



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

PLAISTOW BOARD OF SELECTMEN MINUTES:

DATE: September 23, 2013

MEETING CALLED TO ORDER: 6:33 pm

SELECTMEN:

Chairman, Robert Gray

Selectman, Michelle Curran

Selectman, Daniel Poliquin – arrived 6:38 pm

Vice Chairman, John Sherman

Selectman, Joyce Ingerson

Town Manager, Sean Fitzgerald

AGENDA:

MINUTES:

Motion by J. Sherman to approve the minutes of September 16, 2013 as written.

2nd by J. Ingerson

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

Motion carries.

PUBLIC COMMENT:

No one from the public wishing to speak.

SWEARING IN CEREMONY STEVEN DICHARA FULL TIME POLICE OFFICER

S. Fitzgerald congratulated Steven DiChiara and introduced him to the Board of Selectmen.

S. Savage discussed Steven DiChiara's background and noted he would be a welcome addition to the Police Department. Steven will have intensive field training and attend the Police Academy, which should be completed in 14 weeks.

S. DiChiara read the Oath of Office.

M. Pelletier swore Steven DiChiara in as a Full-Time Police Officer.

REVIEW OF 2014 BUDGETS

4191 – PLANNING – LEIGH KOMORNICK, STEVE RANLETT

S. Ranlett discussed Planning Board Budget: Attorney Fees are up \$2,000.00. Projects like Snowsbrook, Little River, and Main Street, are moving forward using Attorney Moore. Postage costs are up \$200.00 due to the rise in postage fees. Master Plan is level funded an update budgeted \$5000. Numerous conversations regarding this amount. Last year's budget has yet to be spent. The rest is level funded.

S. Fitzgerald received 3 proposals to determine how the Master Plans will get updated. The Land Use Board Summit will strengthen the use of the Master Plan.

M. Curran inquired if the money from last year would be encumbered.

S. Fitzgerald thought they should spend it. They have a lot of in-house experience to utilize regarding the Master Plan.

S. Ranlett noted Tim Moore put together a proposal updating the Master Plan. Sandown's cost was \$17,500.00 to have their Master Plan updated. He inquired if they were going to piece meal it chapter by chapter or have it done all at once.

M. Curran noted it was a living document that was never finished.

S. Fitzgerald discussed things evolving regionally and thought they may be incorporated into their plan. He thought local involvement was more important than hiring an outside entity to produce updates to the Master Plan. Having a partner, the right size and value would have more support. Over the next 60 days the Board should have a product to evaluate. Bruce Mayberry given his expertise is a good candidate for updating the Housing and Economic Development plan.

J. Sherman inquired what they would see in 60 days.

S. Fitzgerald noted two chapters.

J. Ingerson thought professional help was necessary to take advantage of grants.

J. Sherman inquired if there was a list of chapters.

L. Komornick noted she would email it to him.

R. Gray inquired if the Impact Fee Schedule should be updated yearly or bi-yearly.

S. Fitzgerald thought yearly but there may be an update to that.

J. Sherman would like to see a schedule of which chapters will be updated. He was in favor of updating the Master Plan because some chapters were 9 years old. He suggested adding \$5,000.00 to the Budget.

M. Curran agreed with J. Sherman and suggested to list what was anticipated and to let the Planning Board make known the priorities and any new additional chapters.

R. Gray also agreed. He wanted to treat the Master Plan like the CIP (here are the chapters and the years we think it will take). He inquired what should be budgeted on a yearly basis but would like a list and how much it would cost.

Motion by J. Sherman to approve the Planning Board Budget, reserving the right to change it later on and updating the Impact Fees.

2nd M. Curran

Vote: 5-0-0

Motion carries.

4589 – CULTURAL – SEAN FITZGERALD

S. Fitzgerald noted he level funded Old Home Day at \$26,315.00 however the Board had not yet discussed it with the 2014 Old Home Day Committee.

M. Curran inquired why they went past \$25,000.00.

J. Ingerson noted the Vendors increased their prices.

S. Fitzgerald noted there was a Vendor payment list available to review.

M. Curran noted they encourage participation by the residents and thought they needed to be more creative to encourage more participation that doesn't raise the cost.

Motion by J. Sherman to approve the Cultural Budget.

2nd D. Poliquin

Vote: 5-0-0

Motion carries.

S. Fitzgerald noted the date of Old Home Day could be moved to the fall and he was looking to discuss that with the Old Home Day Committee.

J. Ingerson noted the Committee would meet in January.

R. Gray was interested in setting a date before the end of January.

M. Curran was looking for a true and accurate budget and for the hidden costs for additional staff time. She noted the number listed was not a true and accurate number for that day.

S. Fitzgerald noted the costs help build the community. He would like to invite the Old Home Day Committee and the Lions to discuss with the Board.

