



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

PLAISTOW BOARD OF SELECTMEN MINUTES:

DATE: April 14, 2014

MEETING CALLED TO ORDER: 6:32 PM

SELECTMEN:

Chairman, Daniel Poliquin
Selectman, Michelle Curran - excused
Selectman, Steve Ranlett

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

AGENDA:

MINUTES:

Motion by J. Sherman to approve the minutes of April 7, 2014

2nd J. Ingerson

Vote: 4-0-0

Motion passes.

PUBLIC COMMENT:

None

EASTER COLORING CONTEST WINNERS – CHRISTINA CRUZ

C. Cruz introduces the Easter Coloring Contest Winners:

Dylan Lindblad, Michael Smith, Max Sutka, Haley Runnels, Matthew Smith, Jay Helfrich, Kira Sutka, Elizabeth Swanney, Cailin McNeil, Kayla Runnels, Jack Pepin, Ben Swanney.

C. Cruz reminds the attendees of the Toddler Easter Egg Hunt and Town Easter Egg Hunt. Also, the Red Sox World Series Trophy will be at Town Hall for viewing.

Each winner received an Easter Basket.

SWEARING IN CEREMONY FOR LIBRARY BOARD OF TRUSTEES – CATHY WILLIS & MICHELLE SYKES

Town Clerk Maryellen Pelletier swears in Michelle Sykes as a Library Board of Trustees Alternate.

S. Fitzgerald welcomes and thanks M. Sykes for volunteering.

C. Willis states that M. Sykes is a welcome addition to the Board of Trustees of the Library.

M. Sykes states that she is an avid reader and has enjoyed being Friends of the Library member and now looks forward to working with the Board.

C. Willis states that there is a review author who suggests books on the library website with links to more information. A youth service librarian has also been hired.

M. Sykes states the Library is having its annual book sale on May 10th.

Discussion occurs regarding upcoming events for the library.

**PLAISTOW PUBLIC SAFETY COMMUNICATIONS SYSTEM – POLICE CHIEF SAVAGE,
FIRE CHIEF MCARDLE & WILLIAM BARTLETT, 2 WAY COMMUNICATIONS AND
MOTOROLA REPRESENTATIVE**

Chief Savage introduces W. Bartlett. We have been planning for this change for two years. Technology has evolved rapidly, this is our third generation of communications starting when we first began dispatching in 1987, with the possibilities of Federal grants available to us for the first time in quite some time we would like to be able to take advantage of some built out opportunities. It is challenging for us due to the costs involved. We have made steady progress with the mobiles but the bases stations especially the Fire Department have really reached critical portions and are in the position where we really need to take advantage of this opportunity to make our infrastructure much better. It is safety for the users and safety for the taxpayers. As we move forward making changes to our system and improving it, the Fire Department is technologically behind the Police/Emergency Department regarding upgrades. As we approach this grant possibility from an Emergency Management perspective we see a unique opportunity for a partnership, it is critical for us to join together for public safety whether for an ambulance, fire or police issue. A presentation is handed out and displayed.

- Plaistow Public Safety Communications System

A review of the existing conditions and strategies for improvement.

- Plaistow Public Safety Communications System History: It was originally part of the Rockingham County Dispatch. Significant investments occurred in 1987 through 1988:
 - Hiring dispatchers – 1987
 - Adding components - 1988
 -
- Existing Infrastructure Plaistow Public Safety Complex:
 - Listed here are the Current Deficiencies at the Public Safety Complex Location:
 - Outdated – Designed in 1988
 - Poor operability
 - Dead spots
 - Current Tower too small in height at 120 ft. vs. and ideal height of 180 ft.
 - No simulcasting capability
 - Lack of clarity
 - Chronic Transmission issues

- The Timberlane Regional School Complex also has deficiencies:
 - Receive signals only at site – no broadcasting
 - Spotty coverage due to building size
 - No simulcasting capabilities
 - Lack of clarity
 - Transmission issues

To understand Simulcasting, it allows voice traffic on the police and/or fire primary tower to be broadcasted from (3) three locations at the same time (simultaneously). It dramatically increases the capabilities of the system. It is critical to Public Safety.

