



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

PLAISTOW BOARD OF SELECTMEN MINUTES:

DATE: November 28, 2016

MEETING CALLED TO ORDER: 6:31pm

SELECTMEN:

Selectman, Steve Ranlett, Chairman
Selectman, Tammy Bergeron - Excused
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 November 14, 2016. Second by P. Bracci.

Vote: 4-0-0

Motion passes.

PUBLIC COMMENT

Julie Healey of Walton Road comes to the microphone and thanks the Board of Selectmen, Police Department, Highway Safety Committee and everyone who supported the closure of Walton Road. She is happy and feels much safer. Some members of the audience agree with her.

SWEARING IN POLICE OFFICERS

Chief Kathy Jones introduces Tony Simone and Kyle Sandner and welcomes them to the Plaistow Police Department. S. Ranlett swears both officers in. The Board is happy to have them on board. S. Fitzgerald also welcomes them.

S. Ranlett calls for a 10 minute recess at 6:50pm.

The meeting resumes at 7:00pm.

ASSESSING SERVICES RFP UPDATE

S. Fitzgerald states the RFP for assessing was sent electronically to 20 assessing firms. It was posted on our Town Web site as well as other professional web sites. It seemed we only received two responses but one package was not a response it contained 2017 calendars leaving only one response to the RFP. The response was from Corcoran & Associates Consulting. S. Fitzgerald recommends the board invite them in for an interview.

J. Sherman is curious as to why only one response was received.

S. Fitzgerald responds there may be many reasons. It is a busy time of year for assessing firms, some firms may be comfortable with the amount of work they have and do not want to take on any more. Plaistow has had some lively discussions and presentations during the past year and we may come across as intimidating to some firms.

P. Bracci states there must be a reason why only one firm responded. Perhaps there was an issue with the RFP.

Our software is discussed and the compatibility of firms using it is mentioned. After much discussion it is decided that S. Fitzgerald will ask if Corcoran & Associates will hold their quote for 90 days and find out about an extension of the current contract while the Town continues to search for more responses. S. Fitzgerald will come back with a game plan next week.

2017 PROPOSED BUDGET REVIEW

There are no recommendations for any changes tonight. Next week budgets for Personnel, Government Buildings and the Highway Department will be reviewed. Reductions will be recommended due to changes such as employee census, and the Towns cost for health insurance has decreased a bit due to a new plan design. S. Fitzgerald department heads have worked very hard to constrain their departmental budgets. It is possible we may have to increase budgets for utilities such as electricity, gas and fuel. Indications are these costs are rising. S. Fitzgerald will provide more information next week.

P. Bracci states Building Inspections are up about 7% and inquires if we get that back? We do receive revenue that offsets the expenses however you must have money in the line item of the budget. There are 37 lines in the budget and 14 of these reduce the budget. Many items cannot be controlled.

J. Kiszka inquires if we can add a column for anticipated revenue (non property tax) to the comparative statement and the town report.

S. Fitzgerald responds yes, we can do this.

2016 WARRANT ARTICLES REVIEW

J. Sherman states all of the warrant articles will be reviewed and re-voted again with a full Board.

P. Bracci inquires why a vote would be taken without the current value of the capital reserve fund listed.

J. Ss states he does not believe that would impact the vote. Also the balance changes. The balance of the fund at the end of the year will be printed on the warrant articles for deliberative session.

J. Sherman motions to approve article P-17-02 Highway Department Capital Reserve Fund Deposit. Second by S. Ranlett.

Vote: 4-0-0

Motion passes.

J. Sherman motions to approve article P-17-03 Fire Department Capital Reserve Fund Deposit. Second by J. Kiszka.

Vote: 4-0-0

Motion passes.

J. Sherman motions to approve article P-17-04 SCBA Capital Reserve Fund Deposit. Second by S. Ranlett.

Vote: 4-0-0

Motion passes.

J. Sherman motions to approve article P-17-05 Replacement of Fire Vehicle. Second by J. Kiszka.

Vote: 4-0-0

Motion passes.

Articles P-17-06 Unmarked Police Department Vehicle Capital Reserve Fund, P-17-07 Replacement of Unmarked Police Vehicles, and P-17-08 Communications Radio System Reserve are deferred until Chief Jones presents an update.

