



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

PLAISTOW BOARD OF SELECTMEN MINUTES:

DATE: Monday, January 28, 2013

MEETING CALLED TO ORDER: 6:31 pm

SELECTMEN:

Chairman, Michelle Curran

Selectman, Charles Blinn

Selectman, Daniel Poliquin - arrived 6:35 pm

Vice Chairman, John Sherman

Selectman, Robert Gray

Town Manager, Sean Fitzgerald

AGENDA:

MINUTES:

Motion by J. Sherman to approve the Minutes of January 14, 2013 with change to page 2.

2nd by: R. Gray

Vote: 5-0-0.

Motion carries.

PUBLIC COMMENT:

No one from the Public wishing to speak.

LUANN BLAIR - RETIREMENT HONOR

M. Curran thanked LuAnn for attending the BOS meeting. LuAnn has served the Town for 14 years. She has affectionately been known as "Mrs. Lu". She joined the Library Staff in 1998 and has been the Circulation Librarian, Children's Librarian, Head of Youth Services and Assistant Director. As a token of appreciation the Board of Selectmen presented LuAnn with an engraved reading lamp.

D. Poliquin discussed how important the Library was to the community. The Library serves not only children but adolescent teenagers and adults too. The growth of the Library is partly because of LuAnn. He thanked her for her service and time invested with the Library.

J. Sherman thanked LuAnn for her service and wished her all the best. The events she ran were very significant to the Town, they were low cost no cost events.

R. Gray noted LuAnn had overseen the growth of the Library and was a very important part of the community. It will be hard to replace someone like her.

S. Fitzgerald discussed LuAnn setting a standard during her 14 years of dedication to Plaistow. Her care was evident and she was truly concerned with people's welfare. She was a great asset to the Library. He hoped she would continue to support the Library.

L. Blair noted she had signed the paper to run for a Trustee of the Library. The Library is filled with a wealth of knowledge and expertise.

M. Curran presented LuAnn Blair with a token of their appreciation (Heritage reading lamp) on behalf of the Town of Plaistow and the Board of Selectmen. Each time she turns on the light she will remember how she has lighted the way of so many lives.

L. Blair thanked everyone.

Board discussed free activities and free tickets available at the Library.

REVIEW OF WARRANT ARTICLE FOR DELIBERATIVE SESSION

Board chose the Warrant Article that they would speak on during Deliberative Session:

- *Article P-13-02: Operating Budget - Chair of Budget Committee*
- *Article P-13-03: Highway Department Equipment Capital Reserve Fund Deposit - John Sherman*
- *Article P-13-04: Replacement of the Highway Department 2006 F-350 Ford Pick-Up Truck - John Sherman*
- *Article P-13-05: Fire Department Capital Reserve Fund Deposit - John Sherman*
- *Article P-13-06: Replace Police Department Mobile Radios - Michelle Curran*
- *Article P-13-07: Public Safety Complex Architectural/Cost Study - Bob Gray*
- *Article P-13-08: Replacement of Roof on the Public Safety Complex - Dan Poliquin*
- *Article P-13-09: Replace the Concrete Apron at Fire Department and Repair the Portion of the Parking Lot by the Police Department Sally Port - Dan Poliquin*
- *Article P-13-10: Replace Windows at Court House - Buzzy Blinn*
- *Article P-13-11: Replace Remaining Gutters & Downspouts at the Town Hall - Bob Gray*
- *Article P-13-12: Cell Tower Maintenance Capital Reserve Fund Deposit - Michelle Curran*
- *Article P-13-13: Building Systems Capital Reserve Fund Deposit - John Sherman*
- *Article P-13-14: Installation of Fire Suppression Waterline on Route 125 From East Road to Old Road - Dan Poliquin*
- *Article P-13-15: Fire Suppression Pump and Pump House Capital Reserve Fund Deposit - Dan Poliquin*
- *Article P-13-16: Fire Suppression System Potential Conversion Feasibility Study - Dan Poliquin*
- *Article P-13-17: Conservation Fund Deposit - Buzzy Blinn*
- *Article P-13-18: Construct a Shelter at the Old County Road Recreation (PARC) Facility - Michelle Curran*
- *Article P-13-19: Selectman Compensation - John Sherman/Bob Gray*

D. Poliquin discussed Rec Commission and Article P-13-18. Rec Commission suggested to see if it was possible to have this done through the Unexpended Fund Balance. They were seeking the input of the Board of Selectmen. He noted the information could be changed at the Deliberative Session.

