



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

**PLAISTOW BOARD OF SELECTMEN MINUTES:**

**DATE:** June 3, 2019

**MEETING CALLED TO ORDER:** 6:31pm

**SELECTMEN:**

Selectwoman, Francine Hart, Chairman

Selectman, Steve Ranlett – Excused/Absent

Selectman, Greg Taillon

Selectman, Julian Kiszka, Vice Chairman

Selectman, John A. Blinn, Sr.

Mark Pearson, Town Manager

**MINUTES**

*J. Kiszka motions to approve the minutes of May 20, 2019. Seconded by G. Taillon.*

*Discussion: J. Kiszka states he also asked about local roads when he asked a question about controlling State Roads. He just wanted this mentioned for the record.*

*Vote: 4-0-0*

*Motion carries.*

**PUBLIC COMMENT**

None

**TRASH & RECYCLING CONTEST WINNERS**

F. Hart states the fourth-grade students at Pollard School participated in a poster contest/recycling event sponsored by the Plaistow Trash & Recycling Advisory Committee. The winners are recognized and show their posters to all. The winners are Annabell Wade, Olivia Miller, Kasey Fitzgerald, and Ashlyn Beaulieu (not in attendance). The class gift is awarded to Barbara Kane's class. Here to accept the gift with Ms. Kane is Shana Dobson. The students are congratulated for a job well done.

**HISTORICAL SOCIETY TO ACCEPT PLAQUE**

F. Hart presents the collage containing the potable water project signing to Bob Carolyn, Chair of the Plaistow Historical Society. F. Hart states this is the newest piece of history in town and one of the most important.

B. Carolyn says, this is great and thanks the Board.

**SWEARING IN OF POLICE OFFICERS**

M. Pearson states tonight Interim Chief Mullin is here with five (5) trained officers to swear in. They will assist with outside detail work in town. The officers are called forward and sworn in by Select Chair F. Hart. The officers are Gregory Malisos, George Winchell, David Comeau, Grace Greenwood, and Shane Childs. Officer Christopher Rothwell was also hired and unable to attend

tonight. He will be sworn in another time. The total combined years of experience of these officers is one-hundred fifty-five (155). All the officers are welcomed.

Ashlyn Beaulieu accepts her certificate for the TRAC poster contest. She was at a dance lesson and was not here when the other students were here. Her certificate is presented by Selectmen J. Blinn, her grandfather.

### **ASSESSING – REQUEST FOR PROPOSAL & DECISIONS**

F. Hart states according to law our assessing provider must give a yearly update. Marybeth Walker of Corcoran Consulting Associates, Inc. will be present at a July meeting for the update. In the meantime, she has written a letter regarding the 2019 emerging assessment to sales ratio. We are well below the threshold. F. Hart states next year we will do a values-anew so we may want to forgo an update this year however that will be decided in July.

F. Hart states M. Walker was very helpful in writing a Request for Proposal (RFP) for Assessing Services. There is one change to the RFP. It is on page three (3) under the section titled Hourly Assessing Services. In the first sentence the wording “one day a week” will be changed to “twenty-four (24) hours per week”.

***J. Kiszka motions to direct the Town Manager to send out the RFP for Contract Assessing Services with the consent of Town counsel. Seconded by J. Blinn.***

***Vote: 4-0-0***

***Motion carries***

### **FIRE DEPARTMENT DETAIL RATES**

M. Pearson states the Board recently increased the outside detail rates for the Police Department. The Board should have increased the Fire Department rates at the same time. Funds from outside details for both departments are deposited into the same account and should be equal.

