



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

PLAISTOW BOARD OF SELECTMEN MINUTES:

DATE: April 15, 2019

MEETING CALLED TO ORDER: 6:34pm

SELECTMEN:

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

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

INFORMATIONAL POTABLE WATER MEETING

M. Pearson thanks everyone for coming tonight. This is a historic event. For the past 2 ½ years he has spent about 360 hours working on the water project. It has involved meetings from Concord, NH to Haverhill, MA and from Plaistow, NH to Merrimack, NH. Many communities and over 100 people have worked extremely hard to make the Southern New Hampshire Regional Water Interconnection Project a reality. Following some speeches and a power point presentation the Plaistow Board of Selectmen will have the unique opportunity to authorize the signing of a historic agreement that will bring potable water to Plaistow! Tonight's discussion will focus on bringing wholesale potable water to Plaistow.

Lisa Cota-Robles reads a letter from Governor Sununu. Governor Sununu fully supports the project. He believes it is important for all New Hampshire residents to have ample access to clean drinking water.

NH DES Commissioner Bob Scott states he is fortunate to witness this event. It is an important milestone and unprecedented in NH. He thanks Senator Chuck Morse for his vision and unprecedented dedication to the project. He also thanks Assistant Commissioner Clark Freise, the DES staff, and the Ground Water Trust Fund Commission of 19 members. He thanks all the communities for working together for the greater good. This project will benefit future generations to come.

NH State Senator Chuck Morse states the reality of the project began when Governor Sununu guaranteed that every citizen of NH deserves clean drinking water. Two years and two 2 months ago the project was underway. Due to the hard work of many people Plaistow will sign the Southern New Hampshire Regional Water Interconnection Agreement tonight. Once all the communities and parties involved sign the agreement we will be ready for the first piece of equipment to go into the ground. He appreciates everyone's efforts.

M. Pearson reads a memo from NH State Representative Norm Major who could not be present tonight. N. Major states this project is a long time coming. Back in the 1970's the Board of Selectmen had the engineering firm Fenton Keys prepare a report for the development of a public water supply for Plaistow. Over the years the town added several miles of pipes and acquired land on Sweet Hill Road for a water storage tank. He sends a shout out to Tom Cullen who was instrumental in acquiring the land on Sweet Hill when he was a selectman. As a state representative, N. Major cannot thank enough the people that worked so hard to make this project happen, especially the citizens of Plaistow that have voted over the years to keep this project alive.

Erin Holmes, P.E. NH DES states it has been a long few months working on the agreement with a lot of back and forth. She started this job 1 year ago and the first meeting she attended for this project was in Plaistow in Mark Pearson's office. She appreciates his vision and dedication. She appreciates all the hard work and collaboration of everyone along the way. Now that the agreement is done a huge hurdle is past. Next, funding and breaking ground on infrastructure will begin.

Attorney Susan Geiger of Orr & Reno states she was one of the people who put all the parties together. Her role was a stake holder, to work on the draft agreement for the Southern New Hampshire Regional Water Interconnection Project. She is happy for Plaistow.

Keith Pratt, President & P.E. Of Underwood Engineers begins his power point presentation. The need for the regional project is to provide water solutions to southern NH communities especially the 56+ properties in Plaistow affected by MtBE contamination. The Southern Interconnection Agreement involves 7 parties including Manchester Water Works, Derry, Windham, Pennichuck East Utility (PEU), Salem, Hampstead Area Water Company and Plaistow. The agreement defines the rights and responsibilities for each system, supply amounts, infrastructure to be built and owned, and water metering and rates. The term for rates is established through 2035 and the agreement is through 2058 and is renewable. Plaistow will receive 100,000 gpd (gallons per day) initially and the system is designed for 570,000 gpd. Plaistow will own and operate the future pump station to be located at the Atkinson/Plaistow line. The wholesale water rate for Plaistow = \$3.59/100 cubic feet (Ccf). The cost of the full project is about \$26.9 million while Plaistow's portion is \$7 million (not taxpayer money). Infrastructure in Plaistow will consist of a pumping station, 9800 feet of 12" pipes with another 3600 feet of 8" pipes, a 400,000-gallon water storage tank, 56+ MtBE connections, system start-up and flushing and MSDC purchase. The next steps for Plaistow are to finish 30% design, begin final design of the tank, pump station and transmission mains and services. The future steps will be the water system operations along with water rates and ordinances. Construction in Plaistow should start in 2020 with the system to be online in 2021 or 2022.

Attorney John Ratigan of Donahue, Tucker & Ciandella, PLLC had the job of making sure Plaistow's interests were protected. He used input from M. Pearson, the Board of Selectmen and Keith Pratt.

Tom Page is managing the Plaistow Project for Underwood Engineers.

The meeting is open to the public for questions.

Karen Steele of Atkinson has a question on the timing. She believed the start date was sooner than 2020. E. Holmes replies, Plaistow's timing is a little different since they must start from the ground up and are at the end of the project.

