



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

**PLAISTOW BOARD OF SELECTMEN MINUTES:**

**DATE:** January 5, 2015

**MEETING CALLED TO ORDER:** 6:36 PM

Note: D. Poliquin not in attendance at 6:36pm. The consensus of the board was to begin the meeting with Vice Chair J. Sherman, chairing the meeting until the arrival of D. Poliquin.

**SELECTMEN:**

Chairman, Daniel Poliquin – arrived 6:39pm  
Selectman, Michelle Curran  
Selectman, Steve Ranlett

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

**AGENDA:**

**MINUTES:**

*Motion by Steve Ranlett to approve the minutes of December 29, 2014*

*2<sup>nd</sup> by Michelle Curran.*

*Vote: 3-0-1 (M. Curran)*

*Motion passes.*

**PUBLIC COMMENT:**

Audrey Peck, 206 Oak Ridge Rd, approaches to read a letter addressed to the Board of Selectman and Budget Committee regarding the Plaistow Rail Study Warrant Article for the proposed Rail Project. She offers copies of the letter to the Board and request to discuss this another time.

J. Sherman notes that the Board allows Public comment though this is not for back and forth discussion tonight but also notes that many of the items listed in her letter the Board will be discussing tonight.

D. Poliquin arrives at 6:39pm. J. Sherman turns the meeting over the D. Poliquin.

Peter Bealo, 82 Sweet Hill Rd, steps up to request that the Plaistow Representatives for the Timberlane School Board be put on the Board of Selectman's agenda sometime in January to discuss the school budget with the Board and any other topic they wish. Plaistow Representatives for the School District Budget Committee will also be attending.

D. Poliquin notes that the next week's agenda may be able to accommodate that request.

S. Fitzgerald will coordinate a time for next week.

**2015 WARRANT ARTICLE REVIEW**

S. Fitzgerald notes the updated packet of warrant articles dated 1-5-15. Suggests reviewing the article that have a 3-0-0 vote or less

### **PUBLIC SAFETY COMPLEX EXPANSION**

S. Fitzgerald notes the updates in the warrant article outlining some of the deficiencies and particulars of the project. Seeking the Board's thoughts on including the potential cost to the average homeowner. He also states that it is important to help the residents understand that this is not just the police station project. We are managing 3 projects in one, construction a town owned road with access the cemetery, renovations to the Fire Department and a new Police station.

There is general discussion of the Board on the intent and what particular should be included in the warrant article.

D. Poliquin suggests eliminating the information regarding the Public Safety Committee and its previous history from the intent and swapping the two sets of bulleted information. He also notes he would like to see the total cost of the project at \$10.4 million.

Discussion ensues regarding the cost estimates of the project and what the right number is for this project. The wish lists have been pared off and we are now at a prudent level in the project for 30-50 years.

J. Sherman notes that he agrees with D. Poliquin and would like to see the cost of the project at \$10.4 million

The Selectmen discuss the debt service and whether it will be included in the warrant article. The debt service for this project will be approximately \$700,000-\$900,000 per year. Discussion on whether to use the per year debt service number or state the tax impact per year to the individual tax payer in the intent. The length of the note is also discussed.

Discussion ensues regarding the cost of the different lengths of the note.

It is the consensus of the board revisit this warrant article when the Board has a chance to review cost estimates and bond perspectives.

### **BUILDING SYSTEMS CAPITAL RESERVE FUND DEPOSIT**

J. Sherman motions to recommend the Building Systems Capital Reserve Fund deposit in the amount of \$6232.00 as printed in the January 5, 2015 list of warrant articles. S. Ranlett seconds.

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

Motion carries.

### **FIRE SUPPRESSION PUMP AND PUMP HOUSE CAPITAL RESERVE FUND DEPOSIT**

Vote deferred.

### **RECREATION PLAN CAPITAL RESERVE FUND DEPOSIT**

J. Sherman notes that the intent has been updated since the last vote on this warrant article. This is the second year of this capital reserve fund.

