



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

Plaistow Board of Selectmen Minutes

Date: September 27, 2021

Meeting Called to Order: 6:30 p.m.

Roll Call:

Select Chairman, Darrell Britton – Approved for a late arrival

Select Vice Chairman, John A. Blinn, Sr. - Excused

Selectman, Greg Taillon

Selectman, Jay DeRoche

Selectman, Bill Coye

Interim Town Manager, Greg Colby

Also present: Beth Hossack, Recording Secretary.

Minutes

G. Taillon motions to approve the September 20, 2021, minutes. Seconded by B. Coye. There was no discussion on the motion.

Vote: 3-0-0

Motion carries.

Public Comment

None

Water Policy

J. DeRoche states at the last meeting Gene Forbes of Underwood Engineers was present and provided suggestions and recommendations regarding a water policy. A previous Board approved an amount of 20,000 gallons of capacity to be used for incentives to connect to the potable water system. The first objective is to decide who is eligible to have Manchester Waterworks System Development Charge (MSDC) waived. The MSDC is a onetime fee to connect. There is no MSDC fee for MtBE customers. The Board agrees incentives should be given to residential and non-profit customers.

G. Taillon recommends waiving the MSDC fee only for those in town who are elderly or financially disabled. That will help people who need it the most. Based on 20,000 gallons approximately thirty-five (35) customers will be assisted. The Board may decide to add more capacity to help more people.

J. DeRoche asks if G. Taillon wants to waive the full MSDC charge for seniors and financially strapped residents and how the application process will work. Will it be through Human Services?

B. Coye states there should be one set of criteria. Then the incentive will be split between all who qualify.

J. DeRoche states, maybe it should be handled as first come, first serve.

G. Taillon states not everyone will be along a water line to hook in. He wants to help those who would have a difficult time to afford to connect. He would like to see interest free loans available to residents through a bond. It will need to be done as a warrant article on the ballot like last year. B. Coye recommends splitting the incentives between all who qualify. It will help more residents. G. Taillon states if there is a good response the Board may decide to use 30,000 gallons instead of 20,000. The Town properties that should get capacity include the Public Safety Complex, Town Hall Annex, Town Hall, the Library, and the Highway Garage.

G. Taillon motions to waive the Manchester Waterworks System Development Charge (MSDC) for seniors and eligible low-income residents in Town. Seconded by B. Coye. There was no discussion on the motion.

Vote: 3-0-0

Motion carries.

G. Colby states as the guidelines are developed the MSDC charge for capacity can be limited to 50% per household or first come, first serve with a deadline to connect. Human Services will have to vet applications to find out who is eligible. A good time frame for applications might be November 2021 to February 2022. We need to get the policies in place and start right away to get people to sign up. The order for distributing the MSDC waiver should be residential, then Town owned properties. There is consensus amongst the Board to limit capacity incentives to 50%.

Another consideration is prioritizing the distribution of incentives. Underwood recommended distributing the incentives on a first come basis. Once the Town starts to accept applications the incentive could be applied to those who qualify and have paid the other application fees until the 20,000 gpd allotment is committed. There is consensus amongst the board to accept this recommendation.

A time limit on receiving the MSDC waiver should be considered. The purpose of the incentive is to quickly attract customers. Therefore, it will be helpful to condition the MSDC waiver on the completion of connection. There is consensus to limit the connection to ninety (90) days after notice that water service is available at the location. The Water Superintendent will be able to extend the time limit for a valid reason.

The Board may want to consider other variables.

J. DeRoche states it may be a good idea to incentivize future connections when future lines are installed.

Handling appeals is the last objective. The Board agrees to have the Water Superintendent handle appeals.

G. Taillon thinks the Board should start searching for a part time Water Superintendent. We need someone to focus on water.

J. DeRoche agrees we need a Water Superintendent. He asks if G. Colby can provide recommendations.

G. Colby recommends posting the position and going from there.

The Board agrees to discuss the duties of a Water Operator soon and have the position posted by the middle of October.

G. Taillon would like the Town to be able to provide financing to residents who want to connect. The connections costs would be rolled into the water utility bill allowing residents to pay over a long period of time with low interest. He believes last year's warrant article was very confusing. We need to make it positive this year.

B. Coye agrees. It is common practice for a town to take a low interest bond to help residents who want to connect yet cannot afford to pay for it up front.

G. Taillon states last year's warrant was difficult to understand. Perhaps the TRAC committee will help assist with the explanation of the article.

J. DeRoche agrees and states we also need public outreach.

B. Coye recommends getting information on the cable slide too.

The board agrees to table discussion on other possible incentives for a future meeting.

Budget Review

The planning budget is reviewed. It is up \$14,487.

G. Taillon asks if the first line item includes additional hours for the Planning Director.

G. Colby replies, no, it is based on 12 hours/week.

The Chairman of the Planning Board would like more hours in the budget for the Planning Director.

J. DeRoche states the budget amount for this line item is already more than last year.

G. Colby agrees and states last year that line item was not fully funded.

J. DeRoche mentions there is money for a Master Plan update. It has not been done in two years.

G. Taillon state the Planning Board made the request. The Master Plan needs to be reviewed.

Recommendations will be made for some changes.