J. Kiszka motions that the Plaistow Board of Selectmen approve the Southern New Hampshire Regional Water Interconnection Project Agreement before the Board tonight, which will enable the Town of Plaistow, NH, as a participant in the Project, to bring affordable, high quality potable water and improved fire protection to Town residents and businesses and authorize Plaistow's Town Manager, Mark A. Pearson, to sign any and all paperwork related to this Agreement. Seconded by G. Taillon.

Discussion and/or comments:

J. Blinn states this project is very good for the Town and it has been a long time coming. He is happy he will be one of the signers of the agreement.

G. Taillon states he has lived in Town for 40 years and this is good. It will benefit generations to come.

J. Kiszka states his background is in the high-tech industry in the Military. When he started as a Selectman, his focus was against the layover train station. He learned how slow government works. His is impatient and wants shovels in the ground. Being a Selectman, he has learned a great deal about the town. Water in Plaistow is about health, quality of life, and the right kind of economic development. He commends Mark Pearson for the amount of money coming into Town, over 7 million for the water project. He is happy this is coming to fruition.

F. Hart states this is a spectacular day with a great piece of legislature. She thanks the men and women at the table and especially Mark Pearson for spearheading and spending countless hours on the project while still running the town.

Vote: 4-0-0

Motion passes

F. Hart calls for a twenty-minute recess at 7:10pm.

Meeting resumes at 7:47pm

LIBRARY FUNDING REQUEST

Cab Vinton, Library Director states the Library Board of Trustees is ready to move forward with a CIP project scheduled for 2019. They plan to have work done on the Library's parking lot. Crack filling and repair of several areas of broken asphalt along the granite curbs will be done along with cleaning and sealing.

J. Kiszka asks when the last time any work on the parking lot was done.

C. Vinton, replies it was before he started working at the Library. It was probably at least ten years ago. Once they have this project complete it should not need to be done again for another 10-15 years.

G. Taillon motions to approve the recommendation for Petra Paving, for a total of \$8,625.00 to repair the parking area of the Library. Seconded by J. Blinn.

Vote: 4-0-0

Motion passes.

ACCEPTANCE OF EASEMENT

M. Pearson explains the Recreation Department has applied for a grant pending the Board's approval of a donation of an easement. David Hoyt is the owner of parcel 20-36 and he is donating an easement across this piece of land. The easement will allow the Town of Plaistow to cross over town owned parcel 20-37 to reach town owned parcel 21-17. The grant will be used to develop a trail system behind our Old County Road Facility.

J. Kiszka asks about the 50/50 match. He wants to know where the \$51,500 town match will come from.

C. Cruz replies there is enough money in the capital reserve account for the full \$51,500.00 but there will probably be a great deal of "in-kind" donations thus significantly reducing the dollar amount.

F. Hart asks when will we know if we receive the grant.

C. Cruz replies sometime in June.

J. Kiszka motions to accept the donation of an easement from David Hoyt. The easement will allow the Town of Plaistow to cross parcel 20-36 to access parcel 21-17. The Recreation Department will create a system of trails stretching approximately 100 acres from the Old County Fields to Mount Misery. The trail system has been marked out with the assistance of the Appalachian Mountain Club. The acceptance of this gift of an easement is in accordance with NH RSA 31:19 and Town Code Chapter 61. Seconded by F. Hart.

Discussion: J. Kiszka asks how much is in the capital reserve account.

C. Cruz states after paying the match for the grant there will be about \$80,000.00 in the account.

Vote: 4-0-0

Motion passes

COURT HOUSE LEASE

M. Pearson states the State of New Hampshire is looking to extend the current Court House Lease for one year. It is known as the First Amendment. The amendment would commence July 1, 2019 and expire on June 30, 2020. The reason the request is only for one year is because the State of New Hampshire, Department of Administration Services, Bureau of Court Facilities is exploring other larger locations for the 10th Circuit – District Court. The First Amendment includes a 1.5% increase in rent. M. Pearson believes this is a fair agreement.

G. Taillon motions to authorize the Plaistow Town Manager, Mark A. Pearson, to sign the "First Amendment to the Standard Lease Agreement Between the State of New Hampshire and the Town of Plaistow" dated April 15, 2019 and complete the Certificate For Municipalities (COM) form and any other paperwork required by the State of New Hampshire Department of Administration Services, Bureau of Court Facilities for the lease of town owned land and

building located at 14 Elm Street in Plaistow, NH commencing July 1, 2019 and expiring June 30, 2020. Seconded by J. Kiszka.

Discussion: J. Kiszka would like to see the building in use for more than one additional year. He wants to know what are the chances of them staying and what will be done with the building if they leave.

M. Pearson states we are not here for those questions tonight. However, the State is looking for a larger building with more parking.

