

# TOWN OF PLAISTOW

## FIRE DEPARTMENT


27 Elm Street  
Plaistow, NH 03865  
Phone: (603) 382-5012  
Fax: (603) 382-7913

**Chris Knutsen**  
**Fire Chief**

*Employee-Centered, Customer-Focused*



TO: Greg Colby  
Town Manager

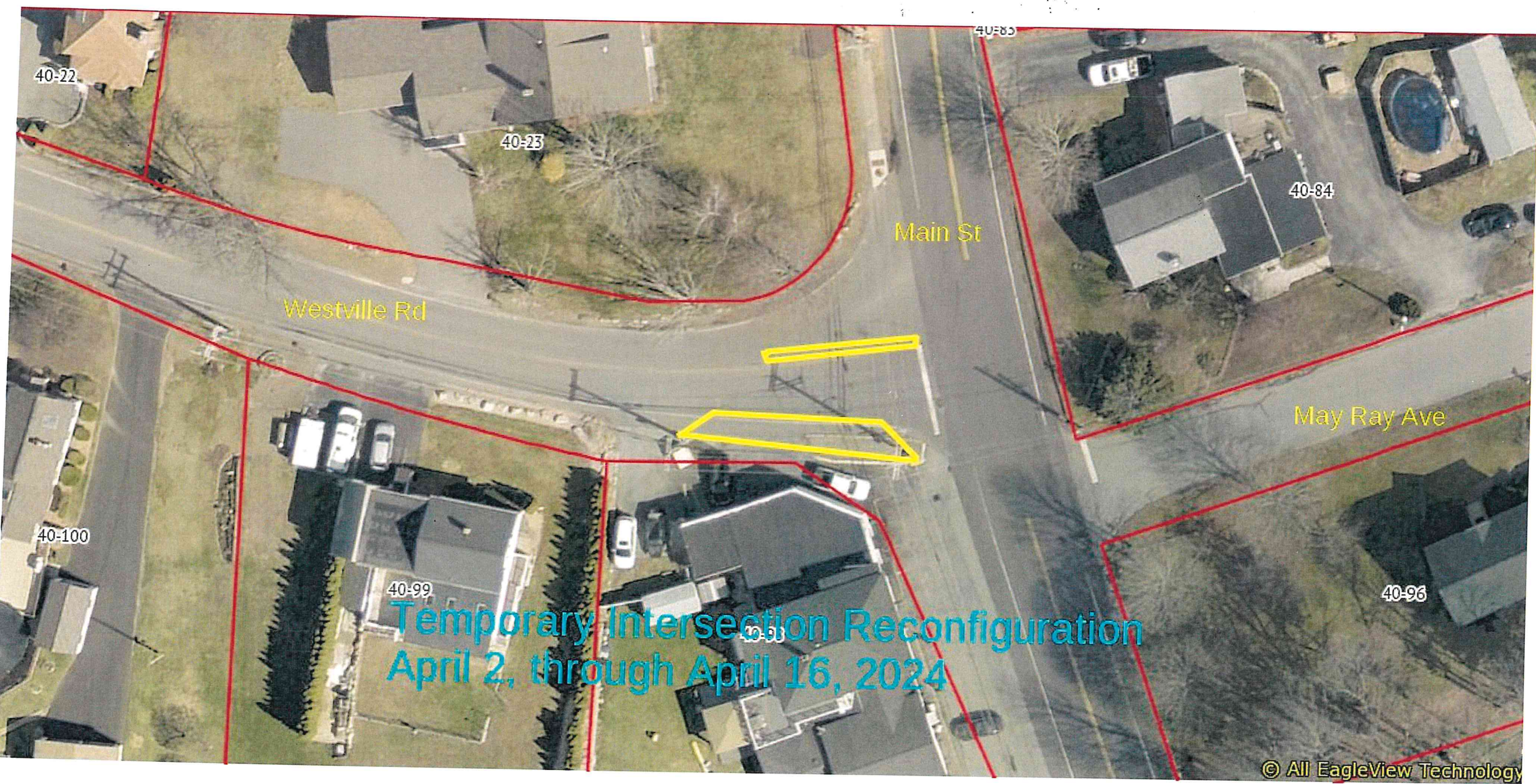
FROM: Chris Knutsen  
Fire Chief 

DATE: 03/28/2024

RE: Purchase of Cardiac Monitor

I am requesting authorization to purchase a refurbished Zoll Heart Monitor for \$26,279.00 with funds coming out of our Fire Department Equipment Capital Reserve. We currently only have two heart monitors. These devices are more than a Automatic Defibrillator. They are used to assess vitals, pulse, oxygen, and carbon dioxide levels and determine cardiac rhythms. We have been routinely responding to and transporting multiple calls simultaneously. During these periods of two simultaneous calls, we cannot handle a third medical call because of the lack of a heart monitor.

