



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

PLAISTOW BOARD OF SELECTMEN MINUTES:

DATE: April 23, 2018

MEETING CALLED TO ORDER: 6:34pm

SELECTMEN:

Selectman, Steve Ranlett, Chairman
Selectman, John Sherman
Selectman, Francine Hart

Selectman, Julian Kiszka, Vice Chairman
Selectman, Peter Bracci
Town Manager, Mark Pearson

MINUTES

J. Kiszka motions to approve the minutes of April 9, 2018. Seconded by J. Sherman.

Vote: 5-0-0

Motion passes

PUBLIC COMMENT

None

YMCA

Tracy Fuller, Plaistow YMCA Director tells the Board about their new obstacle course. She invites them to the Ribbon Cutting on Wednesday, June 13th at 4:30pm. It will be held on the black court at the Plaistow YMCA. T. Fuller states the YMCA has over 3000 members and 100 children are enrolled in the before and after school Day Care Program. The new obstacle course is one of the ways the YMCA is keeping kids engaged and helping them with self-esteem. There is a gymnastics section for young children and different obstacles for older children and young adults. A representative from the Chamber of Commerce will be at the ribbon cutting.

T. Fuller also invites the Board to the Legacy Gala. The event will celebrate the YMCA's impact in our community and will honor Brian Dempsey and Kay Galloway. It will be held on Saturday, May 12th, 2018 at the Bradford Country Club, 201 Chadwick Road Haverhill. Doors open at 5:30. Tickets are \$100 for single or \$900 for a table of ten. Please RSVP to Tracy Fuller by April 28th at fullert@northshoreymca.org. All proceeds benefit Summer Camp Scholarships and Summer Learning Loss Programs.

TAX DEEDING A PIECE OF PROPERTY

Donald Williamson and Kristen Arsenal are present tonight representing a Condominium Association.

M. Pearson recommends the Board to move forward with a "tax collector's deed" on a piece of Town owned property. He has discussed the proposal with Attorney Kalman. The condominium

association and property manager agree with the recommendation. If it moves forward the Town will get paid for taxes and the condominium association will get association fees once the unit is owned.

S. Ranlett motions to move forward with the tax collectors deed. Seconded by J. Kiszka.

Vote: 5-0-0

Motion passes.

HIGHWAY SAFETY COMMITTEE UPDATED CHARTER

Chief Jones states the committee worked on a new charter as the prior one was very old. The main changes are with membership. The old charter included just one citizen representative while the new charter has three. The Pollard School Representative was not officially part of the charter however, it is in the new charter. The new charter has a two-year term limit for both the Chair and Vice Chair. The reason for this is to allow others, not just the Fire Chief and Police Chief to hold these positions. The terms of the citizens and alternate citizens representatives will also be two years.

J. Sherman asks if the Board of Selectmen representative should also be two years.

It is decided it can be either one or two years.

The Chair and Vice Chair must be employees of the Town, not citizen representatives. The Chief will send the current membership list to the Board.

J. Sherman motions to approve the recommended Highway Safety Committee Charter dated April 23, 2018 effective immediately. Seconded by J. Kiszka.

Vote: 5-0-0

Motion passes.

EMERGENCY MANAGEMENT DIRECTOR & TOWN TREASURER

At the last meeting the Board spoke about the Treasurer position. Our current treasurer has agreed to stay on until a replacement is hired. An advertisement has been put together and posted on the website.

J. Sherman asks if there is any training available for a Treasurer, maybe something through NHMA (New Hampshire Municipal Association).

M. Pearson states there is training for Finance Directors but not specifically for Treasures that he is aware of. The job is important and a finance background is helpful. The treasurer must be able to reconcile, know about investments and sign checks and documents. The Treasurer must be a Plaistow resident.

F. Hart asks if there is a minimum educational background required.

S. Ranlett states no, in this case the Board can meet and talk to people and vet them that way however once someone is on the ballot there is nothing the Board can do.

J. Sherman states the School District is still looking for a Treasurer and an Assistant Treasurer. The same person could be the Treasurer for both the Town and school.

M. Pearson states an advertisement has been put together and posted on the website for an Emergency Management Director. This position does not have to be filled by a Plaistow Resident. We also have two Deputy positions available. It is a significant position. We now have a new

facility; the Emergency Management Plan is up to date and we have good equipment. In additions we have a capable new CERT team in place. This is a good opportunity for someone.

P. Bracci asks if there is a vehicle for the position.

M. Pearson replies there is an unmarked vehicle with blue lights. It is the discretion of the Board as if it will be used in this capacity. Perhaps it could be used in an emergency or an anticipated emergency situation.

F. Hart asks if the vehicle could be rotated with another department.

S. Ranlett states it is a gray area. The vehicle was secured with grant money when a different Police Chief and Town Manager were here. Maybe it could be used by Police Captains. It is decided to wait until candidates are interviewed. The vehicle will be discussed later. Everyone agrees the vehicle should not sit idle.

TAGGING REQUESTS

S. Ranlett motions to adopt the application/procedure in the packets, effective immediately. Seconded by J. Sherman. Discussion: Should the applicant be required to identify themselves as a charitable organization? Has there been any problem with the Salvation Army being the only organization to tag from the middle of November through December 24th? B. Hossack states it has not been a problem since she has been here.

Vote: 5-0-0

Motion passes.

