



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

Plaistow Board of Selectmen Minutes

Date: June 5, 2023

Work Session begins at 5:05 P.M.

Fire Chief Knutsen tells the board about some concerns the Town has experienced with our ambulance service provided by Trinity. Other area Towns have experienced the same issues. Chief Knutsen would like the board to consider making a change next year when the current contract expires. A few different possibilities are discussed. No decisions are made tonight.

Work Session adjourns at 5:59 P.M.

Regular Meeting Called to Order: 6:03 P.M.

Roll Call:

Select Chairman, Bill Coye – Present
Select Vice Chairman, Jay Deroche – Present
Selectman, Darrell Britton – Present
Selectman, Jonathan Gifford – Present
Selectwoman, Tammy Bergeron – Present

Also present: Town Manager, Greg Colby, Special Projects Coordinator, Dee Voss and Administrative Specialist, Beth Hossack.

Public Comment

None

Route 121A/Main Street Traffic Calming Project

Special Projects Coordinator, Dee Voss is joined by David Walker and Victoria Healey from Rockingham Planning Commission (RPC). They are here to present some ideas for traffic calming on Main Street. Highway Supervisor, Dan Garlington rated the different options regarding maintenance.

Several choices are briefly discussed including:

1. Chicane – alternating curves or land shifts
2. Choker – lateral extension of sidewalk into street
3. Corner Extension/Bulb Outs – horizontal extension of sidewalk into street
4. Lateral Shift – realignment of a straight street

5. Median Island – raised island along the centerline
6. Compact Roundabout – raised islands placed in unsignalized intersections
7. On Street Parking – narrows road travel lanes
8. Raises Intersection – flat raised areas covering entire intersections
9. Road Diet – revision of lane use or widths to result in one travel lane per direction
10. Speed Cushion – long raised speed humps with a flat section in the middles and ramps on the ends

The goal is to make it inconvenient for big trucks to use Main Street and make them go back to using Route 125. The workgroup would like the Boards suggestions.

Selectman Britton likes raised crosswalks, a speed cushion, a roundabout and maybe curb extensions.

Selectman DeRoche agrees. He also likes a median island.

Selectman Gifford thinks conner extensions would be very helpful at the intersection of Westville Road and Main Street.

Selectman DeRoche asks if any sidewalk work is included in the project.

Special Projects Coordinator, D. Voss states no. However, the rest of the project will be paid for by the State. There is no cost to the Town except future maintenance.

Health Officer – Temporary Food Vendor (Elder Affairs, Old Home Day)

Susan Sherman, Chair of the Elder Affairs Committee is here with Health Officer, Patrick Kiley. She thanks the Board for having them tonight. The mission of the Elder Affairs Committee is to provide events and activities for senior citizens, especially socialization. Some of the items completed in the past are handicapped parking in front of Town Hall and wellness classes. The Plaistow Library and Recreation Department also offer many programs for seniors. The pandemic messed up all the programs and they are working hard to bring them back. Many of the seniors are part of the generation that want to bring something to an event, such as decorations or baked goods. Recently, a senior citizen was told she should not have brought a dessert to a function. The purpose of tonight's meeting is to come up with an acceptable way to allow homemade goodies to be brought to events.

Health Officer Patrick Kiley provides some background information on temporary food licensure and the use of food prepared in residential kitchens. Plaistow does not allow homestead food operations under the Plaistow Zoning Regulations, home businesses. Home food operations are also not allowed under the Town of Plaistow Health Department Temporary Food Establishment and Outdoor Concession Stand Guidelines and Requirements.

However, there is an exception in this rule that states "Home canned, home processed, and home prepared foods are not allowed. Non – potentially hazardous foods such as cookies, cakes, brownies, meringue-free or cream-free pies may be allowed if approved by the Health Officer. Due to this exception the Health Officer is inclined to allow the distribution of the items listed above as long as the following steps are followed:

1. The organization looking to offer home prepared items should apply for a Temporary Food Service License and follow all applicable guidelines.
2. If home prepared items are offered, the organization must provide the following to the Plaistow Health Department:
 - a. A list of ingredients in each item
 - b. A list of where ingredients were purchased
3. Ensure these documents are available at the event for anyone looking for information on the items.

