



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

PLAISTOW BOARD OF SELECTMEN MINUTES:

DATE: May 22, 2017

MEETING CALLED TO ORDER: 6:33pm

SELECTMEN:

Selectman, John Sherman, Chairman
Selectman, Steve Ranlett
Selectman, Julian Kiszka

Selectman, Tammy Bergeron, Vice Chair
Selectman, Peter Bracci
Interim Town Manager, M. Pearson

AGENDA

PRESENTATIONS

Tonight five employees are recognized for thirty (30) or more years of public service to the Town of Plaistow. Rosemarie Bayek held the Town Treasurer's position longer than anyone else. She was also the Tax Collector for several years and currently is the Deputy Tax Collector. Rosie is full of energy, spirit and kindness.

Chief Jones is honored for thirty-three (33) years of service. She began her Police career in 1984 as a Patrol Officer. Through the years she moved up the ranks to Sergeant, Detective, Lieutenant, Executive Officer and Deputy Chief. She is currently the Chief of Police. She is second to none, a great colleague, mentor and friend who has earned the trust and respect of the entire Police Department.

Dan Garlington is recognized next. He began his career with the town as a laborer for the Highway Department. He was promoted to Highway Supervisor and holds that position today. The Highway Department is often referred to as a "Brotherhood" due to the camaraderie under Dan's leadership and guidance. Dan takes pride in his work, works with integrity and goes above and beyond his normal duties. Dan is also our Cemetery Sexton putting in many weekend and evening hours.

Mike Dorman is our Building Inspector and has been since 1987. Prior to becoming The Building Inspector Mike worked for the Highway Department and was a Police Officer. For many years Mike has been know as the "go to guy". He gets things done and done right. Mike has great leadership skills and will help out wherever he can. He is also Deputy Health Officer, Deputy Emergency Management Director and has worked on several committees such as Conservation Committee, Zoning Board, Public Safety Building Committee, and the Highway Safety Committee. The day Mike retires, it will be a loss for Plaistow.

Alec Porter is recognized for thirty-one (31) years of service. His career started in 1986 as a part time Police Officer. In 1987 he became a full time Police Officer. Alec is currently the K-9 Handler, Head of the Police Honor Guard and a successful Field Trainer. He is also a Vietnam Veteran.

All of these employees are well deserving of their awards. Their hard work and dedication is very much appreciated by all.

At 6:50pm J. Sherman calls for a 15 minute break for photographs.

Back in session at 7:05pm.

MINUTES

T. Bergeron motions to approve the minutes of May 15, 2017. Seconded by J. Kiszka.

Vote: 3-0-2 (S. Ranlett and P. Bracci)

Motion passes

PUBLIC COMMENT

None

PERMITTING POLICY

M. Pearson states the Building Department has written a new draft manual of Permitting Policy and Procedures. The reason for the new policy is to add a section for “permitting by proxy”. If this is adopted it would allow larger sub-contractors to designate personnel to obtain permits on behalf of the company. The designated person would be required to have all the necessary company documentation including the Master’s license and proof of employment to acquire a permit. Many other area towns have “permitting by proxy” policy in place.

S. Ranlett motions to adopt the Permitting Policy and Procedures. Seconded by J. Kiszka.

Vote: 5-0-0

Motion passes.

Although the motion passed we need to check to see if a Public Hearing must be held prior to implementing the policy.

RECREATION PRESENTATION/AMC

Christina Cruz, Recreation Director and Kris Kebler, Trail Contract Supervisor of the Appalachian Mountain Club talk about a proposal to make trails in town owned land near PARC. There are three positive reasons for this recommendation:

- it is in the Master Plan
- it is part of the State standards for recreation
- Plaistow’s First Committee is in favor of it.

The land is somewhat wet and hilly making it ideal for trails. Recreation activities in a trail system include walking, running, snow shoeing, and cross country skiing. Both Christina and Kris encourage the Board to keep this land and not sell it. Kris has a handout that shows how certain sections of the trail system would look. Compact gravel will be used. A small board walk, stairs and a bridge would be included in places. The goal is to keep the trail system as natural as possible. Kris mentions that maintenance and upkeep is simple and could be done by Boy Scouts. They would like to name the potential trail system Mt. Misery Trail Network. Since there is quite a bit of Town owned land in the area the trail system could be added to in the future. The Conservation Committee is in favor of the trail system.

J. Sherman thanks Christina and Kris for the presentation. The Board will take this into consideration when they decide what to do with Town owned land.