4194 – GOVERNMENT BUILDINGS – DAVID BOWLES

D. Bowles noted most line items were level funded. The Uniforms line is going up, due to the hiring of a new Library employee who would require uniforms. Vehicle Maintenance is up \$200.00 due to maintenance for tractor and two snow blowers. Mileage is up because he goes to PARC and the Town Forest every day (this takes place until November). Tech. Service Contract line item is up and Contract costs that we pay for maintenance has gone up.

D. Poliquin – The pumps on the fire trucks, are not in the Fire Department budget anymore?

S. Fitzgerald informed the Board that they were all consolidated into one proposal.

D. Bowles discussed Town Hall maintenance noting professional steam cleaning the Great Room and other areas should happen once a year.

J. Ingerson inquired if he would be there to supervise.

D. Bowles noted yes. He discussed painting the Safety Complex exterior trim of the building and noted Museum costs are down and the rest of the line items are being level funded.

J. Sherman inquired if there is a heating issue at the Museum.

D. Bowles noted the heating system is fine however; the cooling system may have to be looked at.

S. Fitzgerald noted they can check to see if a humidifier or an air quality device may improve the conditions at the Historical Society to protect the contents of the building.

R. Gray requested a header be included on each page of the Budget sheets.

Motion by J. Sherman to approve the Government Building Budget.

2nd by D. Poliquin

Vote: 5-0-0

Motion carries.

4611 – CONSERVATION – JILL SENTER

J. Senter noted the Conservation Budget has changed. Land purchase of the Emerson property should be complete by the end of the month and they will have a Deed in hand in November.

Arm Grant will DOT property, Wetlands in the forest, should be done in Dec.

The budget is up a few hundred dollars due to water testing costs because the price and number of tests have gone up.

J. Sherman inquired who got the results.

J. Senter noted the Conservation did and they file them. They test for 14 different things and Tim is working on putting them in a spreadsheet format.

J. Sherman inquired if they were an analysis.

S. Fitzgerald noted results go to Normandeau, Planning and Building Inspectors. Under MS-4, it is required that the Town follows a prescribed process. It would be a code violation and that inspector would follow up on it. The Town has been processing test results for decades now. It is part of a broad chain of responsibilities. Hale Spring is a public water source. The Health Officer is handling that.

J. Senter discussed testing streams and the MS-4 in flow out flow. They test for e coli, chloroform and nitrates. Tests that fish can survive in but not necessarily for drinking water.

S. Fitzgerald noted Hale Spring concerns are ongoing but cleaning of the well has been completed.

J. Senter – Supply line increase, Arbor Day came out under the forest fund. The buying of trees and supplies, but should be put back into the supply line. MS-4 requirement is for public information, for example; the Watershed sign purchase. Added expense was the Old Home Day display, trying to present information to the public. Mileage increased.

Motion by J. Sherman to approve the Budget of the Conservation Commission.

2nd by Joyce Ingerson

Vote: 5-0-0

Motion carries.

4191 – ZONING – SEAN FITZGERALD

S. Fitzgerald – There has been a small reduction, otherwise all items are level funded.

Motion by J. Sherman to approve the Budget of the Zoning Board.

2nd by M. Curran

Vote: 5-0-0

Motion carries.

M. Curran – Please post there is a board member vacancy.

TOWN MANAGER REPORT – SEAN FITZGERALD

S. Fitzgerald discussed:

- Matthew Hay, incoming ACO candidate will be sworn in.
- Paving work continues at the Safety Complex
- Fire Prevention Week is October 6th through October 12th. Their Open House at the Fire Department is October 12th with Pizza from Papa Gino's from 10 am to 2 pm.
- The Highway Safety Committee met on Friday, September 20th to discuss rumble strips along 121A. The Beede Group held a site tour on Friday, September 20th for Town officials following the Beede Technical Meeting. They had a tour for the public the following day.
- Meeting with Mayor Fiorentini from the City of Haverhill has been scheduled for September 24th to discuss regional issues.
- LGC's workshop for Employment Law for Municipalities is scheduled for September 26th. All Selectmen are invited.
- Plaistow's Fall Festival is scheduled for Saturday, September 28th, 2013 from 2 pm until 6 pm.