The \$50.00 fee for a temporary food license will not be charged to town boards, committees and groups. Health Officer P. Kiley will work on a new form for these types of temporary licensures and post it to the website.

Old Home Day Committee Update

Shauna Manthorn, Old Home Day Committee Chair and Roy Walling, Old Home Day Committee Vice Chair are here to provide an update on the event. Shauna states everything is coming together, and they are very excited for the event. The vendor section is full. This year's theme is "Gather on the Green." There will be lots of free activities this year. The day will kick off with the Plaistow Lions 5K Run/Walk Road Race. The tent on the green will host the Baby Contest at 10:00 A.M., the Historical Society will host a Pie Contest at 11:00 A.M. and the Beard Contest will be held at 12:00 P.M. Many local performers will be performing on the front side of Town Hall during the day. The parade will start at 2:00 P.M. The day will end with the Community Band playing at the High School at 7:30 P.M. followed by fireworks at 9:00 P.M. On Friday night June 16th, Friends of Recreation will host Candy Bar Bingo. Volunteers are still needed to help on Saturday. You may email OldHomeDay@plaistow.com, send a message via FaceBook or call Town Hall to sign up to help.

Selectman Coye states last year was a great event, and he thanks the committee for all their hard work.

Roy states the date is Saturday, June 17. Next year the Town turns 275 years old. There has already been some discussion about making next year's event bigger and better! He states several local businesses have donated to the event and he gives them a shout out. They are Local State Farm Agent, Approved Auto, The Greenskeeper, Free Dog, Parkland Medical Center, Insurance Solutions, Foods Plus, Easy Test Pools and UPS Alliance.

Chair Coye thanks Shauna and Roy for the update.

Consent Agenda Items from the cancelled meeting on May 22, 2023 are as follows. They were reviewed and signed by each selectman individually on May 22, 2023.

Item Description

1. Accounts Payable Manifest week of May 18th and May 25th, 2023.
2. Four (4) Municipal Land Use Change Tax Bills.
3. One (1) Elderly Tax Exemption Application.
4. One (1) Denial of Charitable Exemption.
5. One (1) Pro-ration 2022 Abatement Request.
6. Property Tax 2023 First Issue Warrant.
7. Cable TV Agreement Franchise First Amendment Agreement (based on the public hearing).
8. 2024 Forest Fire Warden/Deputy Reappointment Forms (add on 5/8/23).

Consent Agenda (current meeting June 5)

Item Description

1. Accounts Payable Manifest June 1st and June 8th.
2. BOS Draft Minutes May 8th, 2023.
3. Three Charitable Tax Exemption Applications.
4. One Library Trustee Alternate Member – Kathleen L. Slade.

Selectman DeRoche motions to approve the consent agenda as written. Seconded by Selectman Britton.

Vote: 5-0-0

Motion carries.

Town Manager Report/Potable Water Update

- The past few weeks have been very busy.
- Has met with Department Heads.
- Has attended several meeting on water and continues to work on the project.
- The month of May is closed, and a copy of the expense report is in your folders. We are doing okay for the first 5 months of the fiscal year.
- The disinfection process for potable water was changed in May. The levels of HAA5 are good. The most recent HAA5 level for water coming into town is 40.5. At the tank on Sweet Hill the level is 42.3. The new disinfection process is working.
- The P4 Contract is wrapping up. The last few connections and decommissioning of wells will be complete soon.
- Working with Underwood Engineers on the PFAS issue. A Memorandum Of Understanding (MOU) will be created. Back flow testing will also be done.
- Highway paving was going to start today however it was postponed due to rain. Tomorrow will be the new start date, weather permitting.
- There are no properties he recommends the town take over due to tax deeding this year. He reviewed the list provided by the tax collector.

