Motion passes.

ARTICLE P-14-13 PUBLIC SAFETY COMPLEX PRELIMINARY ENGINEERING AND COST ESTIMATE STUDY

Shall the Town vote to raise and appropriate \$25,000.00 to complete the preliminary engineering phase for the expansion of the Public Safety Complex including a project cost estimate that could later be used as the amount of a bond to finance this need?

Intent: To allow the Town to complete the Preliminary Engineering and Cost Estimate Study for the needed expansion of the Public Safety Complex.

D. Poliquin inquired about the status of the impact fee balance.

S. Fitzgerald will find out by next week

J. Sherman moves to defer until balance of impact fees is known.

R. Gray spoke stating a deferment until impact fee is known until next week.

ARTICLE P-14-14 FIRE DEPARTMENT APPARATUS CAPITAL RESERVE FUND DEPOSIT

Shall the Town vote to raise and appropriate \$105,000.00 to be added to the existing Fire Department Apparatus Capital Reserve Fund?

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. This money is invested in an interest bearing account.

Motion by J. Sherman to recommend article P-14-14

2nd D. Poliquin

Vote 5-0-0

Motion passes.

ARTICLE P-14-15 REPLACEMENT OF THE FIRE DEPARTMENT COMMAND VEHICLE

Shall the Town vote to raise and appropriate \$50,000.00 to replace the 2003 Ford Expedition Command Vehicle for the Fire Department and to withdraw the funds from the Fire Department Apparatus Capital Reserve Fund.

Intent: The existing 2003 Ford Expedition Command Vehicle was the first Command Vehicle for the Fire Department, and was purchased, in part, from an outside source. This vehicle is used on a daily basis by the Fire Chief for both emergency response and routine department business (fire prevention, code enforcement/inspections, etc.). It is also used by the Officers when the Fire Chief is out of Town for an extended period.

M. Curran inquired regarding the utilization of the vehicle usage following replacement?

S. Fitzgerald indicates it would be an additional vehicle for the Fire Department.

Motion by J. Sherman to recommend Article P-14-15.

2nd M. Curran

Vote 5-0-0

Motion passes.

ARTICLE P-14-16 REPLACEMENT OF FIRE DEPARTMENT CARDIAC MONITOR AND AUTOMATIC EXTERNAL DEFIBRILLATORS (AED)

Shall the Town vote to raise and appropriate \$34,600.00 for the replacement of one (1) of the Fire Department's cardiac monitors and one (1) Automatic External Defibrillator (AED), with \$17,000.00 being withdrawn from the Rescue Vehicle and Medical Equipment Revolving Fund? (year 1 of a 2 year plan).

Intent: In 2008, the manufacturer of the Fire Department's current cardiac monitors advised the industry that parts and service for the current Lifepak-12 cardiac monitor would not be supported beyond 2016. Additionally, support for the LIFEPAK 500 AED will cease in 2015. Both of these products are currently in use by the Fire Department. A staggered replacement process is being recommended to limit the effect on the Town's annual tax rate. The Fire Department currently has two (2) cardiac monitors and three (3) AEDs that the Fire Chief recommends be replaced before they fall out of serviceability. The replacement cost for each cardiac monitor is estimated to be \$32,500.00 and \$2,100.00 for the AED. It is anticipated that a request will be submitted next year to replace the other cardiac monitor and the other two AEDs.

M. Curran comments that it should be from the Unexpended Balance Fund and would like to know the current balance.

Sean states that he will find out the balance of that fund.

Motion by J Sherman to recommend Article P=14-16

2nd J. Ingerson

Vote 5-0-0

Motion passes.

ARTICLE P-14-17 CELL TOWER MAINTENANCE CAPITAL RESERVE FUND DEPOSIT

Shall the Town vote to raise and appropriate the sum of \$125,000.00 to be added to the existing Cell Tower Maintenance Capital Reserve Fund established in 2010?

Intent: To continue to set aside money for future maintenance of the Cell Tower. Utility Services Inc. estimates that the overall cost associated with the tower abatement, re-painting, and corral retro-fit to be \$406,091.00. By adding \$125,000 in the years 2013 through 2015 to the Cell Tower Maintenance Capital Reserve Account, the Town will have \$407,000.00 available for withdrawal in the year 2015 to complete the required work. This fund was established in 2010 and the money in this fund can only be spent with the approval of the Board of Selectmen. The money in this Capital Reserve Fund is invested in an interest bearing account. Note: The annual rental payment received from the various carriers using the Cell Tower is \$140,000.00

J. Ingerson states that the money generated from the rent of the cell tower should go toward its maintenance.

Motion by J. Sherman to recommend Article P-14-17

2nd M. Curran

Vote 4-1-0 (J. Ingerson=Nay)

ARTICLE P-14-18 BUILDING SYSTEMS CAPITAL RESERVE FUND DEPOSIT

Shall the Town vote to raise and appropriate the sum of \$10,000.00 to be added to the existing Building Systems Reserve Fund?

