



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

PLAISTOW BOARD OF SELECTMEN MINUTES:

DATE: August 7, 2017

MEETING CALLED TO ORDER: 6:32pm

SELECTMEN:

Selectman, John Sherman, Chairman
Selectman, Steve Ranlett - Excused
Selectman, Peter Bracci

Selectman, Tammy Bergeron, Vice Chair
Selectman, Julian Kiszka
Town Manager, Mark Pearson

AGENDA

T. Bergeron motions to approve the minutes of July 24, 2017. Seconded by P. Bracci.

Vote: 4-0-0

Motion passes

PUBLIC COMMENT

None

NEW POLICE K-9 INTRODUCTION

Chief Jones introduces Sergeant Alec Porter and Shadow, the new K-9 Dog. Shadow attended the Boston Police Academy. He is a 16 month old Belgian Malinois from the Netherlands. Sergeant Porter states it is an intense process to select a dog. Shadow will attend another 14 weeks of local training and he will also attend a 6 week program for drug detection.

P. Bracci inquires who takes care of the dog.

Sergeant Porter responds he does. He has a kennel in his yard with an insulated dog house. He also has a kennel inside for days when the weather is too bad to stay outside. The dog does not interact with the family.

Chief Jones states it is a huge commitment by Sergeant Porter to take on a K-9. He has been doing this since the 1980's and he has been very successful as the K-9 Handler. Shadow was purchased solely through donations.

WALMART GRANT

Chief Jones states Captain Morgan applied for this grant and Plaistow successfully received it. She said as long as the Board accepts the donation the money will be used to purchase a "Redman" suit. The suit protects the wearer from injury so tactical training can really be practiced as Officers are learning and training specific maneuvers. No match of funds is required for this grant.

J. Kiszka motions to accept the Walmart Grant for the Plaistow Police Department in the amount of \$1500.00. The grant will be used to purchase what they call a "Redman" suit,

equipment and accessories to include the full suit and extra head and hand protection to be used during defensive tactics training. Seconded by P. Bracci.

Vote: 4-0-0

Motion passes.

POLICE DEPARTMENT NEW EMPLOYEES

Chief Jones introduces Shoshana Kleiner. She has been hired as a new dispatcher. She is a 2016 graduate of Plymouth State University with a Bachelors Degree in Criminal Justice. Shoshana is currently training with Lucia Cusimano, Communications Supervisor. Chief Jones welcomes her and is happy to have her on board.

Chief Jones introduces Stephen Dehullu who has been hired as a new Officer. This fills the last open position in the department. Officer Stephen Dehullu graduated from Salem State College in 2016 with a degree in Criminal Justice. He will be attending the New Hampshire Police Academy in Concord hopefully in September (depending on available space). At the Academy new Officers learn New Hampshire State Laws, defensive driving tactics as well as several other state requirements. When an Officer completes the Academy, he will spend another 12 weeks training in Plaistow. Chief Jones welcomes Officer Stephen Dehullu.

J. Sherman states the meeting will break for 5 minutes for photos.

Meeting is resumed at 7:00pm.

MAYER TREE SERVICE DONATION

T. Bergeron motions to accept the donation from Mayer Tree Service for a value of \$1400.00 for pruning trees, raising crowns and cutting back from the monument and gazebo in preparation for Old Home Day at Pollard Park and the Town Green. Seconded by J. Kiszka.

Vote: 4-0-0

Motion passes.

M. Pearson mentions the tremendous amount of work done by Mayer Tree Service to make the Town Green look it's best for our Old Home Day Celebration. He appreciates their hard work.

DEVELOP A PLAN FOR THE CEMETERY PERPETUAL CARE COST

The State of New Hampshire wants each community to come up with a price for perpetual care of cemetery plots. The reason is because the State wants to justify how each town is spending the interest earned on the investment of such funds. Dan Garlington, Cemetery Sexton states he has been working on this project for a while with the assistance of Jill Senter. The task has been difficult because many, many years ago space in the cemetery was not always purchased as 1 plot. A grave could be purchased that could contain 1 or several plots. Perpetual care was not always charged either as some people chose to maintain their own space. Dan also needs to come up with the cost per lot of mowing a plot. The size of the Plaistow Cemetery has grown over the years too. Dan states a lot of effort has been put into this project and they are coming along. He believes they will have a final figure in about a month.

J. Sherman will put this item on the agenda in late September.

J. Sherman inquires if M. Pearson has an update on the future expansion of the cemetery. There was a land swap with Alden Palmer.

M. Pearson replies he does not have an update at this time.

J. Kiszka inquires if anyone knows about the huge light over the cemetery.

D. Garlington replies the light is there to shine on the flag. Originally the light was for the parking lot of the library. At some point the American Legion became involved and stated the cemetery flag was not lit. The easiest solution was to have Unitil direct the light to shine on the flag.

J. Kiszka states maybe we could come up with a better, more efficient way to light the flag.

DISTRIBUTE PERSONNEL DRAFT

M. Pearson states the draft personnel plan in tonight's folders has been worked on by some staff members, Human Resources and outside attorneys. He would like feedback from the Board. M. Pearson mentions one idea is to change vacation, sick and holiday time to earned time. It would limit the Town's liability on future pay outs.

