



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

Plaistow Board of Selectmen Minutes

Date: September 20, 2021

Meeting Called to Order: 6:29 p.m.

Roll Call:

Select Chairman, Darrell Britton
Selectman, Greg Taillon
Selectman, Bill Coye

Select Vice Chairman, John A. Blinn, Sr. - Excused
Selectman, Jay DeRoche
Interim Town Manager, Greg Colby

Also present: Gene Forbes, Engineer from Underwood Engineers, Dee Voss, Special Projects Coordinator and Beth Hossack, Recording Secretary.

Minutes

J. DeRoche motions to approve the September 30, 2021, minutes. Seconded by G. Taillon. There was no discussion on the motion.

Vote: 4-0-0

Motion carries.

Public Hearing to Consider the Assistance to Firefighters Grant (AFG)

D. Britton opens the public hearing at 6:31 p.m.

Chief Knutsen states he applied for several grants through the Federal Emergency Management Agency (FEMA). The exercise equipment was approved in the amount of approximately \$37,500.00. The grant does require a 5% match of \$1,785.71 which will come from the fire department's operating budget.

D. Britton asks if police department employees can use the equipment.

Chief Knutsen replies, yes. He has no problem with that.

There are no other questions or comments.

D. Britton closes the public hearing at 6:35 p.m.

G. Taillon motions to accept the Assistance to Firefighters Grant in the amount of \$35,714.29 from the Department of Homeland Security Federal Emergency Agency. This grant is specified for the health and wellness of firefighters and will be used to purchase physical fitness equipment. A 5% match of \$1,785.71 will come from the fire department operating budget. Seconded by B. Coye. There was no discussion on the motion.

Vote: 4-0-0

Motion carries.

Water Policy Discussion with Gene Forbes

Gene Forbes, Project Manager begins with a power point presentation.

Customers are needed. The water must keep flowing and more customers means better rates for all. To get customers up front incentives and/or assistance options should be offered. One incentive may be to waive the Manchester System Development Charge (MSDC) which is a onetime fee to purchase capacity. The New Hampshire Department of Environmental Services has already purchased 100,000 gallons of water capacity for Plaistow. Capacity will go to all MtBE customers first. The estimated number of gallons needed for the MtBE customers is 50,000 gallons leaving plenty left over. A prior Board wanted to reserve 20,000 gallons for new customers. They did not work out a policy of how to do this. Who will the capacity go to? It might be residential, Town owned property, nonprofits or commercial. Underwood recommends residential and Town property followed by schools. Other decisions to be made include how much of a waiver per customer should be allowed. Should capacity be reserved for different uses, and should they be prioritized? How will the project be rolled out? Time limits on connecting need to be determined and how appeals will be handled also need to be determined.

Some other variables to consider are income levels, seniors, operational considerations, and system expansion. Another incentive might be assistance with the cost to connect. All these questions should be answered no later than November 1, 2021.

G. Forbes states the construction of the pump house is going along well.

The Board agrees to work on water policy decisions at next week's meeting.

Discussion - Trash & Recycling Contract

D. Voss states she will set up interviews with JRM and Casella if the Board would like.

D. Britton does not think that is necessary He feels they have enough information to make a decision.

G. Taillon is concerned with two key issues in the Casella proposal. The first concern is a rental fee up to six (6) months. The second concern is only allowing for a 10% contamination rate of recycling materials. That is a significant reduction as we currently run about 35% contamination .

J. DeRoche states the Casella proposal mentions helping with education to bring the contamination rate down yet, they do not state how they will do this.

B. Coye states we are way over 10% of contamination therefore, Casella's proposal is concerning.

J. DeRoche states he has a concern with JRM having a hybrid system, not fully automated. We have already ordered carts. JRM would have to manually empty the carts. The plan was to have each household have one cart for trash and one for recycling. Will that model still work?

D. Voss states JRM will only pick up Town approved carts for both trash and recycling.

The Casella proposal states they will help with recycling education. JRM states they can reject recycling curbside.

G. Taillon states before a new contract starts, we need to get residents informed.

D. Voss states information will be attached to the carts. The TRAC committee is willing to help with community education by getting information to students through schools and creating TV ads.

G. Taillon thinks JRM is the way to go. There are too many issues with Casella's proposal especially the 10% contamination rate allowed for recycling, it is unrealistic.