Intent: To replace funds spent in 2013 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. The money in this Capital Reserve Account is invested in an interest bearing account.

R Gray recommends to defer until a list that the Town Manager will produce.

Motion by J. Sherman motions to recommend Article P-14-18 upon receipt of the list and adjustments.

2nd D. Poliquin

Vote 3-2-0 (R. Gray, M. Curran = Nay)

Motion passes

ARTICLE P-14-19 ENGINEERING ACTIVITIES FOR THE REPLACEMENT OF THE FIRE SUPPRESSION SYSTEM FIRE PUMPS AND PUMP HOUSE

Shall the Town vote to raise and appropriate the sum of \$7,500.00 to begin engineering activities to review existing system and propose design options for the system and building necessary for the planned replacement of the underground fire suppression system's pumps and pump house?

Intent: The information and recommendations from this study will be used to determine the most cost effective strategies to replace the pump and pump house. These funds will be withdrawn from the existing Capital Reserve Fund established in 2011 for the replacement of these critical public safety components. This is considered Phase 1 or a 3 Phase project to eventually replace these key components of the Town's Fire Suppression infrastructure. Phase 1 involves site/system review and preparation of a realistic cost estimate for this project, Phase 2 involves engineering and site designs for the Pump and Pump House and Phase 3 is the actual construction and replacement process.

R. Gray recommends to take the money from the Unexpended Fund Balance. Phase 1, 2, 3

J. Sherman states he agrees that the Unexpended Fund Balance should be used. Also to ask the Town Manager to add a sentence to the intent explaining why the pumps need to be replaced.

Motion by J. Sherman to recommend Article P-14-19 indicating that the funds would come from the Unexpended Fund Balance, also to ask the Town Manager to add a sentence to the intent explaining why the pumps need to be replaced.

2nd D. Poliquin

Vote 5-0-0

Motion passes.

ARTICLE P-14-20 FIRE SUPPRESSION PUMP AND PUMP HOUSE CAPITAL RESERVE FUND DEPOSIT

Motion by J. Sherman to defer action on Article P-14-20 until the Town Manager can receive a reply from The New Hampshire Municipal Association.

2nd D. Poliquin

Vote 5-0-0

Motion passes.

ARTICLE P-14-21 REPLACEMENT OF THE WATER DEPARTMENT TRUCK

Shall the Town vote to raise and appropriate \$25,000.00 for the replacement of the Water Department Truck, with \$25,000.00 being withdrawn from the Water User Fee?

Intent: The Water Superintendent has indicated that the 1998 Water Department Utility Truck was taken out of service in April 2013 due to its demise earlier than anticipated. A Water Department Truck will be a specialized vehicle designed for the specific maintenance needs of Plaistow's Fire Protection/Water System. The truck will be used in maintenance of fire suppression waterline projects and activities. Currently, members of the Water Department are using personal vehicles for basic maintenance activities and are being reimbursed for their mileage. The estimated cost for the replacement Water Department Truck is \$50,000.00.

R. Gray suggested to remove the name GMC from the article, also asking why a van wouldn't work.

M. Curran inquires why a new vehicle is needed for a part time person.

J. Sherman requested a description of the truck type that would be sought.

S. Fitzgerald responded that this vehicle will be utilized by other departments and will be also for other uses. The responsibilities associated with the infrastructure would require a multiuse utility vehicle. Activities such as hydrant flushing require special tools.

D. Poliquin suggested a used vehicle would be appropriate for that purpose.

R. Gray recommends to defer.

J. Sherman reflects that S. Fitzgerald is not necessarily recommending all of these articles they are coming from the CIP.

Motion by J. Sherman to recommend Article P-14-21 for the amount of \$25,000.00 changing the amount.

2nd D. Poliquin

J. Ingerson inquires regarding departments sharing a vehicle.

D. Poliquin states that to store the equipment and tools for the job would require a specialize vehicle.

Vote 2-3-0 (J. Ingerson, M. Curran, R. Gray = No)

Motion fails.

Motion by J. Sherman to recommend Article P-14-21 to change wording to reflect a specialized vehicle designed for the specific maintenance needs for the same amount as the previous motion, \$25,000.00. .

2nd D. Poliquin

Vote: 3-2-0 (M. Curran, R. Gray = No)

Motion passes.

ARTICLE P-14-22 FIRE SUPPRESSION SYSTEM POTENTIAL CONVERSION FEASIBILITY STUDY

Shall the Town vote to raise and appropriate \$30,000.00 to conduct a feasibility study to evaluate the potential conversion of the Town's fire protection system into a potable water system capable of both domestic drinking water supply and fire protection flow?