J. Sherman states this will be discussed at the next meeting. Please read the policy and come to the meeting with any suggestions and/or comments.

UPDATE ON RMON

M. Pearson highlights the email from RMON regarding the computer upgrade. The first phase will take place on Friday, August 18th. The Town Hall will be without phones or computers for 6-8 hours that day. There is no way to avoid it. The following Monday, August 21st we will still be using the old system. Phase two will take place on a future Friday and the following Monday we will be using the new system.

J. Kiszka wants the information posted on the Town website and the sign in front of Town Hall. It is already on the website and it will be posted on the sign.

P. Bracci wants a tally of "down time" with the old system and "down time" once the new system is fully installed.

M. Pearson states RMON will be able to provide this to us once the new system has been up and running for a period of time.

TOWN HALL DOORS

We have had some issues with the front doors. The doors are part of the CIP (capital improvement plan). Currently the cost estimate for the front door is \$28,000.00. M. Pearson would like to know if the Board wants him to add any or all doors to the CIP at the next meeting later this month.

J. Sherman wants to know how desperate the situation is.

M. Pearson replies there is wear on the hinges and frames. The doors do not always close or open easily, they often require manual assistance to work. There is no crash bar and currently they require a lot of maintenance.

J. Kiszka states there are too many parts to keep the doors shut. It should be a lot simpler.

T. Bergeron inquires if we have a capital reserve account for the Town Hall Building and if so how much is in it. Her suggestion is to only consider doing the front doors.

M. Pearson states there is a capital reserve account for Town Hall Building. The balance in the account is \$7,894.17.

J. Kiszka states maybe we could consider doing the front this year.
J. Sherman favors adding \$28,000.00 to the CIP for doors.
P. Bracci agrees with T. Bergeron and J. Kiszka to only consider the front doors this year.
There is consensus to add the \$28,000.00 to the CIP.

INFORMATION ON DRINKING WATER

M. Pearson, J. Sherman, J. Kiszka, Chief McArdle and State Representative Norm Major attended a NHDES Water Meeting in Concord last week. Plaistow made the 2017 Drinking Water State Revolving Fund Project Priority List. Basically this is a 2 million dollar place holder for funds if we need it. Much of the funding will come from the MtBE Remediation Fund. Other grants will be applied for as we will keep all options open. M. Pearson's goal is to bring potable water to Plaistow at no cost to the Town. The State will pay for as much as possible.

INFORMATION ON WARRANT ARTICLE P-17-11

We received a written opinion from Stephan W. Hamilton, Director of NHDRA (New Hampshire Department of Revenue Administration). Mr. Hamilton states the actions of the voters relative to Article P-17-11 are valid and binding. Therefore the Board should transfer \$100,000.00 to the Acquisition of Land and/or Buildings Capital Reserve Fund. M. Pearson also received a legal opinion from Town Counsel and Attorney Kalman agrees the Board should move the money.

J. Kiszka motions to transfer the funds over in accordance with P-17-11 and directs the Town Manager to transfer the funds to the Trustees of the Trust Fund. Seconded by T. Bergeron.

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

Motion passes

TOWN MANAGERS REPORT

JRM

NHDOT – Route 125 Work

NHDOT Conference call

Highway Budget

Grievances

Double Telephone Poles

Police Department Exit Interview – Officer Michael Pauley

Meetings - several

Town Hall Doors

Impact Fees

Bruce Mayberry Meeting

Regional Water System Meeting

Letter to NHDES Commissioner

Drinking Water Revolving Trust Fund

Public Safety Generator (old one performed flawlessly)

Public Safety Complex Budget Meeting

Fire Department Tower Truck Repair

Recreation Department – National Night Out

Emergency Management Director Meeting

Town Computer Change Over

Capital Improvements Plan

ACTION ITEM REVIEW

Reviewed

SIGNATURE FOLDER

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

SELECTMAN REPORTS & OTHER BUSINESS

P. Bracci

- Manifest - bill from Attorney Kalman meeting with 1 selectman, he thought it was previously voted on preventing this
- Inquires if no BOS meeting is scheduled on a Monday can the Board receive a bare bones TM report
- States the Web site needs to be kept up to date
- Wants monthly Finance reports
- Believes it was not a good idea to put off assessing vote as we have a quorum

J. Kiszka

- National Night Out – nice event
- 3 meetings in TM office Bruce Mayberry, Planning board – new water resources chapter adopted
- Drinking Water State Revolving Fund
- Will attend a Regional Drinking Water Meeting in Salem (tomorrow)
- Questions the timber yield tax due to last July's microburst, who already paid this fee? M. Pearson states he recently received correspondence which has aggravated the Red Oak issue, the facts presented to us may not have been accurate

T. Bergeron

- Today did the tour of the new Police Department

S. Ranlett - Excused

J. Sherman

- National Night Out
- Budget Training Tomorrow night
- Town Report Meeting will be held on 8/21
- Next CIP meeting is later this month, some departments still have not submitted anything yet
- Water Meetings

J. Sherman adjourned the meeting at 8:48pm

Respectfully submitted,

Beth Hossack,
Recording Secretary