



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

PLAISTOW BOARD OF SELECTMEN MINUTES:

DATE: October 7, 2013

MEETING CALLED TO ORDER: 6:30 PM

SELECTMEN:

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

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

AGENDA:

MINUTES:

Motion by J. Sherman to approve the minutes of September 30, 2013 as written.

2nd M. Curran.

Vote 5-0-0

Motion carries.

PUBLIC COMMENT: Chief John McArdle spoke stating that Ron Reardon of Witch Lane would like to request Engine 1 when the town is done with it, he would like to have it. The Board thanked Ron for watching tonight, and wishes him a good night.

R. Gray – Discussed the development known as Snow Brook. The Planning Board noted several deficiencies. The owner does not have State Sub-Division approval. It is a violation of the RSA's. The planning board recommended to write a letter to the applicant and give them 30 days to correct the problems with the application. In the event that the deficiencies are not corrected the code enforcement officer can issue a cease and desist order.

S. Fitzgerald – Stated that there are conditions that are not outlined on the mylar. Dick DeSeve of NH DES, Attorney Charlie Cleary outlined a plan of action, listing the deficiencies; the contractor stated will meet the deficiencies within the 30 day period.

Discussion occurs regarding proper procedure of project and permit issuance.

R. Gray – Asked, what was the first recommendation of the attorney?

S. Fitzgerald – Stated that we had not properly noticed the contractor.

M. Curran – Spoke, there are statutory requirements. A cease and desist order should be issue right away.

Discussion occurs on requirements of the code enforcement officer's obligation to issue the cease and desist order.

S. Fitzgerald – Recommended to let this situation play out over the next few days. Based on the advice of the attorney and planning boards.

R. Gray – Stated that the planning board was lead to believe they had the state permits in place.

Further discussion regarding the decision as to whether to issue a cease and desist order.

Motion by M. Curran to direct the Town Manager to direct the code enforcement officer to issue a cease and desist order.

2nd D. Poliquin

Vote: 2-3-0

Motion fails.

R. Gray – Stated that if in 30 days sufficient progress has not been made the cease and desist order will be issued. 30 days from tomorrow 10-08-2013.

Motion by R. Gray to direct the Town Manager to direct the code enforcement officer to issue the cease and desist order on day 31. After the 30 days letter of deficiency runs out.

2nd J. Ingerson

Vote 4-1-0

Motion carries.

M. Curran - S. Fitzgerald, please keep us up to date on this issue.

Geoffrey Adams, Alternate member of the Planning Board - Spoke, stating that the Town Planner had asked the Code Enforcement Officer to issue a cease and desist order. The Code Enforcement officer referred to the Town Manager regarding the issues. The Planning Board issued a 30 day order to correct the problems in non-compliance. He also stated that there is an approval from the town, prior to the state approval which needs to happen, that did lend to the confusion of the approval process.

M. Curran – Spoke stating that this project is no longer a 55 plus community conversion? There is a specific criteria for those types of units verses a regular condo conversion.

D. Poliquin – That is a perfect reason why the cease and desist should be issued. It should go back to the Planning Board. Not pleased with the developments that are being handled and the encroachment problems.

REVIEW OF 2014 BUDGETS

4441 – HUMAN SERVICES ADMINISTRATION – LORI SADEWICZ

L. Sadewicz – Spoke stating that the budget is level funded. Also that the Salary and Training lines are level funded. Mapping is level funded. Data Processing has decreased. Dues is level funded. Supplies are reduced, postage is level funded. Books and Periodicals has increased and Mileage is reduced.

Motion by J. Sherman to approve the Budget of the Human Services Administration

2nd by M. Curran

Vote: 5-0-0

Motion carries

4442 – HUMAN SERVICES ASSISTANCE – LORI SADEWICZ

L. Sadewicz – Stated that the budget is level funded.

Motion by M. Curran to approve the Budget for Human Services Assistance

2nd J. Ingerson

Vote: 5-0-0

Motion carries.

