



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

Plaistow Board of Selectmen Minutes

Date: April 11, 2022

Meeting Called to Order: 6:34 p.m.

Roll Call:

Select Chairman, Jay DeRoche

Select Vice Chairman, Bill Coye

Selectman, John A. Blinn, Sr. – Remote Participant

Selectman, Darrell Britton – Remote Participant

Selectman, Jonathan Gifford

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

B. Coye motions to allow remote participation for Selectmen J. Blinn and D. Britton tonight. Seconded by J. Gifford.

In person members polled: J. DeRoche = yes, B. Coye = yes, J. Gifford = yes.

Motion carries.

J. Blinn is remote participant because he is in Florida on vacation therefore in-person attendance is not reasonably practical. He is in a room alone.

D. Britton is a remote participant because he is in Florida on a business trip therefore in-person attendance is not reasonably practical. He is in a room alone.

Minutes

B. Coye motions to approve the March 28, 2022, minutes. Seconded by J. Gifford. There was no discussion on the motion.

Board Polled: J. DeRoche = yes, B. Coye = yes, J. Blinn = abstain, D. Britton = yes, J. Gifford = yes. The vote was 4-0-1 (abstain J. Blinn)

Motion carries.

Public Comment

None

Mosquito Control

J. DeRoche reads the mosquito control notice. The complete public notice is posted on the website. If residents do not want their wetlands treated, they may use the no-spray registry online at www.dragonmosquito.com/no-spray-registry or write to Dragon Mosquito Control, Inc.

Ladder Truck

Chief Knutsen begins by stating a 911 call received on April 3 was for a house fire. Within six (6) minutes firefighters were applying water and fighting the fire. He thanks the department for the great job and quick response.

Chief Knutsen states he has been working with Allegiance Fire & Rescue on the specifications for the new ladder truck. Every piece of the vehicle is specified. We are getting what we need and nothing extra. With the prepayment discount, a small trade in for the old vehicle and the purchase of an ambulance in the near future the cost comes to \$1,499,377. To receive the prepayment discount, \$500,000 must be put down fifteen (15) days after the contract is signed. The balance is due in August. Pierce is owned by Oshkosh, a very reliable corporation and they are a sole source provider. They make vehicles for fire departments, the military, and private industry. We will also have a performance bond for 100% of the value (\$1,575,923.) up to a year post delivery. It covers everything. No payment will be made by Plaistow until the full contract is signed and the bank bond (third party) is approved. All vehicles will have a significant price increase effective May 1. Allegiance would like a signed contract by April 20th.

D. Britton asks what the delivery date is and if the trade in happens on the delivery date.

Chief Knutsen replies, it will be 450 – 475 working days from the date of the order and yes, the trade in occurs on the delivery date.

B. Coye asks when the ambulance will have to be ordered.

Chief Knutsen replies, before August. The ambulance will take two (2) years to complete.

Discussion continues regarding the cost, discounts and use of some ARPA funds.

J. DeRoche asks the Board if they are ready to decide tonight.

J. Gifford motions to allow Fire Chief Chris Knutsen to order a Pierce 100' Heavy Duty Ariel Tower from Allegiance Fire & Rescue. The dollar amount is not to exceed 1.5 million. Seconded by B. Coye.

Board Polled: J. DeRoche = yes, B. Coye = yes, J. Blinn = yes, D. Britton = yes, J. Gifford = yes. Motion carries.

G. Colby mentions there are two (2) options for paying for a portion of the vehicle. ARPA Funds and/or Trust Funds can be used. That decision does not need to be made tonight.

Chief Knutsen states Tanker 5 is a 1993 vehicle which is now twenty-nine (29) years old. Last October it failed the New Hampshire State Inspection test and the pump test. He reached out to some vendors to try to sell it. No vendors want it unless we fix it first. He does not think it is worth taxpayer money to fix the truck. He is aware of a town in Tennessee (his hometown) that recently lost 25 acres, 219 homes were damaged or lost and four fire vehicles were lost due to a terrible wildfire. That town lost its only tanker truck. The same town lost 2000 structures in 2016 from a wildfire. He would like to know the Boards thoughts about donating Tanker 5 to them.

D. Britton asks what the cost is to fix Tanker 5.

Chief Knutsen states about \$10,000.

J. Gifford asks when Plaistow purchased the other Tanker which is now in use.

Chief Knutsen states in 2018.

D. Britton asks if any New Hampshire Towns need Tanker.

Chief Knutsen states he did not look at New Hampshire towns.

There is consensus to “table” a decision tonight and investigate if there is a need in a New Hampshire town. Tanker 5 should be donated to a town that will utilize it.