TOWN MANAGERS REPORT

Westville Road Bridge Project – a letter was received today. We are very close to approval. The easements are ready to go.

Local Government Management Fellowship Program – there are two students available and four Towns interested. M. Pearson does not know if we will make the final cut yet.

SRTS (Safe Routes to School) – the bid conference is scheduled for April 26th with a bid opening for May 16th.

Town Projects

Cell Tower Company Inquiries and Meetings

Teamsters Negotiations

Police Union insurance Premiums Capped at 3%.

Tax Anticipation Note

Water Meeting

The part-time Records Clerk at the Police Department resigned.

A full-time Firefighter was hired. Another position is open. J. S. asks if the new hires will come before the Board to meet them. M. Pearson replies yes.

Human Resources provided stress debriefing and critical incident training to the Fire Department tonight. The Police Department was invited to attend.

North Ave Tree Cutting – code enforcement issued a stop work order. Today a letter was received from the company doing the cutting. This may become a larger issue.

S. Ranlett asks for a list of Town Projects to be sent to the Board.

ACTION/FUTURE AGENDA ITEMS

Reviewed.

SELECTMAN REPORTS & OTHER BUSINESS

F. Hart

- Attended the OHD Meeting – they have 5 new members, 10 floats for the parade, and Mr. Peck is working on getting a brochure of advertisements from local businesses.
- Attended the BudCom Re-organization Meeting – The Chair is Bob Hamilton and Lisa Lambert is Vice Chair. The BudCom Reps to CIP are Bob Hamilton & Sam Cafiso. Jay DeRoche is the alternate. The BudCom Reps to Public Works Building Committee are Jay DeRoche & Sam Cafiso. The alternate is Dennis Heffernan. The BudCom Reps to Town Report Committee is Lisa Lambert and Katie Ingalls is the alternate. The BudCom will advertise to fill the vacancies; a tentative schedule was discussed with an effort to try to avoid the back and forth between the BOS and BudCom.
- Attended Family Mediation – last year was difficult for them as they lost funding, personnel and accreditation. Now they have partnered with a group known as Upper Room. Chasers is a charitable gaming organization in Salem.
- Participated in Plaistow Pride.
- Attended the TRAC Meeting.

P. Bracci

- Attended the TRAC Meeting – they need to develop an updated charter. They want to take another tour to JRM. He would like to get information from Peter Gamache on cart trash pickup. This is an automated system which may cost more up front but will have savings in the long term.
- Arbor Day is May 4th at the Library at 9:15am. All are invited. The ConCom will honor a resident (it is a surprise). Contest winners will be announced at the Board Meeting on May 7th. A Liberty Elm Tree will be dedicated this year.

J. Kiszka

- Attended the Energy Committee Meeting – they are in the process of reorganizing the charter and forming sub-committees.
- Attended the Regional Board of Selectmen Meeting.
- Participated in Plaistow Pride – collected a lot of alcohol beverage containers

J. Sherman

- The ConCom Meeting was cancelled.
- Passes out information regarding the number of voters who showed up by the hour on election day.
- Spoke to Greg about the budget schedule. CIP meetings will need to begin earlier and Tim Moore needs to be notified.
- Naming of the service road. The road from Rte. 125 down to Planet Fitness has already been named Samuel Clifton Way. A sign is in place. The service road from Old Road down to Planet Fitness is not named. There was talk about naming it Brickyard Road.

J. Sherman motions to rename the Service Road from Old Road to the end as Brickyard Road. Seconded by F. Hart.

Vote: 5-0-0

Motion passes.

S. Ranlett

- Attended the Regional Board of Selectmen's Meeting. Regional contracts were discussed and a change in voting day will be brought to each town as a warrant article. It will be an all or nothing agreement.

F. Hart mentions a Plaistow resident will be 100 years old in July and would like the resident recognized. B. Hossack can make a certificate and we can recognize the resident.

S. Ranlett reads an email from the School Board thanking the Police Department for the good job done on April 20th.

S. Ranlett states we need one Selectman to speak on Memorial Day and we need a Grand Marshall.

P. Bracci mentions Hazardous Household Waste Collection Day is Saturday, April 28th at PARC from 9:00am – 12:00pm.

J. Kiszka would like the BOS agenda to include 2 weeks of meetings at the bottom since the meeting schedule is now every other week.

M. Pearson tells the Board he will be taking some time off next week. Probably May 2nd through May 7th. G. Colby will attend the May 7th Board Meeting.

S. Ranlett states that is fine and sends condolences to him and his family.

P. Bracci motions to enter into non-public session under RSA 91-A:3 II (a) Personnel; (b) Hiring of a Public Employee; (c) Matters of Reputation; (d) Negotiations; and/or (e) legal. Seconded by J. Kiszka.

Board polled: S. Ranlett = yes, J. Kiszka = yes, J. Sherman = yes, P. Bracci = yes, F. Hart = yes.

S. Ranlett states he does not anticipate any decisions to be made in non-public. They will come back to a public meeting to adjourn.

Public Session ends at 8:00pm.

Public Session re-opened at 8:15pm.

J. Sherman motions to seal the non-public minutes of April 23, 2018 as they were sealed during the non-public session. Seconded by J. Kiszka.

Vote: 5-0-0

Motion passes.

S. Ranlett adjourned the meeting at 8:15pm
Respectfully submitted,

Beth Hossack,
Recording Secretary