



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

PLAISTOW BOARD OF SELECTMEN MINUTES:

DATE: December 18, 2017

MEETING CALLED TO ORDER: 6:33pm

SELECTMEN:

Selectman, John Sherman, Chairman

Selectman, Steve Ranlett

Selectman, Peter Bracci

Also in attendance Greg Colby, Finance Director/Assistant Town Manager

Selectman, Tammy Bergeron, Vice Chair

Selectman, Julian Kiszka

Town Manager, Mark Pearson

MINUTES

No minutes will be discussed tonight.

PUBLIC COMMENT

Francine Hart of 298 Main Street Chair of the Budget Committee states she received an email from Lisa Lambert, a member of the Budget Committee regarding some comments made at last week's Board of Selectmen's Meeting. F. Hart reads the email. The email addresses remarks made by a few Selectman. L. Lambert states the Budget Committee is proud of the work they do. They are working on behalf of the taxpayers of Plaistow for the best interest of the Town. All budgets are carefully reviewed by the committee. F. Hart believes some issues, especially Old Home Day are very emotional. She reviewed the past four years of spending for the event. Initially the Budget Committee did vote to reduce this budget by \$5,000 however after listening to the Boards comments they voted to add back \$2500. She mentions that all departments took a budget cut except Old Home Day. She also mentions three citizens who wanted to help the Old Home Day were turned away.

T. Bergeron states this is not true.

Hayley Bush, Co-chairman of the Old Home Day committee is present tonight. She states it would be helpful for better communication between the Town and the Old Home Day Committee. She had heard the budget was cut by \$8,000. If this happened it would absolutely impact the event. She does not believe anyone who wanted to help was turned away from the committee.

F. Hart would like to make one last point. The Budget Committee wanted to supplement a lower budget by fundraising/soliciting for Old Home Day. It was later discovered that the Town does not have a policy for soliciting. F. Hart is aware of a citizen who does do some fundraising and has raffles to give away on Old Home Day. This concerns her.

OLD HOME DAY FUNDING/HISTORICAL SOCIETY

J. Sherman states the discussion about Old Home Day Funding and the Historical Society last week may have been confusing. The fees for vendors at Old Home Day have always been given to the Historical Society. This was never written down but has always been the practice.

S. Ranlett states he would like to see all the money from the vendors go to the Town first and then to the Historical Society. The event is sponsored by the Town and monies should go through the finance department in the Town for proper control.

J. Peck states he is not opposed to changing the way it has been done in the past yet he does not think control has ever been a problem.

S. Ranlett motions for all funding from vendors participating in Old Home Day to go to the Town first, then the Town will send the money to the Historical Society. Seconded by T. Bergeron.

Vote: 5-0-0

Motion passes

S. Ranlett motions for the Finance Director to work with the Chairman of Old Home Day and the Historical Society to established proper financial control of Town funds. Seconded by J. Kiszka.

Vote: 5-0-0

Motion passes

P. Bracci states he received an email from Brian Stack who is very concerned about not having a parade or fireworks at Old Home Day due to budget cuts. He states drastic cuts have not been made to the Old Home Day budget and thinks the email is concerning.

Hayley Bush, Co-chairman of the Old Home Day Committee states what the Town pays for the fireworks show is less than ½ of the actual cost. We get a very good deal. The cost of the parade is between \$10,000 - \$12,000.

P. Bracci states the event was under budget last year.

T. Bergeron states the reason the budget was underspent last year was partly due to things not being booked timely. There was supposed to be a new Chair for the committee but that person did not get things done. The prior Chair had to take over and it was too late to get some of the typical things the Town usually has. There was conflict between the old and new Chairs.

M. Pearson states another issue was the bouncy house. The committee had planned on having one but our liability insurance carries did not allow it.

J. Kiszka would like to know how the rumor of an \$8,000 cut was started.

P. Bracci states the Budget Committee was trying to come up with a different method for funding part of Old Home Day.

J. Kiszka states he went to the Town's website to the Old Home Day section but when he tried to access it, he could not.

H. Bush states she does not keep it up in the off season. It is kept up during January through June. She states Old Home Day is good for the Town. Next year the Old Home Day Committee will present their budget to the Budget Committee like all other departments do.