4419 – HUMAN SERVICES AGENCIES – LORI SADEWICZ

L. Sadewicz – Stated that this budget is level funded except for 2 changes. The first is SeaCare Health because the agency is closing. Secondly, Meals on Wheels is asking for \$120.00 increase since their budget was reduced in funding by the June 2013 sequestration.

Discussion regarding services and terms of definition.

L. Sadewicz commented that Family Promise has requested funding, that request will have to be presented as a warrant article.

Motion by J. Sherman

2nd by D. Poliquin

Vote: 5-0-0

Motion carries.

4220 – FIRE DEPARTMENT – CHIEF JOHN MCARDLE

J. McArdle – Spoke regarding the overall Budget increase. Uniforms have increased by \$2400.00. This increase is approximately \$100.00 p/person for a Class A uniform. These uniforms would be used on any formal occasion and would be in line with the Class A uniforms currently worn by the Police Department.

M. Curran – Stated that they represent the town in many other ways such as the The Honor Guard Volunteers.

J. McArdle – S. Vezina organized the honor guard. I had contacted the Boston Red Sox to have the Honor Guard participate at a game and did receive a call to participate in a game against the Yankees.

R. Gray – Suggested the pictures from the game should be included in the town report.

J. McArdle – Continued, Telephone expenses decreased, Data Processing increased because the expansion of the fire house software to a cloud based software for inspections. Medical services decreased, dues decreased, supplies is level funded, books and periodicals are level funded,

background licenses (unanticipated description to be updated) has increased, mileage has decreased, events and activities has increased, permanent positions is level funded, P-T Call Firefighters has decreased. Overtime has increased. Building maintenance is level funded, Training has increased. Dues-Hazmat has increased, Equipment maintenance has increased, Gasoline has increased, Vehicle Maintenance has decreased, Vehicle repairs has decreased, Equipment has increased slightly. Equipment – Bunker Gear has decreased, Books & Periodicals has increased, General Supplies has increased, PT Forest Fire is level funded.

***Motion by J. Sherman to approve the Budget of the Fire Department
2nd by M. Curran***

Vote: 5-0-0

Motion carries.

4332 – WATER DISTRIBUTION – CHIEF JOHN MCARDLE

J. McArdle – Stated that Payroll Temporary decreased. Uniforms have increased. Engineering has increased, telephone is level funded, electric has decreased, heating is level funded at zero, general supplies are level funded, mileage has increased, waterline repairs is level funded, equipment repairs is level funded, equipment maintenance has increased, fuel has increased. Vehicle maintenance is level funded. Capital improvement project has increased. Equipment purchase has increased.

J. Sherman – Suggested appropriating the money for the water department for line item listed as Engineering.

R. Gray – Stated he would prefer that, due to the fact there is an existing building there.

J. McArdle – Continued the discussion regarding the town's ownership of the well. The water has a value, the owner was getting a credit on his water bill of approximately \$10,000. He continued to state that S. Kalman had suggested putting in a well which would be comparable to the cost of the credit we were extending to the owner of the property. Perhaps a warrant article, or another method to expend the funds of the CIP line.

S. Fitzgerald – Spoke regarding the negotiations to acquire the reservoir, which is a good water resource.

J. Sherman – Stated that putting it in the operating budget is my least favorite option for this item.

R. Gray – Suggested that the LGC would advise 2 articles for sourcing the funding with a date to be determined.

Motion by J. Sherman for the approval of \$61,505.00 taking out the \$12000.00 for the well that will go to warrant approval, the Budget for the Water Distribution

2nd by R. Gray

Vote: 5-0-0

Motion carries.

4290 – EMERGENCY MANAGEMENT – SEAN FITZGERALD

S. Fitzgerald – Stated that this Budget is level funded, with the exception of the line Equipment Purchases has increased.