Articles P-17-09 Building/Building Systems Capital Reserve Fund and P-17-10 Acquisition of Land and/or Buildings Capital Reserve Fund are deferred for further information from the Town Manager.

Article P-17-11 Library Maintenance and Repair Capital Reserve Fund is deferred to next week when Cab Vinton will be available.

J. Sherman motions to withdraw article P-17-12 Replacement of Salt Shed. Second by S. Ranlett.

Vote: 4-0-0

Motion passes.

J. Sherman motions to defer voting on article P-17-13 Purchase of Snow Removal Machine until Paul Lucia is available. Second by J. Kiszka.

Vote: 4-0-0

Motion passes.

J. Sherman motions to recommend article P-17-14 Cable Department Capital Reserve Fund Deposit by replacing the \$10,000 be withdrawn from the unassigned fund balance and the amount to be raised by 2017 taxation to zero. Second by S. Ranlett.

Vote: 2-1-1 (P. Bracci no, J. Kiszka abstain)

Motion passes.

J. Sherman motions to approve article P-17-15 Conservation 36-A Fund Deposit. Second by S. Ranlett.

Vote: 3-1-0 (P. Bracci no)

Motion passes.

Article P-17-16 Renewable Energy Capital Reserve Fund Creation is deferred for further information.

J. Sherman motions to withdraw article P-17-17 Trails Capital Reserve Fund. Second by S. Ranlett.

Vote: 4-0-0

Motion passes.

J. Sherman motions to approve article P-17-18 Recreation Plan Capital Reserve Fund Deposit. Second by S. Ranlett.

Vote: 4-0-0

Motion passes.

J. Sherman motions to approve article P-17-19 Transportation Infrastructure Capital Reserve Fund Deposit. Second by J. Kiszka.

Vote: 3-1-0 (P. Bracci no)

Motion passes.

J. Sherman motions to approve article P-17-20 Hazard Migration Plan Projects as long as the language is edited to make it clear. Second by S. Ranlett.

Vote: 3-0-1 (P. Bracci abstain)

Motion passes.

J. Sherman motions to approve article P-17-21 Main and Pine Street Intersection Improvements changing the funding to come from the Transportation Infrastructure Capital Reserve Account and not from 2017 taxation . Second by J. Kiszka.

Vote: 3-1-0 (P. Bracci no)

Motion passes.

Articles P-17-22 Sidewalks/Traffic Calming Improvements – Main Street Between Pollard Road and Railroad Tracks and P-17-23 Town Forest Expansion are deferred for more information.

TOWN MANAGER'S REPORT

RSMS

Renewable Energy

SRTS

Westville Road Bridge Replacement

TAP

Planning Board

Safety Complex

Municipal Water Feasibility Efforts

Drought Update

Winter Preparations

Tree Lighting

Comcast Changes

Assessing

Many Events – recycling, School PTA. Concert at PAC

P. Bracci suggests we put a retraction on the Town Website due to the incorrect article printed in the Union Leader. The article will be removed from the Town Website.

ACTION ITEM REVIEW

Reviewed

OTHER BUSINESS

None

SIGNATURE FOLDER

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

SELECTMAN REPORTS

J. Kiszka

- NHMA Workshops – mentions we need to update our Request for Information Form due to the new HB606
- Special Meeting for Renewable Energy Committee
- Festival of Trees

P. Bracci

- Festival of Trees
- Water Collection Event
- NHMA Workshop – Right to Know, Conflict of Interest
- Has questions about the monthly financial reports, would like just a month without YTD
- Looking for a procedure for a Selectman to attend staff meetings
- Looking for an update on the Finance Director (will happen next week)
- Looking for more opinions regarding Highway Block Grant Funds

S. Fitzgerald states he misspoke at the last meeting. Legally, Highway Block Funds that are not spend can be carried over.

P. Bracci inquires if the 2015 audit is complete.

S. Fitzgerald states no but it will be wrapped up in the next few weeks.

J. Sherman

- Inquires if P. Bracci can attend the Conservation Committee Meeting for him
- Safety Complex Building this week
- Analysis of cost of maintaining extra wide roads

T. Bergeron - Excused

S. Ranlett

- Festival of Trees
- Water Testing Event
- Planning Board
- Liberty House

S. Ranlett adjourns the public meeting at 10:00pm

Respectfully submitted,

Beth Hossack,
Recording Secretary