



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

PLAISTOW BOARD OF SELECTMEN MINUTES:

DATE: April 6, 2015

MEETING CALLED TO ORDER: 6:30 PM

SELECTMEN:

Selectman, Steve Ranlett, Chairman
Selectman, Joyce Ingerson
Selectman, Julian Kiszka

Vice Chairman, John Sherman
Selectman, Tammy Bergeron
Town Manager, Sean Fitzgerald

AGENDA:

MINUTES:

Deferred to next week

PUBLIC COMMENT:

Audrey Peck states there was an article in the Sunday paper regarding a letter sent to the NH DOT regarding the commuter rail project. She inquires as to the date of the letter. The Board states the letter had what the warrant requested verbatim and included a paragraph that stated the town chose a No Build option. A copy was sent to the entities listed in the warrant article. No mail response was received back from the NH DOT. A copy of the letter has been posted to the Town's website.

WESTVILLE ROAD BRIDGE DESIGN HOYLE, TANNER & ASSOCIATES, INC.

S. Fitzgerald welcomes Matt Low and Steve has of Hoyle & Tanner Associates, Inc. He reviews the process of hiring Hoyle & Tanner and states they were the firm that engineered the upgrade and construction of the Garden Road Bridge now referred to as the World War II Memorial Bridge. Matt Low begins by updating the status of the Westville Road Bridge. He begins with a slide presentation of the background, of the bridge:

- 1940's construction, rated "fair" by NH DOT, in need of rehabilitation soon and on very sharp curve.
- Chronology – Cost estimates, NH DOT Bridge Aid, Waiver granted to retain Hoyle & Tanner due to success of Garden Road Bridge.
- Draft Scope & Fee for study, construction funding available to July 2018, March 2015 Warrant article engineering study.
- Need to update engineering study scope & fee, submit to NH DOT for approval, and begin study in the spring 2015, 2016 Warrant Article for design & permitting, complete study in summer 2016.
- Submit scope and fee design permitting to NH DOT for approval. Design and permitting to begin in fall 2016 through fall 2018, 2018 Warrant article for construction. Advertise project for construction in January 2019.

Discussion ensues regarding the period for the construction of this project, traffic control, emergency access and traffic re-routes during the construction phase.

Different timelines and types of construction are discussed; pre cast is an option and would be the least time consuming. A public meeting with the abutters and business owners is recommended.

Access to abutters would be available in all phases of construction.

The life expectancy of the newly constructed bridge is over 75 years.

Discussion of available state and federal funding for bridge construction ensues.

M. Low states the funding will remain though the accounts where the funding comes from may change.

Discussion is turned over to Steve Haas on the Safe Routes to School project.

Design and improvements of the village pedestrian area are reviewed and discussed. Safety concerns of pedestrian traffic, school children are a major concern. Traffic and congestion concerns will be addressed. Infrastructure and safety deficiencies discussed. This project has received an additional \$100,000 from the Town to make this as beneficial as possible for this area. It is noted that this project has been put on hold due to the fact there are no full time town employees that are LPA certified.

S. Fitzgerald states this issue will be rectified soon as we have employees in training. This should enable the Town to pick right back up.

J. Sherman makes a motion to follow the recommendation of the Town Manager to award the design contract to Hoyle Tanner and Associates, Inc., not to exceed \$140,000 as approved in article P-15-15 at the 2015 Plaistow Town Meeting.

J. Ingerson 2nds.

Vote 5-0-0 Motion passes.

S. Ranlett thanks them for their time tonight.

COMCAST RELICENSING PROCESS- ATTORNEY PETER EPSTEIN

Attorney Epstein states that he has been retained to assist in the relicensing of Comcast.

He reviews the process timeline of relicensing the franchise agreement with Comcast. An extension of time to relicense has been filed with Comcast to February 1, 2016. The past license was for 5 years, though there is no timeframe for licensing. Federal law states that you have to begin renewing the licensing 3 years prior to the expiration of the license. A 5 year renewal will ultimately keep you in a state of renewal. Not able to do a renewal in excess of 10 years.

There are two things the Town cannot control; Rates and Commercial programming.

Timeline is for relicensing is discussed:

1. Ascertainment- January thru April 2015. Put all the wishes on the list though keep in mind that most of these costs will be passed through to the subscribers. Public hearing- it's beneficial to have all attendees testify. Let Comcast know of the hearing. They may choose to send a representative. Residents should come to discuss issues, quality of service, customer service and programming. State Law requires at least one public hearing, which constitutes your ascertainment. Public hearing set for May 11, 2015.
2. Request for Proposal.
3. Operator's Proposal
4. Negotiations

Draft Renewal franchise

Discussion ensues regarding programming from the schools where they are in Plaistow. It is noted that the School district does not receive any franchise funding from Comcast, though there is an agreement that they provide the educational channel to all 4 four towns of the district.

