



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

**PLAISTOW BOARD OF SELECTMEN MINUTES:**

**DATE:** Monday, February 4, 2013

**MEETING CALLED TO ORDER:** 6:36 pm

**SELECTMEN:**

Chairman, Michelle Curran  
Selectman, Charles Blinn  
Selectman, Daniel Poliquin

Vice Chairman, John Sherman  
Selectman, Robert Gray  
Town Manager, Sean Fitzgerald

**AGENDA:**

**MINUTES:**

Minutes to be reviewed at the next Board of Selectmen's meeting.

**PUBLIC COMMENT:**

**Marvellen Pelletier - Order of Names on the Town Ballot.**

M. Pelletier discussed order of names for the Town Ballot. Several years ago the names were in alphabetical order however the State changed and they were drew by letter. Again the law changed and a chart system was chosen. The numbers on the chart system were picked randomly by the Secretary of State.

**APPOINTMENT**

Zoning Board of Adjustment - Timothy Fisher

T. Fisher introduced himself. He resides at 19 Elm Street and has been a resident for 26 years. His children have grown up in Town and he is looking to see the Town grow. He has been employed by Western Electric for many years and enjoys being part of the ZBA.

***Motion by J. Sherman to appoint Timothy Fisher to the Zoning Board of Adjustments as a Regular Member.***

***2nd by R. Gray.***

***Vote 5-0-0.***

***Motion passes.***

**SCHOOL BOARD BUDGET - DR. EARL METZLER, PETER BEALO, LIZ COSTA, LISA WITHEE, GEORGE STOKINGER**

E. Metzler discussed unfunded mandates (several of them); total is under the budget without the unfunded mandates; successfully negotiated with the TTA; facility needs still there; challenges and opportunities; and short and long term goals (long term to be implement in the fall).

G. Stokinger discussed handout (Public Hearing Proposed 2013-14 Budget and Warrant); proposed budget; total up from current year budget; and reasons for the increase.

M. Curran and G. Stokinger discussed the general fund balance and its use.

R. Gray and S. Fitzgerald discussed unexpended fund balance and how school retention of funds would affect the Town.

R. Gray discussed unexpended fund balance and inquired how the school's retention of funds would affect the Town.

S. Fitzgerald discussed DRA authorizes the Town to hold an amount of unexpended fund balance.

J. Sherman discussed Article 6 (Fund Balance Retention (Surplus)). He wondered if the Article passed would the School Board or Administration have any ideas how they would use the Reserve Fund.

E. Metzler noted the Reserve would help in any case of emergency. He discussed safety and security and currently enhancing the security systems in all school buildings.

G. Stokinger discussed Warrant Article passing and becoming part of the Operating Budget along with the Revenues.

Board reviewed School budget.

E. Metzler discussed the School Budget Committee's work.

M. Curran noted the Athletic Facility didn't pass last year and inquired how much was spent on the design before it went to the voters.

G. Stokinger noted he would have to look it up but he thought it was between \$20,000 or \$30,000 for conceptual design.

R. Gray noted the Legal line items were down and he inquired if it was because they negotiated the teacher's contract.

E. Metzler noted he is watching every call made to an attorney

R. Gray discussed bussing of students (transportation); the two mile rule which is if you lived within two miles of school you got your own transportation; designation of bus pick up points; and picking children up at their homes and inquired what has changed.

E. Metzler discussed the legal amount (one mile and a quarter); not all parents/children take advantage of transportation; he has driven to all spots to evaluate; there are a lot of group pickups; safety and security is what has changed; and he rode with the Safety Advisor and found out why children were picked up where they are.

R. Gray inquired if there was anything in the School Budget or Warrant Articles that effect Pollard School, Middle School or High School that the people should be aware of.

E. Metzler discussed people in Plaistow; Budget being a system budget; and being friendly to the Tax Payer and meeting the needs.

J. Sherman inquired about the improvements of security at all schools.

E. Metzler discussed safety and security enhancements. The schools had good security in place when he arrived however when the CT incident struck it had expedited some of the enhancements.

D. Poliquin inquired about Article 8 (SAU Budget on Warrant Petition).

E. Metzler discussed trust issue and not sure of the impact it would have.

M. Curran and G. Stokinger discussed Article 4 (Collective Bargaining Agreement) cost.

G. Stokinger noted signups for open positions closed on Friday however there are still two open Plaistow Budget Committee seats.

M. Curran noted the Deliberative Session for the Timberlane Regional School District will be held at Timberlane Performing Arts Center on 40 Greenough Road on Thursday, February 7<sup>th</sup> at 7 pm.