S. Fitzgerald has not heard of this however he will seek DRA's opinion. DRA has given their opinion on the other Warrant Articles. He will get the information and give to the Board before Saturday.

R. Gray suggested to leave Warrant Article P-13-18 as it was and to change at Deliberative Session.

TOWN MANGAER REPORT

S. Fitzgerald:

- Today is last day to post the Warrant in three locations in Town. He encouraged folks to show up at Deliberative Session on Saturday to hear more about the Budget and Warrants.
- February 2 is Deliberative Session.
- Bob Harb, Town Moderator, plans to read all the Warrants in their entirety. He also has been in touch with the American Legion to arrange for someone to lead the Deliberative Session in the Pledge of Allegiance and to have a presentation by the Plaistow Police and/or Fire Honor Guards to begin the Deliberative Session.
- A list of Firing Range donations are in the Town Manager Report. The list will appear in the newspaper and will be on the BOS agenda for next Monday night as a Public Hearing. Also at

the next BOS meeting a Public Hearing will be held for all the donations made to the Town for the Police Department's K9 Memorial.

D. Poliquin inquired what the Dig Safe flags around the K9 Memorial were for.

S. Fitzgerald noted they were installing pavers and digging up turf so Dig Safe needed to be called and they installed the flags as a safety measure.

D. Poliquin and S. Fitzgerald discussed the septic being in that area/location.

- Interview Selection Committee is moving forward with Rec Director resumes. The Committee has evaluated the resumes and this Thursday they will begin the round of interviews.
- Planning Board met on January 16 and discussed Certificate of Occupancies which will not be put on the 2013 Warrants. They also discussed the Recreation Impact Fees for the Ron Brown Elderly Housing project.
- An updated Fire Department General Operating Guidelines is in each Selectmen's folder. The Chief would like to come before the Board in a couple of weeks to discuss. This document does not take precedence of the Town's Personnel Plan. It is in addition to.
- Additional wires were installed on the second floor of Town Hall to support additional broadcast capabilities in the Great Room. It will give a much better image and open the room up for additional broadcasting ability.
- Main Street/Elm Street Slip Lane – NHDOT required a template study of the intersection to determine if it meets proper turning requirements for cars and trucks. A template has been completed of the turning radius and it concluded that trucks could turn effectively. It showed the intersection being stressed and concerns with trucks taking a right hand turn. A follow-up will continue to be done to pull together knowledge to support ways we can make the village area safer for pedestrians and travelers.
- Diane Arrato Gavrish informed him about the new legislation regarding the establishment of Selectmen as the governing body of the Library versus the Board of Trustees.

M. Curran inquired if the Board would have a say in how they deal with the Library Budget.

S. Fitzgerald noted yes, it would. It would shift the way they govern the responsibilities. He suggested bringing in the Legislatures and find out why they would want to do this.

M. Curran thought it would be a good idea.

D. Poliquin discussed Representatives and Selectmen in various towns who did not have a say in the construction of the Libraries in their towns. He suggested putting it on the Town Warrant and having it voted in or not.

J. Sherman was concerned with the wording: "Town Library: Option to Appoint Selectmen". If this passed then it would be up to each town to put it on the town at the local level.

- This past Wednesday was the first day for Candidates to register with the Town Clerk.
- Blue and Gold Banquet is scheduled for February 17th at St. Luke's. The Selectmen are invited to attend.
- Area Selectmen meeting is scheduled for March 20 at Kingston Town Hall.

SAFE ROUTES TO SCHOOL APPLICATION - LEIGH KOMORNICK

L. Komornick passed out Safe Routes to School Travel Plan and Round 6 Funding Application for the Pollard Elementary School. She discussed:

- Pollard School being the perfect candidate for the application; John Corrigan's visit to Plaistow; the need for Safe Routes to School; formation of a SRTS Task Force (Rockingham Planning, Staff at Pollard School and Plaistow Highway Safety Committee); Student Tally and Parent Surveys; student location mapping; National Walk/Bike to School Day; barriers to walking and bicycling to school; why parents don't allow their children to walk or bike to school; and pursuing SRTS funding.

