



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

PLAISTOW BOARD OF SELECTMEN MINUTES:

DATE: September 16, 2013

MEETING CALLED TO ORDER: 6:31 PM

SELECTMEN:

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

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

M. Curran – excused

D. Poliquin – excused – arrived at 6:37 pm

AGENDA:

MINUTES:

Motion by John Sherman to approve the Minutes of Sept. 9, 2013

2nd by: J. Ingerson

J. Sherman wants change on page 5 spelling error.

Vote: 4-0-0

Motion carries.

PUBLIC COMMENT:

Roy Jeffrey commented on the 9/11 Memorial Service. Great job by the Pollard School Students. He went to the Pollard School the following day and presented the 6 students who participated with a flag pin. He also went into the basement at town hall with Tom Cullen, observing a stone in the foundation which they believe came from the original Plaistow Town Hall. He would like to have it removed and relocated to an area where it can be seen. He also is seeking permission to remove a tree located by the Gulf War Veterans Memorial. He would like to replace it with an ornamental tree. He observed that the grounds at the Town Hall are in bad shape. There are weeds and other growth that is unsightly. He would like to have the area replanted.

S. Fitzgerald – The highway supervisor will be notified. They would be able to clear the area and replant. M. Curran and Mrs. Fitzgerald will be invited to assist in the effort. The foundation stone is located near the left hand side of town hall. It is long and wide. We can have a mason look at it to determine whether the stone can be removed and used as a monument.

R. Gray – They took the previous town hall stone and used it in the construction of this building? How do we know that was from the previous building?

S. Fitzgerald – Tom Cullen believes it is true. It may be appropriate to use the stone as a monument to the brick industry that was prominent in Plaistow.

REVIEW OF 2014 BUDGETS

4140 – Town Clerk – Maryellen Pelletier

Deputy line is the level funded.

Town Clerk line is level funded.

Telephone line has increased.

Computer hardware/Software has decreased.

Training Expense has increased. J. McNamara, Deputy Tax Collector, training expense, also will attend the NE Conference expense in Portsmouth, NH.

Computer License Fee (Bond) has decreased.

Dues has increased.

Dog Tags and Forms has decreased.

Office Supplies has decreased.

Postage has increased.

Office equipment & maintenance has decreased.

Mileage Reimbursement has decreased.

We have been collecting funds, processing credit card payments. Summer Rec. can also make payments online.

Motion by J. Sherman to approve the Budget of the Town Clerk.

2nd by J. Ingerson

Vote: 4-0-0

Motion carries.

4150 – Tax Collector – Rose Bayek

Budget is almost the same as last year but has cuts.

Software Support has increase.

Mailing Service of \$2672.00, this item can come down to \$2572.00. Tax postage can work with \$3900.00.

Training has decreased.

Motion by J. Sherman to approve the Budget for the Tax Collector

2nd J. Ingerson

Vote: 4-0-0

Motion carries.

4150 – Finance – S. Fitzgerald

There are small changes.

Level Funded salary for Finance Director \$68,000.00

There is a staffing change in that office, I will be coming back with a recommendation, CPA currently there. Our service contract with this firm is an opportunity to organize the office.

Data Processing line increase of \$1,000.00 is necessary for upgrades.

Training increase, the LCG is charging more for training.

Office Supplies have increased \$200.00
Level Funding for Mileage/Reimbursement
Level Funding for the Audit

S. Fitzgerald – The reasonable cost for a full audit, our last audit was partial. We are in the last year of contract with this firm.

R. Gray – In the next few months, I will be looking to see how close we are to that number.

J. Sherman – 2010 was the last complete audit?

S. Fitzgerald – We failed to complete the financial information to complete the report. Reconciliation and accounting was not completed.

R. Gray – I would like to make it a goal to have the Town Manager have a completed audit for the town.

S Fitzgerald – 2012 is in process of being completed.

J. Sherman – I want it to be a target or goal to complete the audit for the town report. Will there be any information that will need action at the completion of the audit?