***J. Kiszka motions to increase the Fire Department’s detail billing rate to \$65/hour, increase the vehicle fee to \$13/hour and to increase the fire personnel hourly rates as follows:***

***April 1, 2019 - March 31, 2020 at \$43.00/hour***

***April 1, 2020 - March 31, 2021 at \$44.00/hour***

***April 1, 2021 - March 31, 2022 at \$45.00/hour***

***Seconded by G. Taillon.***

***Vote: 4-0-0***

***Motion carries***

### **ROAD SURFACE MANAGEMENT**

F. Hart states we discussed road surface management at the last meeting with Dan Garlington and Tony Garro, President of BETA Group, Inc. A decision was not formally made. She is concerned about spending \$14,500 on the contract this year when we have so much construction coming in the future. Perhaps it would be better to table this for one (1) year and use the \$14,500 for paving/road repairs that Dan Garlington recommends. We may be able to get some recommendations from the Regional Planning Commission since we pay a fee to be a member. J. Blinn asks if D. Garlington will make the road decisions if we forgo the BETA contract this year.

M. Pearson replies, yes. If we forgo the contract, we will have \$14,500 more to do actual road work. He does not think deferring this one (1) year will hurt.

J. Blinn asks if BETA Group, Inc. will have an issue with this.

M. Pearson does not think so. In the past we have hired them every three (3) years. Last year we pushed it out a year. Pushing it out again one (1) more year should be okay. Once every five (5) years may be enough.

J. Kiszka states he would like to see the savings go towards fixing potholes.

***G. Taillon motions to table the BETA Group, Inc. contract for one (1) year. Seconded by J. Kiszka.***

***Vote: 4-0-0***

***Motion carries***

### **CONSIDER EDITS TO TOWN CODE**

G. Taillon states he has reviewed the next six (6) chapters of the Town Code. For the Conflict of Interest Committee much of the verbiage no longer applies. It deals with the creation and staffing of the committee when it was established. The document is also confusing with rules of family members and/or a spouse being on another town committee. He checked with the legal department of New Hampshire Municipal Association (NHMA) and found that family members serving on Town Committees or Boards does not preclude a citizen from being elected and serving on the Conflict of Interest Committee. Members of the Conflict of Interest Committee will recuse themselves when a petition is filed involving a family member.

G. Taillon recommends removing section 56-10 "exemption period" completely. He also states a warrant article will be needed to change the current Conflict of Interest Code according to section 56:11.

***J. Kiszka motions to have a warrant article written for the next Town Meeting to change the Conflict of Interest Code.***

***Discussion: this can be done closer to the end of the year.***

***J. Kiszka withdraws his motion.***

G. Taillon states chapters 58 and 61 do not need any changes.

Chapter 63 Excavations is good except G. Taillon recommends increasing the fine for violations from \$100.00 to \$250.00. The Board agrees.

Chapter 67 Firearms is good except G. Taillon recommends increasing the license fee, issued by the police department be increased from \$25.00 to \$50.00 annually for establishments that sell pistols and revolvers.

Chapter 70 Fire Prevention and Chapter 73 Fireworks are together. In chapter 70 section 70-3 which deals with smoke detectors and alarms for day-care centers is no longer necessary as the compliance date has passed. The same is true for section 70-6. G. Taillon suggests changing the fine for a violation not to exceed \$100.00 per offense, with each and every day such violation continues it shall constitute a separate offense. The maximum fine will not exceed \$800. The

current fines are listed as \$25.00 per day not to exceed \$200.00. He recommends increasing the fine for woodstoves violations from \$100.00 to \$200.00.

J. Kiszka states this directly endangers peoples lives and thinks the fine should be higher. The Board agrees on a \$500.00 fine.

Any violation for a space heater should also be \$500.00.

J. Kiszka asks if the license fee for selling firearms covers administrative expenses. It will be helpful to know the cost of doing such background checks and paperwork for licensing an entity to sell firearms.

M. Pearson states he can have staff at the police department do a survey of other towns for their fees.

Chapter 67 deals with firearms and G. Taillon will work with Interim Chief Mullin for any recommended changes. M. Pearson has given permission for G. Taillon to work directly with Interim Chief Mullin.

F. Hart recommends to J. Blinn that he may want to meet with the Fire Chief (hopeful we will have one soon) to get a jump start on his portion of the Town Code since much of it is related to Fire protection.

