



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

**PLAISTOW BOARD OF SELECTMEN MINUTES:**

**DATE:** Monday, March 18, 2013

**MEETING CALLED TO ORDER:** 6:37 pm

**SELECTMEN:**

Chairman, Michelle Curran  
Selectman, Robert Gray  
Town Manager, Sean Fitzgerald

Vice Chairman, John Sherman  
Selectman, Daniel Poliquin

**AGENDA:**

**MINUTES:**

*Motion by J. Sherman to approve the Minutes of March 11, 2013 as written.*

*2nd by: D. Poliquin.*

*Vote: 3-0-1.*

*Abstain: R. Gray.*

*Motion carries.*

**PUBLIC COMMENT:**

No one from the public wishing to speak.

**OATH OF OFFICE (SWEARING IN OF MARYELLEN PELLETIER, TOWN CLERK)**

Maryellen read her Oath of Office. She was sworn in by the Board of Selectmen Chair Michelle Curran. Maryellen Pelletier will hold the Town Clerk position for a three year term.

**APPOINTMENT (JANE QUERY – LIBRARY TRUSTEES ALTERNATE) – CATHERINE WILLIS**

J. Query noted she was a volunteer at the Library and was seeking appointment to the Library Board as an Alternate Library Trustee.

J. Sherman thanked Jane for serving.

*Motion by R. Gray to appoint Jane Query for a one year term as an Alternate to the Library Trustees.*

*2<sup>nd</sup> by J. Sherman.*

*Vote: 4-0-0.*

*Motion carries.*

**SWEARING IN OF OFFICERS – MARYELLEN PELLETIER**

Alternate to Library Trustees: Jane Query (one year term)

Library Trustee: Kate Vavra (one year term)

Library Trustee: James Peck (three year term)

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Library Trustee: Luanne Blair (three year term)

Selectmen: John Sherman (three year term)

Selectmen: Joyce Ingerson (three year term)

J. Ingerson now a member of the Board of Selectmen accepted her seat with the other Selectmen.

Conflict of Interest: John Moynihan (one year term)

Budget Committee: David Gerns (three year term)

Budget Committee: Dennis Heffernan (three year term)

Budget Committee: Neal Morin (three year term)

Planning Board: Sherm Kellogg (three year term)

Auditor: Martha Sumner (one year term)

Board congratulated all.

Not in attendance at BOS meeting but sworn in earlier during the day by Town Clerk:

Supervisor of the Voter Checklist: Polly Huard (six year term)

Trustee of the Trust Funds: Phyllis Carifio (three year term)

Conflict of Interest Committee: Scott Sullivan (three year term)

### **LAND SWAP VOTE**

S. Fitzgerald discussed land swap with Mr Alden Palmer: 3.5 acres of property at back of cemetery; exchange of property which will help support the needs of the cemetery; acquisition will allow Town to support many more plots in the cemetery; and Board of Selectmen are required to vote to support the proposed land swap or defer action (deferring action will render agreement null and void). The wording for the motion can be found in the Town Manager Report.

***Motion by J. Sherman to move that the Plaistow Board of Selectmen approve the legal agreement outlining the terms of a land swap and right of first refusal as presented and signed by the Plaistow Board of Selectmen and Mr. John Alden Palmer, Jr. as presented and signed by the Board of Selectmen and by John Alden Palmer, Jr.***

***2<sup>nd</sup> by D. Poliquin.***

J. Sherman thought it was a good swap of property, equal acres, and good acquisition of property to Safety Complex and Cemetery. He congratulated the Town Manager for working out the agreement with Mr. Palmer. The Right of First Refusal he thought was also an important part of the agreement and could turn out to be very favorable to the Town.

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

S. Fitzgerald suggested the Town formally record these documents with the Planning Board.

J. Sherman inquired if Sean was seeking a separate motion.

S. Fitzgerald noted yes.

***Motion by J. Sherman to direct the Town Manager to work with Mr. Palmer to prepare recordable plans for the lot line adjustments based on the terms and conditions negotiated with Mr. Palmer and submit to the Plaistow Planning Board for Public Hearing and approval of the recordable plans for the new lot line adjustments and record the updated plans, including the new legal description of each parcel, along with the Right of First Refusal, prior to recording the plans at Rockingham County Registry of Deeds.***

***2<sup>nd</sup> by R. Gray.***

R. Gray inquired if the Town would be the applicant for the lot line adjustment and if so would Sean be providing the lot line adjustment.

S. Fitzgerald noted Attorney Buswell would present however he would be there with him. He thought Mr. Palmer would be the applicant but he would look into it.