Additionally, if one of our devices fails to operate, we do not have a backup device that can be immediately deployed. This would cripple our capability to handle more than one call at the same time until the device was repaired. Last year, we were down a heart monitor for several months waiting on parts. Since this heart monitor is not being used as a "primary" device, a refurbished model would work great for this purpose, saving approximately \$15,000. This purchase comes with a 3-year worry-free service plan.



Temporary Intersection Reconfiguration  
April 2, through April 16, 2024

# PUBLIC NOTICE

## TOWN OF PLAISTOW

### Mosquito Control

The Mosquito Control program begins the week of April 8, 2024 in the Town of Plaistow. Crews from Dragon Mosquito Control, Inc. will be checking swamps, marshes, woodland pools, ditches, catch basins, storm drains and other shallow, stagnant water for mosquito larvae. When mosquito larvae are found, treatment may occur using one or more of the following insecticides:

VectoBac (*Bacillus thuringiensis israelensis* 2.8%)

VectoBac 12 AS (*Bacillus thuringiensis israelensis* 11.61%)

Natular (spinosad 2.5%)

BVA 2 Mosquito Larvicide Oil (mineral oil 97.0%)

SunSpray MLO (mineral oil 98.8%)

There is no schedule at this time to conduct emergency spraying for disease carrying mosquitoes. The determination to spray adult mosquitoes at town and school owned property is based on mosquito surveillance data, disease test results and weather conditions upon concurrence with town officials. The State Lab in Concord tests mosquitoes for Eastern Equine Encephalitis (EEE), Jamestown Canyon Virus and West Nile Virus. Further communication will be given if emergency spraying is going to take place.

Residents who do not want mosquito treatment to occur in wetlands on their property may use Dragon's No-Spray Registry at [www.dragonmosquito.com/no-spray-registry](http://www.dragonmosquito.com/no-spray-registry) or you may write to Dragon Mosquito Control, PO Box 46, Stratham, NH 03885. Be sure to include your name, physical address, phone number, house color and acreage. Call 603-734-4144 or email [Help@DragonMosquito.com](mailto:Help@DragonMosquito.com) for more information on spray dates, location, material used, precautions or other concerns.

Selectman's Representatives to Committees, Boards and Commissions 2024

Committee	Representative	Second Rep.	Alternate	Meeting Schedule
Bud Com				Tuesdays @ 6:30pm as scheduled (budget season)
CIP (2 Reps)				Usually on Thursdays @ 6:30pm as needed
Con Com				1st Thursday @ 7:00pm, or as needed
Highway Safety				as needed TBD (day time hours)
Energy				1st Wednesday @ 5:00pm
Planning				1st & 3rd Wednesdays @ 6:30pm
Recreation				2nd Wednesday @ 6:30pm @ Town Hall Annex
Elder Affairs				3rd Tuesday @ 1:00pm @ Annex
REDC				quarterly TBD (Regional Economic Development Center)
Town Report (2 Reps)				1 or 2 meetings in Oct. or Nov. on Mondays @ 5:00pm
Old Home Day				3rd Tuesday @ 5:00pm, or as scheduled
Historical Society				3rd Tuesday @ 6:30pm @ Historical Museum
HAZMAT				generally once a year (Fire Chief attends)

