



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

PLAISTOW BOARD OF SELECTMEN MINUTES:

DATE: October 3, 2016

MEETING CALLED TO ORDER: 6:30pm

SELECTMEN:

Selectman, Steve Ranlett, Chairman
Selectman, Tammy Bergeron
Selectman, Peter Bracci

Selectman, John Sherman Vice Chairman
Selectman, Julian Kiszka
Town Manager, Sean Fitzgerald

AGENDA

MINUTES

*J. Sherman motions to approve the minutes of September 19, 2016. Second by T. Bergeron
P. Bracci requests to add that S. Fitzgerald noted that there has not been one business in the
past 5 years that has taken advantage of the ERZ credit.*

J. Sherman notes that he is fine with the addition, T. Bergeron agrees with the addition.

Vote: 5-0-0

Motion passes.

PUBLIC COMMENT

Bob Hamilton, Balsam Way would like to report back from the meeting held by Citizen's for a Better Plaistow two weeks ago. He notes that the group's sentiment is to embrace the small community that Plaistow is. Their mission is to insure our Town Leaders work to preserve the small Town we love and to have citizens afford to live her. The group is trying to learn their jobs as members of the budget committee and other committees in town.

Kimberly Raymond, 7 Linwood St, Apt 1 has concerns regarding the filing system/protocol for documents in the Administrative Office, fees involved with receiving records and about the hearings with the Assessing Department for any resident who wants to have one. Her concern is it should not be called a hearing as it is not a full judicial process. She is also concerned that Commercial Property was not physically visited and measured this year as she was under the impression that would be done.

RECOMMENDATIONS ON 2016 VALUES

Wil Corcoran and Marybeth Walker are in attendance to report their findings on the values anew for the Town. W. Corcoran quickly reviews the process and the law. He explains the way Plaistow has done assessing since 1998. Commercial property was verified this year to ensure the tax card was correct. Next year all commercial property will be measured and listed by assessors. According to NH State Law all properties must be inspected every 5 years. Prior Board of Selectmen have had them break out the inspections over the 5 years by assessing 20% of

residential each year and the inspection of Commercial properties every 5 years. Land value is discussed. W. Corcoran explains the extraction process and residual land process. Overall, residential properties increased on average 7% while Commercial Properties increased on average 14%.

S. Fitzgerald recommends moving forward with the proposed valuations from Corcoran & Associates.

J. Sherman motions to accept the assessment values as recommended by Corcoran & Associates with updates allowed through October 10th. Second by T. Bergeron.

Vote: 4-0-1 (P. Bracci)

Motion passes.

BUDGET PRESENTATIONS

Government Buildings-Paul Lucia

P. Lucia reviews each line of his budget.

All are level funded except for:

Permanent Positions increased \$230.

Part Time Positions increased \$4001.

Museum Telephone increased \$819.

Mileage reimbursement decreased \$800.

J. Sherman motions to approve the Government Building's budget in the amount of \$208,541 Second by T. Bergeron

Vote: 5-0-0

Motion passes.

Zoning -ZBA Administrative Assistant Dee Voss, Peter Bealo, Chairman

All lines have been level funded, except for:

Supply line decreased by \$50.

Books and Periodicals increased by \$9.

Total budget \$5675.

J. Sherman motions to approve the Zoning Budget in the amount of \$5675. Second by T. Bergeron.

Vote: 5-0-0

Motion passes.

Patriotic-Town Manager, Sean Fitzgerald

S. Fitzgerald presents the Patriotic budget. It is level funded at \$1000.

J. Sherman motions to approve the Patriotic budget in the amount of \$1000. Second by J. Kiszka.

Vote: 5-0-0

Motion passes.

Conflict of Interest-Town Manager, Sean Fitzgerald

S. Fitzgerald presents the Conflict of Interest Budget. It is level funded at \$600.

J. Sherman motions to approve the Conflict of Interest budget in the amount of \$600. Second by T. Bergeron.

Vote: 5-0-0

Motion passes.

Streetlights-Town Manager, Sean Fitzgerald

S. Fitzgerald presents the Streetlights Budget.

It is level funded at \$97,000.

J. Sherman motions to approve the Streetlights budget in the amount of \$97,000.

Second by J. Kiszka.

Vote: 5-0-0

Motion passes.

Highway Administration-Highway Supervisor, Dan Garlington

D. Garlington presents the Highway Administration Budget.

All lines are level funded except:

Cemetery Sexton increases \$6600.

Heating increases \$1000.

Engineering decreases \$6000.

Electric decreases \$500.

Gas & Oil decreases \$3000.

Total budget \$299,429.

J. Sherman motions to approve the Highway Administration budget in the amount of \$299,429.

Second by T. Bergeron

Vote: 3-0-2 (P. Bracci, J. Kiszka)

Motion passes.

Highway Streets/Public Works-Highway Supervisor, Dan Garlington

Highways & Streets budget is reviewed.

All lines are level funded except:

Traffic Supplies increase \$ 5000.

