



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

PLAISTOW BOARD OF SELECTMEN MINUTES:

DATE: July 6, 2015

MEETING CALLED TO ORDER: 6:32PM

SELECTMEN:

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

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

AGENDA:

MINUTES:

Motion by J. Sherman to approve the minutes of June 22, 2015. Second by J. Ingerson
Vote: 5-0-0
Motion passes.

PUBLIC COMMENT:

None

POLICE OFFICER PROMOTION –

S. Fitzgerald invites Chief Jones, Lt Baldwin and Brett Morgan up to begin promotion ceremony.

GREE/WATER STUDY UPDATE –

Steve Lee and Harry Steward of Normandeau Associates are present to discuss the potability of the current fire suppression system. Steve Lee has been working for Normandeau for many years and has helped Plaistow tremendously. Harry Steward joined Normandeau recently and comes from the position of Director of DES Water Division with an amazing amount of experience. Steve begins the presentation with a summary of our general water resources. Plaistow does not have a water body sufficient for a municipal reservoir but we do have “stratified-drift” aquifer though the volume is low. The water quality has been impacted by the Beede Waste Oil Site, the former Lido gasoline site, Town landfill and salt shed. Plaistow has worked hard to protect the aquifer. A map is displayed showing the aquifer protection areas and community water systems.

J. Sherman requests to have the full presentation posted on the Town’s website.

Steve Lee reviews the current Fire Suppression system. It has been expanded to provide for the growing commercial section mainly along route 125. Loops in the system provide a way to isolate a leak in the system.

J. Sherman inquires if additional loops will be incorporated in the future as the system continues to expand. Steve Lee responds in the affirmative. Harry Steward added the loops also help by giving a hydraulic advantage to the system.

The Potable Water Supply Feasibility Study is funded through GREE with the goal of supplying both drinking water and fire suppression. The areas covered by the study include sites that have been impacted by MtBE contaminates. MtBE was added to gasoline in the 1980's when lead was taken out.

The water demand has been estimated at 295,000 gallons per day. Possible sources for Plaistow include:

- A new ground well system within the town.
- A system with water imported from other communities such as Haverhill and Merrimac MA, Hampstead Area Water Company, and Pennichuck East Utility.
- A potential interconnecting well system from existing well, thought this would be more of a secondary system rather than primary.

Of the areas considered for importing water, Haverhill is the only one that currently has potential to help. Piping material and the old water storage tank have been studied to use with a new system.

A review of the fire suppression system and years constructed is reviewed along with the types of piping used. The oldest pipes date back to the 1960's.

T. Bergeron asked about the interior of the existing tank if it will be reused/remodeled.

The current water tank and Pump House were assessed for sanitation, safety, structural and security to be put back online. The water tank would require removal of corrosive paint and rust; an abrasive blast and refinish; lead encapsulation and temporary removal of the cell equipment with an approximate cost of \$711,850.

J. Sherman inquires if the town has already set aside a capital reserve fund toward the abatement of lead paint on the existing water tower.

S. Fitzgerald note there has been money put in a capital reserve account specifically for the exterior abatement of lead paint and maintain structural integrity. This assessment include some interior work.

There is potential to bring the existing tank back on line while using some of the original pipes. An additional water tank may or may not be needed depending on what option the town uses.

J. Kiszka notes that restoring something old is not necessarily more economical than building a new tank/tower.

A water loss assessment was done by Weston & Sampson for the years of 2013 – 2015. The average water loss is 120/gallons/hour or 1,050,000 gallons/year which is within the threshold. In late July, Normandeau will provide another update with estimated costs and a summary report will follow in August.

J. Sherman notes that there were some years during the 1990's that there were no additions to the system.

J. Kiszka inquires if the system will add to the water table.

H. Steward replies there will be minimal impact on the water table from the system.

Many other discussions will be required to consider funding and sewage which relates to ground water.

GREE funding has to been used with MtBE remediation.

J. Sherman notes how important water is and how many families have been effected by the Lido site and Mtbe contamination along 125.

This study in an opportunity to gather information and tonight's presentation was an update to that study. How this project will get funded will be discussed and will be determined.

