



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

PLAISTOW BOARD OF SELECTMEN MINUTES:

DATE: February 3, 2020

MEETING CALLED TO ORDER: 6:30 p.m.

SELECTMEN:

Selectwoman, Francine Hart, Chairman
Selectman, Greg Taillon
Mark Pearson, Town Manager

Selectman, Julian Kiszka, Vice Chairman
Selectman, John A. Blinn, Sr.

MINUTES

G. Taillon motions to approve the minutes of January 22, 2020. Seconded by J. Blinn.

Vote: 4-0-0

Motion carries

G. Taillon motions to approve the minutes of January 27, 2020. Seconded by J. Blinn

Vote: 4-0-0

Motion carries

PUBLIC COMMENT

None

SCHOOL WARRANT PRESENTATION

Barbara Kiszka, Vice-Chair of the SAU 55 (School Administrative Unit) Withdrawal Committee is here to present the findings of the committee. The Withdrawal Committee consisted of the following individuals:

- Dr. Kim Farah – Chair, Timberlane School Board Member, Danville
- Barbara Kiszka – Vice Chair, citizen member, Plaistow
- Jennifer Silva – Timberlane School Board Member, Atkinson
- John Hughes – Timberlane Budget Member, Danville
- Karen Steele – citizen member, Atkinson
- Mark Sherwood – citizen member, Sandown
- Sabrina Alberg – citizen member, Danville
- Dr. Earl Metzler – Superintendent, non-voting member

SAU 55 consists of two school districts, the Hampstead District and the Timberlane Regional District. The Timberlane District includes the towns of Plaistow, Atkinson, Danville and

Sandown. SAU 55 was formed more than one hundred (100) years ago. It consisted of more towns back then. Over the years towns have withdrawn and State Laws have changed. The committee found there is no significant gain from remaining in a combined SAU with Hampstead. If withdrawal occurs there will be no change to student education. Withdrawal will allow for more local control and some cost savings. The committee voted 6 to 1 in favor of withdrawing from SAU 55. The two districts are very different. Hampstead has 850 students in grades pre-K through grade 8. Their high school students attend Pinkerton High School in Derry. There are two schools and 182 employees. Timberlane has 3,484 students in grades pre-K through grade 12. There are 7 schools and 674 employees. SAU 55 has 14 employees, a two-million-dollar budget of which Timberlane pays for more than 1.5 million. There are three boards, Hampstead School Board, Timberlane School Board and the SAU School Board. There are also three lawyers and three audits. Timberlane is the 10th largest school district in the State. If Timberlane withdraws from SAU 55 staffing for the SAU could probably be reduced to 12 employees. The SAU would provide services solely to Timberland allowing for more local control. There would be no need for three boards, three lawyers and three audits.

Hampstead's response to the study was positive. They support the concept. They would have more local control over their schools and needs. Hampstead agrees there would be no impact on student education. The one item of concern is dividing the shared liability of providing post-employment benefits to retired SAU employees. The cost is approximately \$10,000/year. This would have to be worked out through negotiations.

If the warrant article for withdrawal passes, there will be a one-year transition to the new SAU. If it fails, SAU 55 will continue with the Hampstead and Timberlane Districts. The School Deliberative session will be held Thursday, February 6th at 7:00 p.m. at Timberlane high School Gym. Voting will be held on March 10th in each town. More information can be found online at [withdrawal plan](#).

G. Taillon asks will there be a reduction in superintendents?

B. Kiszka replies, if Timberlane withdraws Hampstead remains in SAU 55 and the superintendent will stay with Hampstead. Timberlane will most likely hire a new superintendent.

F. Hart asks if the vote needs to be a simple majority or a 2/3 majority.

B. Kiszka believes it will require a 2/3 majority in all four towns.

F. Hart asks if restructuring upper management will be considered.

B. Kiszka replies, a SAU must cover certain roles per RSA. Currently some employees are covering more than one role. That practice will continue with the new SAU too.

