



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

PLAISTOW BOARD OF SELECTMEN MINUTES:

DATE: January 6, 2014

MEETING CALLED TO ORDER: 6:36 PM

SELECTMEN:

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

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

AGENDA:

R. Gray - Announcement: The Agenda was not duly noticed according to RSA's procedure due to the snow storm that occurred last Friday. In the Event that the Agenda is not posted in time, and the situation where imperative un-delayed action is deemed to be imperative by the Chairman. I have declared that we need to take emergency action on the 2014 Budget and Warrant Articles. We are under deadlines from the State to have a budget to be presented to the voters by next week.

RSA 91-A:2 II, paragraph 2; Meetings Open to the Public under the "Right to Know Law". It states: An emergency shall mean a situation where immediate un-delayed action is deemed to be imperative by the Chairman or presiding officer of the public body, who shall post a notice of the time and place of such meeting as soon as practical and shall employ whatever further means as is reasonable and available to inform the public that the meeting is to be held and the minutes of the meeting shall clearly state the reason for the meeting.

The Chairman calls for a poll of the board for opinion.

Discussion occurs.

Consensus to continue with the meeting.

MINUTES: Deferred until the next meeting.

PUBLIC COMMENT: Deferred

2014 WARRANT ARTICLE – MARY ELLEN PELLETIER

S. Fitzgerald speaks, reading the Town Clerk and Tax Collector article.

"Shall the Town vote to authorize, beginning at the Town Meeting 2015 that the Town Clerk and Tax Collector receive up to a cost of living raise, based on the regional consumer price index? This increase shall be included in the operating budget and shall be voted upon as part of the annual

operating budget of the Town. If the Town Clerk or Tax Collector seek an increase larger than the cost of living, that request will be separate warrant article.

[Intent: To develop a way to give a cost of living raise to the Town Clerk and Tax Collector. A survey of more than 50 NH towns showed that the around 45 of those towns give their clerk's and tax collectors a cost of living raise in this manner.

J. Sherman states that the wording has been changed to show, "up to", for future Boards to have discretion. Are you asking this Board to submit this article?

M. Pelletier answers, Yes.

J. Sherman inquires that if this is not submitted by the Board would you submit this yourself.

M. Pelletier states there is not enough time at this point, probably next year.

J. Sherman states that a point that you have made was that a new person starting in the position would be paid at the last rate that you are currently being paid.

M. Pelletier suggests a matrix for a new clerk.

Discussion occurs regarding a new less experienced person and wording of the article.

S. Fitzgerald states it can read; The Board of Selectmen would be able to set the rate for the new Town Clerk or Tax Collector based on experience.

Discussion occurs.

Motion by J. Sherman, to add to the body of the warrant article P-14-22. "The salary of the Town Clerk and Tax Collector shall be set by the Board of Selectmen. Add to intent: Whenever the position of Tax Collector or Town Clerk is vacated the salary shall be set based upon experience and education and to place this on the Warrant as submitted by the Board of Selectmen.

2nd J. Ingerson

Vote 3-0-0

Motion passes.

PUBLIC SAFETY IMPACT FEE – CHIEF MCARDLE

S. Fitzgerald states that Chief McArdle has been invited to discuss the replacement of the Fire Department Command Vehicle. I recommend that the Board withdraw \$50,000.00 for the replacement of that vehicle. A public hearing will be posted for that withdrawal.

Chief McArdle discusses the impact fee account and the uses there are for the funds. Which are Apparatus and vehicle replacement.

J. Sherman inquires what will be done with the current vehicle.

Chief McArdle states that it would be retained in the department.

J. Sherman states that if it will be retained within the department then use of the impact fees would be most appropriate.

S. Fitzgerald adds that inspections are increasing and it can be utilized by other persons in the department to perform those services.

Chief McArdle states that two persons on the department are now certified inspectors and that function will be broadened.

R. Gray inquires whether the new command vehicle will be outfitted from the beginning.

Chief McArdle states that it will with all of the gear.

J. Ingerson inquires if the cost includes all of the equipment.

Chief McArdle states yes it should be all inclusive.

S. Fitzgerald reviews the balance of the impact fees. The Board can have the Public Hearing and remove the Warrant Article.

***Motion by J. Sherman to withdraw the Article P-14-09 and schedule a Public Hearing for the purpose of using Public Safety Impact Fee money to pay for a new Command Vehicle.
2nd by J. Ingerson***

R. Gray inquires if the Planning Board has to authorize those funds. Schedule the Public Hearing following Martin Luther King day January 27th 2014.

S. Fitzgerald states that the Board of Selectmen are agents of those funds. We can present to the Planning Board a statement of the use of the impact fees. He is aware of some communities that have had to give the money back for non usage.

Discussion occurs.

***Vote 3-0-0
Motion passes.***

REVIEW OF 2014 PROPOSED BUDGET

S. Fitzgerald states he has itemized several budget changes focusing on reductions:

Police can reduce by \$15,000.00

- \$5,000.00 Temporary ACO Assistant
- \$4,000.00 Computer Hardware/Upgrades
- \$5,000.00 Officer Uniforms
- \$1,000.00 Dispatch Uniforms

Personnel Budget reduced by \$106,490.00

- \$88,315.00 Work Health Insurance
- \$ 4,201.00 FICA
- \$ 1,243.00 Medicare
- \$12,731.00 NH Retirement

R. Gray inquires what is the overall increase.

S. Fitzgerald responds \$102,654.00.

Executive Budget reduced by \$3,000.00

- \$ 500.00 EX Events & Activities
- \$1,000.00 Technical Supplies/Equipment
- \$ 1,500.00 EX Rental & Leases

Fire Department Budget reduced by \$3,275.00

- \$1,000.00 FD Medical Services
- \$1,300.00 FD Equipment Line
- \$ 775.00 FD Bunker Gear line
- \$ 200.00 FD Par-time Forest Fire Pay

Water Department Budget reduced by \$8,500.00

- \$1,500.00 Payroll
- \$4,000.00 Waterline Repairs
- \$3,000.00 Equipment Maintenance

Highway & Streets reduction \$4,000.00

- \$1,000.00 HW Grounds Maintenance
- \$3,000.00 HW Equipment Purchase

Legal Budget reduction \$10,000.00

- -\$10,000.00 Legal Expenses

J. Sherman states that the cost to the taxpayers of the Warrant Articles approved to this point is roughly \$100,000.00 from last year. After totaling the Warrant Articles and the impact of property taxes, we recommended \$619,574.00 approved in Warrant articles last year. Approved Warrant Articles for this year would be \$528,619.00, a \$90,000.00 reduction. We are very close to being level funded. As it stands right now.

S. Fitzgerald will review the numbers. The department heads worked very hard to produce the budget reductions.

Motion by J. Sherman to reduce the request amount in the operating budget by a total 150,265.00 as detailed in the Town Manager's report dated Monday January 6th 2013.

2nd J. Ingerson

R. Gray we are not a full board, this can be brought back.

Vote: 3-0-0

Motion passes.

R. Gray states that we will be deferring the discussion on Service Agencies until next week. Contract information will be emailed to the Board if received prior to next week's meeting.

REVIEW OF 2014 PROPOSED WARRANT ARTICLES

J. Sherman stated that the Budget Committee was in complete agreement with the operating budget.

TOWN MANAGER REPORT

Deferred.

OTHER BUSINESS

None.

SIGNATURE FOLDER

R. Gray notes the Signature Folder and Manifest are going around.

SELECTMENS REPORTS

Deferred.

Public meeting adjourned 7:39 pm.

Respectfully Submitted
Kerry Lee Noel