Selectmen's Reports

Selectwoman Bergeron

- Met with the new Police Chief.
- Met with the Fire Chief.
- Attended the Elder Affairs Committee Meeting.
- The Conservation Commission Meeting was cancelled.

Selectman Britton

- He will attend the Rockingham Planning Commission meeting next week with Selectman DeRoche.
- Saw the new highway truck.
- There is a snake problem on the Fish & Game site. There is also a nest of large snakes next to MB Tractor near the landfill. The biggest one seen was 10-12 feet long.

Selectman DeRoche

- He will attend the Rockingham Planning Commission meeting next week with Selectman Britton.
- Will attend the Planning Board meeting this week.
- Will attend Timberlane's Class of 2023 Graduation this Saturday.

Selectman Gifford

- Attended the Recreation Commission Meeting. Jenn is doing a great job.
- Met with the Historical Society. They are having an issue with internet service.

- Attended the Old Home Day Committee Meeting.
- Will attend the Hazmat Meeting later this month with Chief Knutsen.

Select Chair Coye

- Attended the Memorial Day Event.
- Has been to PARC to see the ball fields. It is great to see all of the fields in use.
- Will attend the Planning Board Meeting this week.

Events

1. Timberlane's Class of 2023 Graduation Ceremony will be held Saturday, June 10.
2. Old Home Day will be held Saturday, June 17.
3. Republic Services will not be working on Monday, June 19 in celebration of Juneteenth. This will delay trash pickup by one day all week. Note Town Offices are open on Juneteenth.
4. The first summer movie on the Town Green will be held on Friday, June 23.
5. The summer concert series starts on Wednesday, June 28. They will all take place on the Town Green near the bandstand this summer.

Selectman DeRoche motions to enter nonpublic session #1 under RSA 91-A:3 II for (E) pending or threatened litigation. Seconded by Selectman Britton.

Board Polled: Select Chair Coye = yes, Selectman DeRoche = yes, Selectman Britton = yes, Selectman Gifford = yes, Selectwoman Bergeron = yes.

Vote: 5-0-0

Motion carries

Chair Coye states we will not come back into a public session tonight.

The public meeting adjourns at 7:30 P.M.

The public meeting resumes at 7:44 P.M.

Selectman Britton motions to enter nonpublic session #2 under RSA 91-A:3 II for (C) Reputation. Seconded by Selectman DeRoche.

Board Polled: Select Chair Coye = yes, Selectman DeRoche = yes, Selectman Britton = yes, Selectman Gifford = yes, Selectwoman Bergeron = yes.

Vote: 5-0-0

Motion carries

The public meeting adjourns at 7:45 P.M.

The public meeting resumes at 7:55 P.M.

Selectman Gifford motions to seal the minutes of nonpublic session # 2 as disclosure would have an adverse effect on reputation. Seconded by Selectman Britton

Vote: 5-0-0

Motion carries

***Selectman DeRoche motions to enter nonpublic session #3 under RSA 91-A:3 II for (L)
Consideration of legal advice. Seconded by Selectman Britton.
Board Polled: Select Chair Coye = yes, Selectman DeRoche = yes, Selectman Britton = yes,
Selectman Gifford = yes, Selectwoman Bergeron = yes.
Vote: 5-0-0
Motion carries***

The public meeting adjourns at 7:57 P.M.

The public meeting resumes at 8:07 P.M.

***Selectman DeRoche motions to seal the minutes of the nonpublic session #3 as disclosure would
render the proposed action ineffective. Seconded by Selectman Britton.
Vote: 5-0-0
Motion carries***

The public meeting resumes at 8:07 P.M.

As there is no further business before the Board, Chair Coye adjourned the meeting at 8:08 P.M.
Respectfully submitted,

Beth Hossack,
Administrative Specialist