



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

PLAISTOW BOARD OF SELECTMEN MINUTES:

DATE: January 28, 2019

MEETING CALLED TO ORDER: 6:35pm

SELECTMEN:

Selectman, Julian Kiszka, Chairman
Selectman, John Sherman - Excused
Selectwoman, Francine Hart

Selectman, Peter Bracci, Vice Chairman
Selectman, Steve Ranlett
Mark Pearson, Town Manager

MINUTES

F. Hart motions to approve the minutes of January 14, 2019. Seconded by S. Ranlett.

Discussion: P. Bracci states on page 2 under Renewal Audit Contract the dollar amount in the last sentence should be \$20,000 not \$24,000. He also states the motion for the contract should be discussed, "S. Ranlett motions to direct the Town Manager to enter into a contract with Plodzick & Sanderson in the amount of \$16,225." S. Ranlett agrees that was the correct motion. The Board agrees to the changes.

P. Bracci would also like further information regarding additional auditing services. He believes the contract should stand at \$16,225.

M. Pearson states he will talk with G. Colby and get back to the Board.

Vote: 4-0-0

Motion passes

PUBLIC COMMENT

None

DONATION POLICY

F. Hart states according to our current policy the Board must hold a public hearing to accept a donation over \$5000. According to RSA 31:95-b III (b) the Board can increase the amount to \$10,000. She feels this would make accepting donations easier and save money on the costs of posting a public hearing. All donations will still be noticed and accepted for transparency.

F. Hart motions to adjust the donation policy from \$5000 to \$10,000 according to RSA 31:95-b III (b). Seconded by S. Ranlett.

Vote: 4-0-0

Motion passes

PLAN FOR DELIBERATIVE SESSION

J. Kiszka states we must decide who will present each article. We may want a Department Head or Committee Chair to speak about specific articles.

J. Kiszka mentions J. Sherman had a fall and is at home recovering. He would like the public to know he is fine.

J. Kiszka also notes the Deliberative Session starts at 9:00am this year.

Warrant article P-19-02 Operating Budget - General Fund. This will be moved by J. Kiszka and discussed by M. Pearson.

Warrant article P-19-03 Operating Budget - Water Fund. This will be moved by J. Kiszka and discussed by S. Ranlett.

Warrant article P-19-04 Long-term Borrowing – Asset Management Study. This will be moved by S. Ranlett and discussed by G. Colby.

Warrant article P-19-05 Collective Bargaining Agreement (CBA) – Police Union. This will be moved by S. Ranlett and discussed by M. Pearson.

Warrant article P-19-06 Special Meeting for Defeated Collective Bargaining Agreement. This will be moved and discussed by S. Ranlett.

Warrant article P-19-07 Collective Bargaining Agreement (CBA) – Town Unit. This will be moved by and discussed by P. Bracci.

Warrant article P-19-08 Special Meeting for Defeated Collective Bargaining Agreement. This will be moved and discussed by P. Bracci.

Warrant article P-19-09 Public Works Facility Garage – Phase 2. This will be moved and discussed by F. Hart.

Warrant article P-19-10 Contingency – RSA 31:98-a. This will be moved by J. Kiszka and discussed by J. Kiszka and/or G. Colby.

Warrant article P-19-11 Westville Road Bridge Replacement. This will be moved by J. Kiszka and discussed by M. Pearson and/or G. Colby.

Warrant article P-19-12 Conversion to LED Street Lights. This will be moved by F. Hart and discussed by G. Colby.

Warrant article P-19-13 Water Department Truck. This will be moved and discussed by P. Bracci.

Warrant article P-19-14 Pollard Park – Paving & Sidewalk Repairs. This will be moved and discussed by F. Hart.

Warrant article P-19-15 Create/Transfer to Fire Department Radio Capital Reserve. This will be moved by and discussed by S. Ranlett.

Warrant article P-19-16 Capital Reserve Fund Deposit – Fire Department. This will be moved and discussed by J. Kiszka.

Warrant article P-19-17 Expendable Trust Fund Deposit – Highway Department Equipment. This will be moved and discussed by S. Ranlett.

Warrant article P-19-18 Capital Reserve Fund Deposit – Self Contained Breathing Apparatus (SCBA). This will be moved and discussed by P. Bracci.

Warrant article P-19-19 Capital Reserve Fund Deposit – Library. This will be moved and discussed by F. Hart.