### **PUBLIC HEARING - DONATIONS TO FIRING RANGE**

***M. Curran opened the Public Hearing for Donations to the Firing Range at 7:37pm.***

S. Fitzgerald discussed the donations/improvements to the Plaistow Firing Range from 2008 until 2012. He recommended the items go forward.

R. Gray discussed \$5,000 donation accepted by the Board of Selectmen on June 2, 2008. He suggested removing from the current list.

D. Poliquin noted it was not publically accepted correctly back in 2008.

S. Fitzgerald suggested to accept all as they stand in relation to the RSA.

J. Sherman noted the Firing Range could turn out to be a real asset to the Town of Plaistow and surrounding agencies. Donations have been happening for a while and have not been appropriately acknowledged. He suggested to accept the donations now and move on so the range can be a benefit.

M. Curran closed the Public Hearing for the donations to the Firing Range at 7:43 pm.

***Motion by R. Gray to accept the amount \$32,958.86 for the donations and improvements to the Plaistow Firing Range made between 2008 and 2012 (as outlined d in the chart presented to the Board of Selectmen on 2/4/13) as published in the Lawrence Eagle Tribune and to include \$1091.76 (expenses paid out by the Plaistow Police Association through the Association's Donations).***

***2nd by J. Sherman.***

M. Curran noted the material list was the same one presented to the Board of Selectmen earlier in the season.

D. Poliquin inquired about the donations by the Plaistow Police Association through the Associations donations and suggested to include them in the motion also.

***Vote: 5-0-0.***

***Motion passes.***

R. Gray inquired about the next steps for the firing range.

***Consensus of the Board was for the Chief to continue with the work on their building.***

S. Savage discussed working with a consultant on a site plan. It has been an active ongoing range for twenty five years and they need to clean up of the range. Their obligation will be to clean the area if it is closed for a period of time.

S. Fitzgerald discussed ground water management and any violation that may come from the EPA. Best Management Practice

S. Savage discussed Capture Systems and what would fit for Plaistow.

R. Gray noted he would like to see a site plan for the area.

M. Curran inquired about capped hours for the range.

S. Savage discussed range rules and coordination with the Highway Supervisor to coincide with landfill hours. A Range Officer needs to be present during hours of operation and an electronic calendar tracking will be established for all who will be out at the range.

M. Curran suggested to have an establishment of parameters for the hours of operations and to have the general expectation in written rules.

### **PUBLIC HEARING - K-9 MEMORIAL**

***M. Curran opened the Public Hearing at 8:02 pm.***

S. Savage discussed raising significant amount of money and \$1,000 under the amount raised left in the General Fund.

S. Fitzgerald noted it was in a special fund not the General Fund.

M. Curran inquired about the fund.

S. Savage noted the fund was for mowing the lawn, sprinkler heads, expanding the sprinkler heads and perpetual care.

S. Fitzgerald discussed maintenance taken care of by Town Employees.

S. Savage noted they were under budget.

R. Gray suggested putting the money back into the General Fund.

S. Fitzgerald recommended using the funds for a special dedication in the spring. The people who made the donations would like to know their donations went to the memorial and not into the General Fund.

M. Curran was concerned with the sprinkler system donation and the cost to maintain the sprinkler system which now has to be absorbed by the Board and the extra expense now put on the Town because the Town now has to budget for the care of the sprinkler system.

S. Fitzgerald noted he told the Chief to move forward with the donations. Town Staff already has these responsibilities with Town owned buildings and it is just an added item.

*M. Curran closed the Public Hearing at 8:08 pm.*

***Motion by R. Gray to accept the donations in the amount of \$5,820.56 for the K9 Memorial for 2012 as outlined in the Town Manager Report on page 3 dated February 4, 2013.***

***2nd by J. Sherman.***

***Vote: 5-0-0.***

***Motion passes.***

***Motion by R. Gray to take the remaining balance of \$1,286.54 and deposit into the Town's General Fund.***

***2nd by J. Sherman***

R. Gray thought it was the right thing to do. He felt more comfortable putting the money in the General Fund. If the Dog Officer comes up with something that he needs he could come to the Board and ask.

D. Poliquin discussed Firefighters Association having Memorial Funds from donations that they utilize for specific items or events. He wondered if it would be feasible to turn the balance over to the Police Association and have them put it in an account for care or upkeep of that particular memorial.

R. Gray felt more comfortable putting it in the General Fund based on what they have gone through over in the past few months.

Board discussed possible repairs that may be needed in the area.

S. Fitzgerald discussed using funds for the addition of additional dog names on the memorial.

J. Sherman was okay with the money going to the General Fund. He did not want to give it to the Police Association with a stipulation.