G. Taillon motions to approve the planning department budget in the amount of \$106,994.00.

Seconded by B. Coye. There was no discussion on the motion.

Vote: 3-0-0

Motion carries.

The zoning budget is reviewed. The amount is \$1,000 higher than last year.

G. Colby states the increase is a slight increase in the line item for legal notices for public hearings.

G. Taillon motions to approve the zoning budget in the amount of \$4,550. Seconded by B. Coye.

There was no discussion on the motion.

Vote: 3-0-0

Motion carries.

The budget for cemeteries is discussed next.

J. DeRoche states this budget is up \$2,500.00 from last year. The reason for the increase is for repairs to the shed. It is a one-time expense to pay for materials.

J. DeRoche asks how the expansion of the cemetery will be paid for.

G. Taillon states he spoke with Jill Senter and there is money in a special revolving fund that should be used for expansion.

G. Taillon asks G. Colby if this is correct.

G. Colby states he will check.

G. Taillon states he also spoke to Jill Senter about a tree cutter. She is willing to ask the tree cutter who worked on the Town Forest to look at the cemetery and provide recommendations regarding the trees/wood in the cemetery.

G. Taillon motions to approve the cemeteries budget in the amount of \$10,500. Seconded by B. Coye. There was no discussion on the motion.

Vote: 3-0-0

Motion carries.

Advertising is the next budget reviewed. It is level funded.

J. DeRoche asks if we want to have a presentation from Rocking Planning Commission. There is consensus a presentation is not necessary.

B. Coye motions to approve the advertising budget in the amount of \$25,500. Seconded by G. Taillon. There was no discussion on the motion.

Vote: 3-0-0

Motion carries.

The Conflict-of-Interest budget is discussed. This is level funded.

G. Taillon motions to approve the conflict-of-interest budget in the amount of \$250. Seconded by B. Coye. There was no discussion on the motion.

Vote: 3-0-0

Motion carries.

The next budget discussed is street lighting. This budget is down \$12,500.

Note: D. Britton arrived at 7:15 p.m.

The street lighting budget will decrease in the future due to savings from the LED lights.

G. Taillon motions to approve the street lighting budget in the amount of \$105,000. Seconded by B. Coye.

Discussion: G. Taillon states this is down \$12,500. From last year. He did an analysis on this budget, and it is decreasing 18-21% yearly.

Vote: 4-0-0

Motion carries.

The solid waste disposal/landfill budget is reviewed. It is down \$2,000. from last year. The reduction is in the groundskeeping line item.

G. Taillon motions to approve the solid waste disposal/landfill budget in the amount of \$44,500. Seconded by B. Coye. There was no discussion on the motion.

Vote: 4-0-0

Motion carries.

The human services budget is reviewed. There is a slight reduction of \$816 from last year. This budget is comprised of various community organizations that help people. We provide some of the funding through our budget.

G. Taillon asks why the Waypoint line item is not funded.

G. Colby replies they no longer service Plaistow therefore there is no request to fund this organization.

So. Rock is mentioned. A warrant article on last year's ballot failed. Did they provide information to Plaistow this year with a funding request?

G. Colby will check with Lori Sadewicz.

G. Taillon motions to approve the human services budget in the amount of \$41,133. Seconded by D. Britton. There was no discussion on the motion.

Vote: 4-0-0

Motion carries.

Debt service is the next budget discussed. Debt service is the principal and interest on the bond for the Public Safety Complex. The interest is reduced every year. The reduction from 2021 to 2020 is \$14,056.

D. Britton motions to approve the debt service budget in the amount of \$502,895.00. Seconded by B. Coye. There was no discussion on the motion.

Vote: 4-0-0

Motion carries.

The elections budget is considered. This budget is up \$9,375. There was one (1) election in 2021 and there will be three (3) in 2022.

D. Britton states it is very straight forward.

G. Taillon motions to approve the elections budget in the amount of \$21,470. Seconded by B. Coye. There was no discussion on the motion.

Vote: 4-0-0

Motion carries.

The next budget reviewed is finance. This is up \$2,759 for salaries.

G. Taillon questions the \$500 increase in data processing.

G. Colby states, he believes it is a reasonable increase.

G. Taillon motions to approve the finance budget in the amount of \$186,084. Seconded by B. Coye. There was no discussion on the motion.

Vote: 4-0-0

Motion carries.

Assessing is the next budget reviewed. It is up \$502.

D. Britton asks if this is over what the Board settled for.

G. Colby replies, no. The revaluation was encumbered. This budget is just the operations of the department.

G. Taillon motions to approve the assessing budget in the amount of \$112,320. Seconded by B. Coye. There was no discussion on the motion.

Vote: 4-0-0

Motion carries.

D. Britton states a long time ago the Town had our own full-time assessor. He wants to know if it is more cost effective to hire an assessor instead of an assessing firm. When the Town had its own assessor, the assessor worked closely with the building department especially with permits and inspections.