Warrant article P-19-20 Capital Reserve Fund Deposit – Police Department Management Information Computer System (MICS). This will be moved by P. Bracci and discussed by S. Ranlett.

Warrant article P-19-21 Capital Reserve Fund Deposit – Energy. This will be moved and discussed by F. Hart.

Warrant article P-19-22 Capital Reserve Fund Deposit – Recreation. This will be moved and discussed by J. Sherman.

Warrant article P-19-23 Capital Reserve Fund Deposit – Transportation Infrastructure. This will be moved and discussed by S. Ranlett.

Warrant article P-19-24 Expendable Trust Fund Deposit – Accrued Leave Time. This will be moved and discussed by J. Kiszka.

Warrant article P-19-25 Expendable Trust Fund Deposit – Snow Removal. This will be moved and discussed by F. Hart.

Warrant article P-19-26 Capital Reserve Fund Deposit – Buildings/Building Systems. This will be moved and discussed by S. Ranlett.

Warrant article P-19-27 Expendable Trust Fund Deposit – Mosquito Control. This will be moved and discussed by P. Bracci.

Warrant article P-19-28 Discontinue Rescue Vehicle and Emergency Medical Equipment Revolving Fund. This will be moved and discussed by S. Ranlett.

Warrant article P-19-29 Elderly and Disabled Asset Limit. This will be moved and discussed by F. Hart.

TOWN MANAGER EVALUATION

P. Bracci states this was his agenda suggestion. He states it may be better to wait until a full Board is available. He asks if other Selectmen have any suggestions regarding the email he sent.

J. Kiszka states he does not agree with a numeric rating of 1-5 or 1-10. We previously agreed on a process. This should only be a mid-review, or status update on how the goals are going. Not a rating.

F. Hart suggests categories of goals, such as goals met, goals not met or goals in progress. Then the categories could be further discussed. For example, are any goals not met still appropriate? We should update the goal list. She states if something went over budget that is on the Board not the Town Manager.

S. Ranlett states that is not necessarily true as we have a bottom line budget.

F. Hart thinks a numerical rating is micro-managing.

P. Bracci states, no one responded to his email. Since no one likes it we should can it.

F. Hart states we do not need to can it.

J. Kiszka states he does not like a secret ballot.

P. Bracci states his plan was to have discussion in public and just rate/grade goals in secret.

F. Hart does not think that equals open and transparent government. She believes secret ballots are for cowards

P. Bracci states he and J. Sherman will be gone in a month and they should be able to speak before they leave office and let new Selectmen see where things stand.

M. Pearson states he is here to answer questions. His Town Manager Reports contain updates on the status of projects on a regular basis.

There is consensus to add this to the agenda for the next meeting.

LIBRARY TRUSTEES EMAIL TO SELECTMAN J. KISZKA

J. Kiszka discusses an email he received from Jim Peck, Chairman, Plaistow Public Library Board of Trustees. The Library was recently informed by Carter Sprinkler company that the sprinkler heads in the Library attic are on a 20-year replacement cycle and they need to be replace. They also found out the heads ae on a recall list and need to be replaced regardless of age since there is a risk the sprinklers will not activate in a fire. They have a quote from Carter Sprinkler to replace the sprinkler heads for \$13,870. The Library Board of Trustees would like to know if the Selectmen are willing to use funds from the Town's Contingency Fund to help pay for the replacement.

F. Hart states since there was a recall we should be able to get some type of refund or lower cost on the project.

M. Pearson states the recall was about 15 years ago. He states he agreed to assist Cab Vinton, Library Director with the issue. He suggested C. Vinton set up a meeting with the head of the sprinkler company to do some negotiations. We should know when the recall first became known and who knew it. However, it is the Boards decision if they want M. Pearson to continue to assist C. Vinton.

S. Ranlett recommends C. Vinton do as much as he can on his own. Both P. Bracci and J. Kiszka agree as M. Pearson is busy with several other issues.

RESIDENT VISIT

Sam Sainsbury, a Plaistow resident came into the meeting room and passed out letters to the Board members.

S. Ranlett states this is a Planning Board/Zoning Issue and should not be discussed now.

P. Bracci agrees, this should be squelched. Nothing should happen now.

The resident asks how he should proceed.

J. Kiszka states the Board is not here to give advice.

S. Ranlett recommends dropping the issue. It is not appropriate and the Board should not set a precedent for a meeting interruption.

The Board agrees not to proceed.