Intent: To conduct an initial investigation and evaluation of the potential conversation of the Town's fire protection system into a potable water system capable of both domestic and drinking water supply and fire protection flow. The Town completed a comprehensive survey and study for the establishment of a municipal water system in 1973. The Town of Plaistow is also the home of one of the largest active EPA Superfund locations (Beede Waste Oil) in New England. This contamination has significantly impaired the Town's watershed. As one of only 2 municipalities in New Hampshire that does not have a pond or water body sufficient for a reservoir, the Town of Plaistow faces significant water resources challenges. Providing a thorough assessment of water resource options would help the Town significantly meet the water resource challenges in the community.

Motion by J. Sherman to recommend Article P-14-22.

2nd D. Poliquin

R. Gray stated in his opinion this should be done with a special assessment opposition to all tax payers paying for it.

Vote: 2-3-0 (R.Gray, M. Curran, J. Ingerson = No)

Motion fails.

ARTICLE P-14-23 REPLACE FENCE AND SIGN AT THE TOWN CEMETERY

Shall the Town vote to raise and appropriate \$30,000.00 for the replacement of the wrought iron fence along Elm Street in front of the Town Cemetery and the replacement of the Cemetery Sign?

Intent: To replace and repair the existing fence and sign located at the Town Cemetery due to age and severe deterioration.

J. Ingerson inquired as to where the cost figure came from.

S. Fitzgerald responded that he received quotes.

J. Sherman stated that he had examined the fence close up and that in some areas it is falling apart.

D. Poliquin will excuse self due to being involved in the quote process.

R. Gray states he is in favor of repairing the fence and sign. The wording to replace the existing fence should reflect specific repairs and or replacement.

Motion by J. Sherman to recommend Article P-14-23 modified wording to reflect specific repairs and/or replacement.

2nd J. Ingerson

Vote 4-0-1 (D. Poliquin abstain)

Motion passes.

ARTICLE P-14-24 TRANSMITTER EQUIPMENT FOR THE CABLE DEPARTMENT.

Shall the Town vote to raise and appropriate \$15,000.00 for the Cable Department Transmitter Equipment?

Intent: The Cable Department has identified the need to replace outdated, analog modulators with modern digital/optical equipment. This would substantially improve the quality and reliability of the video feed to the cable company, as well as improve the audio and allow broadcasts to be in stereo. The Cable Department is currently considering two potential options to achieve this outcome; each within a similar cost range. These costs include labor and additional parts and components to interface with our existing analog network and digital playback server.

M. Curran stated that she recommends this based on previous presentations by D. Zanello and the Cable Department.

Motion by J. Sherman to recommend Article P-14-24 indicating the funding will be withdrawn from Unexpended Fund Balance

2nd M. Curran

5-0-0

Motion passes.

ARTICLE P-14-25 CONSERVATION FUND DEPOSIT

Shall the Town vote to raise and appropriate the sum of \$10,000.00 to be deposited into the existing Conservation Fund as provided for in RSA 36-A?

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. This money is invested in interest bearing accounts.

Motion by J. Sherman to recommend Article P-14-25.

2nd M. Curran

Vote 5-0-0

Motion passes

ARTICLE P-14-26 TOWN FOREST – ADDITIONAL PARCELS

Shall the Town vote to add _____ number of parcels to the Town Forest under the provisions of RSA 31:110, 31:111, 31:112II and RSA31:113.

The parcels proposed to be added are as follows:

- Tax Map 6, Lot 3; (1.83 Acres)
- Tax Map 7, Lot 1; (88 Acres) and
- Tax Map 28, Lot 14 (14.5 Acres)

Intent: To add additional land to the existing Town Forest to continue to preserve the natural environment. The parcels listed above now have clear title and either abut an existing Town Forest parcel or are in close proximity. Any monies obtained from the management of the Town Forest are placed in the Town Conservation Fund in accordance with RSA 36-A.

Motion by J. Sherman to recommend deferral of Articles P-14-26 & P-14-27.

2nd J. Ingerson

Vote 5-0-0

Motion passes.

ARTICLE P-14-28 CONSTRUCTION OF A SPLASH PARK TO BE LOCATED AT THE (PARC) FACILITY

Shall the Town vote to raise and appropriate the sum of \$100,000.00 for the engineering, site preparation, materials, and all associated labor required to construct a Splash Park to be located at the Old County Road Recreation (PARC) facility?

Intent: To construct a splash park to allow children to stay cool. This splash park will consist of a playground that includes three buckets, four surface activities, and an activation bollard for children to play with. The cost of the Splash Park includes the necessary engineering/site preparation work, materials and labor for construction of this splash park will include various materials and labor associated with the requisite site work, and electrical and plumbing materials and installation.