Vote: 4-0-0

Motion passes

BOARD OF SELECTMEN GUIDELINES

F. Hart states she used the guidelines from 2007 and made some updates. She reviewed them with M. Pearson and they verified all the RSA references are correct. F. Hart hopes the Board has read the document.

G. Taillon motions to approved and adopt the Board of Selectmen Guidelines as presented.

Seconded by J. Blinn.

Discussion: F. Hart recommends these guidelines should be reviewed yearly.

Vote: 4-0-0

Motion passes

TOWN CODE LIST

F. Hart discusses the list of Town Codes. She would like each Selectman to review five or six of them and recommend changes if needed. Any sections that do not need changes will be reapproved as written. She volunteers to do the first set and will be prepared to discuss them at the next meeting. J. Kiszka will do the next set for discussion at the end of May. G. Taillon agrees to take the following set and review them at the end of June. J. Blinn agrees to take the next set and review them at the end of July. S. Ranlett will probably review the next set for discussion in August. They will continue the cycle until all the chapters have been reviewed.

MINUTES

G. Taillon motions to approve the minutes of April 1, 2019. Seconded by J. Blinn.

Vote: 4-0-0

Motion passes

PUBLIC COMMENT

None

TOWN MANAGERS REPORT

- Attended Several Meetings
- Court House Lease
- Public Works Facility Garage Information
- Westville Road Bridge Reconstruction Project
- Pollard Road Culvert Grant Application
- Assessing Software and Conversion Meeting

- Public Employees Labor Relations Hearing in Concord, NH

M. Pearson reviews a letter written to the Board recommending a temporary “No Thru Trucking” sign be placed at each end of Westville Road during the Bridge reconstruction. The Board agrees.

J. Kiszka motions to recommend the temporary “No Thru Trucking” posting according to RSA 41:11 and RSA 47:17, VII, VIII and XVIII by June 1, 2019 through October 15, 2019.

Seconded by G. Taillon.

Vote: 4-0-0

Motion passes

M. Pearson hopes to have a plan in place to move the Finance Department forward considering the resignation of Finance Director Greg Colby by the next Board meeting.

OTHER BUSINESS

F. Hart mentions starting the next Board meeting (April 29th) at 5:30 for a non-public session regarding Tax Deeding issues. The Board agrees.

ACTION ITEMS

Reviewed – a few changes are made.

J. Kiszka asks if there is an update on the analysis of the website.

G. Taillon replies Jay DeRoche of the Budget Committee offered to help. They are looking at different software packages. G. Taillon will put survey out to Townspeople who use the website and one to Town Employees who enter data on the website. He will probably use Google Sheets to conduct the survey.

SELECTMEN’S REPORTS

J. Blinn

- Attended the Recreation Commission Meeting – the Easter Egg Hunt time has been changed to 9:00am on Saturday
- Attended the Elder Affairs movie at the Library. Future events include, a breakfast which will be held at the Early Bird at 9:00am on 5/21, contact Sue Sherman for reservations. Discussion will be held on health preparedness. Elder affairs will partner with the YMCA to host Chair Yoga on Wednesdays at 10:00am. There is no fee to attend but donations will be accepted. On 6/5 there will be a Senior Travel Day with lunch and shopping on Rte. 125. On 4/19 there will be a “Kids Night” with a movie. Opening Day for baseball & softball is scheduled for 5/4.
- Mentions Plaistow Pride Day (clean up) will be held on 4/27

G. Taillon

- Attended a workshop “Knowing the Territory”. It was a very good workshop. He gave F. Hart information he received at the workshop on recommendations to help Boards. He mentioned a change in the law regarding posting minutes and receiving paper copies.

- Attended the Budget Committee Meeting – Maxann Dobson is the Chair and Sam Cafiso is the Vice Chair. The Budget Committee recommended lowering the 2020 budget by 5% as a starting point. The Police Chief has been making changes to lower the budget in his department. An idea of a sub-committee to some research was mentioned. G. Taillon would like to have last year's budget files in an excel dashboard program using graphs to show data pictorially. This will make comparisons easier.

J. Kiszka

- Attended part of the Budget Committee Meeting
- Attended part of the Recreation Committee Meeting
- Attended the quarterly CEDS Meeting – there was a presentation on small town economics.
- Attended the Energy Committee Meeting
- Attended the PACE luncheon
- Attended the Historical Society – Plaistow does not have any markers for historical sites.

F. Hart

- Participated in an assessing software conversion meeting on 4/4 with Marybeth Walker and Tasha Vincent.
- Attended the Energy Committee Meeting – Affinity has been chosen to do the street light conversion. Some of the energy projects recommended by the energy audit will be worked on by a sub-committee task force. Town Hall lighting will probably be addressed next.
- Attended the History Tour the fifth graders participated in led by Jim Peck.
- Attended a water meeting on rate setting.
- Attended the Old Home Day Committee Meeting and she has a copy of their charter.

F. Hart adjourned the meeting at 8:40pm

Respectfully submitted,

Beth Hossack,
Recording Secretary