



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

PLAISTOW BOARD OF SELECTMEN MINUTES

DATE: September 14, 2020

MEETING CALLED TO ORDER: 6:36 p.m.

SELECTMEN:

Selectwoman, Francine Hart, Chairman
Selectman, Julian Kiszka
Selectman, Jay DeRoche

Selectman, Greg Taillon, Vice Chairman
Selectman, John A. Blinn, Sr.
Mark Pearson, Town Manager – Conference Call

G. Taillon motions to approve the minutes of August 24, 2020. Seconded by J. Blinn.

Vote: 5-0-0

Motion carries

SANBORN HEAD LANDFILL PRESENTATION

F. Hart states Eric Steinhauser, PE Senior Vice President and Kelly Anderson, Project Manager of Sanborn Head are present to provide an update regarding mediation of the landfill cap. Mark Pearson welcomes them and states this is a follow up to a 2020 warrant article to remediate the landfill cap which has settled over time and caused pooling issues.

E. Steinhauser states he gave the Board a presentation last December outlining the problems with the current landfill cap. The landfill was closed in 1987. A 12-inch layer of clay was placed over the landfill covered by a 12-inch layer of soil for vegetation. Since then some areas of the landfill have settled causing areas of pooling water. Normandeau Consultants were hired by the town to monitor the landfill. In addition to pooling Normandeau has found methane leaking from the landfill cap. The methane leakage must also be addressed.

F. Hart asks if the pooling has continued to increase or has it plateaued.

E. Steinhauser cannot answer that.

The mechanism to repair the landfill requires a 2-fold approval by the State. An application known as Type 1-B Modification to Solid Waste Management Facility Permit Modification Application (Type 1-B PMA) including the design, engineering documents, and a monitoring plan must be submitted. An Alteration of Terrain Permit Application is also required. Sanborn Head has prepared the draft documents. The remediation plan will consist of disturbing areas that already exist. No new land will be disturbed. It. A new law went into effect recently requiring a rare species/wildlife study be completed. This was done by Normandeau. Poles carrying power lines in the landfill area have also settled. A plan has been worked out with Unitil to correct this.

J. Kiszka asks if the methane gas leakage is enough to be used as a power source.
E. Steinhauser replies, no. It would require an active extraction system. Based on the size and age of the landfill it would not be economical for Plaistow.
J. Kiszka states in the future solar panels may be placed on the landfill. He wants to make sure the current project will allow the weight of future solar panels.
E. Steinhauser states there will be enough buildup with pilings/supports to carry the weight of solar panels if that comes into play in the future.
G. Taillon asks if there is a time limit on the license and plans, and will we have to re-visit this in the future.
E. Steinhauser replies there is not a limit for the Type 1-B PMA however there is a 5-year limit on the Alteration of Terrain. Sometimes a 5-year extension is given.
G. Taillon asks if the State requires Plaistow to do testing after the project is complete.
E. Steinhauser replies yes, the normal post-closure monitoring done by Normandeau will continue.
J. Kiszka states NHDES often creates new laws. When this happens do, they have a plan to help towns with funding to comply with the new law.
E. Steinhauser replies, he cannot speak for the State however he understands the concern.

Kelly Anderson shows the Board the plan documents. She states the access road is on the landfill. Some of the water pooling is occurring in between the two large mounds. Another area of pooling is shown on the map as a large dark area. There are eleven (11) gas pipes throughout the landfill. Sanborn Head will construct an entrance with matting for equipment. The 12-inch layer of soil will be stripped off, five (5) gas vents will be raised, and the landfill area will be raised about 5 ½ feet with a positive pitch of 5%. Until will replace five (5) poles with taller poles when the ground freezes. The original poles will be cut to ground level and each one will be surrounded by a boot.

J. Kiszka asks if it will be a problem to have heavy trucks using the access road.
E. Steinhauser replies no, the road was built for heavy trucking.
K. Anderson continues stating two (2) of the gas probes will be changed to passive vents. Fifteen-foot trenches will be built with PCP piping to vent the gas.
K. Anderson states notification will go out this week and the applications will be filed next week. A warrant article will be prepared for the 2021 warrant for construction costs.
An RFP will go out by the end of the month. There will be plenty of time to receive proposals and review them before March voting.
F. Hart thanks Eric and Kelly for explaining this very complicated issue.

CEMETERY/ACCESS ROAD PRESENTATION

M. Pearson provides background. Before the Public Safety Complex was built, a land swap occurred between the Town of Plaistow and the Palmer family. It was mutually beneficial. Part of the land swap included an understanding the Town would build a road to access the Palmer Property. Money from the Public Safety Complex Bond has been put aside to pave the road. The paving of the road will take place later. This project is for the gravel roadway to be completed. M. Pearson arranged with the Palmer Family to have the paving done later. The reason for this is to allow a water main to be put in the road without tearing up new pavement.

J. Kiszka asks if the gravel funding is coming from the Safety Complex bond.
M. Pearson replies, yes.
M. Pearson asks Dee Voss to take over.