J. Ingerson inquired when Pumpkin Lighting was.

J. Sherman noted on the last Friday in October.

S. Fitzgerald discussed:

- There have been some reports of vandalism in town; there is a need for periodic cruiser patrols.
- There has been a resignation on the Recreation Commission.
- Mr. LaPlume is consulting an attorney to revise his proposal for Board of Selectmen review. The property lot 69-51 behind his property.
- Following the Water Symposium I have met with Steve Lee and Paul Indeglia of Normandeau Associates on Friday, September 20th. We discussed the application for \$60,000 in state funding to protect watersheds and the Lido Site.
- The Planning Board met Wednesday, September 18th discussing H&H Custom Metal Fabricating adding an addition to the existing structure. The rehabilitation of the shopping plaza located at 3-9 Plaistow Road. Also the Main Street Traffic Study.
- The CIP Committee met on Tuesday and approved the final 2014-2019 CIP Spreadsheet.
- NH DOT Service Road update includes a request for an additional meeting to review issues that prevent the Service Road from being extended further south on the conceptual plan.
- The Town Report Committee will meet Tuesday, September 24th to review the task spreadsheet.
- Carlton Path update, Mr. Mosher will be contacted by S. Kalman to restore the road back to its original state.
- Mr. Cab Vinton, the new Library Director will be invited to meet the board on October 7th.

- Three bids are being solicited for the construction of the Access Road for the Safety Complex expansion.
- The Flu Shot was made available today for all BOS and Town Committee and Board members. Plaistow has had no confirmed positive tests for mosquitoes regarding EEE and West Nile Virus. We continue to monitor and are conducting spraying. The sites for spraying include; The Pollard School, Timberlane Middle School, Timberlane High School, Smith Field, PARC and the Vic Geary Center. The date for spraying is Tuesday, September 24th.
- Hazardous Waste Day is the last Saturday in October to be held in Atkinson. It will be posted once final confirmation is received.
- Family Promise of Greater Rockingham County is seeking funding from the Human Services Dept.
- I would like to suggest having a reception in David Nye's honor under the Pavilion following naming the multi-purpose field after him.
- Senior Service Fair is taking place Wednesday, September 25th, 10 am through 2 pm.
- The Rockingham Planning Commission Regional Master Plan meeting is taking place this evening at the Plaistow Public Library from 6-8 pm.
- Arbitration and Goal Review will be discussed in Non-Public Session.

M. Curran inquired if there was an update on the tent issue at the Rec. facility?

S. Fitzgerald noted he would send the Board an email regarding the status.

SIGNATURE FOLDER

R. Gray noted the Manifest and Signature folders were going around.

SELECTMEN'S REPORTS

M. Curran:

- Attended the Elder Affairs Committee meeting. They are looking for staff and repeat vendors. The Senior Service Fair includes; Estate planning and caring for Elders presentations. Good turnout is expected. Not just for seniors, younger people looking for help with services. Very impressed.
- Family Mediation is having a booth at the Elder Service Fair. Grandparents are becoming caregivers; there is lots of outreach into the communities. I attended the Beede Site tour at the site; it is a state of the art facility that will help to clean up the site. Amazing facility, Geo Thermal Technology, they also hosted another open house for the residents of the area. Great for the neighbors to get to know what and who are there. Very impressed with the organization. Con Comm. meeting was cancelled.

J. Ingerson:

- Attended CIP on September 17th.
- Met with Jay Somers from Comcast. Discussed contracts, 5% franchise fees, the expansion of the studio downstairs and the need to upgrade current systems.
- Conservation Commission meeting was cancelled.
- Attended LGC Center Selectmen's Institute on Saturday for The Importance of the Master Plan/ Economic Development to obtain future grants.

J. Sherman:

- Finalized the CIP last week.

- Will attend the Town Report Advisory Committee meeting tomorrow.
- Will attend the first 1st Budget Committee meeting on Tuesday, September 24th.

D. Poliquin:

- Attended Recreation Commission. They discussed the tent issue. He suggest they get pricing for a whole new set up and inquired if they had all of the equipment from the old one. He has asked Christina Cruz to get that information for the Board.

S. Fitzgerald noted he would send the Board an email.

Brief discussion about the rumble strips at the highway meeting, radar signs and current placement, different types of signs, enforcement. The Board has not seen the data from Deputy Chief Jones. Draft will be coming to the board from the Planning board.

R. Gray:

- Traffic accident and speeding counts should come to the Board.
- Missed the Historical Society meeting. He suggested for it to be put on the agenda. please put on agenda in the future.
- Planning Board reviewed: site plan of H & H Custom Metal which had confusing land information regarding well location. They will be coming back to the Planning Board with a new drawing; site plan for the old Shaws Plaza which has been accepted as complete, adding an addition to the right hand side of the old Shaws store. It will be Dollar Tree's new location. Demolition of existing strip mall from Shaws to Papa Ginos. State approval is still forthcoming.
- Reviewed the draft for the Main St. Traffic Calming Study
- Will not be available to attend the Town Report Committee meeting.

NON PUBLIC RSA 91-A:3II

Motion by J. Sherman to enter Non Public under RSA 9-A:3 II (a) Personnel and (d) Negotiations. 2nd by D. Poliquin

Board polled: R. Gray=yes, J. Sherman=yes, D. Poliquin=yes, M. Curran=yes, J. Ingerson=yes

Public Meeting adjourned at 8:32 pm

Respectfully Submitted,
Kerry Lee Noel