J Sherman motions to recommend the Recreation Plan Capital Reserve Fund deposit in the amount of \$50,000 as printed on the list of warrant articles dated January 5, 2015. J. Ingerson seconds.

J. Sherman notes that the intent has also been updated.

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

Motion carries.

### **REPLACEMENT OF HIGHWAY DEPARTMENT DUMP TRUCK**

J. Sherman notes the intent was updated to the exact vehicle that was to be replaced.

J. Sherman motions to recommend the Replacement of Highway Department Dump Truck warrant article as printed on the list of warrant articles dated January 5, 2015. M. Curran seconds.

Vote 5-0-0.

Motion carries.

**CREATE A FIRE DEPARTMENT CAPITAL RESERVE ACCOUNT FOR THE REPLACEMENT OF THE SCBA (SELF CONTAINED BREATHING APPARATUS), AIR CYLINDERS, AND HIGH TEMPERATURE MASKS AND ASSOCIATED DEPOSIT**

J. Sherman notes the only change in this warrant article is that Chief McArdle changed the word tanks to cylinders in the title of the article, the 3<sup>rd</sup> line and the intent.

J. Sherman motions to recommend the Create a Fire Department Capital Reserve Account for the replacement of the SCBA(Self Contained Breathing Apparatus), air cylinders and high temperature masks associated deposit as printed on the list of warrant articles dated January 5, 2015.

S. Ranlett seconds

Vote 5-0-0.

Motion carries.

**REPLACEMENT OF BUILDING DEPARTMENT INSPECTIONS TRUCK**

S. Fitzgerald notes that the amount has been increased to \$32,000. In pricing out 2015 vehicles the increase was recommended to replace the truck with a Ford Explorer.

D. Poliquin states that the Building Inspector does not need a truck and refers to the NH DOT workers driving cars on job sites.

The Board discusses the need for a truck versus a car. Four wheel drive, all wheel drives , small trucks and job sites are discussed where that may be needed as opposed to a car.

The Board agrees that the vehicle should at least be all wheel drive to access the construction sites.

D. Poliquin states the warrant article was previously approved with a 3-2-0 vote. It is agreed to move on without a revote.

**DESIGN REPLACEMENT WESTVILLE ROAD BRIDGE**

S. Fitzgerald recommends advancing this warrant article. We are planning to design and address public safety. Advancing this warrant article puts us in a position for obtaining grants to help fund this project.

D Poliquin question the majority vote required.

S, Fitzgerald states the non -lapsing appropriation language is stock language. It is implied that if it doesn't pass the warrant and the purpose of the warrant would fail. That language can be removed.

The intent is discussed and is recommended to borrow the wording from the Garden Road bridge warrant article.

No vote on this warrant article

**REPLACEMENT OF CABLE DEPARTMENT PLAYBACK/MESSAGE BOARD SERVER**

J. Sherman motions to recommend the Cable Department Playback/Message Board Server warrant as presented on January 5, 2015. J. Ingerson seconds.

Discussion ensues regarding the immediate benefit of this equipment and if additional equipment will be required to be purchased.

D. Zanello, Coordinator, approaches the Board to explain the dollar increase and to answer questions regarding the new system. The system would be deployed right away. There are some features that would not be usable until down the road though once we move eventually to HD they would be usable without additional money required. This new system is more modern and more user friendly. The system currently in place has some issues and has become obsolete.

Vote 5-0-0.

Motion carries.

### **PROFESSIONAL BANKING AND BROKERAGE ASSISTANCE**

D. Poliquin reads the warrant article.

S. Fitzgerald notes that the Trustees would be using a professional, licensed firm hired by the Trustees of the Trust Fund. They are custodians of the Towns Capital Reserve Funds.

Discussion ensues regarding binding the Town for 5 years.