J. Sherman inquired if there was a map that showed sidewalks so they could compare how many children would be able to walk on sidewalks.

L. Komornick noted she had a starting point sidewalk map that she worked on for the middle school application.

S. Fitzgerald discussed new found information and focusing on sidewalks like they do for the roadways.

J. Sherman would like to know if 13% live within a 1/2 mile of the Pollard School then how many of those would be walking on a sidewalk.

L. Komornick discussed expense of raised curbed sidewalks.

R. Gray was concerned with publishing a map showing the demographics of the Town and with the information being published.

L. Komornick noted this was an absolute requirement for the application.

- School buses; family members driving children to school; vehicle congestion; common barriers; safety issues for not allowing children to walk or bike to school; pursuit of SRTS funding; excitement from participants of the Walk to Bike to School Day; the Five "E's": Encouragement, Education, Enforcement, Engineering, Evaluation; sponsoring annual bike rodeos (working with the Lions Club); establishing a Traffic Safety Committee at the school; grand total of all education, encouragement and enforcement task items(\$10,732); and total of evaluation preliminary feasibility study (\$6,885).

OTHER BUSINESS

M. Curran:

- Congratulated Lions Club on their successful pancake breakfast at the Fish and Game.
- Noted there was a new set of flashing lights on the Danville Road intersection. Persons are to stop until the light turns green. They can no longer just observe the stop sign because the traffic signal now works.

J. Sherman noted at the last meeting there was a lengthy discussion thankfully with Councilor Sununu regarding the train station, layover and study. He summarize key points:

- \$659,000 for the study is going to be spent even though the Westville home site has been taken out of the study. There is no cost savings for this removal. If the project was cancelled the \$659,000 would still be spent because it was allocated to a project and there are other projects

that the money would be allocated to but the other project would be of less merit. One of the things mentioned at the end was a layover station being built in Haverhill. If it does go forward then the State of NH would have less of a say. If the project was cancelled or does not go forward and if Mass moves the Bradford location to Hillsdale Avenue, Hillsdale Avenue would be relatively closer to Atkinson. Every entity supports the study to go forward. Councilor Sununu spoke of the MBTA. People expressed concerns for working with the MBTA and the enforceability of the agreement. Councilor Sununu felt if it was appropriately drawn it would-be enforceable by the regulatory agencies.

SIGNATURE FOLDER

M. Curran noted the Manifest and Signature folders were going around.

SELECTMEN'S REPORTS

J. Sherman:

- No Budget Committee meeting. They will meet at Deliberative Session and then afterwards to decide on any changes.
- Town Report Advisory Committee meeting was cancelled. Reports are coming in. Financial reports are due.
- Plaistow First has not met recently but will have some meetings in the future.

R. Gray:

- Planning Board met two weeks ago. They discussed Ron Brown Impact Fees. Leigh was asked to obtain a legal opinion of reconsideration of the vote to waive the Impact Fees. Opinion was received - he suggested to discuss in Non Public with the Board of Selectmen.

S. Fitzgerald noted he would like to discuss in Non Public with the Board.

- There was nothing else major on the Planning Board's radar. The Planning Board procedures have not been updated since 2006. When on a Board for a long period of time it is easy for a document to be overlooked. He has discussed this with Leigh. Example: 1) Procedures of the Planning Board is that the Planning Board hires people to do functions of the Planning Board. There seems to be some inherit disconnection of the day to day operation and what are procedures of the Planning Board. This is something that needs to be discussed with the Planning Board. 2) Appointment of Alternates – the Planning Board appoints Alternates but the Board of Selectmen signs the Warrants. If the Board of Selectmen does not sign the Warrant then the person cannot sit on the Board, then there is an inheriting disconnect. He suggested to have added wording added to the procedure.

J. Sherman suggested to discuss posting of the Planning Board Minutes on the Town's web site.

R. Gray would like the Planning Board's Selectman ex-officiate to coincide with their term of office - it is in the procedures.