General Supplies decreases \$100.

Vehicle Maintenance Supplies decreases \$1000.

Equipment Purchase decreases \$500.

Rentals & Leases decreases \$3000.

Street Sweeping decreases \$2000.

Discussion of Highway Block Grant and what it can be used for ensues.

The overall budget is down \$1600.

Total budget \$557,600.

S. Fitzgerald will update the Board with the actual figures.

J. Sherman motions to approve the Highway Streets/Public Works budget in the amount of \$557,600. Second by T. Bergeron.

Vote: 3-2-0 (P. Bracci, J. Kiszka)

Motion passes.

Solid Waste Collection-Town Manager, Sean Fitzgerald

S. Fitzgerald presents the Solid Waste Collection Budget. The Budget has increased \$125,000 due to the re negotiation of a five year contract and the marketability of recyclable material not being what it was five years ago.

Total budget \$640,000.

J. Sherman motions to approve the Solid Waste Collection budget in the amount of \$640,000.

T. Bergeron second

Vote 4-1-0 (P. Bracci)

Motion passes.

Solid Waste Collection/Sanitation-Town Manager, Sean Fitzgerald

S. Fitzgerald presents the Solid Waste Clean Up Budget. It is level funded at \$47,000.

S. Fitzgerald is to provide the Board with the study required by the State of NH as back up for all the mandatory testing requirements for water quality and the condition of the landfill.

J. Sherman motions to approve the Solid Waste Clean Up budget in the amount of \$ 47,000.

Second by T. Bergeron.

Vote: 5-0-0

Motion passes.

S. Ranlett calls for a 5 minute break at 8:40pm.

Meeting resumes at 8:45pm

Debt Service –Town Manager, Sean Fitzgerald

S. Fitzgerald reviews the Debt Service Budget and explains the hand out from the NH Municipal Bond Bank schedule of payments. Payments totaling \$597,998 are due in 2017. Principal in the amount of \$279,600 is due in August 2017, Interest Payments of \$171,820.77 are due in February 2017 and \$146,576.96 is due in August 2017.

J. Sherman motions to approve the Debt Service budget in the amount of \$597,998.

Second by J. Kiszka.

Vote: 4-0-1 (T. Bergeron)

Motion passes.

REVIEW OF ROUTE 108 PROPOSALS FOR MAP 69 LOT 51 AND MAP 73 LOT 3

S. Fitzgerald reviews the presentation of property and discusses the site walk that occurred last Monday. Jill Senter and David Averill from the Conservation Commission are here to discuss the thoughts of the Committee. The Committee consists of five members. Three of the members took the site walk last Monday. The consensus of the Conservation Committee is to keep the land. They are not in favor of selling it. No decision will be made tonight. This will be back on the agenda on October 17 after the Conservation Committee holds their next meeting.

TOWN MANAGER'S REPORT

Budget Committee- Use of Unexpended fund balance

Palmer Trust Land

Newton Road Land Sale/Trail System

Insurance

Mandatory Training- Harassment in the Work place

Walton Road Update

Newton Road Properties

CIP

Drought

Possible Trail System for Old County Road Backland

GREE Study Update

Pennichuck

Safety Complex Update- Groundbreaking Ceremony 10-8-16 at 9 am

Offer to Purchase Real Estate

ACTION ITEM REVIEW

Reviewed

OTHER BUSINESS

None

SIGNATURE FOLDER

S. Ranlett states the manifest and signature folder are going around.

SELECTMAN REPORTS

J. Sherman -

- Budget Committee Meeting- Unexpended Fund Balance, Operating procedure for Budget Committee
- Friends of Recreation put on the movie night at PARC with their concession stand open to raise money
- Will not be able to attend the Conservation Committee Meeting this Thursday, P. Bracci will attend in his place
- Showed a picture of the 5 individuals who showed up to help clean up the Town Forest

S. Ranlett -

- Moose sighting on Old County Road
- Groundbreaking is Saturday October 8th at 9:00am
- Planning Board meeting- Diesel World, Green House, Extended Stay motel was continued, Commercial site at 239 Main St. was continued.

- Residents can contact any of the Selectman anytime - emails and phones numbers listed on the web site

J. Kiszka -

- Met representatives of Plaistow England, the Parliament, the Mayor and some councilors

P. Bracci -

- Requests SRTS and OHD recap/breakdown
- Requests revenues and expenditures be given to the Board on a monthly basis by the 15th of the next month
- Requests a list of all dumpsters in Town including the size, coast and location
- Attended the Cable Committee – they are working on a new program for kids who play instruments, franchise fees can only be used for the cable department
- Attended Movie night at PARC

T. Bergeron -

- Family Mediation- Bylaws were finalized, fundraising discussed
- Rte 108 Property site walk
- Old Home Day Meeting- Volunteers needed June 17, 2017 (Bill Lohnes will no longer run the parade)

S. Ranlett adjourns the meeting at 9:49pm.

Respectfully submitted,

Gayle Hamel,
Recording Secretary