## Board of Selectmen SMART Goals for 2024

**S – Specific** - make your goal specific & narrow for more effective planning.

**M–Measurable** – Make sure your goal and progress are measurable.

**A –Achievable** - Make sure you can reasonably accomplish your goal within a certain time frame.

**R – Relevant** – Your goal should align with your values and long-term objectives.

**T – Time-based** – Set a realistic but ambitious end date to clarify task prioritization & increase motivation.

1. Department expenditures – Department Heads should share a monthly spreadsheet with the BOS to show monthly expenditures. This will support community expectation of more transparency. We will know we are successful when there is consistency in sharing this information monthly.
2. Encouraging volunteerism – The BOS will create a plan to share volunteer opportunities in our Town through a variety of activities and opportunities (OHD, Recreation etc.). We will know we are successful when there is an increase of 10% (?) for opportunities presented.
3. FD Roof – Formulate a plan to address the roof issues by June 2024. Work with the TM and Maintenance Supervisor to get information and RFPs.
4. Ambulance Service – if feasible and appropriate, move the ambulance service to an Enterprise fund in March 2025 and plan to remove it from the operating budget. Review data (transports, billing, revenue) in June 2024. Work with the TM and Fire Chief.
5. ARPA Funds – ARPA funds are set to expire at the end of 2024. The BOS should get a detailed expenditure of ARPA funds with the remaining balance. There are constraints on how we use these funds, but we need to determine the best use of those funds that will better serve our taxpayers by June 2024, i.e., CIP, Recreation Projects, OHD, other ideas...etc. Expend those funds by December 2024.
6. Communication/Transparency – work to provide information to residents that is easily accessible and clear. Work with the TM and Department to utilize the Town Web page more efficiently and effectively by better organizing department, board and committee web pages. Maybe using a College Intern, Honor Society kids looking or Community Service? Complete by December 2024.



*Town of Plaistow ♦ Board of Selectmen*

*145 Main Street ♦ Plaistow ♦ NH ♦ 03865*

**Plaistow Board of Selectmen Minutes**

**Date:** March 18, 2024

**Meeting Called to Order:** 6:02 P.M.

**Roll Call:**

Select Chairman, Bill Coye – Present

Select Vice Chairman, Jay DeRoche – Present

Selectman, Jonathan Gifford – Present

Selectwoman, Tammy Bergeron – Present

Also present: Town Manager Greg Colby, newly elected selectwoman Liz Kosta and Administrative Specialist, Beth Hossack.

**Bob Harb – Plaistow Exchange Club**

Bob Harb is representing the Plaistow Exchange Club. April is Child Abuse Prevention Month . In 2008 the pinwheel was declared to be the National Symbol for child abuse prevention. For the past two (2) years the Plaistow Exchange Club has placed a pinwheel garden outside of Town Hall. Mr. Harb is asking the Board for permission to have another pinwheel garden this year. The plan is to have two (2) gardens this year with a total of three hundred (300) pinwheels.

There is consensus amongst the Board to allow the Plaistow Exchange Club to proceed with the pinwheel gardens for the month of April.

**Old Home Day Committee – Planning Update**

Chair Shauna Manthorn and Lean MacKean are present to provide an update on the 2024 Old Home Day Event. Ms. Manthorn states they are promoting the event with high technology. All activities, the schedule, vendor signups and other information will all be available online very soon.

Information will also be on Face Book and the Town website. This will be a special event since Old Home Day will be celebrated with the 275<sup>th</sup> anniversary of Plaistow. The event will kick off on Thursday, June 20 with Kids Fest from 5 p.m. to 7 p.m. Some activities for Kids Fest include arts and crafts, music and a performing magician.. Friday night will focus on residents aged 18 and older. A Decades Dance will be held at the Fish & Game Club. Attendees will be encouraged to dress up in their favorite decade. Saturday's activities will be more of a traditional Old Home Day Event. The day will start with the Road Race at 9:00 a.m. The Baby Contest, Beard Contest and many other activities along with vendors and food trucks will be held on the Town Green. The parade will start at 2:00 p.m. Fireworks will be held Saturday night. The event will wrap up on

Sunday at Terra Farms by celebrating the Plaistow Lions Club 75<sup>th</sup> Anniversary. Volunteers are needed and welcomed for all events. If you cannot attend meeting you can still help the Saturday of the event by giving an hour or two of your time.

Ms. MacKean asks the Board if they agree to waive the vendor fee for any food trucks parking on the street. Vendors selling food on the Town Green are required to pay the vendor fee and also the temporary food license fee to the Health Department. For those vendors who are parking on the street the Old Home Committee recommends waiving the vendor fee and having them only pay the food license fee. This will allow more vendors to participate. Last year some vendors did not participate due to the two fees.

