



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

PLAISTOW BOARD OF SELECTMEN MINUTES:

DATE: September 29, 2014

MEETING CALLED TO ORDER: 6:35 PM

SELECTMEN:

Chairman, Daniel Poliquin arrived 6:40 pm
Selectman, Michelle Curran
Selectman, Steve Ranlett

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

AGENDA:

MINUTES:

Motion by M. Curran to approve the minutes of September 15, 2014

2nd S. Ranlett

Vote: 3-0-1 (J. Ingerson)

Motion passes.

PUBLIC COMMENT:

J. DeRoche representing the Lions Club discusses a sign improvement project the Lions have been working on. One solar light needs to be installed otherwise the sign project is finished. Also, the Lions will be making a donation of \$5,000.00 going toward the Dave Nye Memorial Scoreboard.

REVIEW OF 2014 BUDGETS:

4140 – ELECTIONS – BOB HARB

Bob Harb states that he is here to present the elections budget of \$16,060.00. The only change from the previous budge is under the line item, Elections Equipment and Voting Booths. We would like to have the new booths in place for the presidential election. Election voting Booths total \$2,900.00 for the purchase of 3 new sets of booth set ups. Due to New Hampshire's 1st in the nation primary, and working with M. Pelletier, they are trying to project any additional costs associated with the primary being potentially moved to December.

Discussion occurs regarding voting equipment.

Motion by J. Sherman to approve the Elections Budget for \$16,060 .00

2nd S. Ranlett

Vote: 5-0-0

Motion carries.

4611 – CONSERVATION COMMISSION – JILL SENTER

J. Senter states that the Conservation Commission budget is \$10.00 less than last year. Supplies were reduced by \$10.00.

Discussion occurs regarding maintaining the forest and trails.

S. Ranlett inquires how much money is currently in the Forest Fund.

S. Fitzgerald states he will follow up on the current balance in that fund.

Motion by S. Ranlett to approve the Conservation Commission Budget \$9,680.00.

2nd J. Ingerson

Vote: 5-0-0

Motion carries.

4191 – PLANNING – LEIGH KOMORNICK

L. Komornick states that the Planning Board Budget's is \$84,846.00 which is down \$58.00 from last year. Salary is slightly down, Minute taker stipend, overtime, engineering costs, mapping, attorney fees are level funded. Everything is the same training went down \$400.00, Telephone has increased by \$100.00 and postage are up. Education & Training is down; Notices & Publications along with Dues are level funded. Office Supplies & Equipment & Repairs are down but Postage is up. Books and Periodicals are level funded. Equipment purchases are up and Mileage is down. Recording fees are down and the Master Plan Update and Impact Fee Update are level funded.

Discussion occurs regarding encumbered fund potential and Master Plan chapters to be updated.

D. Poliquin states that he would like to see the updates done in the year that they are funded.

M. Curran would like the stipend for the minute taker to be listed differently, not part time position.

Motion by J. Sherman to approve the Planning Department Budget of \$84,846.00

2nd M. Curran

Vote: 4-0-0

Motion carries.

4198 – CABLE DEPARTMENT – DEAN ZANELLO

D. Zanello states that the Budget for the Cable Department is \$33,233.00. Most line items are level funded with the exception of Training, Dues and Subscriptions and Mileage which are higher.

S. Fitzgerald states that some equipment may be purchased before the end of the year that would absorb the amount budgeted for 2014.

Discussion occurs regarding future projects taking place sooner than expected.

Motion by J. Sherman to approve the Cable Department Budget of \$33,233 .00

2nd S. Ranlett

Vote: 5-0-0

Motion carries.

4589 – CULTURAL – HALEY BUSH

H. Bush states that she would like to thank everyone who assisted in the success of Old Home Day. Fund raising was successful this year. We were able to add amounts raised through fund raising to the budget allowance. The Cultural Budget is level funded at \$26,619.00.

Discussion occurs regarding the activities and entertainment at Old Home Day 2014.

M. Curran states that fund raising practices and guidelines need to be distributed to all Board and Committee members to ensure the funds are handled in a transparent and proper way.

Motion by S. Ranlett to approve the Cultural Budget for \$26,619.00.

2nd J. Ingerson

Vote: 5-0-0

Motion carries.

4191 – ZONING BOARD OF ADJUSTMENT – S. FITZGERALD

S. Fitzgerald states that the Zoning Budge is level funded at \$7,110.00.

M. Curran states that the stipend of the Minute Taker should be changed, Part-Time Position is not correct.

Discussion occurs regarding the Legal and Training line items.