J. Kiszka thanks the resident for letter.

TOWN MANAGERS REPORT

- Attended Several Meetings
- 2019 Budget & Warrant Articles
- Public Works Facility Construction Progress
- Potable Water Information
- Permission form Landowners for Test Borings/ Easements Related to Potable Water Engineering
- CEDS Application Update
- BTLA (Board of Tax & Land Appeals) Case
- Cannon
- Westville Road Bridge
- Human Resources / Filling Vacant Positions
- Budget Committee Chairman Meeting

ACTION ITEMS

Reviewed

NEW BUSINESS

None

SIGNATURE FOLDER

J. Kiszka states the manifest and signature folder are going around.

SELECTMEN'S REPORTS

S. Ranlett

- Attended the Celebration of Life for Rick Bickerstaff.

F. Hart

- Attended the Planning Board Meeting – John Cashell is a good Planner, they have refined some processes and hold a workshop at the first meeting of the month, there is a lot of activity in the Planning Department.
- Attended the TRAC Meeting – 1 Condominium Association did agree to recycling.
- Will attend the PACE Meeting tomorrow – they will be working on educating Pollard School Children on the benefits of recycling.
- Attended the Old Home Day Committee Meeting – the officers are Haley Bush, Chair and Jim Peck, Vice Chair. Old Home Day will be held on June 22, 2019.

- She has 4 tickets to the Educator of the Year Award Program for next Wednesday Night at the Atkinson Country Club that she cannot use. Let her know if you are interested in the tickets.

P. Bracci

- Attended the Celebration of Life for Rick Bickerstaff.
- Attended the Con Com meeting, Charlie Zilch was in attendance to talk about the subdivision on Sweet Hill Road, there will be some light harvesting in the Town Forest.
- Will attend the Elder Affairs Meeting this Wednesday.

J. Kiszka

- Mentions general communication to the Public from some committees is inadequate. He would like to see a person at Town Hall oversee this.
- Attended the Celebration of Life for Rick Bickerstaff.
- Attended the Old Home Day Meeting.
- Will attend the REDC Meeting coming up.

J. Kiszka states the Board will go into non-public and will not come back into public session as no decisions will be made.

***S. Ranlett motions to enter non-public session under RSA 91-A:3 II (A) Public Employee; (B) Hiring; (C) Reputation; (D) Property Transactions; (E) Pending or Threatened Litigation; (I) Emergency Functions Related to Terrorism; (J) Confidential Information in Adjudicative Proceedings; (L) Consideration of Legal Advice. Seconded by F. Hart.
Board Polled: J. Kiszka = yes, P. Bracci = yes, S. Ranlett = yes, F. Hart = yes
Motion passes***

Exited Public Session at 8:12pm

Resumed Public Session at 8:24pm

***S. Ranlett motions to enter non-public session under RSA 91-A:3 II (A) Public Employee; (B) Hiring; (C) Reputation; (D) Property Transactions; (E) Pending or Threatened Litigation; (I) Emergency Functions Related to Terrorism; (J) Confidential Information in Adjudicative Proceedings; (L) Consideration of Legal Advice. Seconded by F. Hart.
Board Polled: J. Kiszka = yes, P. Bracci = yes, S. Ranlett = yes, F. Hart = yes***

Exited Public Session at 8:24pm

Resumed Public Session at 8:40pm

***F. Hart motions to enter non-public session under RSA 91-A:3 II (A) Public Employee; (B) Hiring; (C) Reputation; (D) Property Transactions; (E) Pending or Threatened Litigation; (I) Emergency Functions Related to Terrorism; (J) Confidential Information in Adjudicative Proceedings; (L) Consideration of Legal Advice. Seconded by S. Ranlett.
Board Polled: J. Kiszka = yes, P. Bracci = no, S. Ranlett = yes, F. Hart = yes***

Motion passes

Exited Public Session at 8:40pm

Resumed Public Session at 8:53pm

S. Ranlett motions to enter non-public session under RSA 91-A:3 II (A) Public Employee; (B) Hiring; (C) Reputation; (D) Property Transactions; (E) Pending or Threatened Litigation; (I) Emergency Functions Related to Terrorism; (J) Confidential Information in Adjudicative Proceedings; (L) Consideration of Legal Advice. Seconded by F. Hart.

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

Motion passes

Exited Public Session at 8:53pm

Resumed Public Session at 9:00pm

J. Kiszka adjourned the meeting at 9:00pm

Respectfully submitted,

Beth Hossack,
Recording Secretary