Board of Selectmen requested all Board's Minutes be posted and uploaded to the Town's web page.

J. Sherman would like, as a courtesy to the Board to be copied on the changes.

- Will see everyone at the Deliberative Session on Saturday.

C. Blinn:

- Conservation Committee took a vote on swapping the land with Alden Palmer. They need to go back over that. The vote was a 3 to 2 vote.

S. Fitzgerald noted Chief Savage was to be present at the Conservation Committee meeting to discuss. He has discussed with Jill and a number of concerns can and will be addressed. He would like to schedule a Public Hearing and invite others to participate in the hearings. The land swap will require two Public Hearings. He would like to hold the Hearings on the last two Mondays in February.

- Cable Committee met and went over the Franchise Agreement. They are trying to figure out how they could help with the franchise and come up with some information.

D. Poliquin:

- Attended Rec Commission meeting a couple of weeks ago. John Sherman was the guest speaker. They discussed Plaistow First recommendations and strategic needs that need to be identified. John agreed to work with members of the Rec Commission who split into two teams and bring information back and present to Plaistow First and Board of Selectmen. They requested a change in the Warrant Article for the shelter. They also discussed the Rec Director position.
- Attended a meeting of the Mutual Aid Hazmat District. There was a special meeting with the Board of Directors. They are looking to lease a facility to house some of the massive amounts of equipment the district owns. Some equipment is at Testa/Chart property (large tractor trailer) and sometimes things are held at the Safety Complex. He will have copies made of his paperwork and give to the Board of Selectmen. A property in Derry has made an offer to rent to them for \$900 a month which includes utilities. The location was a working repair facility for large equipment with some offices. The company that owns it is looking to keep one office. It is a propane oil facility and they still do truck transfers on the premises. With phone and internet hook up it will be an addition \$100 for a total of approximately \$1,000 a month. They are looking to fund out of their Unexpended Fund Balance until July 2014. Currently there is \$83,000 in their Unexpended Fund Balance. They will take out \$10,000 for the set up cost (security, changing of locks, flooring put in, and minimal office items: furniture, storage, shelving, cabinets, and computer equipment). Board of Directors voted not to exceed \$10,000. The cost is to be up to \$27,000 for rent until July 2014 at which point in time it will give towns involved to adjust their budgets. Plaistow's contribution would be \$523.63, we are currently under \$5,000.

J. Sherman inquired if Plaistow was one of the more eastern towns that were part of the organization.

D. Poliquin noted yes, Plaistow was, however Derry was more central. What the town contributes is based on per capita.

M. Curran:

- Family Mediation cancelled the 16th meeting. They rescheduled for the following week. Plaistow utilization of services of Family Mediation was up quite a bit. It is good that there are services but bad that it is in Plaistow's area.
- Participated in Beede conference call. Dick Pease narrated the meeting. It was a good meeting. They reviewed the vapor extraction system and areas that have to be looked at because it is a loud system.

- Dick Pease was looking into concerns of the neighborhood. They will continue the meetings. It was a 35 minute meeting and it keeps open the lines between all. They discussed the lights which blinked for one week and now the lights are working. Another monthly meeting is scheduled for next month.

S. Fitzgerald noted at the upcoming meeting they will discuss how often the regular meetings will take place.

- The Beede website is putting out great information. The Groundwork is in place for the new building which will house the new system.
- On line minutes - Committees that do not put minutes on line will need to start putting them on line.

R. Gray noted Laurie Pagnattaro does an excellent job taking minutes.

- This week is a recycling week.
- Old Home Day is Tuesday at 6:30 pm.
- Thursday is ZBA at 7:00 pm.
- Baseball and Softball registration is Thursday from 5:30 -7:30 pm.
- Saturday is Deliberative Session at 10 am.

NON PUBLIC RSA 91-A:3 II (a) PERSONNEL AND (e) LEGAL

*Motion by R. Gray to go into Non Public under RSA 9-A:3 II (a) Personnel and (e) Legal.
2nd by J. Sherman*

Board polled: M. Curran=yes; J. Sherman=yes; C. Blinn=yes; R. Gray=yes; D. Poliquin=yes

Public Meeting adjourned at 8:23 pm.

Respectfully Submitted,
Audrey DeProspero