F. Hart thanks Barbara for the presentation.

AWARD BID FOR VALUES-ANEW

F. Hart states only two bids for values-aneu were received. One was from Corcoran Consulting Associates and the other was from Vision Government Solutions. She states Corcoran pulled themselves out of the running by including an expiration date of January 23, 2020 which has expired. Corcoran's bid was \$136,000 for residential and commercial only. Vision's bid was \$147,500. However, if we forgo the performance bond, they will reduce it by \$4,000.

G. Taillon motions to approve the Visions contract. Seconded by J. Kiszka.

Discussion: G. Taillon states the contract is very through.

J. Kiszka agrees.

Vote: 4-0-0

Motion carries

RPF DISCUSSION FOR UTILITY VALUES-ANEW

M. Pearson states if a 2020 Update to Utility Values is driven by the New Hampshire Department of Revenue Administration (NHDRA) the values will be significantly lower than if a contracted service continues to value those same utilities. For example, the 2019 Corcoran Utility Values totaled \$31,160,888. The NHDRA valued the same Utilities at \$23,722,883 which is \$7,438,005 lower. A lower value equals a loss in Utility Tax revenue that will need to be made up by other taxpayers. In 2019 Unitil Energy Systems installed natural gas pipelines in Plaistow. The pipes will increase the amount of revenue received from Utilities. The Board needs to decide to contract with an outside vendor to maintain the current Utility Values or use the NHDRA values. We know using the NHDRA values will result in lost revenue of approximately \$122,475.

G. Taillon motions to direct the Town Manager to issue an RFP for values-aneu for Utilities in Plaistow in 2020. Seconded by J. Kiszka.

Discussion: M. Pearson states there is not enough time to send out an RFP. The values must be completed by April 1, 2020.

F. Hart states we should ask Corcoran directly. We have less than 60 days.

G. Taillon states he will withdraw his motion if J. Kiszka withdraws his second.

J. Kiszka asks what the cost will be.

F. Hart replies between \$40,000 - \$45,000. Time is of the essence.

J. Kiszka withdraws his second to the motion.

G. Taillon withdraws his motion.

G. Taillon motions to implore Corcoran to do a values-aneu for Utilities in Plaistow and to come back to the Board if the cost will exceed \$45,000. Seconded by J. Kiszka.

Vote: 4-0-0

Motion carries

F. Hart states she will contact Marybeth tomorrow.

M. Pearson states the 2020 budget is very tight. It is possible we may have to do unpaid furloughs in December. Some things may have to be deferred until next year.

F. Hart states unpaid furloughs should be the last resort.

ELECTION DAY SCHEDULE

F. Hart states the State requires Selectmen to be present at elections. She would like to have everyone take a six hour stretch. She will be at the polls from 10:00 a.m. to close. G. Taillon volunteers to take the 6:45 a.m. – 1:00 p.m. shift. J. Blinn will take 11:00 a.m. to 5:00 p.m. and J. Kiszka will do 3:00 p.m. to 9:00 p.m. Both G. Taillon and J. Blinn agree to return at the end of the evening to assist with counting the ballots.

APPROVAL OF PRIOR MINUTES OF NON-PUBLIC SESSIONS

G. Taillon motions to approve the minutes from the non-public session on November 4, 2019. Seconded by J. Kiszka.

Vote: 4-0-0

Motion carries

J. Kiszka motions to approve the minutes from the non-public session on November 18, 2019, session #1. Seconded by G. Taillon.

Vote: 4-0-0

Motion carries

G. Taillon motions to approve and unseal the minutes from the non-public session on November 18, 2019, session #2. Seconded by J. Kiszka.

Vote: 4-0-0

Motion carries

J. Kiszka motions to approve and keep sealed the minutes from the non-public session on November 25, 2019. Seconded by G. Taillon.