S. Fitzgerald explains that is the intent of the legislation for only the first 5 years so as to support the investment. The Trustees has the authority to change invest firms if performance is not adequate.

It was estimated that the Trustees could bring in approximately \$20,000 of income and the fees associated with the investment firm would be taken from the earned income.

Discussion ensues regarding the risk and cap of the funds and the expenses related to the investment.

S, Fitzgerald states there is no revenue generating from approximately \$1 million.

Discussion ensues types of investment instruments the trust funds could be invested in.

It is noted that the Trustees are voted in and we need to trust them as custodians of the capital reserve funds.

It is also noted that the Town is not currently losing money, we are losing the opportunity of earning money. This is new legislation that has passed. The Trustees did not have authority prior to this legislation.

The Board discusses their questions and concerns regarding this warrant article.

J. Sherman motions to recommend the Professional Banking and Brokerage Assistance warrant article as presented on January 5, 2015. J. Ingerson seconds

Vote 3-2-0. ( D. Poliquin, M. Curran)

Motion carries.

J. Sherman notes that this warrant article will not go to the Budget Committee as no money is stated.

### **RAIL STUDY SPECIAL MEETING**

D. Poliquin reads the warrant article. J. Sherman states he would like to make some amendments to this warrant article.

First amendment is on the 4<sup>th</sup> line of the warrant article to insert after the word service, (including a train station and layover facility). This would satisfy some of the concerns that the layover facility is not mention in the body of the warrant article.

Second amendment is in the second line, to replace “in 2015” with “no later than 2 months after acceptance of the Plaistow commuter rail extension study.”

Third amendment is to add to a second sentence to the intent that says “items to be reviewed would include but not limited to the train station, layover facility, cost issues, environmental issues and noise and vibration issues.” Item to be reviewed at that special Town Meeting.

The Board discusses the items listed in the third amendment and agree that these items should be completed and reviewed prior to this warrant article. It is also discussed that this wording be included in the warrant article. Discussion ensues regarding what should and should not be completed before this warrant article is put forth to the Town.

D. Poliquin notes this warrant article is only to put aside the money for a Special Town Meeting within 2 months of acceptance of the Plaistow Commuter rail extension study by the Board of Selectmen.

J. Sherman redacts the third amendment for now. One more adjustment- to change the wording “for the purpose of directing” to “to have a special town meeting”

D. Poliquin notes he is not in favor of the wording “For the purpose of directing “ and states he would not vote for that.

Discussion ensues

J. Sherman states to have the first two amendments considered at this time.

J. Sherman recommends amending the warrant article by adding the sentence on the 4<sup>th</sup> line of the warrant article”(including a train station and layover station facility)” J. Ingerson seconds.

Vote 5-0-0

Motion carries

J. Sherman motions to recommend changing “in 2015”: to no later than 2 months after the acceptance of the Plaistow commuter rail extension study: S, Ranlett seconds.

Discussion ensues regarding allowing new Board members to get up to date with the rail project.

J. Sherman notes he would like to keep it at 2 months.

Vote 1-4-0 ( D. Poliquin, J. Ingerson, M. Curran, S. Ranlett)

Motion fails

S, Ranlett motions to recommend the wording to within 4 months of acceptance of Plaistow commuter rail extension study”. J. Ingerson seconds

Discussion ensues regarding time frames and time lines. And the effect on the residents of Plaistow.

D. Poliquin states he doesn’t want the word directing

J Sherman withdraws this motion.

S, Ranlett motions to change the word: “directing” to “allowing”. J. Ingerson seconds.

Discussion ensues

Vote 4-1-0 (J. Sherman)

Motion carries

J. Sherman motions to recommend changing “in 2015”: to no later than 2 months after the acceptance of the Plaistow commuter rail extension study: S, Ranlett seconds.

Discussion ensues regarding a time frame.

S Ranlett suggests" within 4 months" to allow new board member time to get up to date with the project.