***Vote: 5-0-0.***

***Motion passes.***

### **ACO CONTRACT**

S. Savage discussed Animal Control Service Contract and annual basis of contract. He recommended working with Danville and noted the contract has a slight modest increase in salary.

***Motion by R. Gray to enter into a one year contract with the town of Danville.***

***2nd by J. Sherman.***

J. Sherman inquired about the effective date.

S. Savage noted effective January 1, 2013.

***Vote: 5-0-0.***

***Motion carries.***

S. Fitzgerald discussed acquisition of property for Police/Fire/Emergency Management Departments and Chapter 61 of the Town Ordinances. He suggested to the Board that they recommend the Chief to authorize the equipment to enhance public safety and the ability to respond effectively to a number of off road incidents. There will be no significant cost to the Town. Storage is to be at either the firing range or back of their building. If they do not have pragmatic use then they will give them back to the Federal Government.

M. Curran noted that Sean should have given this information to the Board prior to tonight.

S. Savage discussed the background of the information.

G. Wickson discussed DLA's offer to law enforcement across the country. The Department is able to acquire used equipment and when they are done with the property they have to return it unless it has become so unserviceable then the Government allows the Town to write it off. He has looked into what is available to the Town of Plaistow and noted if the Town does not move quickly then the items move off the list.

S. Fitzgerald discussed acceptance of authorization that he can do.

D. Poliquin noted he spoke to Detective Wickson about this information and the two Hummers would be utilized and the other two would be used for parts. The vehicles for parts would have the parts removed that they need and then the carcass would be returned back to the Government. Extra parts could be put in storage for future use.

J. Sherman inquired what the downside was to the items, if there was any cost to receive the items, how they would arrive at the Town and if there was a cost for transporting them to Plaistow.

G. Wickson discussed DLA being a site that both Police and Fire could access with no cost to the Town. It is an inventory of the Federal Government but is given to the Town for use. When items are finished being used by the Town they can be returned to the Government. The Town of Kingston was in the lineup for receiving a generator so he thought the Town of Plaistow could use one also. The site is kind of like an eBay site. You put your number in and hope you get the item. It is a first come first serve operation. There may be an item on there and by the time the notification goes through the proper channels the items may not be available. When the item is there they need to jump on it immediately. Just because they earmark it, it does not mean the item has to go to the Town they can put it back on and another town can get the item.

J. Sherman inquired what the transportation or delivery charge would be for items.

G. Wickson noted through his contacts he could have them moved for free.

S. Fitzgerald discussed Chapter 61 of the Town and monitoring the items as donations.

G. Wickson discussed extractions from the pit outside behind the Rec fields and noted this was a recommendation of Fire Chief and Police Chief.

J. Sherman discussed costs associated with items and ongoing upkeep costs.

S. Savage discussed one remaining vehicle used for range maintenance and the independent funds they have could be used for maintenance. The Hummers would not go out on calls. The Federal Government would still have ownership, not the Town. There are no plans to replace the Hummer with a budgeted truck. It would auxiliary and ancillary to the operation. The pressure washer could be used by the Fire Department or Highway Department.

J. Sherman inquired if the generator would have to be installed and who would install it.

S. Savage noted the generator was a mobile generator and someone with knowledge of a generator would have to report on the items. The 100K generator could be put on a pallet however a mobile generator could be moved from place to place.

J. Sherman inquired if the generator would be used on a Town owned building.

S. Savage noted the generator would not be used for a residence.

J. Sherman discussed possible use for the historical building so the property would be maintained and safe during an emergency.

R. Gray compared Town Hall generator to the Federal acquisition of a generator. He understood the concerns for cost however he is concerned how the residents will perceive the Town and spending money when they see these large objects appear throughout Town.

J. Sherman suggested to put a sign on the Hummer indicating it was a Federally owned vehicle and the Town only has minimal costs. He favored this because it is not Town owned property. He thought communication of the items would be very beneficial and suggested educating residents during Old Home Day.

D. Poliquin noted if it does not work out then the Town can give the items back.

J. Sherman noted he was in favor of this. He inquired who was authorized to choose these items.

G. Wickson noted it has to be done through the Police Department and Lt. Wagner coordinates it through the State. There is a unique ID assigned to himself (Detective Wickson) and Chief Savage is the Administrator of the account.

R. Gray would like to think about this information and to be given a little more concrete information. He suggested to have the Board take a week to think about this.

J. Sherman was okay with making a decision tonight.

M. Curran was not in favor of the Hummers however she was in favor of the generators and the washer and dryers. She would like more information in order to support the Hummers.