J. DeRoche likes the bulk item pickup that JRM is willing to do yet, he likes the fact Casella has access to a transfer station Plaistow residents can use.

D. Voss states Casella's proposal answered the question that was asked. JRM just went with what they are currently doing.

G. Taillon motions to accept the JRM Hauling & Recycling proposal. Seconded by J. DeRoche. Discussion: J. DeRoche states the current 2021 budgeted amount for solid waste collection is \$889,437, this includes the household hazardous waste costs. He wants to know how the 2022 amount was determined.

G. Colby states the total for 2022 is \$994,228 based on \$875,228 for collection & disposal, \$35,000 for two (2) household hazardous waste collection days, and \$84,000 for carts.

Vote: 4-0-0

Motion carries.

A brief discussion ensues regarding the distribution of new carts and the disposal of old barrels.

Town Manager Budget Presentations

Binders have been created for the Board. The information in the binders includes, The Basic Law of Budgeting, Roles, Responsibility of Select Board, Town Manager and other Public Bodies and Officials, the 2021 MS-737, the 2021 default budget, the MS-232, the 2021 approved budget, current expenses through August, and the 2022 Town Manager Proposed Budget.

G. Colby states the proposed 2022 budget is up 4.71%. This includes the library budget, Collective Bargaining Agreement, and rollup costs for New Hampshire Retirement. It was very difficult to find savings. The last few years many department budgets have been level funded. There is very little wiggle room.

D. Britton asks what brought the budget up 4.71%.

G. Colby replies, the personnel/human resources budget is up about \$175,000, solid waste is up about \$100,000, general government buildings is up about \$46,000 for utilities for the Highway Garage and Town Hall Annex. The utility costs for these buildings were not included in the 2021 budget. The police department budget is up about \$53,000 for CBA and wages. Also, the Old Home Day line item was funded for \$15,000. In 2021 the two (2) largest warrant articles were for the operating budget and 24/7 coverage in the fire department. It was noted that if the 24/7 coverage passed it would be funded through the operating budget starting in 2022. The elections budget has increased over \$9,000 since there are three (3) elections in 2022 and there was only one (1) in 2021. The last increase is in the highway department budget for outsourcing landscaping. The department has been unable to hire a seasonal worker. The small department of four (4) staff members cannot keep up with all the landscaping as well as other duties like taking care of roads and culverts.

G. Taillon states the Old Home Day account used to be funded closer to \$22,500. He wants to know why it was funded at \$15,000.

G. Colby replies, some of the donations that were going to be used for 2021 will be put into an expendable trust fund following the election. There should be enough money between both for a full Old Home Day event. There are some items that have not been included in the proposed 2022 budget. They will require further consideration by the Board. They include dispatch staffing, the building/maintenance truck (it will not pass inspection due to a rusted frame), Town Code Update and Victim Witness Advocate. The person currently in that position has given her notice of resignation and will leave employment effective October 1.

The Budget Committee will get the Town Managers budget. The Board should try to get their recommended budget changes to the Budget Committee by mid-October.

Town Managers Report

- Covid Health Update, cases are increasing. Please refer to the information provided.
- 13 Rose Ave had a successful bidder at the auction on 9/16/21. The price was \$240,000.

- Spent a lot of time preparing the budget. Lori was the liaison meeting with many department heads.
- There is a good candidate for the open position in the building/maintenance department.
- The Town of Kingston is interested in catching up with neighboring Towns to work on perambulation of Bounds. This is required to occur once every seven years.

Selectmen's Reports

G. Taillon

- Suggests having a future work session/discussion on spending American Rescue Plan Assistance (ARPA) funds.
- States he cannot attend the next CIP meeting and he wants to make sure two Board members attend since the Board has two voting members on that committee. At the last meeting the dollar amount for capital items to be included in CIP was changed from \$10,000 to \$50,000.

J. DeRoche

- Reads a thank you note from Jan Flyzik, Carol's Flyzik's mother. She thanked the Town for a nice 9/11 Ceremony.

Opportunities to Share Successes

D. Britton

- Thanks Kelly Bows for her service on the school board. She recently retired from the position.
- Mentions Manchester Water Works was the recipient of three (3) Awards at the New England Water Works Association Annual Conference.

There is no more business before the board.

D. Britton adjourns the meeting at 8:30 p.m.

Respectfully submitted,

Beth Hossack
Recording Secretary