Vote: 4-0-0

Motion carries

G. Taillon motions to unseal the minutes from the non-public session on September 9, 2019. Seconded by J. Blinn.

Vote: 4-0-0

Motion carries

OTHER BUSINESS

F. Hart states the next meeting will be held on February 24, 2020. The Town Report Dedication will occur that evening.

G. Taillon asks if the Board's schedule can be completed through April.

F. Hart replies, yes, however if there is a new Chair the schedule may change.

TOWN MANAGERS REPORT

- Attended several meetings.
- Busy week – preparing for Deliberative Session
- Met with Bill Coye, Recreation Commission Chair about the softball field, drainage and access to trails projects. Assisted with the SEC drawings/plans and necessary funding.
- Worked on the Records Management power point with Dee Voss.
- Police incident – barricaded suspect Saturday night through Sunday morning.
- Provided information to a Union Leader Reporter regarding the Plaistow Circuit/District Court moving out of town in June 2020.
- Fire car #2 has been striped/lettered/decaled and is in que for radio & lights.
- New Public Works Facility Garage – working on signage, bought a 3-phase air compressor, moved equipment and vehicles to the new facility, a flame-resistant cabinet was purchased and installed.

- There will be a meeting with the State regarding the Plaistow District Court House on February 18. All affected towns will be invited. The Board is welcome to attend. State Representatives Norm Major, Bob Harb, and Mark Pearson all want the court to remain in Plaistow. As of today, we do not know where Plaistow cases will be held.

J. Kiszka asks if other town that use the Plaistow District Court can help pay for the deficiencies to bring the building up to useable standards.

M. Pearson states there is not enough parking. The building cannot be remedied. He is hopeful the court will stay in Plaistow.

J. Kiszka asks what will happen to the building?

G. Taillon states the deficiencies have been there for a while. It doesn't seem realistic that they will vacate in June without a plan to go elsewhere.

M. Pearson states this is the first time the deficiencies have been in writing and we are stuck with the ramifications. It will increase the Police and Prosecutor's budget. We will also lose the rent from the Court House.

J. Blinn states hopefully we can rent the building to a business. It might be worth getting a real estate agent involved.

OTHER FOLDERS

The signature folder, FYI and Assessing folders are being passed around.

SELECTMEN'S REPORTS

G. Taillon

- Attended Deliberative Session. He spoke with G. Colby this morning and prior to deliberative session the proposed budget was down 2.8%. After the session, with the increase of \$74,000 the proposed budget is down -2.11%

J. Kiszka nothing to report

J. Blinn

- Attended the Old Home Day Committee. The theme will be Friendly Neighbors. They received bids for fireworks.
- Attended the Elder Affairs Meeting. He will have information on future events soon.

F. Hart

- Had a meeting last year with State Representative Bob Harb about a 2-tiered tax system. One for residential property and one for commercial property. A bill will be brought before the House.
- Attended a meeting on the P.A.R.C. drainage issues.
- Attended the Public Works Facility Open House.
- Attended the Water Meeting.
- Calibrated voting machines.
- Attended the Deliberative Session.

G. Taillon 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 J. Blinn.

***Board Polled: F. Hart = yes, J. Kiszka = yes, G. Taillon = yes, J. Blinn = yes
Motion carries***

Left public session at 7:40 p.m.

Resumed public session at 8:00 p.m.

***J. Kiszka motions to seal the minutes from the non-public session. Seconded by J. Blinn.
Vote: 4-0-0
Motion carries***

G. Taillon 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 J. Kiszka.

***Board Polled: F. Hart = yes, J. Kiszka = yes, G. Taillon = yes, J. Blinn = yes
Motion carries***

Left public session at 8:01 p.m.

Resumed public session at 8:13 p. m.

***G. Taillon motions to seal the minutes from non-public session, #2. Seconded by J. Kiszka.
Vote: 4-0-0
Motion carries***

***G. Taillon motions to direct the Town Manager not to proceed with the State's Clean Water Revolving Fund Asset Management Program. Seconded by J. Blinn.
Vote: 4-0-0
Motion carries***

F. Hart adjourned the meeting at 8:14 p.m.

Respectfully submitted,

Beth Hossack,
Recording Secretary