G. Colby states with a salary range of \$60,000 - \$70,000 plus health insurance, New Hampshire Retirement and roll-up costs, the total will be over \$100,000.

D. Britton states it is just food for thought.

The tax collector budget is reviewed next. The budget is up \$1,448. The increase is due to the part time position and increased time for mortgage research for liens/deeds.

G. Taillon motions to approve the tax collector budget in the amount of \$50,418. Seconded by B. Coye. There was no discussion on the motion.

Vote: 4-0-0

Motion carries.

The insurances budget is reviewed. The dollar amount is \$8,545 higher than last year. This is for property liability.

G. Colby states this is an estimate as we do not have the actual numbers yet. We know the max increase is 8% so this estimate will not increase.

B. Coye motions to approve the insurances budget in the amount of \$150,961. Seconded by G. Taillon. There was no discussion on the motion.

Vote: 4-0-0

Motion carries.

The legal budget is reviewed. The budget is up \$9,000. The law firm has helped with some of the right to know requests. The number of requests has also slowed down a bit. The total budget is \$90,000 which is a reasonable request.

B. Coye motions to approve the legal budget in the amount of \$90,000. Seconded by G. Taillon. There was no discussion on the motion.

Vote: 4-0-0

Motion carries.

Welfare is the next budget discussed. It is up \$8,262.

G. Colby states as Covid restrictions and moratoriums drop off we will probably see an increase in requests for assistance.

G. Taillon motions to approve the welfare budget in the amount of \$40,612. Seconded by B. Coye. There was no discussion on the motion.

Vote: 4-0-0

Motion carries.

The patriotic purposes/cultural budget is considered next. Patriotic purposes are level funded at \$600 and cultural is up \$15,000 to get some money back in the budget for Old Home Day. In prior years

the Old Home Day line item was \$22,500 however, we will have donations left from this year. D. Britton states the fundraising efforts should continue and roll over to the next year. G. Taillon asks if something can be encumbered for multiple years if it is reasonable. G. Colby replies, yes.

G. Taillon motions to approve the patriotic purposes/cultural budget in the amount of \$15,600. Seconded by B. Coye. There was no discussion on the motion.
Vote: 4-0-0
Motion carries.

Health is the next budget discussed. This is up \$1,458 for salaries.

B. Coye motions to approve the health budget in the amount of \$90,075. Seconded by G. Taillon. There was no discussion on the motion.
Vote: 4-0-0
Motion carries.

The solid waste collection budget is discussed. This budget is up \$104,791. The first line item is an estimate as we do not know the exact amount of tonnage. It was based on 2021 tonnage, and it does not account for any increases. However, \$875,000 seems reasonable. Household hazardous waste collection was more costly in 2021.

G. Taillon motions to approve the solid waste collection budget in the amount of \$994,228. Seconded by D. Britton. There was no discussion on the motion.
Vote: 4-0-0
Motion carries.

The next two (2) Board meetings are scheduled for 10/4/21 and 10/18/21. Department Heads can attend these meetings at the Board's request.

D. Britton recommends one or two come in next week. The Department Heads the Board would like to see are Fire, Police, Human Resources and Highway.

G. Taillon states he talked to G. Colby about the budget. All changes have a reasonable explanation. The fire department budget is level funded, the police budget is up about \$52,000 for the Collective Bargaining Agreement (CBA) which is a contractual obligation. The server lease was paid leading to some savings, and the CMS software led to savings. Nothing new has been added to the police budget.

G. Taillon prepared an analysis of the budget from 2010 to 2020. On average the budget has grown less than 3% annually. This is very conservative as inflation tends to be higher.

Town Managers Report

- The project for the landfill cover/cap is wrapping up. The equipment has been pulled off the site and hydroseeding will take place this week. The project is on budget.
- The Town of Chester changed the date for the household hazardous waste drop off day. It will be held on Sunday, October 17. Two (2) volunteers are needed from each Town.

Selectmen's Reports

B. Coye – nothing to report.

D. Britton

- Attended tonight's meeting in Brentwood for the new Rockingham Nursing Home. It will be paid for with a 25-30-million-dollar bond. This will cause about a 2-cent increase per \$1000 of valuation to property taxes. For a home valued at \$600,000 it is about an \$18 increase. It needs to be done. The current building is sick.

G. Taillon

- Has made more progress on the cemetery working with J. Senter and M. Gilford. There will be about 300 new lots when the new section is complete.

J. DeRoche – nothing to report.

Other Business

J. DeRoche states JRM will provide trash and recycling pickup in 2022. Their proposal was the most financially sound. They will use a hybrid system and will only pickup carts that have been provided by the Town of Plaistow. All residents will receive two (2) 96-gallon carts. One (1) for trash and one (1) for recycling. More information will be provided in the future.

Opportunities to Share Successes

D. Britton states the Clam Bar is scheduled to open next week.

G. Taillon motions to adjourn the meeting. Seconded by D. Britton. There was no discussion on the motion.

Vote: 4-0-0

Motion carries.

The meeting was adjourned at 8:07 p.m.

Respectfully submitted,

Beth Hossack
Recording Secretary