F. Hart states the 2018 request was \$25,000. The Town Manager cut \$3100 from his budget. The Budget Committee did reduce the budget by \$5,000 on the first go around however they added back \$2500.

J. Kiszka states this should be a lesson learned, people should get information and not spread rumors and false statements.

J. Sherman states any money not spent will go back to the general fund.

The Old Home Day Committee meets twice a month starting in January.

DISCUSSION – DES LANDFILL/CLOSURE

M. Pearson states he would like to provide some clarity on ongoing projects. There is a packet of information in the folders tonight containing this information. The Town is responsible for monitoring the landfill. The estimated cost for 2018 is between \$18,500 - \$20,000. The main issue is settling of the land. We are waiting to receive a response from NHDES (New Hampshire Department of Environmental Services) for a better cost estimate. It is not a simple process. Currently we have \$5000 in the budget. We can try to guess at the costs to come up with a better figure or we can leave it as is. If NHDES states certain things must be done we can ask them to push it out a year so we can budget for it.

J. Sherman states another option is to wait for deliberative session to see if the budget gets changed then.

There is consensus of the Board to leave the \$5000 as is. If NHDES requires work it will have to be pushed out a year.

M. Pearson discusses the Pollard Road Stream Culvert Project. He found a contract signed by the previous Town Manager in December of 2016. However, it is not clear if Normandeau received a copy of the signed contract. It appears they did not. There was \$36,000 encumbered for this project at the end of 2016. There is consensus amongst the Board to move forward with this project since the money has already been encumbered. M. Pearson will make sure Normandeau gets a copy of the contract.

The next item discussed is a vapor trench at the landfill. This is just for the Boards information. If the current Highway Garage remains where it is the Town will have to mitigate the methane gas problem. It will be very costly to do this. The salt runoff is a separate issue. Perhaps we should not fund for the mitigation and see what happens with the Highway Garage warrant article. The voter's notes should contain all the information regarding the mitigation and related costs.

P. Bracci states he has done some research on methane gas. It is lighter than air. He believes the current highway garage could be sealed with a rubber floor. Then add trenches around the building. He wants to know if and how often the alarms have gone off at the garage.

M. Pearson states it sounds like P. Bracci wants the Town to perform an investigation of methane gasses in the current garage.

M. Pearson states if trenches are built we do not know how far they will have to go. It could be twenty feet or sixty feet. The landfill must be capped with clay. The Highway Garage was built over the landfill. It is a liability to the Town. He believes it would not be wise to spend hundreds of thousands of dollars to mitigate the current site when it is not even large enough to hold all the equipment?

ELDER AFFAIRS BUDGET LINE ITEM

S. Ranlett motions to add an Elder Affairs Committee line item to the Executive Budget (account number to be determined) and add \$1600 to that line for the 2018 budget. Seconded by T. Bergeron.

Vote: 5-0-0

Motion passes.

OPERATING BUDGET CHANGES

G. Colby, Finance Director/Assistant Town Manager states Chief Jones told him Rockingham County decided to hire a different attorney as the county prosecutor. This will decrease our costs by \$3928.

S. Ranlett motions to reduce the Prosecutor line item by \$3928. Seconded by J. Kiszka.

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

Motion passes

Last week the Board discussed adding the salary for an additional staff member of the fire department to the operating budget rather than putting this forth as a warrant article.

J. Kiszka states he thinks the voters should decide the outcome. He prefers the warrant article instead of adding the salary to the operating budget.

P. Bracci agrees it should be the choice of the people.

S. Ranlett likes it in the operating budget.

J. Kiszka motions to add the additional Fire Department Personnel as a warrant article not in the operating budget. Seconded by P. Bracci.

Discussion regarding additions to other departments have not always happened by warrant article. J. Kiszka withdraws his motion and P. Bracci withdraws his second,

J. Sherman states the Town Manager will look at new hires since 2001 and research the practice of adding personnel by a warrant article.

WARRANT ARTICLE CHANGES

There have been no changes to the articles themselves.

P. Bracci states he wants to read and approve all voter's notes.

J. Sherman states it is the Board that determines the content of the voter's notes. The balance of all the capital reserve accounts will be listed in the voter's notes.

Article P-18-15 is on hold. G. Colby states this article can be removed out based upon his conservation with legal counsel.