Motion by M. Curran to approve the Zoning Board of Adjustment Budget for \$7,110 .00.

2nd S. Ranlett

Vote: 5-0-0

Motion carries.

4311 – HIGHWAY ADMINISTRATION – DAN GARLINGTON

D. Garlington states that the Budget for Highway Administration is \$291,486.00.

He states that Highway Salaries has decreased slightly, Highway Salaries – Sexton and Temporary Labor have increased. Highway overtime, Uniforms, Engineering & Telephone are level funded. Data Processing and Building Repairs are slightly lower. Electric, Heating and General Supplies are higher. Training/Conferences, Dues, Office Supplies, Equipment Maintenance and Gas & Oil are all level funded.

Motion by J. Sherman to approve the Highway Admin. Budget for \$291,486.00.

2nd M. Curran

Vote: 5-0-0

Motion carries.

4312 – HIGHWAY STREET/PUBLIC WORKS – DAN GARLINGTON

D. Garlington states that the Budget for Highways & Streets is \$558,600.00. General Supplies, Vehicle repairs, Drainage Improvements, Pavement Management, Rentals & Leases, Salt & Sand and Snow Plowing are all level funded line items Vehicle Maintenance Supplies, Traffic Supplies have increased while Equipment purchases have decreased.

Discussion occurs regarding the equipment condition and the effects of outdoor working conditions.

M. Curran inquires if we have encumbered money designated for drainage.

D. Garlington states no. We need a wetlands permit to do the work, obtaining the permit is the difficult part.

Discussion occurs regarding the working with the state and regulations.

M. Curran states that the Paving Management line item is a problem. It is consistently utilized to match grants. The Highway Block grant is designed to add to the funds the Highway department uses.

D. Garlington states that the highway block grant money can be used for any line item in the highway budget.

D. Poliquin states that the line item is important in the event that the highway block grant disappears.

S. Fitzgerald states that the money is being used to allow for grant matching which utilizes more funds for projects in the end. Suggesting that the Highway Supervisor can return to discuss this further with the Board. The Highway Safety Committee can also discuss this issue.

Further discussion occurs.

Motion by J. Sherman to approve the Highway Street/Public Works Budget for \$558,600 .00

2nd J. Ingerson

Vote: 4-1-0 (M. Curran)

Motion carries.

4324 – SOLID WASTE/LANDFILL – DAN GARLINGTON

D. Garlington states that the Solid Waste/Landfill Budget is \$47,000.00 this Budget is level funded.

S. Fitzgerald reviews the “CAP” Maintenance necessity.

Motion by M. Curran to approve the Solid Waste/Landfill Budget for \$47,000 .00

2nd J. Ingerson

Vote:5-0-0

Motion carries.

4323 – SOLID WASTE/SANITATION – SEAN FITZGERALD

D. Garlington States that the budget for Solid Waste/Sanitation is level funded at \$515,000.00

Motion by S. Ranlett to approve the Solid Waste/Sanitation Budget for \$515,000 .00

2nd J. Sherman

Vote:5-0-0

Motion carries.

4583 – PATRIOTIC – SEAN FITZGERALD

S. Fitzgerald states that the Patriotic Budget is level funded at \$1,000.00.

Motion by J. Sherman to approve the Patriotic Budget for \$1,000 .00

2nd M. Curran

Vote:5-0-0

Motion carries.

4153 – LEGAL – SEAN FITZGERALD

S. Fitzgerald states that the budget for Legal is \$40,000.00 up \$10,000.00 due to active negotiations in several cases.

Board members; M. Curran, S. Ranlett and J. Sherman request a breakdown of all legal expenditures for all departments information to include, vendor, total cost and general subject matter for 2014.

Discussion occurs regarding legal line items.

Motion by J. Sherman to approve the Legal Budget for \$50,000 .00

2nd M. Curran

Vote:3-1-1 (J. Ingerson/M. Curran)

Motion carries.

4316 – STREET LIGHTS – SEAN FITZGERALD

S. Fitzgerald states that the budget for streetlights is level funded at \$97,000.00

Motion by S. Ranlett to approve the Street Lights Budget for \$97,000 .00

2nd M. Curran

Vote:5-0-0

Motion carries.

4199 – CONFLICT OF INTEREST COMMITTEE – SEAN FITZGERALD

S. Fitzgerald states that the budget for the Conflict of Interest Committee is level funded at \$600.00.

Discussion occurs regarding a legal line item previously in the Conflict of Interest Budget.