WESTVILLE ROAD BRIDGE ENGINEERING STUDY/SCOPE & FEE APPROVAL

Aaron LaChance and Sean James from Hoyle, Tanner and Associates provide an update to the Board regarding the Westville Road Bridge Project. In order to move forward the completed engineering study needs to be submitted to the State of New Hampshire DOT for approval. Discussion occurs regarding a 6 to 8 week road closure and funding. The project is 80% funded by the State and 20% funded by the Town. The Town has already appropriated the 20% however the Town will need to front approximately \$400,000 for the remainder of the project and will be reimbursed once completed. The hope is to get the project done next summer in 2018. This will depend on timing with the State.

S. Ranlett motions to go with a six to eight week road closure. Seconded by J. Kiszka.

Discussion ensues.

S. Ranlett rescinds his motion, J. Kiszka rescinds his second.

S. Ranlett motions to go with a six to eight week road closure, using the least amount of time for construction in order to maximize the use of funds. Seconded by J. Kiszka.

Vote: 5-0-0

Motion passes

The next step is for Hoyle, Tanner & Associates to submit a copy of Engineering Study to NH DOT.

J. Sherman would like Hoyle, Tanner & Associates to provide an updated timeline.

REVIEW OF SOME TOWN OWNED PROPERTY/CONSERVATION COMMITTEE

Jill Senter is present and has a list of town owned property recently reviewed and discussed by the Conservation Committee. The list was developed several years ago by the Plaistow First Committee. There are fifteen (15) properties listed. Their recommendation is to absolutely keep thirteen (13) of the properties. For the remaining two (2) they will do some additional research and provide an update at the next Board meeting. All of the parcels on the list are considered by the Conservation Committee to be wet lands that should be saved for conservation and a resource for wildlife. Plaistow has very little natural water. Board members have different opinions on whether or not all of these properties should be kept however nothing concrete is decided tonight.

LEASING OF TOW POLICE CRUISERS

M. Pearson discusses the lease agreement for the two Police cruisers. The document has been reviewed by legal counsel. It is very similar to previous lease agreements.

S. Ranlett motions to direct the Town Manager to enter into a certain Tax-Exempt Municipal Lease/Purchase Agreement with People's United Bank, N.A. as described in the May 22, 2017 notice. Seconded by T. Bergeron.

Vote: 5-0-0

Motion passes

TOWN MANAGER'S REPORT

- Finance Director – actively looking to fill the position, suggestion to update the position to Finance Director/Assist Town Manager
- Women In Leadership
- Potable Water Meeting
- Bay Communications – Cell tower
- Trustees of Trust Funds/Cemetery Trustees/Library Trustees – annual training announced (FYI folder)
- James M. Lavelle, LLS Licensed Land Surveyors – abutter notification (FYI folder)
- Meeting - Town Owned Land near PARC
- Capital Improvement Plan for 2018 & Forward
- Conflict of Interest Meeting
- Citizens/Residents meetings
- RMON Meeting - Upgrades

ACTION ITEM REVIEW

Reviewed

OTHER BUSINESS

None

SIGNATURE FOLDER

J. Sherman states the manifest and signature folder are going around.

SELECTMAN REPORTS

P. Bracci

- Inquires why there is a 2015 bill for batting cages – incorrectly paid for out of operating budget should be impact fees, paperwork to correct this
- Statistical update – was sent to Board
- Last week spent money on Fire Truck – he should have been asked over the phone
- Couldn't attend training – will be sent pass code to view it

J. Kiszka

- Women of Leadership
- Potable Water Meeting
- Eagle Scout Ribbon cutting Library – reading circle
- Energy Committee – 2 presentations Unitil tariff & Library LED lights
- Planning Board – Bruce Mayberry presentation regarding recreation impact fees
- Concord NH DES containments in drinking water
- Training Saturday Elected & Appointed Officials
- 48 Star Flag
- Double telephone poles – can we do anything?

T. Bergeron

- Conservation Commission
- Thanks Mark & Lori for tonight's presentation honoring employees with 30+ years of service

S. Ranlett

- Police Unity Ride – funds raised go to law enforcement memorial (over 2.6 million)
- 40 mile bike ride - fund raiser for brain tumors

J. Sherman

- Training Saturday Elected & Appointed Officials
- Assigning Dee Voss Town Report Coordinator
- Working on Memorial Day Ceremony, Governor Sununu will be in attendance
- Reads letter/invite to Timberlane Graduation Class of 2017

J. Sherman adjourns the public meeting at 10.04 pm

Respectfully submitted,

Beth Hossack,
Recording Secretary