- Existing coverage
 - Map is displayed depicting area coverage where deficiencies are located. Specifically the dead spots are not unique to Plaistow. Atkinson and parts of Hampstead are affected. We are in a relationship with these communities. Fire apparatus and the Police are affected by the dead spots, we can address this through a relationship with these communities working together.
- Timberlane Regional has a daily population of approximately 4000 with students and staff. We put a small stick antenna over by the boiler room, it doesn't have enough height, it does improve the radio signals of the portable radios, if we are in that building. It diminishes the further you are away from it. Overall the presence of the stick antenna has improved the signal since its installation. It can receive only, there is no broadcasting from it.
- The Public Safety Complex is outdated. It was designed in 1988 and it has the same issue of poor operability.

J. Sherman states that based on the map and information, there is no coverage in the Town Forest.

Chief McArdle states they can pick up some dispatch signals on the portable radios, but generally cannot hear anything else. If we had the simulcast system I would be able to pick up if an ambulance or fire truck was signing on. I was on Rte. 108 and 134 Newton Road for a medical call. I could not hear where the ambulance was and that isn't far from here. We can talk radio to radio in close proximity to each other and we can hear dispatch broadcasting to us, we cannot hear other portable radios. As part of the benefit is enhancing cell phone coverage. My home signal must be enhanced by a tower or I have no coverage and I am near Main Street.

C. Savage states that the 328 Main Street call, started as a rescue calls but escalated and there was little if any communications coverage.

S. Fitzgerald states that all of our departments are trying to promote safety however the current system is not being able to support the requirements. In a life saving situation seconds count.

S. Savage states the existing infrastructure on Hogg Hill, the hill that is directly behind the Fire Department in Atkinson there is a tower and a small building. There is no Public Safety Systems in place in Atkinson. With this grant we could achieve that working together. It is critical to Plaistow and Atkinson. It is the highest point in the topography and would be a tremendous benefit. The future map depicts the local areas and the improvements of coverage for communications.

S. Fitzgerald states that the ability to get the signal on Hogg Hill will be significant.

W. Bartlett states that it is about topography. It's about height and terrain. The nooks and crannies of coverage and non coverage. The heavy terrain impedes the signal to get out to. From the map shown you can see the dense and heavy terrain, it is a dead zone. This approach will avoid dead zones by putting the information into the computer and it can be calculated to layout the problems and where they can be enhanced. The Chiefs have confirmed the computers findings as to problem areas and dead zones. What it doesn't show you is the interruptability with other critical users in the field.

- The Preliminary timeline for improvements.
 - Phase 1(Plaistow West) Hogg Hill: Locate new police & fire equipment on existing tower (Plaistow south) through the EMPG Grant to permit simulcasting of radio voice traffic. This tower is NOT currently occupied by our department.
 - Phase 2 Plaistow South (Haverhill Tower) Allow placement of police and fire infrastructure on existing cell tower through partnership with a developer This town is NOT currently occupied by our department,
 - Phase 3 (Plaistow North) (N. Main St./Rte 121A) To build a new tower on Town owned property through a partnership with a cell company and potential future partners. The costs will be shared. This will radically improve cell coverage in an area known for poor to non-existing coverage. It will eliminate the risk and adversity to cell users and public safety responding units.

W. Bartlett states the need for the 180 ft tower, these are not leased lines and networks, 180 foot tower will create a loop with redundancy in the system. It will be a much stronger system.

Chief Savage states and indicates the photos depicting Plaistow West, Plaistow Prime and Plaistow South.

W. Bartlett states the equipment show in Phase 1 Hogg Hill is repurposed equipment from the current Public Safety Complex.

Chief Savage states the Homeland Funding slice is accurate but the figure may have changed slightly.