Discussion ensues regarding time frames, time lines and the effect on the residents of Plaistow.

The Board continues to discuss their concerns with certain time frames.

D. Poliquin calls for a vote.

Vote 1-4-0 (D. Poliquin, J. Ingerson, M. Curran, S. Ranlett)

Motion fails.

S, Ranlett motions to recommend the wording be changed to "within 4 months of acceptance of Plaistow commuter rail extension study". J. Ingerson seconds.

Vote 4-1-0 (J. Sherman)

Motion carries.

J. Sherman reviews the intent of the warrant article again.

Discussion ensues regarding presentation of the study. It is noted that the Board is not directing the study, the NH DOT managing the study. The Board is only acting in an advisory role.

Discussion ensue what the intent is for not what the study shows

J. Sherman motions to add a second sentence to the intent to call for the special town meeting is expected to include but not limited to the data regarding the train station, layover facility, cost issues, environmental issues and noise and vibration issues." S. Ranlett seconds.

Discussion ensues regarding what the intent is for. The voters would understand what to expect at the special town meeting. Listing all the information we would be providing the intent is the help residents understand why we are having a special town meeting. To explain why residents would vote for or against this issue.

Vote 1-4-0.

Motion fails.

Correction to made in the warrant article, remove the period after the \$3000 and replace capital F with a lower case f.

D Poliquin motions to change in the word first sentence in the intent from "conduct" to "fund"

M. Curran seconds.

Vote 4-1-0. (J. Sherman)

Need to revote the entire article when it has been corrected.

### **OFFICE MANAGER FOR FIRE DEPARTMENT**

J Sherman motion to recommend the office Manager for the Fire Department warrant article as presented January 5, 2015. S Ranlett seconds

Vote 4-0-1.(S. Ranlett)

Motion carries.

### **2015 Budget Review**

M Curran would like to review the consulting and legal service in the executive budget. She would like to revisit those numbers as the Town is carrying the same numbers forward seem like it is excess. S. Fitzgerald states 2015 will be very busy with grants, SRTS and additional grants that we have applied for that we may be granted, water projects and studies.

Discussion ensues regarding these line items

S. Fitzgerald notes the Default budget is in your packets. He reviews the statutory language on the cover.

The Default Budget is higher than proposed 2015 budget.

The BOS and Budget Committee are in sync with their budget though the Budget Committee had= until Tuesday the 13th to make any changes.

J Sherman motions to recommend the approval of the default budget in the amount of \$8,120,928 as presented. J Ingerson seconds.

Vote 5-0-0.

Motion carries.

### **Town Managers Report**

Public Safety Expansion

2015 Default Budget

NH DOT Service Road Name - J Sherman motions to direct the Town Manager to let NH DOT know that the name of that service road would be Brickyard Court. M Curran seconds. Vote 4-1-0 (S.

Ranlett) Motion carries

Budget Committee Meetings

MBTA

Source Water Protection & Gree Funding

Tactical Training Center

Comcast Negotiations

Communications Tower Agreement

J Sherman motions to authorize the Town Manager to award a communication tower lease agreement at Plaistow West to SBA Tower LLC. S Ranlett seconds

Vote 5-0-0.

Motion carries.

### **ACTION ITEM REVIEW**

List of action items is review.

Items that are complete will be closed out.

Number 3 is complete.

### **OTHER BUSINESS**

None

### **SIGNATURE FOLDER**

D. Poliquin states the manifest is going around.

### **SELECTMENS REPORTS**

Deferred

***MOTION BY S. Ranlett TO ENTER INTO NONPUBLIC SESSION BY: under RSA 9-A: 311 (a) Personnel, (b) Hiring, (c) Reputation, (d) Negotiation, (e) Legal  
2<sup>nd</sup> J. Ingerson***

Public Session adjourned at 9:02 pm

Respectfully submitted,

Gayle Hamel  
Recording Secretary