J. Sherman suggests holding a regional cable committee meeting with the four towns in the regions. Local origination is discussed.

J. Deroche suggests enabling a cable drop/origination point at the PARC fields. Most costs will be passed through to the subscribers. Possible a pass through agreement as through are not generally passed through to the subscribers.

BEEDE SUPERFUND SITE LOST TAX REVENUE UPDATE

Deferred to next week.

TOWN MANAGER'S REPORT

Route 125 Service Road lights-

**J. Sherman motions to recommend the Board to direct the Town Manager to send a letter to the NH DOT on behalf of the Board of Selectmen in support of the Planning Board's recommendation to approve lights for the Route 125 Service Road. J. Kiszka 2nds
Vote 5-0-0 Motion passes.**

Mosquito Control to begin April 13th

BTLA Notification from Tax Collector- Tax bills certified

Public Safety Expansion project Pie Charts ordered to be posted around town

Cable Equipment Purchase- discussed budgets in which additional money can be used to purchase the new cable server equipment that has failed.

J. Sherman notes that according to the state's RSA's the Board can overspend a line item but not able to overspend the bottom line of the budget. The state requires the Board to approve the manifest and they in turn approves the expenditure though it's not required to identify the line item. The money will not be transferred from the accounts affected, they will just be overspent. 3 quotes were received for the server equipment.

J. Ingerson motions to follow the recommendation of the Town Manager and Cable Coordinator to award a contract to various vendors as outlined in the Town Manager's report, not to exceed \$38,319.

T. Bergeron 2nds

Vote 5-0-0

Motion passes.

J. Sherman notes how we spend the franchise fees from Comcast should be discussed and to establish a Capital reserve fund for equipment in the CIP for timely rotation.

EPA site visit for Beede Superfund Walk

Engine 7 sold – received a \$5000 check to be deposited to the General fund

MBTA study completed- No Build Letter sent to NHDOT

American Legion Post 34

Source Water Protection

Comprehensive Economic Development Committee

Courthouse Lease – signed

New Phone System

Stop Work order issued for All State Asbestos Professionals- Planning Board appearance on 4/15- Public Hearing to be posted for them to appear before the Board on April 20th

ACTION ITEM REVIEW

J. Ingerson inquires the state roads condition be addressed. The pot holes are damaging cars.
S. Ranlett request a Memorandum of Understanding for the range next week
Additional items to be included on Action Item list:

1. Communication Tower
2. Personnel Policy update

OTHER BUSINESS

S. Ranlett states:

Agenda items being limited for each meeting

Pete & Polly's Forrest St culvert needs to be addressed.

Morningstar Farm sugar bush pump under water

Facebook Policy, Personnel Policy

J. Sherman suggests prioritizing the projects listed in a memo from S. Fitzgerald, to be discussed next week.

SIGNATURE FOLDER

S. Ranlett states the manifest and signature folder are going around.

SELECTMENS REPORTS

J. Sherman-

Attended the YMCA Annual Kick Off campaign- Many great programs.

Attended Rabies Clinic- well attended

Budget Reorganization meeting April 14th

Beede Site update in Town Report Next year

Right to Know Law- Asks question, even though he knows the answer for a couple of reasons

Run of the Savages- Pollard School at 9am

S. Ranlett-

Planning Board meeting- asks to pay the Rockingham Planning Commission Fees.

22 Old Road Use- new Pro Quip- Bulldozers company .

Tabled Skateboard park equipment to the YMCA

Large Machine Shop looking at Westville Rd site

Old Home Day Comm. meeting

Executed Interim Manager Contract with Sean Fitzgerald

Extend the BOS condolences to George Melvin's Family

J. Kiszka-

Attended George Melvin's wake

Pollard Breakfast & Easter Egg Hunt

Prescription for Danger Presentation at the Pollard School - April 8th

Energy Costs for the Town- Recommends establishment of a committee to look into energy options for the Town.

T. Bergeron-

Sent email to S. Fitzgerald regarding local businesses donating and sponsoring events for the Old Home Day event that is consistent with the Town's donation policy. This will be signed off by the Old Home Day Chair, not the Town Manager.

Attended the Easter Egg Hunt- well attended.

Methuen Construction- No Right Turn for trucks exiting the property.

S. Fitzgerald states 121A is a state highway, federal guidelines allow truck to turn L or R. though an s
a courtesy they will agree to turn L only and manage access to the site.

J Ingerson-

Conservation Committee Meeting- Repairs or bridge in Town forest

It's all about the Trees Arbor Day poster contest

Update forest plan

Thank you to all volunteers for Easter egg Hunt

Public Session adjourned at 9: 48pm

Respectfully submitted,

Gayle Hamel

Recording Secretary