R. Gray stated that he recommends to defer, he would like to have the Recreation Director present to provide information for evaluation of the article.

Motion by J. Sherman to recommend deferral of Articles P-14-28 & P-14-29.

2nd M. Curran

Vote 5-0-0

Motion passes.

ARTICLE P-14-30 FAMILY PROMISE

Shall the Town vote to raise and appropriate the sum of \$5,000.00 to support the mission of Family Promise of Greater Rockingham County?

Intent: To provide funding to the organization “Family Promise of Greater Rockingham County” that operates a static day center, providing education for parenting, job searching and financial literacy to help families get back on their feet and into permanent housing. Overnight housing and meals to homeless families is provided by utilizing a network of religious congregations on a rotating basis one week at a time. In 2013, approximately three Plaistow families were served by the organization. If approved, money for this purpose may appear in the operating budget in future years.

*Motion by J. Sherman to recommend the article be deferred until the application can be produced. Have Family Promise come in and speak.
2nd by M. Curran.*

TOWN MANAGER REPORT

- Stop work order, status of the Snows Brook Housing Project.
Discussion occurs regarding the stop work order and the conditions surrounding it.

Motion by J. Sherman to direct the town manager to keep the stop work order in place and to allow paving to occur in the next 14 days (Dec 2) and to insure the Limited Liability insurance be in place combined with daily monitoring.

R Gray 2nd

Further discussion occurs.

Vote 2-3-0 (D. Poliquin, M. Curran, J. Ingerson = No)

Motion fails.

- DRA Training Municipal Services Budget Form Training.
- Carousel Industries in house phones.
- Annual Meeting PLT 2014 Board of Directors Elections
- Plaistow YMCA update.
- NH DOT-PUBLIC NOTICE 2015-2024 Ten Year Plan.
- Arbitration Hearing status.
- Auditors progress in town.
- NH DOT Deed Frog Pond Parcel.
- Highway Dept. paving completed.
- Health Dept. Bedbugs information guidelines.
- Plaistow Library current open positions.
- Temporary Part-Time Dispatcher Position.
- Until Preparedness Meeting update.
- Historical Society Lighting update.
- NHMA 72nd Annual Conference update.
- Recreation Impact Fee Proposal.
- Recreation Event Reminder.
- Recreation Commission.

- Reasons to Repeal Workforce Housing for NH Survey.
- Hale Spring Pump House update.
- Gutter Proposal & Contract.
- Town Happenings.
- Emergency Management Performance Grant.
- Merrimack Valley Planning Commission.
- Veteran's Day update.
- Budget Committee.
- Highway Safety Committee update.
- Winter Parking Ban Reminder.
- Union Update which will be discussed in Non Public session.

OTHER BUSINESS

M. Curran requests a follow up on Zoning Board of Adjustment for S. Fitzgerald for the end of year 2012 Actuals and Annuals.

SIGNATURE FOLDER

R. Gray noted that the manifest and signature folder were going around.

SELECTMEN'S REPORTS

J. Sherman:

- Budget Committee was cancelled last week, they will meet tomorrow night.
- Attended Veteran's Day ceremony, glad to go and both were very nice. We are still looking for anyone who is or knows a Korean War Veteran who has yet to be recognized. We will be honoring the Vietnam Veterans next year.

D. Poliquin:

- Attended the Highway Safety Committee meeting we discussed the trees/plants in the slip lane and there were recommendation for signage to remind drivers to drive slowly. A representative from the school district for a member to the highway safety committee. Petition for a street light will be coming forward.

M. Curran:

- Attended the Veterans Day ceremony and services at Town Hall and the American Legion Post, it was a great ceremony and lunch, the support and help by staff is appreciated.
- Attending Family Mediation tomorrow evening
- 3rd annual Festival of Trees is starting Nov. 29th, hours are 11 until 5 pm, on Nov. 30st the hours are 8 am to 5 pm and Sun Dec 1, from 11am to 4 pm at the Plaistow Fish and Game. We are still accepting tree donations. Please bring a non-perishable food item or food gift card.

J. Ingerson:

- Attended the Conservation Committee meeting we discussed use of the Town Forest and the allowance of hunting during hunting season. The governor's council agreed to the deeds on the property.

R. Gray:

- The Planning board will meet this Wednesday night.

Motion by J. Sherman to go into Non Public under RSA 9-A:311 (a) Personnel, (c) reputation, (d) Negotiations, (e) Legal.

2nd by R. Gray

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

Public meeting adjourned at 9:57 pm.

Respectfully Submitted,
Kerry Lee Noel

DRAFT