T. Bergeron expresses concerns with the current water tank and request to look into the interior of the tank with regards to lead. A price comparison will be done for a new tank versus abating the current tank.

H. Steward notes that sound and sustainable water system is economically critical to not only the state but to the region. New Hampshire has an advantage over other regions with our water infrastructure if we can fit the pieces together.

Discussion ensues regarding water and sewage concerns.

This study in an opportunity to gather information and tonight's presentation was an update to that study. How this project will get funded will be discussed and will be determined.

S. Fitzgerald notes that projects like this can be funded by special revenue stream tied to infrastructure enhancements that increase valuations.

J. Sherman notes that there are local companies currently paying for access to the current water system.

J. Kiszka notes that a conversation for another meeting would be a sewage system. How to dispose of the waste water from industrial areas.

S. Fitzgerald notes there was a sewage study completed about 25 years ago from a prior Board of Selectman.

J. Sherman requests the sewage study be sent out to the Board.

S. Ranlett thanked both Steve Lee and Harry Steward of Normandeau Associates for their presentation.

RFQ – OWNERS PROJECT MANAGER

S. Fitzgerald invites both Police Chief Jones and Fire Chief McArdle up and notes that D. Heffernan and J. Paone, members of the Public Safety Expansion Committee are also in attendance.

S. Fitzgerald reviews the Public Safety Expansion Committee recent meeting and reviewed options for advancing the project.

S. Fitzgerald states one of the important responsibilities of managing capital construction is to hire an Owner's Project Manager.

They act as a Town representative to help with facility evaluation, space needs assessment and identifying funding opportunities relating to the construction of the project. They will evaluate what has been done to date and support functions and efficiencies involved with the project.

S. Fitzgerald made it clear that construction will not occur without the Town's approval.

J. Sherman reads an email from D. Poliquin addressed to the Board of Selectman, "Hello all, please forward this to Tammy as I don't have her email address. I will not be at this evenings meeting as I am currently out of town. I understand that the board has a discussion planned for this evening with regards to an OPM for the Public Safety Complex. My personal feeling is that this would be a definite asset for the project. The proper firm or individual would be knowledgeable in current construction costs, materials and procedures from project concept through site work build out, completion and punch lists. This firm or individual would/should have the ability to save the town a significant amount of money while making suggestions and implementing processes to meet everyone's standards and expectations. Please do not mistake this position as a Clerk of the works or Project manager. Thanks for taking this under consideration and I hope the board votes to move in this direction. It will be in the best interest of the project and the dollar bottom line." Signed, Dan Poliquin.

Chief McArdle agrees with hiring an Owner's Project Manager as soon as possible in order to validate the information we have now and possible refine the cost figures to the voters for Deliberative Session. He also notes the town has received far more than the \$25,000 spent with Dore & Whittier.

Chief Jones agrees with this option too. She has spoken with other communities who used this method and found it extremely beneficial. All the members of the Public Safety Committee believe the town should move forward with an Owner's Project Manager to improve and refine the actual numbers of the project and possibly reduce costs. This ensures there is an advocate working for the benefit of the town. She, along with Chief McArdle and the other committee members would like to move forward with this.

J. Sherman notes that it is our responsibility as a committee to update and improve the proposal and present to the taxpayers as there was over 50% support for the project. We all felt it is our obligation to improve the presentation and possible reduce the cost of the project.

J. Sherman inquires what is the difference between an Owner's Project Manager and a Clerk of the Works?

S. Fitzgerald states an Owner's Project Manager has a higher education and understands the logistics of the total project from architects to construction. This person provides a broader prospective, looking into materials and subcontractors to come with more accurate numbers.

A Clerk of the Works is a tradesmen who oversees the design and materials but provides a more basic level of support.

J. Ingerson inquires why Dore & Whittier would not be doing the entire package.

S. Fitzgerald states until there is Town approval there will be no commitment to spend on actually building the project.

S. Fitzgerald reiterated we are in the preliminary stage only, no funds will be spent until the town approves the project.

Discussion ensues.

There is unanimous consensus of the Board to move forward to post the RFQ for an Owner's Project Manager.

Chief Jones thanks the Board of Selectmen for their support.