S. Ranlett motions to recommend P-18-17, shall the Town vote to establish a Water Department Capital Reserve Fund pursuant to RSA 35:1 for the purpose of accumulating funds for the expansion of any existing water lines used for fire suppression and/or potable water. This will include pipes, pumps, valves, meters, hydrants, storage tanks/towers or any other equipment necessary to maintain the water system, including vehicles. Further, to construct and maintain any buildings used in the administration and/or maintenance of the water system. Shall the Town vote to raise and appropriate \$DOLLARS to deposit into this fund? The Board of Selectmen will be the fiscal agents of the fund and the fund will be placed into an interest-bearing account. This warrant shall be null and void if the Water System amendment (See Article P-18-14) fails. Seconded by T. Bergeron.

P. Bracci doesn't understand it and doesn't think we should be voting on it tonight especially since some of the wording was struck.

T. Bergeron withdraws her second.

S. Ranlett withdraws his motion.

This will be discussed next week.

TOWN MANAGERS REPORT

- Several Meetings pertaining to Potable Water – many more will occur
- Westville Road Bridge
- Cemetery Sexton
- Tax Anticipation Note (TAN)
- 2018 Operating Budget & Warrant Articles
- RMON Computer Meeting
- Summary of On-going Projects & Proposals
- Walton Road Closure Warrant Article
- NH RSA's for Warrant Articles
- SRTS (Safe Routes to School)
- Elder Affairs Budget
- Safety Complex Budget Meeting

M. Pearson would like the Board to know that Methuen Construction donated twenty-five packages of gifts for the Giving Tree in Town Hall for families in need. They also made a monetary donation of \$1000. He would like to publicly recognize Methuen Construction.

*S. Ranlett motions to continue with the temporary closure of Walton Road until 12/31/18.
Seconded by J. Kiszka.*

P. Bracci inquires about the fire hydrant if the closure is not permanent.

M. Pearson will check with the Fire Chief and Highway Supervisor.

Vote: 5-0-0

Motion passes

AUCTION ITEMS

Will be reviewed next week.

SIGNATURE FOLDER

J. Sherman states the manifest folder is going around. There is no signature folder tonight.

SELECTMAN REPORTS & OTHER BUSINESS

S. Ranlett

- He begins with an apology to Lisa Lambert if he offended her. He does not think the Budget Committee is irresponsible but he does think the Board has the responsibility to do the right things which is why he recommended putting some items back in the budget.
- Will attend the Planning Board on Wednesday.
- Would like the issue of the lighting on the Safety Complex taken care of. When you come out of Stanwood Ave it is too bright.

J. Sherman

- Attended the Highway Safety Committee. Kingston Road will be one of the roads paved in 2018. Any change in speed limits will require a public hearing. A street light was recommended at the intersection of Village Way and Main Street.
- Recreation Commission – discussed CIT's (Counselors in Training for the Rec Summer Program), will have a program New Year's Eve Day at 1:00pm, a discussion was held about how to make people aware of programs.

T. Bergeron

- Taught the centerpiece class at Pollard School on 12/12. She thanks the custodian, John who was very helpful during the event.
- Attended the Public Safety Building Committee Meeting – things are on schedule and underbudget

J. Kiszka

- Attended the Public Safety Building Committee Meeting
- Sunday went to the VFW Hospital in Manchester for a Christmas Event. He mentions especially during the Christmas Season gifts are not always what's important. Do not forget about people, reach out to your neighbors and check on them.
- There will be an Energy Committee Meeting on Wednesday. He heard from Cab Vinton that there is a glitch in some of the fixtures for the non-standard size of the LED lighting project at the Library.

P. Bracci

- Attended the Cable Meeting – they are working on trying to live stream some meetings.
- He saw a Face Book posting about personal equipment at the Highway Garage and thinks this is a problem. M. Pearson states he was just recently made aware of this and has ordered the vehicles moved. S. Ranlett states this is a matter of personnel and should be handled by the Town Manager. We do not need to discuss it in public.
- Wants to know the Town Policy of Confidential Information. He thinks the letter in tonight's folders marked confidential contains public information.

J. Sherman adjourned the meeting at 8:37pm

Respectfully submitted,

Beth Hossack,
Recording Secretary