



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

PLAISTOW BOARD OF SELECTMEN MINUTES:

DATE: April 1, 2019

MEETING CALLED TO ORDER: 6:30pm

SELECTMEN:

Selectwoman, Francine Hart, Chairman
Selectman, Steve Ranlett
Selectman, Greg Taillon

Selectman, Julian Kiszka, Vice Chairman
Selectman, John A. Blinn, Sr.
Mark Pearson, Town Manager

MINUTES

G. Taillon motions to approve the minutes of March 18, 2019. Seconded by J. Kiszka.

Discussion: J. Kiszka states on page 2, in the third paragraph the F4 should be in front of Fighter Pilot.

Vote: 5-0-0

Motion passes

PUBLIC COMMENT

M. Pearson, Town Manager respectfully requests the Board enter a non-public session at the end of the public session to discuss an employee complaint of a hostile work environment.

F. Hart agrees.

CONSIDERATION OF TRINITY E.M.S., INC DONATION TO THE POLICE DEPARTMENT FOR \$855.00

Chief Mullin states Trinity E.M.S., Inc. would like to donate fifteen (15) units of Narcan, valued at \$855.00 to the Plaistow Police Department. The Narcan would be carried by the Officers. They could use the dose for themselves in the case of an accidental exposure or to any person in need. He asks the Board to accept the donation.

F. Hart states this is another layer of safety for our Officers. Also, since this is unanticipated revenue we need a motion to accept it.

J. Kiszka motions to accept the donation of fifteen (15) doses of Narcan from Trinity E.M.S., Inc. for a total value of \$855.00. The doses of Narcan will be for the Plaistow Police Officers to carry in case of an emergency. The donation is in accordance with RSA 31:95-b III (b) and Town Code Chapter 61. Seconded by S. Ranlett.

Vote: 5-0-0

Motion passes.

CABLE DEPARTMENT EQUIPMENT PURCHASE

Dean Zanello, Cable Coordinator requests to expend funds from the Cable Franchise Fund. The funds will be used to purchase HD recording devices and required cables, accessories, etc. for the Plaistow Public Library. This is part of the upgrade taking place at the Library. The equipment will be installed in-house without labor costs. A future upgrade will address the replacement of outdated cameras at the Library. The equipment consists of the following:

AJA ProRes Digital Recorder	\$1692.00
Datavideo HR.-1 H.264 USB Recorder	\$ 475.00
Mounting hardware for HDR-1	\$ 50.00
XLR Male to Phoenix Connector Cable	\$ 8.00
XLR Female to 2 XLR Male Y Cable	\$ 11.00
Total	\$2236.00

G. Taillon asks if the equipment will address the audio problems that occurred at Candidates Night.

D. Zanello states no, however there are other things they can work on to address it.

G. Taillon motions we approve the request for equipment using funds from the Plaistow Cable Franchise Fund in the amount of \$2236. Seconded by J. Kiszka.

Vote: 5-0-0

Motion passes

REVIEW BOS MEETING SCHEDULE

The Board schedule is reviewed. The date of August 25, 2019 is corrected to August 26, 2019. There is consensus amongst the Board to accept the schedule.

COMMITTEE REORGANIZATION

The Selectmen Representatives and alternates are chosen and listed below.

- Budget Committee – G. Taillon Representative, F. Hart Alternate
- CIP – F. Hart and J. Kiszka Representatives, no alternate
- Conservation Committee – J. Blinn Representative, J. Kiska Alternate
- Highway Safety Committee – J. Kiszka Representative, S. Ranlett Alternate
- Energy Committee – J. Kiszka Representative, F. Hart Alternate
- Planning Board – F. Hart Representative, S. Ranlett Alternate
- Recreation Commission – J. Blinn Representative, G. Taillon Alternate
- Cable Committee – G. Taillon Representative, S. Ranlett Alternate
- Elder Affairs Committee – J. Blinn Representative, J. Kiszka Alternate
- Historical Society - F. Hart Representative, J. Kiszka Alternate
- HAZMAT – J. Kiszka Representative, no alternate
- Public Works Building Committee – S. Ranlett Representative, J. Kiszka Alternate
- REDCS – G. Taillon Representative, F. Hart Alternate
- Town Report Committee – J. Kiszka and F. Hart Representatives, no alternate
- TRAC – F. Hart Representative, J. Blinn Alternate
- Old Home Day Committee – J. Blinn Representative, J. Kiszka Alternate

F. Hart asks M. Pearson if we need a Selectman's Representative for Beede. M. Pearson states it is not required. We get monthly reports from them and they come to Board meetings to give presentations and updates from time to time.

There is consensus amongst the Board to discontinue having Selectmen's Representative for Beede.

F. Hart asks all Board members to get a copy of the Charter for each committee they represent. If there is no Charter one will have to be created and brought to the Board for approval. A template for a Charter is included in tonight's folders.