S. Fitzgerald – There may be, based on the information we receive.

Motion by J. Sherman to approve the Budget for the Finance Administration
2nd J. Ingerson
Vote: 4-0-0
Motion carries.

4150 – Treasurer/Trustee/BudComm. – S. Fitzgerald

Level funding for the Treasurer.
Level funding for the Secretary.
Funding for mileage has decreased.
Level funding for Budget Comm. Expenses
Total Budget \$8579.00

Motion by J. Sherman to approve the Budget for the Treasurer/Trustee/BudComm
2nd by J. Ingerson
Vote; 4-0-0
Motion carries.

4711 – Debt (Interest/TAN/Principal)

R. Gray – We are debt free.

Motion by J. Sherman to approve the Budget for 4711 (Debt)
2nd by J. Ingerson
Vote: 4-0-0

Motion carries.

REVIEW OF MR. DAVID NYE MEMORIAL

S. Fitzgerald presented the *Naming Policy*, advising a committee can be formed to name a memorial for David Nye.

D. Poliquin – Should the Naming Committee be formed on an annual or tri-annual basis? The paragraph listed as number one, on the 2nd page should reflect the language Town Manager rather than Town Administrator. Page 3 should reflect each name and location as well. We should have a minimum of a 3 member committee.

R. Gray – This does not apply to streets.

J. Sherman – On the 2nd page a suggested rational, Heritage Committee. Cost reference is not mentioned. Part of the submission process should mention a donation if applicable.

S. Fitzgerald – The cost would have to go through the Town Managers Office. Monument naming, some towns don't accept donations, naming rights, let's proceed right now to do something for David Nye.

D. Poliquin – Naming a field as opposed to a memorial. There have been recommendations but there was some concern about naming a field.

J. Sherman – David Nye was a wonderful guy. He spent years on the Recreation Commission and was active in all aspects of the fields. He coached baseball and basketball on many levels. We can vote tonight, there is no reason to wait.

Motion by J. Sherman to work with the Rec. Comm. & Town Manager to name the Multipurpose field at PARC for David Nye.

2nd J. Ingerson, including cost, location and implementation. If any town funds are to be spent the Town Manager will seek approval from the Board of Selectmen.

D. Poliquin – I defer until we have the cost and a 5 member board.

M. Sumner – No one has done more for this town than David Nye. Approve the field to be named in his honor. Simply asking the board for the naming rights, not asking for money.

J. Sherman – I will amend the motion.

D. Poliquin – I recommend rescinding the motion and simply naming the field after him. In the future we can make a motion to erect a memorial.

R. Gray – Simply to name the field.

B. Coye – That’s what we are here to start with, from there we can come back to the board with further actions to erect a memorial. David Nye was the greatest asset to the town sports program.

R. Gray – Rescind the motion and create another motion dedicating the field to David Nye. It is implied that naming of the field will be followed by a memorial of some sort.

M. Sumner – We just want to get permission to start with naming the field and go from there.

J. Sherman – Withdraws the original motion.

Motion by J. Sherman to dedicate the Multipurpose field at PARC to David Nye.

2nd by J. Ingerson

Vote: 4-0-0

Motion carries.

Motion by J. Sherman to direct the Town Manager to develop an appropriate memorial for David A. Nye and cost estimate.

2nd by D. Poliquin

Vote: 4-0-0

Motion carries.

TOWN MANAGER REPORT – SEAN FITZGERALD

The Town Report Award has been discontinued, it is a disappointment.

The new library director is Cab Vinton. He is a perfect fit for the town. I have invited him to meet the Board before the budget review.

The Water Symposium took place on Wednesday, September 11th. We had a very good turn out with many presentations. Bob Barney of Normandeau Associates did a great job. Leigh and Tim did a great job as well. The key recommendations are 2 grants that are no local match. The first grant would be to protect the local source and strengthen water resources. The second grant is for petroleum reimbursement reclamation on 125. Before taking action would like the Board’s support.