S. Ranlett thanks all for participating in tonight's discussion.

OLD HOME DAY DONATIONS – IN MEMORY OF ALDEN PALMER

S. Ranlett read the names of those who donated into the record:

- Karen & Robert Hoppler \$ 35.00
- Jones Agency \$250.00
- Kenneth Paul \$50.00
- William & Shirley Hart \$50.00
- Douglas Jenne \$100.00
- Iva Durfee \$100.00
- W.B. Soneson \$25.00
- Dubois & King \$75.00

Total \$685.00

S. Ranlett thanks all of them for their generous donations.

J. Ingerson inquires as to where the money goes.

S. Fitzgerald states it currently goes into the general fund and typically the Historical Society receives monies donated at Old Home Day.

TOWN MANAGER'S REPORT

Highway Methane Alarms

Public Safety Complex Project

Plaistow Public Library- Substance Abuse forum

Hazardous Material Annual Meeting

Town Auditors

Source Water Protection

Assessing Credit/Exemptions

Old Home Day Chair to be appointed by the Board of Selectmen

Old Home Day meeting with Town Officials and committee

Trustee of the Trust Fund Investment Firm

Highway Safety Meeting

Plaistow First Committee Properties

- J. Sherman request these properties be put out to bid to the public.
- Request that all proposals be noted that the Town is not required to accept and acknowledgement letters be sent to all proposals.

Methuen Construction ground breaking

Town Hall Well

Dog Licenses

PARC Updates

Unitil Consultants- Energy Efficiency updates

Westville Road Bridge Design

Safe Routes to School

Catch Basin & Manhole work

Recreation Trails Grant

FEMA reimbursement

David Nye Memorial Scoreboard

ACTION ITEM REVIEW

The items are reviewed.

OTHER BUSINESS

J. Sherman wanted the Board to know that it is legal for a resident to serve as both a Selectmen and the Timberlane School Budget Committee. He received a copy of a memo from Sean O'Neal of Danville who did the research.

SIGNATURE FOLDER

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

SELECTMENS REPORTS

J. Ingerson-

- Nothing to report

Thanks all concern and well wishes regarding her Dad

T. Bergeron

- Family Mediation- Strategizing on fundraising due to cuts next year. Heroin Crisis, starting a bereavement group for those who have lost children to heroin. Networking into Derry and Londonderry.
- Old Home Day- suggest adding the next Old Home Day chair to the agenda for the next Board meeting.

- Summer Concerts on the green along with ice cream socials on Wednesday nights at 6 pm.

J. Sherman

- Reviewed the search for a Town Manager. Of the 62 resumes received, three finalists will be selected and given to the Board of Selectmen. He anticipates a CIP meeting in the future and mentions the Budget Committee will meet on 9/8.

J. Kiszka

- Attended the Rockingham Planning Commission Annual Meeting. Tim Moore was awarded the 15 year service award.
- Attended the quarterly meeting for CEDS (Comprehensive Economic Development Strategies.) They are willing to make a presentation regarding economic development for Plaistow.
- Attended a Hazmat Board of Directors meeting involving 14 NH towns who pool resources to buy and store equipment in a central locations to be used as needed. Plaistow contributes to this fund.
- Attended the Public Safety Expansion Meeting.

S. Ranlett

- Nothing to report
- Cannot make Historical Committee meeting due to the time change of the meeting.

MOTION BY J. SHERMAN TO ENTER INTO NONPUBLIC SESSION BY: under RSA 9-A: 311

(a) Personnel, (b) Hiring, (c) Reputation, (d) Negotiation, (e) Legal

2nd J. INGERSON

Board Polled: S. Ranlett = yes, J. Sherman = yes, T. Bergeron = yes, J. Ingerson=yes, J. Kiszka=yes.

Public Session adjourned at 9:08 pm

Public Session reopened at 9:53pm

Steve Ranlett discusses changes to the Town Manager search process.

J. Sherman motions to seal the non-public minutes for 3 years.

S. Ranlett 2nds.

Board Polled: S. Ranlett = yes, J. Sherman = yes, T. Bergeron = yes, J. Ingerson=yes, J. Kiszka=yes.

Public Session adjourned at 9:55pm

Respectfully submitted,

Gayle Hamel
Recording Secretary