- Plaistow Prime (Complex) is at \$45,812.45 will be funded in portion by an approved EMPG Grant with the Selectmen's approval.
- Plaistow South (Haverhill) is at \$40, 881.80 funded by a developer and the town.
- Plaistow West (Hogg Hill) is at \$98,710.85 funded by portion of Approved EMPG Grant
- North Main Street (Rt. 121A) is at \$77,027.80 funded by anticipated corporate funding.
- Hampstead is at \$53,098.80 funded at 100% by Hampstead only necessary if Hampstead partners with Plaistow.

Chief Savage states the ratio of funding is it is 50/50.

- Currant Partners, Public Safety Departments, Atkinson and Haverhill.
- Other partners are Timberlane Regional School District and Residents and Commuters. Potential future partners are Public Safety Departments: Hampstead, Kingston, Danville, Sandown, Newton. Public Safety Partners, First Student, Trinity Ambulance, NH Homeland Security.

Enhancing the existing communications infrastructure is critical to public safety and to the users of the system (Police, Fire & Ambulance) through the simulcasting initiative.

W. Bartlett states that the needs of First Student buses have no upgraded communications structure. They can share costs and can utilize the system taking advantage of the technological upgrades. Each department can talk without interfering with each other.

D. Poliquin states he wants to know exactly what the grant will be used for?

Chief Savage states that with EMPG grant, the focus is on the three towers depicted, other than North Main Street. As previously discussed, the site at Mt. Misery failed due to the fact that the land was privately owned. We are looking at town owned property locations.

Next step is getting the authorization from the Board to apply for the \$133,000.00 for the 50/50 grant. Creating partnerships with other communities and partners. Trinity Ambulance has committed \$20,000.00, Atkinson has committed \$25,000.00 and the portion for Plaistow would be \$21,500.00. The sample motion is for the board to consider. We have been very lucky to be able to apply for this grant and to have the support of other partners.

S. Fitzgerald states that the big picture is for the long term gain. \$133,000.00 is the first significant investment. It gives us a beginning to move toward this opportunity for safety and coverage. It will take time to achieve this goal. This is an incremental step. We are in the position to apply for and accept the grant to make broad enhancements for the community.

Discussion occurs regarding the presentation.

D. Poliquin inquires about the Haverhill location, which had been previously allocated by the voters.

Chief Savage states the developer didn't act quickly enough and the money lapsed and went back into the general fund. \$30,000 that was offered to the Town of Plaistow would be issued at the first occupancy permit.

D. Poliquin states that we have \$60,000.00 allocated for that one location.

S. Fitzgerald states we have looked at some multiple ways to fund the costs within the town budget. We can offset any match the grant offers. Additional partners are also contributing to the costs associated with the system. With the Board's concurrence we can move forward by applying for this grant. Atkinson has voted at Town Meeting to support this grant.

D. Poliquin states that he is in favor of the grant but has questions regarding the language of the grant and the details associated with it. I am not in favor of using other line items from other town budgets. He inquires whether the commitments from the other communities are in writing.

S. Fitzgerald states he can come back with finer details of the grant and phases.

Discussion occurs regarding the financial budget line items and questions the responsibilities.

S. Ranlett states that it has been his experience that when persons have offered to partner he has not seen them not follow through. These improvements really are necessary for public safety.

J. Sherman states when we say we are going to take money from another account, that is actually is under spending the account allocated to the money, and over spending on another item. I am disappointed that the presentation was not given prior to the deadline to apply for the grant. Changes and more information with clear concise figures would have been preferred. I am disappointed that the CIP was not part of this. I am for it, but biggest weakness of the presentation is that the figures could be clearer.

S. Savage states that the CIP is for setting aside money year after year. The communications system has been part of that. I have come before the CIP and the Selectmen previously and stated this could cost four or five hundred thousand dollars. It failed. We are going to do an incremental approach if that is what it takes.

Discussion continues regarding the figures and town portion.

Motion by J. Sherman to move that the Plaistow Board of Selectmen on behalf of the Town of Plaistow/Emergency Management, accept the EMPG Grant Agreement (2013-EP-00057-S01) terms as presented. The grant is for dispatch upgrade, the total amount is \$133,000.00 and the 50% of local match is \$66,500.00. The Board of Selectmen also authorizes the Town Manager to sign the Grant Agreement.