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

***Motion carries.***

S. Fitzgerald asked Interim Chief Jones to speak on the acquisition.

K. Jones thought it was a good thing for the Town.

M. Curran thanked Interim Chief Jones for stepping up.

R. Gray noted she had the Board's full support.

K. Jones thanked the Board.

M. Curran discussed Board going into Non Public.

***Motion by R. Gray to go into Non Public under (a) Personnel and (c) Matters of Reputation.***

***2<sup>nd</sup> by J. Ingerson.***

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

***Board went into Non Public at 6:59 pm - returned to Public at 7:30 pm***

## **REVIEW OF 2013 TOWN MEETNG VOTES**

S. Fitzgerald discussed page 6 of his Town Manager Report:

- Operating Budget passed by a significant margin
- Article P-13-03: Highway Equipment passed by a wide margin
- Article P-13-04: Replacement of the Highway Pick-up passed by 490 to 183
- Article P-13-05: Fire Department Capital Reserve passed 524 to 150
- Article P-13-06: Replace Police Mobile Radios passed 525 to 152
- Article P-13-07: Public Safety Complex Architectural/Cost Study failed 336 to 348
- Article P-13-08: Replace Roof on Public Safety Complex passed by a wide margin 589 to 107
- Article P-13-09: Replace Concrete Apron at Fire Department and Repair portion of the Parking Lot by Police Department Sally passed 485 to 211
- Article P-13-10: Replace Windows at Court House passed by a wide margin (533 to 161).  
Dave Bowles is out getting quotes for the windows and we will schedule as soon as possible.
- Article P-13-11: Replace Remaining Gutters & Downspouts at Town Hall passed 493 to 185

- Article P-13-12: Cell Tower Maintenance Capital Reserve passed by 447 to 224
- Article P-13-13: Building Systems Capital Reserve Fund passed 458 to 209
- Article P-13-14: Installation of Fire Suppression Waterline Route 125 From East Road to Old Road associated with the NHDOT Route 125 Widening Project passed by a vote of 504 to 171
- Article P-13-15: Fire Suppression Pump and Pump House Capital Reserve passed 491 to 186
- Article P-13-16: Fire Suppression System Potential Conversion Feasibility Study failed by a vote of 333 against 345. It failed narrowly and reflects more work needed to be done to help people understand the benefits and value of the system. There may be an opportunity to look at grants for Fire suppression system which can be an enormous asset.

R. Gray suggested at a PACE meeting a survey should be done and the study may help them understand and find out who may want to fund.

*Consensus of the Board was for Bob Gray and Sean to attend the next PACE meeting to discuss the financial support of the businesses.*

- Article P-13-17: Conservation Fund Deposit passed by a support of 415 to 260
- Article P-13-18: Construct a Shelter at Old County Road Recreation Facility passed by a vote of 363 to 323. Proposals have been sent out and recommendations are being sought. When he returns he will discuss with the Board.
- Article P-13-19: Selectmen Compensation passed by a vote of 402 to 267

## **TOWN MANAGER REPORT**

S. Fitzgerald:

- Met with Mrs. Bernadine FitzGerald to discuss the 265th Anniversary of the Town. He would like a consensus of the Board regarding the establishment of a Town Committee. The last commemoration was the 250<sup>th</sup> Anniversary.

Consensus of the Board was to form a committee.

J. Sherman suggested making contact with the Historical Society.

- Wednesday he will be participating in the March Meals on Wheels.
- Beede quarterly conference call is scheduled for Thursday, March 21<sup>st</sup> from 10am until noon. The water line has been constructed around the Beede site and is supporting all resident that had their wells affected by the contamination.
- Water line truck has been put on hold due to some accounting discrepancies identified. The situation has been discussed with DRA. He has also had discussions with the Water Superintendent who has been able to get some use out of the current vehicle however it is not something that they want to continue to use. The inspection sticker expires at the end of the month and they will start to utilize the Hummer. He is seeking more options and will further discuss with the Board.

J. Sherman suggested for Sean to continue to explore other options.

- Spoke to Sarah Lineberry of the Bureau of Court Facilities regarding the Courthouse lease.
- Vacancy in Recreation has been filled. He has appointed Christina Cruz who is a seven year employee of the Town and has served as the Interim Rec Director for the past 9 months.

J. Sherman inquired about the salary of the position.

S. Fitzgerald noted they were discussing. Christina has been given a conditional offer and they are finalizing the background information.

- Recreation upcoming trips: March 20<sup>th</sup> Parker Maple House; April 5<sup>th</sup> Made in NH Expo and April 25<sup>th</sup> Foxwoods.
- New business coming to 5 Plaistow Road – Walgreens, Aldi's and Home Goods.
- Map of watersheds in Town Report meets one of the public information needs under the MS4.
- Police Department has an opening for a Full Time Officer.
- Town will be receiving reimbursement for Hurricane Sandy.
- Met with new Interim President of NH Local Government Center on March 18<sup>th</sup> to discuss number of issues with risk pool or insurance.
- Area Selectmen meet this Wednesday.