Review Water Incentives for Connection to the System

Special Projects Coordinator, Dee Voss states we are getting to crunch time to get users for the potable water system. A letter has been sent to several residents along the water line and the remaining letters will be sent soon. All potential users need to know they are able to connect. In past meetings the Board has discussed incentives to help attract users. There was consensus to help low income, disabled, seniors by waiving some of the fees.

G. Colby reminds the Board the State of NH bought 100,000 gallons of capacity for MtBE users. Not all of that capacity will be needed for the MtBE users. The extra capacity will be used for incentives. The criteria for establishing guidelines for low income, and/or disabled, senior property owners will be the same criteria used for property tax exemptions.

B. Coye motions to waive some or all of the Manchester System Development Charges (MSDC) of each new service connection for low income, and/or disabled, senior property owners. The available funds for this purpose will be evenly distributed over all qualified applicants that are received prior to 4:00 p.m., May 12, 2022. The criteria, and application process for qualifying for a waiver of the MSDC charge will be the same as that for a Low Income/Disabled/Senior Real Estate Tax Exemption. The amount each property owner receives will be based upon the number of qualified applications received, but in no case shall exceed the amount of the full MSDC charge. Seconded by J. Gifford.

Discussion: D. Britton asks if we have defined low income.

G. Colby replies, yes. It is \$38,000 for a single person and \$53,000 for a married couple. It follows the real estate property tax guidelines.

Board Polled: J. DeRoche = yes, B. Coye = yes, J. Blinn = yes, D. Britton = yes, J. Gifford = yes. Motion carries.

J. DeRoche states moving on to the next item we have financial assistance through the bond.

D. Voss states this was a little harder to put together. They want to be fair to residents yet allow small businesses to use it too if needed. It is a loan, and the goal is to help as many users connect as possible.

D. Britton asks if it was presented to legal counsel.

D. Voss replies, no. This is not the paperwork for the bond itself. This is just to help users connect. It will become part of their quarterly water bill. The actual bond paperwork will be brought before legal counsel.

J. DeRoche states the terms allow up to sixty (60) months. Can someone choose a shorter term if they want?

D. Voss replies, yes.

B. Coye motions that \$450,000, that was approved by the voters at Town Meeting by Article P-22-02 Water Services Incentive Program shall be available in the form of a low interest loan to any property along the waterline with the following restrictions:

- ***Availability of funds is on a first come, first served basis until the approved funds have been exhausted.***
- ***\$10,000 maximum loan to any residential property owner.***
- ***\$5,000 maximum loan to any business property owner.***

- *Funds may be used to offset connection fees, or the cost of individual infrastructure improvements associated with brining the waterline from the road to the property and associated internal connections.*
- *Property owners, if qualified, are eligible for both the waiving of the MSDC charges and financial assistance through the loan application process.*
- *Funds may not be used for the payment of the \$50 application fee.*
- *Funds may not be used for payment of water consumption fees.*
- *Repayment of funds will be included in the property's water consumption billing and will be subject to all conditions thereof (i.e., a lien on the property for non-payment).*
- *Terms of repayment of loan not to exceed sixty (60) months.*

Seconded by D. Britton.

Board Polled: J. DeRoche = yes, B. Coye = yes, J. Blinn = yes, D. Britton = yes, J. Gifford = yes. Motion carries.

J. Gifford motions to approve the Confidential Application for Water Connection Incentive form as presented and reviewed at this meeting. Seconded by J. Blinn.

Board Polled: J. DeRoche = yes, B. Coye = yes, J. Blinn = abstain, D. Britton = yes, J. Gifford = yes. The vote was 4-0-1 (abstain J. Blinn) Motion carries.

Remote Participation in a Meeting

J. DeRoche states two (2) versions of a new paragraph regarding remote participation in a meeting were handed out at the beginning of tonight's meeting. One version should be added to the current Board of Selectmen's Guidelines and Procedures to cover future remote participation. There is consensus to add the version which lists the criteria that must be met.

Appoint two Rockingham Planning Commissioners and an Alternate

The Town of Plaistow is a member of the Rockingham Planning Commission (RPC). We are asked to appoint two (2) Commissioners and an Alternate Commissioner. One of the Commissioners should be recommended by the Planning Board. At the April 6th Planning Board meeting they recommended Tim Moore be appointed a Commissioner.