Motion by S. Ranlett to approve the Conflict of Interest Committee Budget for \$600 .00
2nd M. Curran
Vote:5-0-0
Motion carries.

4196 – INSURANCE – SEAN FITZGERALD

S. Fitzgerald states that the Insurance budget is \$63,000.00 a reduction of \$20,000.00

Motion by J. Sherman to approve the insurance budget for \$63,000 .00
2nd S. Ranlett
Vote: 5-0-0
Motion carries.

4194 – GOVERNMENT BUILDINGS – SEAN FITZGERALD

The Board defers this budget in David Bowles absence.

UPDATE ON THE TAP GRANT – SEAN FITZGERALD

S. Fitzgerald states that we have applied for the Technical Assistance Grant from NH DOT. The match for the project is \$145,000.00 recommending the board go on record as a formal motion committing ourselves to enhancing the work already in process in the town to improve roads and safety. We should hear something in the next 6 weeks.

TOWN MANAGER REPORT – SEAN FITZGERALD

S. Fitzgerald continues giving the Town Manager Report.

- Plaistow MBTA Project – Public Meeting October 9th 7 pm.
- Public Safety Complex Repairs
- Lights for PARC
- NH DOT TAP Grant
- Plaistow Assessing Dept.
- Fall Festival
- Recreation Dept. Activities
- Recreation Grant
- Household Hazardous Waste Day – October 25th in Danville 9 am – 12 noon
- Hunting Season
- Library Events
- Firehouse Open House
- Budget Committee
- Veterans Day
- Highway Block Grant
- Police Prosecutor
 - M. Curran states that she is waiting for the other options the town can consider regarding the Prosecutor Office has offered to the town and the figure they are proposing to charge Plaistow for their services.
- Discussion occurs

- Senior Service Fair
- Haverhill Chamber of Commerce
- Elm Street Island at Main
- Phone System Upgrade
- Court Updates
- Drug Take Back Day
- Police Department Leadership Training
- 9/11 Update
- Health Department
- Town Forest Signage
- Aldi's Grand Opening

OTHER BUSINESS

M. Curran states she is waiting for the Town Manager to provide an update to the Dog Officer and Dog Kennel current performance and status to have information when reviewing the budget.

S. Ranlett states that the ZBA has followed the request and has granted a rehearing for Cumberland Farms.

SIGNATURE FOLDER

D. Poliquin states the signature folder and manifest are going around.

SELECTMENS REPORTS

D. Poliquin:

- No meetings to report.
- I was unable to attend the fall festival but understand it went very well.
- I had a discussion with S. Fitzgerald regarding complaints I have received about the outdoor firing range at Fish and Game.

Discussion occurs regarding approach and solutions.

J. Sherman:

- I attended the Drug take back day at Rite Aid
- I attended the ceremony for Eagle Scout Nick Bealo
- Attended the Senior Service Fair
- Also attended the Friends of Rec. Fall Festival
- Budget Committee meeting last week, budget committee schedule change.
- Cemetery fence status inquiry to S. Fitzgerald.

M. Curran:

- October 7th attended the Elderly Affairs meeting.
- Family mediation meeting dates have been changing. A fund raiser the Atkinson Town Wide Yard Sale,
- 4th Annual Festival of Trees is coming up at the Plaistow Fish and Game on November 28th, 29th, 30th. A Friday, Saturday Sunday. Last year over \$5,000.00 was raised for local children. This is sponsored through the Lions Club.

S. Ranlett:

- Planning Board Meeting will be a workshop this Wednesday night.
- The Historical Society meeting. Lots of Face book likes a house being was constructed where Haffener's is now. It was moved and then it burnt to the ground. Other questions from the Historical Society are; can the tree in the pond be removed? Hoping also to paint the front of the building.
- Variances denied by the Zoning Board of Adjustment.

J. Ingerson:

- On September 17th attended the Cable Advisory Committee meeting. The Committee is looking for new show content, goals and ideas.
- September 18th attended the Conservation Commission meeting. Charles Marino, a forester will update the forest plan. It has been 10 years since the last update.
- Attended YMCA board meeting. The board is looking for more community leaders to be on the Board.

MOTION BY M. Curran TO ENTER INTO NONPUBLIC SESSION BY: under RSA 9-A: 311 (a) Personnel, (b) Hiring, (c) Reputation, (d) Negotiation

2nd J. Sherman

Board Polled: D. Poliquin = yes, J. Sherman = yes, M. Curran = yes, J. Ingerson, S. Ranlett = yes

Public Session ended at 9:30 pm

Respectfully submitted,

Kerry Lee Noel
Recording Secretary