D. Voss state the RFP went out with the correct language meaning the Town was not required to accept the lowest proposal. Merit was also considered. Some of the construction companies are better known to Plaistow. The numbers also work. No change orders are expected.

F. Hart asks if a start date has been set.

D. Voss states the contractor is ready to go.

J. DeRoche wants to confirm there was money set aside for paving.

D. Voss replies, yes. However, if the Palmer family delays in developing the land and paving costs rise they will pay the difference.

J. Kiszka asks if there is a time limit to spend the funds.

M. Pearson states he started working with the family two (2) years ago. The money is accounted for and has been set aside. There is a time limit on spending however it is like encumbering funds at the end of a fiscal year. The funds are reserved within the bond and are specifically for this project.

M. Pearson recommends hiring Busby Construction for the access road construction project. Busby is \$640 more than Syvinski however when we get to the P.A.R.C. proposals Busby is much lower than Syvinski. He would like Busby to do both projects. There is an economy of scale using the same contractor. Also, we may be moving materials around. It was written in the RFP's that materials may be moved from place to place to be used elsewhere. The materials will remain the property of the Town. M. Pearson does not want different companies arguing over materials. Busby will do all the work for \$82,820.

G. Taillon motions to direct the Town Manager to enter into an agreement with Busby Construction for the construction of the roadway between the Safety Complex and the Palmer Property for the amount of \$82,820. Seconded by J. Kiszka.

Discussion: J. Kiszka agrees with Mark's rational about using the same company for both projects, he likes supporting a local company and getting a better price.

Vote: 5-0-0

Motion carries

RECREATION COMMISSION – PROPOSALS FOR P.A.R.C. SOFTBALL FIELD & DRAINAGE

M. Pearson states the Recreation Department and Commission have had a strategic plan for a long while. The plan includes building a softball field, an access way to the Mount Misery trail system, and the need to improve drainage at the fields. SEC Engineering and Civil Designs were contracted to come up with a set of plans for the project. M. Pearson asked the Recreation Commission to review all the proposals and make a recommendation to the Board.

Bill Coye, Recreation Commission Chair and Jenn Gusler, Recreation Director reviewed the proposals and are here to tonight with their recommendation. They would like to go with Busby Construction Company, Inc. Their proposal was the lowest coming in at \$278,780. The project was broken down into six (6) categories as follows:

1. Softball Field Construction
2. Fencing, Dugout & Foul Poles
3. Softball Field Drainage
4. Gravel Drive & Walk
5. Additional Drainage
6. Bituminous Concrete Berm & Pavement

If you remove category 2 and 6, which will be deferred until Spring 2021 the total comes to \$206,963. Current available funding includes impact fees of \$118,373, capital reserve funds of \$40,468, amount added to operating budget for drainage of \$24,000 and the amount requested from the 2020 recreation budget of \$24,122. This work will be known as phase 1. Phase 2 consists of the fencing, dugout & foul poles along with the bituminous concrete berm and pavement. The proposed way to pay for phase 2 totaling \$71,817 is to use \$21,817 of incoming impact fees, fundraising and creating a warrant article for March 2021 in the amount of \$50,000.

F. Hart states no taxpayer money will be used this year.

J. Kiszka asks when the work will be done.

J. Gulser and B. Coye reply, this year.

M. Pearson states in anticipation of this project, Busby is ready to go and they understand not all the funding is immediately available. Categories 2 and 6 are deferred. This makes sense as the grass needs time to grow.

F. Hart asks if deferring category 6 will negatively impact the field.

M. Pearson replies, no. It will be done in the Spring before the field is used.

F. Hart asks if Busby will work on the access road and the P.A.R.C. at the same time.

M. Pearson replies yes. We also reserved the right for all materials removed to be kept for Town use.

F. Hart states Jenn and Bill did a tremendous job.

B. Coye states Mark and Dee helped a lot.

J. Kiszka motions to use Busby construction for categories 1,3,4, and 5 of the P.A.R.C. proposal in the amount of \$206,936. Seconded by G. Taillon.

Vote: 5-0-0

Motion carries

ELECTION RESULTS

F. Hart states the first election held at the Public Works Facility went extremely well. She thanks the Board of Selectmen, all the workers, and especially thanks the citizens. There were 30% more voters than normal. Parking was an issue. They will plan better for the upcoming November election.

J. Kiszka asks if there is any funding to allow for more parking.

M. Pearson asked the Highway Supervisor to get quotes for paving the rest of the parking lot and to apply a second coat on all paving. He will also get a quote for gravel in front of the building.

M. Pearson plans to discuss funding for parking at the next Board meeting. Some line items in the current budget that may be used include highway department paving, contingency fund, operating budget, and perhaps other funding.

F. Hart asks if any COVID funding can be used.

M. Pearson replies, it is tricky. The paving will be done sometime regardless of COVID yet the change in voting location was due to COVID. There is no simple answer.

J. Kiszka understands what Mark said however November will be different. It will be colder, and more people may show at the polls.

M. Pearson states there are enormous BTU heating units in the ceiling. Cross ventilation can be provided by a few large fans. Perhaps lines can be set up in the salt shed. He is also looking into building a bridge across the wet area.