J. DeRoche states D. Britton has shown interest and asks him if would like to be a Commissioner.

D. Britton replies, yes.

J. DeRoche states former Selectman Julian Kiszka was a past Commissioner and is still interested in the position.

B. Coye motions that the following individuals be appointed to the Rockingham Planning Commission to represent the Town of Plaistow. The terms indicated are to establish a staggering pattern for term expiration. Subsequent reappointments can be made for full four-year (4) terms.

Tim Moore, Commissioner for a four (4) year term.

Darrell Britton, Commissioner for a three (3) year term.

Julian Kiszka, Alternate Commissioner for a two (2) year term.

Seconded by J. Blinn.

Board Polled: J. DeRoche = yes, B. Coye = yes, J. Blinn = yes, D. Britton = abstain, J. Gifford = yes. The vote was 4-0-1 (abstain D. Britton).

Motion carries.

Appoint an Alternate Board of Selectmen Liaison to the Capital Improvement Plan and Town Report Committees

J. DeRoche asks if any Selectmen would like to volunteer to be an alternate for the Capital Improvement Plan Committee and the Town Report Committee.

J. Gifford states he will be the alternate for the Capital Improvement Plan Committee.

D. Britton states he will be the alternate for the Town Report Committee.

Review & Approve Chart of Board Liaisons

The Old Home Day Representative and Alternate Representative need to be flipped. B. Coye is the representative and J. Gifford is the alternate. The rest of the committee representatives are listed correctly and there is consensus to accept the chart with the change for Old Home Day.

Discuss Outside Billing Rates

G. Colby, Town Manager states the pay rate for officers for outside details increased effective April 1, 2022 due to the passage of the warrant article P-22-06, Collective Bargaining Agreement. The new rate is \$55 per hour. The cost associated with this rate increase and the current billing rate of \$65 per hour no longer covers the roll-up and administrative costs for invoicing vendors utilizing a special outside detail officer. He recommends increasing the billing rate to \$85 per hour.

J. Gifford asks if the minimum detail is 4 hours.

G. Colby replies, yes.

D. Britton states the Town does not pay the officers. The money comes from the contractors using the detail officers.

J. Gifford motions to increase the Plaistow Police and Fire Department “Outside Detail Billable Rate to \$85 per hour for straight time and \$170 for any hours over eight (8) hours and weekend details, effective 4/11/2022.” Seconded by B. Coye.

Board Polled: J. DeRoche = yes, B. Coye = yes, J. Blinn = yes, D. Britton = yes, J. Gifford = yes. Motion carries.

Approval of Prior Nonpublic Session Minutes

There is consensus to table this item until the next meeting.

Potable Water Update

G. Colby, Town Manager states a pre-bid construction meeting for contract P4 was recently held. Contract P4 is the connections to MtBE homeowners to be hooked into the system.

Tonight, the Board approved the application for connection and incentives.

Town Managers Report

It has been very busy the past few weeks. He is working on extending the State Water Grants, PFOA’s with Sanborn Head & some department issues.

Selectmen’s Reports

J. Blinn – nothing to report.

D. Britton – nothing to report.

J. Gifford

- Attended the Energy Committee Meeting – they are working on a solar panel project at the landfill. It is in infancy stages at this point.

B. Coye

- Attended the Old Home Day Committee Meeting – things are coming together, and several sub-committees have been formed. Volunteers are still needed. The vendor form is online.

J. DeRoche

- The Run of the Savages was a successful event.

Events

- Toddler Easter Egg Hunt – April 15
- Easter Egg Hunt (older children) – April 16
- Earth Day - April 22
- Plaistow Pride Day – April 23
- Household Hazardous Waste Drop Off Day – April 30
- Plaistow Fish & Game Club Kids Fishing Derby – May 7 (note there will be a second one for special needs children on May 14)
- Town Wide Yard Sale – May 14
- Recreation Dept. Cher Show (limited tickets) – June 5 (contact Rec. Director Jenn Gusler)

Other Business

J. DeRoche mentions the web redesign previously discussed at a workshop regarding ARPA Funds. There is a one-time cost of \$6000 to update and redesign our current website. He would like to know the Boards thoughts.

B. Coye motions to approve the website redesign with our current web provider for a cost of \$6000. Seconded by D. Britton. There was no discussion on the motion.

Board Polled: J. DeRoche = yes, B. Coye = yes, J. Blinn = yes, D. Britton = yes, J. Gifford = yes. Motion carries.

J. DeRoche states there is information from Unitil inviting the Board to their annual Emergency Preparedness Meeting. If you plan to attend, please tell Beth to register you.

As there is no further business before the Board, J. DeRoche adjourned the meeting at 7:54 p.m.

Respectfully submitted,

Beth Hossack, Administrative Assistant