J. Sherman – I support it completely, the LIDO spill is one of the biggest spill sites in the state.

S. Fitzgerald – This is encouraging information as a result of the Water Symposium.

Consensus of the Board

J. Sherman - - The Water Symposium was sensational, we need to think of these things, the town aquifer is not enough.

S. Fitzgerald – Wells that fail or need to be deepened at a cost of \$5000.00 - \$10,000. The state agency really came through. I will be meeting with Bob Barney and Normadeau. This is good information for a regional selectmen’s meeting. All of the Board are invited.

J. Sherman – A Thank You letter to the state agency would be appropriate.

S. Fitzgerald – The YMCA is moving forward, there is a potential for a pool.

D. Poliquin – Tracy Fuller of the YMCA, came to Rec. meeting last Wednesday. She was very positive, programs will be up and running. The building was originally designed to have a pool.

J. Sherman – I would like to have a copy of the plan.

S. Fitzgerald – Announcements are the Senior Service Fair is 9/25, Beede Site Group Tour 9/21, staff are allowed on site Friday at 9:30 am. Highway Safety meeting at 9/20. Town Report Committee is meeting. Hale Spring work is in process, along with Carlton Path.

J. Sherman – If the road to Hale Spring is accessible, it should be posted.

R. Gray – If people lose power, there is water access that is fantastic. Advertise Hale Spring and have a person oversee the issuance of water.

S. Fitzgerald – Following the Symposium, every water resource should be utilized.

Carlton Path, based on a site visit by M. Dorman and P. Auger, a letter was sent to Mr. Mosher asking him to restore the town's roadway property to its original slopes and grades. He has in turn requested metes and bounds information on the location of Carlton Path.

I have asked Atty. Kalman to evaluate and provide a recommendation. The proposed access road to the Safety Complex includes filling in the pond. There is a BudComm. Meeting in two weeks.

J. Sherman – There is one opening on the Budget Committee.

S. Fitzgerald – The Rockingham County commissioners have decided not to charge towns an annual fee for using the county's dispatch services. I will update the proposal in non public regarding property bids and arbitration hearings. I met with Shelly Winters the DOT Project manager coordinating the MBTA feasibility study. She would like to meet with the Board in the next few weeks. Flu shots are available to Board members, Committee members and staff. They are free on Monday, September 23rd between 2-4 PM. Contact Health Officer, Dennise Horrocks to be included in the head count. The Planning Board has requested to meet with the Board to discuss the Land Use Summit action items. An updated design for the Service Road following meetings with abutters will be seeking the Boards approval.

Consensus of the Board – No additional information is required for the Board.

S. Fitzgerald – Fire Dept. Open House Oct. 6-12. September 11, Memorial to the Flyzik family.

SIGNATURE FOLDER

SELECTMEN'S REPORTS

J. Ingerson – Attended Rumble Strip Presentation. Conservation Meeting Sept. 5th, Harmony Energy Works presented energy panels.

J. Sherman – BudComm is next Tuesday Sept. 24th. They will meet every Tuesday. Town Report Comm. is meeting next Tuesday at 5:30 pm. Attended the 9/11 ceremony, Water Symposium. Recreation Commission meeting we went over the budget. I am attending the Highway Safety Committee this Friday, Sept. 20th.

S. Fitzgerald – I would like to ask the YMCA if they want to help us run our skate park.

D. Poliquin – I hate to see equipment sitting idle, logistics are a problem. The people who use the facility generally police it themselves. Part of the issues were not always with town residents.

R. Gray – I wish I could have attended the 9/11 event. Away at the time also missed the Water Symposium. Planning board on Wed. discussing phase reconstruction of the old Shaws plaza, demolition of the building, 3 stores; Dollar, Aldi's and one not official yet.

Motion by J. Sherman to go into Nonpublic Session under (a) Personnel, (c) Matters of Reputation, (d) Negotiations, (e) Legal

2nd D. Poliquin

Roll call

R. Gray – Yes, J. Sherman – Yes, J. Ingerson – Yes, D. Poliquin – Yes

Public Meeting adjourned at 8:54 pm.

Respectfully Submitted,
Kerry Lee Noel