*Selectman DeRoche motions to waive the vendor fee for vendors parking on the street for the 2024 Old Home Day Event. Seconded by Selectwoman Bergeron.*

*Vote: 4-0-0*

*Motion carries.*

Ms. Manthorn thanks the Board. The next Old Home Day meeting will be held on Wednesday, April 10 at 6:00 p. m. at the Plaistow Historical Society.

**Swearing In of Newly Elected Officials**

Town Clerk, Matha Fowler swears in Bill Coye and Liz Kosta as selectmen. Margo Collins and David Gerns are sworn in as budget committee members. Robert Harb is sworn in as Town Moderator. Richard Anthony is sworn in as a Planning Board Member. Michelle Sykes is sworn in as a Library Trustee. Nolan Pelletier is sworn in as a Conflict-of-Interest Committee Member.

Everyone is congratulated.

**Selection of BOS Chair and Vice Chair**

Chair Coye states it is time to select a Chair and Vice Chair for 2024.

*Select Chair Coye motions to nominate J. DeRoche as Chair. Seconded by Selectman Gifford.*

*Vote: 5-0-0*

*Motion carries.*

*Selectman Gifford motions to nominate B. Coye as Vice Chair. Seconded by Selectwoman Bergeron.*

*Vote: 5-0-0*

*Motion Carries.*

Congratulations to Chair DeRoche and Vice Chair Coye. At the next meeting, the Board will vote on representatives for all other Boards/Commissions/Committees.

Newly elected Chair DeRoche takes over the meeting.

**Rockingham County Dues**

Chair DeRoche refers to the memo from the Planning Board. At their meeting on October 4, 2023,

they unanimously voted to recommend to the Board of Selectmen that they renew the Town of Plaistow's membership in the Rockingham Planning Commission and pay the dues of \$8,125. Selectman Coye believes this is worthwhile. The commission is very helpful for the Planning Board.

*Selectwoman Bergeron motions to pay the Rockingham Planning Commission 2024 dues in the amount of \$8,125 based on the recommendation from the Plaistow Planning Board. Seconded by Selectwoman Kosta.*

*Discussion: Selectman Coye states the dues is based on \$1.03/capita. Plaistow's population is approximately 7,888.*

*Vote: 5-0-0*

*Motion carries.*

#### **Determine Meeting Schedule**

Chair DeRoche recommends keeping the meeting schedule every other Monday for now. The next several meeting will be held at 6:00 p.m. at Town Hall on:

April 1, 15, 29

May 13, 20

June 3, 17

#### **Consent Agenda**

Item Description

1. Accounts Payable Manifest week of March 7<sup>th</sup>, 14<sup>th</sup>, and 21<sup>st</sup>, 2024.
2. BOS Draft Minutes of February 26<sup>th</sup>, 2024.
3. One (1) Land Use Change Tax Warrant.
4. Two (2) Recommended Appointments for Conservation Commission.
5. Two (2) Recommended Appointments for Zoning Board of Adjustment Members

Add on

6. Two (2) Recommended Alternate Appointments for Library Trustees

*Selectman Coye motions to approve the consent agenda including the add on. Seconded by Selectman Gifford.*

*Vote: 5-0-0*

*Motion carries.*

#### **Town Managers Report/Potable Water Update**

- New England Earth will be back in Plaistow soon to complete Contract P4 – connecting homes with PFAS & MtBE issues.
- Will attend a water meeting tomorrow in Concord. This is for the whole system from Manchester to Plaistow. Phase 2, which is more capacity will be discussed.
- Finalizing reports for the Department of Revenue Administration based on warrant article appropriations including the 2024 MS-535 and MS-232.
- The Audit wrapped up last week.
- We ended the year with approximately \$2,577,000 in the unassigned fund balance. The budget was only underspent by about \$229,000. The driving factor was the vacancies in the police department. This is a very tight margin on a budget of over 10 million dollars.
- Has been busy with several meeting including some personnel issues.



Chair DeRoche states a few warrant articles did not pass. Some of them were capital reserve accounts for highway equipment. He wants to know how that will affect the Town.  
Town Manager G. Colby replies, for the short term it will not be a problem. It will make future purchases down the road more difficult.

The warrant article to put money aside for the 2026 full reevaluation did not pass. The reevaluation is required by law, it is not optional. The budget will have to be increased quite a bit for 2026 to cover the cost.

Selectwoman Bergeron states we need to provide more education to the community, so they understand the purpose of warrant articles.

Town Manager G. Colby states, all in all the voters supported key areas.