2nd by S. Ranlett

S. Ranlett states that he wants the information update to show cost per phase, result per phase, a copy of the grant and the application.

Vote: 4-0-0

Motion carries.

OPENING OF RECEIVED RFQ'S FOR THE SAFETY COMPLEX DESIGN SERVICES & FEASIBILITY STUDY – SEAN FITZGERALD & CHIEF SAVAGE

D. Poliquin states that the Town had sent out a request for quote for the design services and feasibility study for the Public Safety Complex. They will be opened this evening at the Board of Selectmen's meeting.

S. Fitzgerald states that these are the respondents with a cutoff of last Friday at 3:00 pm. We had 11 firms come to a walk through at the Safety Complex and we received responses from five of them.

- Corzilius Matuszewski Krause Architects, P.A., 603 Beech Street, Manchester, NH
- Dore & Whittier Architects, Inc., 260 Merrimac Street, Bldg. 7, Newburyport, MA 01950
- Hutter, 810 Turnpike Road, New Ipswich, NH
- HKT Architects, Inc., 35 Medford Street, Somerville, MA
- Cowan Goudreau Architects, 5 Eagle Sq., Concord, NH

J. Sherman states that upon review of the submitted RFQ's, by a numerical rating from the Public Safety Committee would be informational.

TOWN MANAGER REPORT

S. Fitzgerald states:

- Request to Sole Source Mobile Radios/Crimetrac:
 - Chief Savage states the experience with this vendor has been outstanding. They are licensed in NH, ME and MA. They have been in existence since 1952.

Motion by J. Sherman to authorize a sole source contract with 2 way communication as recommended by Chief Savage as outlined on Po #1044

2nd J. Ingerson

Vote 4-0-0

Motion Carries.

Motion by S. Ranlett to authorize a Sole Source contract with Sole Systems communication as recommended by the Chief Savage and the Town Manager as outlined on PO 1053.

2nd J. Sherman

Vote: 4-0-0

Motion carries.

- Town Report Committee
- Rockingham Planning Commission
- Memorial Day Ceremony
- Highway Safety Committee Reminder
- Planning Board
- Tax Collectors Office
- Red Sox Trophy
- MS4 Storm water Permit
- MS4 Annual Report
- Firing Range
- Women's Leadership Forum
- Cable Advisory Committee
- Highway Department
- MBTA Project
- Landfill
- Center Street Update
- 2014 Arbor Day Contest
- April School Vacation Activities
- Run of the Savages Update
- Happy Easter to All

OTHER BUSINESS

J. Sherman states he received a notification regarding the Davey Case.

S. Fitzgerald states an estate of an individual and NH DOT. The state is involved in a legal matter and the Town may be involved in a way.

S. Ranlett states the Planning Board discussed and found the town is not directly involved.

SIGNATURE FOLDER

D. Poliquin notes that the signature folder and AP Manifest are going around.

SELECTMENS REPORTS

S. Ranlett:

- Attending Historical Society Meeting.
- OHD meeting next Sunday.

J. Sherman:

- Reorganization of the Budget Committee, Fall Schedule discussed.
- Town Report Advisory Committee, Better Planning for 2014 discussed.
- Recreation Commission Meeting as the Selectmen's Rep. Alt. Damage and prevention discussed. 13 year old eligible for Summer Rec., Policy discussion and record location issue. Senior Dances at the Vic Geary Center. Projects discussion as part of the Rec. Strategic Plan. Family Movie Night at PARC. Ingalls Field Work. Opening Day at PARC date discussion. Summer Concert Schedule.

J. Ingerson:

- Attended Town Report Committee meeting

D. Poliquin:

- Highway and Public Safety meetings coming up.
- Will work on Summer Schedule for the Board.

Public meeting adjourned 9:04 p.m.

Respectfully Submitted
Kerry Lee Noel