M. Pearson states in the meantime he can speak with Interim Fire Chief Judson.

J. Kiszka asks about the software that converts pdf files to word documents.

M. Pearson states it has been ordered.

F. Hart thanks G. Taillon for his work on town codes.

***J. Blinn 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, J. Blinn = yes, G. Taillon = yes***

***Motion carries***

Public Session adjourned at 7:12pm

Public Session Resumed at 7:42pm

***G. Taillon motions for the Board of Selectmen to approve the Town Manager Employee Agreement for Mark A. Pearson dated June 3, 2019. Seconded by J. Blinn.***

***Vote: 4-0-0***

***Motion carries***

## **TOWN MANAGERS REPORT**

- Attended Several Meetings
- Pollard Road Culvert Pre-Application
- P.A.R.C. Drainage Swales
- Public Works Garage Information

- Pavement Management Program Update Contract
- Timberlane Rear - Sale of Town Owned Land
- AT&T Cellular Agreement Renewal
- Resilience Master Plan Contact
- Affinity Street Lighting Agreement
- Westville Road Bridge Reconstruction Project
- Potable Water Meeting
- Met with the on call and part time water employees today
- National Public Radio (NPR) Interview
- Sidewalks at Pollard Park
- Sale of BMW at Auction
- Safe Routes to School
- Fiber Optic Line Between Town Hall and the Safety Complex
- Groundbreaking Ceremony
- Memorial Day Ceremony
- Jessie George Sign Moved

### **ACTION ITEMS**

Reviewed

### **OTHER BUSINESS**

F. Hart reminds the Board of the following events:

Timberlane Graduation – June 8 at 10:00am

June 11 at 6:00pm - Roles & Responsibilities of Elected & Appointed Officials

June 20 - EMS Drill, as the Board of Selectmen are Emergency Management Personnel

### **SELECTMEN'S REPORTS**

J. Blinn

- Elder Affairs Breakfast at Early Bird – 15 attended & received a goodie bag with information on lime disease, ticks, Off insect repellent, sunscreen, water and some other items. On June 5 there will be a shopping event. The bus ride was donated by the YMCA. The group will go to Walmart, Longhorn for lunch, then Market Basket. A movie will be held at the Library on 6/14 featuring *Some things Gots Give*. On 6/20 there will be a cookout on the Town Green at 11:00am. This will be for Plaistow Residents only.
- Attended a walk through the Town Forest with Olaf Westphalen and 2 others from Southeast Land Trust. They pointed out some things that need to be fixed.
- Attended the Old Home Day Committee meeting. Everything is looking good for the event.

J. Kiszka

- Attended the Memorial Day Ceremony – it was a beautiful day.
- Will attend the training for Elected & Appointed Officials on 6/11.
- Will attend the Energy Committee Meeting on Wednesday.
- Attended the annual hazmat meeting held in Windham with Interim Chief Judson
- Will attend the Highway Safety Committee on Friday

G. Taillon

- Has been working behind the scenes on the Town's website. He will use it to drive surveys. He thinks a better process will help improved the contents of the website. Minutes of public meetings must be available to the public within five (5) business days following the meeting. He would like to put the water project on the website with the possibility of using Google Sheets.

F. Hart

- She and G. Taillon recently met with the Budget Committee Chair and Vice Chair.
- Attended a Brownie Troop meeting at the Historical Society.
- Attended a Planning Board training. Steven Buckley provided the lecture.
- Attended the Memorial Day Ceremony.
- Attended the Exeter Medical groundbreaking.
- Met with NH Representative Bob Harb to discuss issues that are concerning for Town people regarding pension funding, the potential of expanding a School Administrative Unit (SAU) and the way the State does assessing.
- Attended an all-day conference on Saturday.

J. Kiszka asks why the Historical Society By-Laws are in the folders.

F. Hart replies, they are a 501C-3 Corporation and are governed by law. The Board cannot make any changes to the Charter and/or bylaws.

F. Hart adjourned the meeting at 8:44pm

Respectfully submitted,

Beth Hossack,  
Recording Secretary