W. Baldwin noted the equipment on the site is beneficial to the Town. There is a cost to run the equipment but there is no cost to purchase the vehicles. The Hummers will be able to pull the generators, the generators have pintle hitches (special hitches) and can be utilized during emergency situations and disasters. He suggested to contact surrounding communities that have received Hummers to help educate the residents.

***Motion by J. Sherman to direct the Town Manager to allow the Police Department to pursue the acquisition of items as described in the Memo dated 1/14/13 by Police Chief Stephen Savage, Fire Chief John McArdle and Emergency Management Director William Baldwin.  
2nd by D. Poliquin.***

R. Gray would like to see more information by next week such as who will be using the vehicle, where they will be stored, where will they be seeing the vehicle, and how they can educate the public on the vehicle that will not be a cost to the Town.

***Vote: 4-1-0 (Opposed: M. Curran)  
Motion passes.***

W. Baldwin discussed train incident and noted the gates are working again. The gates malfunctioned and traffic was held up however traffic has been alleviated and the gates have not reopened.

### **REVIEW OF DELIBERATIVE SESSION**

M. Curran noted Mr. Harb (Moderator) did a great job. It went smoothly. This year's Deliberative Session did not have much of a turn out.

S. Fitzgerald discussed the number of meetings they have had between August and February. The Budget is meticulously reviewed with an extraordinary amount of scrutiny and folks are comfortable with the information. More people vote on the Budget at March's election. Not a lot of people come out during the Deliberative Session. More information will follow on the Budget. A cable show will air with him, Martha Sumner and Selectmen Sherman.

M. Curran thanked staff for attending the Deliberative Session.

J. Sherman noted the Moderator did a great job. He kept people on task. He was concerned with the small turn out of people during the Deliberative Session. He noted the Board of Selectmen is transparent they go over items in detail along with the Budget Committee. If residents watch the airing of the meetings they see all this information. He takes it as a positive because they watch the meetings.

### **TOWN MANAGER REPORT**

S. Fitzgerald:

- Dan Bush has resigned from a number of committees because he is moving out of Town.
- The Old Home Day Committee has chosen the Old Home Day date: June 29<sup>th</sup>.

J. Sherman noted the June 29th day runs into the July 4th week and prevents a number of people from attending.

- Salem Caregivers have had no success in attracting more volunteers. They have a big demand in Plaistow however they have to stop taking on new clients until they get more volunteers.



- Met with Alden Palmer on Thursday, January 31<sup>st</sup> to discuss a few concerns of the swap.
- Final touches are being put on the Town Report. The first draft is to be reviewed this week.
- Recreation Director interviews have been completed this past week.
- Fire Department General Operating Guidelines have been updated and Chief McArdle will be present next week to discuss.
- Signups for Candidates for Office was January 23<sup>rd</sup> until February 1<sup>st</sup>.
- 5K Run/Walk - The Run of the Savages is scheduled for Saturday, April 13.
- Planning Board meets Wednesday, February 6.
- Sewall Cemetery mapping continues to be worked by Town Staff.
- The Board of Selectmen have been invited to the Plaistow Cub Scout Pack 118's 41<sup>st</sup> annual Blue and Gold Banquet on February 17<sup>th</sup>.
- Area Selectmen meeting is scheduled for March 20<sup>th</sup> at Kingston Town Hall.

## **OTHER BUSINESS**

No Other Business discussed.

## **SIGNATURE FOLDER**

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

## **SELECTMEN'S REPORTS**

D. Poliquin:

- Has been part of the Rec Director interview process. There are some strong candidates.
- Attended Deliberative Session.

C. Blinn:

- Missed the Old Home Day meeting.
- Attended the Deliberative Session, it went well.
- Elder Affairs meets tomorrow.
- Cable Advisory meets next week.

J. Sherman:

- Budget Committee is done. Their reorganization meeting is sometime in April.
- The Town Report is moving right along. They are hoping to meet Thursday morning to review the first draft.

R. Gray:

- Attended Deliberative Session, it went well.
- Town Report Committee is to meet Thursday.
- Planning Board meets on Wednesday.

M. Curran:

- Attended Deliberative Session.
- Has no other meetings scheduled.
- Not a recycle week.
- Old Home Day meets tomorrow at 6:30 pm.
- Planning Board meets Wednesday at 6:30 pm.
- Conservation Commission meets Thursday at 7 pm.

- There is no snow date for Deliberative Session because Deliberative was held Saturday, February 2.

**NON PUBLIC RSA 91-A:3 II (a) PERSONNEL**

*Motion by R. Gray to go into Non Public under RSA 9-A:3 II (a) Personnel & (d) Negotiations.  
2nd by sherman*

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

Public Meeting adjourned at 9:25 pm.

Respectfully Submitted,  
Audrey DeProspero