### **Selectmen's Reports**

Selectman Gifford

- The Historical Society is doing well. There are two Eagle Scout Projects at the museum this year. They are also gathering information on the oldest citizen in order to present that person with the Boston Cane. Recently, four (4) new volunteers have stepped up to help.

Selectman Coye

- He thanks the citizens for reelecting him to another term as selectman.

Chair DeRoche welcomes Liz Kosta as a new selectwoman.

Selectwoman Bergeron

- Attended the Con Com meeting. They are preparing for Arbor Day. The theme this year is "Trees are Superheroes."

Chair DeRoche – nothing to report.

### **Events**

- The Toddler Easter Egg Hunt will be held on Friday, March, 29 at 10:00 A.M. on the Town Green.
- The Easter Egg Hunt will be held on Saturday, March 30 at 9:30 A.M. on the Town Green.
- The Town-Wide Clean Up Day will be held on Saturday, April 20.
- Plans are being made for April School Vacation Week. One trip will be to the New England Aquarium, another to Launch Trampoline Park in Methuen. The Friends of Recreation will host an event on April 26 at the Performing Arts Center (PAC).

Chair DeRoche states there is information in the folders for Local Officials Training offered by NHMA. Please reach out to Beth if you plan to attend.

Chair DeRoche would like to be as transparent as possible with BOS meetings. He recommends posting the packet information received by the Board to the website so all residents may read it. He would like to bring back the Action Item List. He would like each selectman to think about goals to accomplish this year.

There will be a Memorial Day Program this year. Please reach out to Beth if you would like to help.

Chair DeRoche asks Town Manager G. Colby if there is a need for a nonpublic session tonight.  
Town Manager G. Colby replies, yes under legal.

*Selectman Gifford motions to enter nonpublic session under RSA 91-A:3 II (L) consideration of legal advice provided by legal counsel. Seconded by Selectwoman Kosta.  
Board Polled Chair DeRoche = yes, Vice Chair Coye = yes, Selectman Gifford = yes,  
Selectwoman Bergeron = yes, Selectwoman Kosta = yes.  
Motion carries.*

Chair DeRoche states we will not be coming back to a public session tonight.

Meeting adjourned at 7:02 P.M.

Public session resumes at 7:16 P.M.

As there is no further business before the Board, Chair DeRoche adjourned the meeting at 7:16 P.M.

Respectfully submitted,

Beth Hossack,  
Administrative Specialist



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

**Plaistow Board of Selectmen Minutes**

**Date:** March 20, 2024

**Meeting Called to Order:** 11:56 A.M.

**Roll Call:**

Select Chairman, Jay DeRoche – Excused  
Select Vice Chairman, Bill Coye – Present  
Selectman, Jonathan Gifford – Present  
Selectwoman, Tammy Bergeron – Excused  
Selectwoman Liz Kosta - Present

Also present: Town Manager Greg Colby via speaker phone and Administrative Specialist, Beth Hossack.

Town Manager G. Colby explains the reason for the meeting is to extend the end date of the grant. The end date is June 1, 2024. The extension will allow the Town to spend the money up until September 1, 2024. The grant is for a PFAS Remediation Loan Fund (PFAS RLF) and the American Rescue Plan Act (ARPA) grant agreement with the New Hampshire Department of Environmental Services to fund a Drinking Water Improvement Project.

Selectman Coys asks if the extension is long enough.

Town Manager G. Colby replies, yes it should be. There are significant water issues at #2 and #4 Wilder Drive. The grant money can be used to extend the water line to reach Wilder Drive. We also have a potential new warehouse building that is willing to extend the line from Wilder Drive to their building as long as the cost is within their budget, which is about \$500,000.

Town Manager G. Colby states this should be a win-win for everyone involved.

***Selectman Gifford motions to grant authority (certificate of vote of authorization) for Plaistow Town Manager, Gregory A. Colby to sign all grant agreements including amendments with the State of New Hampshire Department of Environmental Services (NHDES) for grant money related to the PFAS-American Rescue Plan Act (ARPA). Seconded by Selectwoman Kosta.***

***Vote: 3-0-0***

***Motion carries.***

As there is no further business before the Board, Vice Chair Coye adjourned the meeting at 12:15 P.M.

Respectfully submitted,

Beth Hossack,  
Administrative Specialist

DRAFT