



**Town of Plaistow  
Public Safety Complex  
Building Committee**  
27 Elm Street, Plaistow, NH 03865



**PUBLIC SAFETY BUILDING COMMITTEE NOTES**

**MEETING DATE:** Thursday, June 23, 2016 @ 8:00am

**PRESENT:** *Chief Kathleen Jones, Chair, Chief John McArdle, Vice-Chairman; Sean Fitzgerald, Town Manager; Mike Dorman, Building Inspector; Pat Schiavone, Detective; John Sherman, Selectman; Tammy Bergeron, Selectman; Dennis Heffernan; Martha Sumner; Bill Query; Barbara Kiszka*

**Also in attendance:** *Gino Baroni from Trident, J. Kiszka, Selectman (Alternate Committee Member); Geoff Adams, resident*

**EXCUSED:**

**MEETING CALLED TO ORDER:** 8:10am

***M. Sumner motions to approve the minutes of 6/9/16 with the following change, on page 2 the resident suggestion to stake out the area was made by Geoff Adams not Chris Milnes. Second by J. Sherman.***

***Vote: all in favor***

***Motion passes.***

***Chief Jones motions to have M. Sumner takeover as Chairman of this committee. Second by D. Heffernan.***

***Vote: all in favor***

***Motion passes.***

***Chief McArdle motions to make D. Heffernan Vice Chairman of this committee. Second by M. Sumner.***

***Vote: all in favor***

***Motion passes.***

**UPDATE OF PROJECT ACTIVITIES TO DATE:**

G. Baroni mentions the weekly meetings with the Design Team, Architecture and Building Team are going well. The first design and development package was received. The package will go through the process of check estimate which is a normal process to review costs to stay within budget. It will be completed by July 7<sup>th</sup>. It should be on track with the budget or at least within the ballpark. If for some reason it is not, Value Engineering will come into play. The target date for ground breaking is August.

J. Sherman states he did receive a sample quarterly report from G. Baroni however he still feels that monthly reports should be sent by Trident.

G. Baroni states reports will be distributed on a monthly basis once construction starts. The report will reflect the prior months work.

**BUDGET REVIEW:**

Nothing to discuss. The budget has already been determined and Trident, as the Owners Project Manager will make sure we stay on budget.

**UPDATE ON BOND:**

S. Fitzgerald explains how the tax free municipal bond came with a cash offer of \$380,000 up front. The Town will be borrowing the remainder of 8.1 million over 30 years. The interest rate on this portion of the funding is higher but the net interest rate is 2.81% because the interest free up front cash evens it out. It is a great value for the Town, giving the lowest cost to taxpayers.

S. Fitzgerald explains how Wall Street works with municipal bonds. It is similar to a homeowner's mortgage selling the mortgage to another lender. The issuer of the bond tries to make more money by selling the bond after the cash up front offer. This allows them to make more interest on the balance of the loan (8.1 million) and it allows the Town to have \$380,000 for 30 years interest free. The true interest rate the Town will pay on the bond is 2.81% for 30 years because we are only paying interest on the 8.1 million not 8.5 million. The Town did not have this information up front, its part of the New Hampshire Municipal Bond Bank's process and it depends on the number of bidders on the bond, current interest rates and the economy. The Town will put the \$380,000 in a bank and earn interest on it. We will have to follow all laws regarding bond monies. We are also restricted to spend the \$380,000 on the Safety Complex.

B. Kiszka inquires if any money from the Town's General Fund has been used.

S. Fitzgerald states yes, some nominal amounts have been used but since construction has not been started very little was used and it will be paid back when the bond money arrives in July. Some money from impact fees was spent on the legal fees for Attorney Kalman and contracts. This money will not be paid back because the impact fees were used according to law.

G. Adams inquires if there are any penalties for paying the loan off early.

S. Fitzgerald states no.

**NEW BUSINESS:**

M. Sumner begins a discussion regarding updates on the draft of the Building Committee's charter. The goal is to make the draft stronger before it is presented to the Board of Selectmen for approval. We are still looking for a representative from the Fire Department and Chief McArdle believes this will be completed soon.

Chief Jones states they have received 6 resumes from citizens with profession building experience to fill the 3 vacant positions. Interviews will be finished soon and the finalists brought to the Board of Selectmen for approval.

Social media and the posting of information are discussed. It is very difficult for a member of the Building Committee to speak their own opinion because anything said is often taken as a true statement rather than an opinion and citizens may run with it. It is the consensus of the committee to have minutes posted after they are approved and to establish a generic email address for the public to submit their questions to. All questions will be addressed at the following meeting.

J. Sherman mentions the summary report of payments stated on page 2 of the draft charter and mentions a report that will be provided by Trident. He will draft a format of the report that he would like to see and send it to G. Baroni outlining project milestones.

J. Sherman states we need to find a way for the OPM (Owners Project Manager) TM (Town Manager) and the BOS (Board of Selectmen) to interact as they are not part of this Building Committee Meeting.

***Chief McArdle motions to accept the charter as presented as long as the changes discussed during today's meeting are made. Second by T. Bergeron.***

***Vote: all in favor***

***Motion passes.***

Chief Jones mentions we may not need the Town Website, Face Book and the Safety Complex Website at this point. The Safety Complex Website originated to get information on before the Town Meeting vote.

M. Sumner states we will add this as an agenda item for the next meeting.

The next meeting is scheduled for July 14<sup>th</sup> at 8:00am at the Public Safety Complex.

M. Sumner adjourns the meeting at 8:50

Respectfully submitted,

Beth Hossack  
Recording Secretary