WESTVILLE ROAD BRIDGE FUNDING – WATER LINE

M. Pearson states we are close to completing the final contracts for this project. The Board needs to make a formal vote to expend funds to pay for the water line installation. An 8" sleeve/pipe for the water line is included in the design. This will match up with the water pipe the State will put in off of Route 125 into the beginning of Westville Road as part of the regional potable water project. Funds will come from impact fees and the Water Fund.

S. Ranlett motions to withdraw \$42,739.90 (balance as of March 29, 2019) plus accrued interest to date of withdrawal, from the Waterline Impact Fees and to withdraw \$32,260.10 or the remainder for a total of \$75,000.00 from the Water Fund for the purpose of the installation of an eight (8) inch water pipe for the Westville Road Bridge Project. Seconded by J. Kiszka.

Discussion: J. Blinn asks where the water will come in from. Will it come from Main Street?

M. Pearson replies, it will come from Route 125.

Vote: 5-0-0

Motion passes

TOWN MANAGERS REPORT

- Attended Several Meetings
- Potable Water
- Court House Lease
- Public Works Garage Information
- Elder Affairs Meeting
- Unitil Utilities Meeting (gas line construction will begin soon)
- Westville Road Bridge Reconstruction Project
- Assessing Software and Conversion
- Public Employees Labor Relations Board Hearing in Concord, NH
- Mentions the RFP's for the Pollard Park Sidewalks (Excavation & Paving)
- Mosquito Control
- Kingston, NH meeting with NH DOT (future possible expansion of Route 125)
- Memo/Invoice Library Sprinkler head replacements

M. Pearson mentions he received an email from Christina Cruz, Recreation Director regarding donations. Last year on Community Day members of the Rock Church assisted with cleaning, raking and painting at P.A.R.C. C. Cruz knows Town employees are not allowed to ask for

donations. She would like to be able to have donations of flowers, plants and paint from the Rock Church. M. Pearson recommends the Board think about this and discuss it at a future meeting.

M. Pearson states he would like to hire some part time certified officers to use for police detail for projects like the Unitil Gas Project, the Westville Road Bridge Project and the Potable Water Project once shovels are in the ground. They would be hired similar to a contractor. They would have to be certified, buy their own uniform, and have their own weapon.

ACTION ITEMS

The action items are discussed and a few changes are made.

F. Hart would like each Selectman to read the Town Code on the website. At our next meeting she will assign six (6) chapters to each selectman to review.

OTHER BUSINESS

F. Hart states former Selectman John Sherman sent an email asking if the three (3) prior Board members would discuss why the tax rate increased. She states this will be discussed at a future meeting.

F. Hart would like to invite the Recreation Department to come to a Board meeting to discuss their strategic plan.

SELECTMEN'S REPORTS

S. Ranlett

- Moderated the Danville School Board Member recount – the results were the same. The winner was Shawn O'Neil.
- Moderated the interviews of the Assistant Superintendent for the School Department. There are now three (3) finalists.
- Would like to know if there is an opinion from Town Counsel regarding reviewing the resumes of the potential Fire Chiefs.

G. Taillon

- Congratulates Amanda Snow, a 19-year-old resident who was recently on American Idol.

J. Blinn

- Nothing to report tonight.

J. Kiszka

- Attended the Old Home Day Committee Meeting – they are trying to make some positive changes this year.

F. Hart

- In the spirit of open and transparent government she would like to address a rumor she heard. Recently she met with Attorney Kalman. Upon leaving she saw M. Pearson in his truck. She climbed into his truck and discussed town business for a few minutes. She hopes this clears up any rumors and/or misunderstandings.
- Attended a Water meeting in Atkinson. Senator Chuck Morse was there. The meeting was similar to the one Plaistow had recently.

- Attended the TRAC Meeting. Alan Phair, former Town Administrator of Atkinson attended and informed the group about CART. He was also complimentary of Casella as a waste management contractor.
- Attended an Energy subcommittee meeting. Paul Lucia, Facilities Manager attended and ideas from the Town Energy Audit were discussed.
- Reviewed the process of signing the Accounts Payable Manifest with Selectman J. Blinn and Selectman G. Taillon.
- Thanks, Interim Chief Mullin for taking time to meet Selectman G. Taillon and show him around.
- Attended a Library meeting. Cab Vinton, Library Director and Jim Peck also attended. They discussed a 50/50 split for some energy audit projects.
- Attended the Old Home Day Committee Meeting.

J. Kiszka 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; (J) Confidential Information; (L) Consideration of Legal Advice. Seconded by G. Taillon.

Board Polled: F. Hart = yes, J. Kiszka = yes, S. Ranlett = yes, J. Blinn = yes, G. Taillon = yes Motion passes

Exited public session at 7:43pm

Reconvened public session at 7:50pm

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; (J) Confidential Information; (L) Consideration of Legal Advice. Seconded by J. Kiszka.

Board Polled: F. Hart = yes, J. Kiszka = yes, S. Ranlett = yes, J. Blinn = yes, G. Taillon = yes Motion passes

Exited public session at 7:50pm

Reconvened public session at 8:05pm

F. Hart adjourned the meeting at 8:05pm

Respectfully submitted,

Beth Hossack,
Recording Secretary