R. Gray cannot attend because the Planning Board has their reorganization this Wednesday.

J. Sherman is unable to attend.

J. Ingerson noted she would like to go.

- The Town has purchased two new podiums built by NH Correctional Institute. One is for the Safety Complex and the other is for Town Hall.

## **OTHER BUSINESS**

D. Poliquin congratulated all who ran for office and was elected. He welcomed Joyce Ingerson to the Board and congratulated her on her campaign and winning.

J. Ingerson thanked Kevin for helping her with her campaign and for sticking with her.

## **SIGNATURE FOLDER**

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

## **SELECTMEN'S REPORTS**

D. Poliquin:

- Attended Recreation Commission meeting. John Sherman also attended. He was working with the Commission members to create a Strategic Needs Plan.

J. Sherman noted the Strategic Needs Plan was something that came up as a result of the Plaistow First Committee. They did a survey of the needs in Town and found more activities and facilities were needed. They discussed Town owned land being set aside for recreational purposes. Direction was given to the Recreation Commission to come up with a Strategic Needs Plan. They are working to identify items, costs and recommendations for what type of facilities should be set up and focusing on existing Town owned land. John was helping because he is on the Plaistow First Committee. They are excited to have a full time Recreation Director to get involved with the plan. The idea is to have a rough cut plan with costs laid out so it can be presented to the CIP Committee in June.

- Recreation Commission discussed Warrant Article for the shelter out at PARC. Requests for bids are being worked on. The project should start moving along soon. All ball teams are

being coordinated. It was a good meeting where a lot got accomplished. They asked to appoint an Alternate member. Kristin Lewis Savage and Wendy Moley are coming up for reappointment however they are requesting not to come before the Board of Selectmen because of their personal items and the coordination of teams. He recommended waiving their presence before the Board of Selectmen.

**Consensus of the Board of Selectmen was to sign their Appointment Forms without their presence before the Board of Selectmen.**

J. Sherman agreed.

R. Gray:

- Planning Board meeting. 108 storage facility had a site violation. There were some structures erected that did not have the Planning Board approval and a neighbor took pictures. He suggested for Sean to look at the pictures.

S. Fitzgerald noted he instructed Building Inspector Mike Dorman to look into this situation.

- Away last week – on vacation, down on the Siesta Keys in Florida, a big tourist place. It is nothing like Plaistow. He took some pictures of their crosswalk systems. They have big yellow neon crossing signs that have flashing lights and run on solar power. He thought Plaistow should have something like this in front of their schools.
- Reorganization - the Board does not have any type of written procedures for new members and he suggested that there be some. His example was keys – turning them in and handing them out.

M. Curran noted Sean was putting together a new packet.

J. Ingerson noted she has been keeping up with LGC and it was helpful to have packet. She found out that when you are elected as a Selectman you do not have the authority to vote until you are sworn in.

J. Ingerson:

- Nothing to report.

J. Sherman:

- Slow time of year for his committees.
- Budget Committee to do reorganization in April.
- Town Report Committee is currently inactive.
- Thanked everyone who ran for any office and for making the commitment to participate to make things better. He congratulated all who signed up whether they won or not.

M. Curran:

- Family Mediation is this Wednesday.
- Congratulated Christina Cruz for becoming the new Recreation Director.
- Memo regarding speeding signs not working on Saturday.
- Thursday Beede meeting hoping to attend.
- Hoping to do Meals on Wheels ride along.

- Thanked the Lions Club for Comedy Night last Saturday night. It was entertaining and a great fundraiser.
- This Tuesday the Conflict of Interest meets at the Library.
- Historical Society meets Tuesday at the Historical Museum.
- The Parker Maple House Tour is Wednesday.
- Planning Board meets this Wednesday.
- The Area Selectmen meeting is Wednesday at 7 pm in Kingston.
- Conservation Commission is Thursday at 7 pm.
- Reorganization list was given to all Selectmen to review for their next meeting. The Board will appoint a Chair and Vice Chair and Selectmen Representatives to other committees at their next meeting.
- Received a bill for the Rockingham Planning Commission dues – she gave to Sean.
- Requested expenditures and revenues for last year.

S. Fitzgerald noted he has requested the information from Janet and she will be getting the monthly information to the Board by the second of each month. They will get into a regular process with this information.

M. Curran noted at the last meeting the Board went into Non Public and took a vote to move forward with an appraisal of two properties that about the Town Forest.

S. Fitzgerald noted the Board was moving forward with some of their responsibilities they have with the Aquatic Mitigation grant.

M. Curran inquired if a Selectman would be attending the Eagle Award Ceremony this weekend.

J. Sherman noted he may attend Alexander Shields' Eagle Scout Award Ceremony on Saturday.

S. Fitzgerald noted no other Non-Public was needed.

Public Meeting adjourned at 8:20 pm.

Respectfully Submitted,  
Audrey DeProspero