J. Sherman – State he would like the line item to be more detailed than just a general statement.

Discussion occurred regarding specific federal grants and municipal matching fund sources.

Motion by J. Sherman to approve the Budget for Emergency Management

2nd by D. Poliquin

Vote:5-0-0

Motion carries.

TOWN MANAGER REPORT

- Timberlane Scoreboard Replacement.
- Center Plaza Revamping with Aldi's location.
- Cell Tower improvements to communications.
- Police Department – PT Animal Control.
- Arbitration Hearings.
- Fire Dept. Repairs to Sally Port deferred until the spring.
- Plaistow Burglaries – Suspect identification is progressing.
- Fire Dept. – Fire Prevention Week.
- Highway Safety Committee – Rumble Strips and Radar Panels.
- Unitil Preparedness Meeting. Contact K. Noel to register.
- NHMA 72nd Annual Conference.
- Meeting with the Mayor of Haverhill.
- Recreation – Events Upcoming.
- Ingalls Terrace Pavilion Repairs.
- RT. 125 Service Road Update.
- National Drug Take Back Day.
- Plaistow Lion Food Drive – A Billy Bartlett Benefit.
- Gutter Proposal and Contract.
- Updated Proposals for Town Owned Property.
- Water Symposium.
- Elder Affairs discussion regarding the Senior Service Fair.
- Beede EPA Notice furloughed EPA Team.
- Bud Com will meet this Tuesday, October 8th
- Carlton Path Update
- Public Safety Complex – Access Road
- Hazardous Waste Collection Day will be Saturday, October 26th 9am – Noon. In Atkinson

SIGNATURE FOLDER

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

SELECTMEN'S REPORTS

J. Ingerson

- Met with Con Comm. Jill was working on the easement in the town forest regarding water rights, a warrant article may be sought.
- Attended the Exchange Club Fund Raiser at Applebees.
- Will attend my last LGC training.

M. Curran

- Elder Affairs – great meeting, great feedback for the Senior Service Fair, I have a list of things for next year. Future meeting invitation to be held at other locations. Sara Care has extended an invitation. Transportation will be discussed in the future. Emily Low is outstanding working with the elders and at the Vic Geary Center.
- Dan Garlington conversation regarding the flower beds, many others, forming up a garden committee. It was designed as an English Garden, and we will be looking at old reports and information regarding the garden. The Committee will be looking to focus on goals. Boy Scouts help has been offered. Memorial Day Flowers adding more perennials, maintain the gardens with volunteer schedule. Festival of trees will be at the Fish and Game Club sponsored by the Lions Club as a partner. This year we have added approximately 35 craft vendors. In addition to trees we will also be doing wreaths. There will be Pancake breakfast on Saturday. Only one weekend the 29, 30 of November and Dec 1. Trees will be picked up on Dec 1st. The proceeds raised will go to the less fortunate in Plaistow. Donations of trees or wreaths are welcome. Theme trees and wreaths are encouraged. Pick a theme make a tree and applications are on the town website. Bring a food pantry item, or a gift certificate to donate. It is a great opportunity to give back over the holidays.

D. Poliquin

- Nothing to report

J. Sherman

- The Budget Committee meeting was cancelled. Nothing else.

R. Gray

- The Planning Board met. Planning wants to update the impact fee schedule. This should be looked at on an ongoing basis with the costs going down. Review on a 3 year as suggested by the planning board.
- Historical Society meeting was postponed by one week to Oct 22.
- Asked D. Poliquin to relate to Recreation, a reminder regarding a Holiday Lighting Contest please pass on to the Recreation Committee.

***Motion by J. Sherman to enter into Non Public RSA 9-A:3II (a) Personnel, (d) Negotiations (e) Legal
2nd by M. Curran
Board polled: R. Gray=yes, J. Sherman=yes, D. Poliquin=yes, M. Curran=yes, J. Ingerson=yes***

Public Meeting adjourned at 9:08 pm.

Respectfully Submitted,
Kerry Lee Noel