F. Hart states there may be about 4000 people voting. We may need to rent space from Methuen Construction's parking lot.

J. Blinn states a temporary door for elderly people will be helpful.

F. Hart states Bob Harb, Town Moderator will hold a Zoom meeting soon to address these issues.

G. Taillon requests a 5-minute break.

F. Hart calls for a 5-minute break at 8:00 p.m.

F. Hart resumes the meeting at 8:05 p.m.

FINAL DECISION NH PARK & RIDE

F. Hart opens the floor and would like each Selectman to give his opinion.

J. Blinn states, he thinks it is a good idea however we know the approximate price and we do not have the money. He does not want to ask taxpayers for the money as a warrant article in March.

J. Kiszka agrees with J. Blinn's recommendation.

G. Taillon also agrees.

J. DeRoche agrees. Also, we do not have a plan for the property.

F. Hart states she mentioned it to Chief Knutsen. He was interested in the property as a training location for the Fire Department. He changed his mind when he heard the price.

J. Kiszka states the land where the fire pond is located will not be needed when the water system is done. Perhaps that could be used for training.

F. Hart states she will let Greg Colby, Finance Director/Assistant Town Manager know the Board is not interested in the property.

TRASH PROPOSALS

F. Hart turns the meeting over to J. DeRoche. She hopes we can eliminate two vendors tonight leaving two vendor proposals to be reviewed by Town Counsel.

J. DeRoche states he broke out the numbers in the proposals. He explains the spreadsheet he created.

G. Taillon states we need to decide if we want to purchase carts or rent them.

F. Hart states she has been gathering information from Cascade Company. She will have additional information available at the next meeting.

J. DeRoche asks if we buy carts who will manage them. The Town or the vendor.

J. Blinn thinks homeowners should pay for them. They will take better care of them if they pay for them.

J. DeRoche recommends emailing him all questions regarding the spreadsheet.

F. Hart asks the Board if any of the vendors can be eliminated tonight.

G. Taillon recommends eliminating JRM and Republic.

F. Hart agrees.

J. Blinn agrees.

J. Kiszka agrees.

J. DeRoche states he was not prepared to eliminate anyone tonight however he will agree.

F. Hart states she will forward the remaining proposals to Attorney Kalman for review. She hopes to have his opinion by the next meeting.

J. DeRoche states the sooner we decide the better. Rental fees will be charged if a vendor does not have enough equipment to service the Town.

J. Kiszka states we are making a decision well ahead of time.

M. Pearson states the Town should write the contract, not the vendor.

TOWN MANAGERS REPORT

M. Pearson would like to start by acknowledging Greg Colby. He has stepped up and is filing as Acting Town Manager. G. Colby has done a great job. He will keep some of the extra duties to completion rather than turning them back to M. Pearson.

- Underwood Engineering – the water line project is about to start.
- Water Tank – on schedule.
- Salt Shed – waiting on large doors.
- Landfill Cap – presentation tonight.
- Safety Complex Road Extension – presentation tonight.
- P.A.R.C. - presentation tonight.
- Finance CARES Grant – a lot of time is being spent on this.
- Land Purchase for the East Road Pump House – will be completed soon.
- HAWC Fire Hydrant – the replacement hydrant will be done soon (car accident)
- Election Funding – working with the Highway Supervisor and Finance Director.
- MS4 Stormwater Report – will be completed by September 28.
- Working on the Operations Budget with Greg Colby and Department Heads.
- Hired another Certified Police Officer.
- Working with Sanborn Head on an RFP so we can have a 2021 Warrant Article for construction costs.
- Mentions the Statewide drought. Everyone should conserve water.

OTHER BUSINESS

F. Hart states there is a letter from Hoyle and Tanner in the folders regarding a traffic calming study on Main St. (Library – Railroad tracks). Feel free to contact them directly with questions or concerns.

F. Hart mentions there is a letter from New Hampshire Department of Revenue Administration (NH DRA) regarding the MS60. This report is to be completed by the Elected Town Auditors. We are currently not in compliance with RSA 41:31-d. If the Board agrees she will email the Elected Town Auditors and ask them to complete the report by November 30. The Board agrees.

SELECTMEN'S REPORTS

J. DeRoche

- Attended the Recreation Commission Meeting. Some of the fields at P.A.R.C. are being rented out to football and lacrosse teams. Revenue from rentals should be about \$7500. Seniors are planning some small group activities. Cribbage and bingo on cable might work. A modified pumpkin lighting is being discussed. Nicole Annaldo resigned from the Rec Com. Melissa Mars; alternate will become a member.

J. Kiszka

- Attended the Energy Committee – the committee is ready to recommend a company for solar panels on the slat shed.
- Attended an RPC meeting – power aggregation can be done for whole communities.

J. Blinn – nothing to report.

G. Taillon – nothing to report

F. Hart

- Attended the Planning Board Meeting

F. Hart adjourned the meeting at 8:52 p.m.

Respectfully submitted,

Beth Hossack,
Recording Secretary