



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

### **SELECTMEN MEETING MINUTES**

**DATE:** January 16, 2007

**PRESENT:** John A. Sherman, *Chairman*; Lawrence W. Gil, *Vice Chairman*; Charles L. Blinn, Jr.; Daniel J. Poliquin; Jason Hoch, *Town Manager*

**EXCUSED:** Michelle L. Curran

**CALL TO ORDER:** 6:47pm

J. Sherman states this meeting is not being broadcast on Channel 17 due to a power outage in Derry, NH. He states this Board of Selectmen meeting was postponed from Monday night and they're attempting to make a tape of this meeting so that it can be rebroadcast later on. He states even if this is the case, the official minutes of the meeting are still the written minutes and not any recorded version of the meeting.

#### **MINUTES:**

★ **Motion by L. Gil and second by D. Poliquin to approve the minutes of January 8, 2007.**

**VOTE: 4-0-0.**

#### **PUBLIC COMMENT:**

No members of the public wishing to speak.

#### **TOWN MANAGER'S REPORT**

##### **CORRESPONDENCE:**

J. Hoch states the Region 10 newsletter is in the FYI folder. He states there is also a letter from DHHS regarding budget implications for mosquito control for the coming year. He states the state anticipates being able to assist with expenses again but will probably be unable to specify an amount or timing at this point. He states the letter explains there will be a meeting in early February to update health officers and elected officials and Dennise will be attending that meeting.

J. Sherman asks what the state budget cycle is.

J. Hoch states every 2 years in July.

J. Sherman asks if mosquito control is a good thing to discuss with the governor's council.

J. Hoch states it isn't really worth pursuing with the governor's council since individual communities are doing it. He states there is a notice of a hearing for a wireless communication facility in Londonderry. He states there are also two letters in support of assistance to CART. He states there is also a copy of the Timberlane Regional Middle School newsletter and the principal's message focuses on the school resource officer. He states the Town has received a letter of credit for \$25,000 for improvements at B&J Auto.

**UTILITY:**

J. Hoch states he put a copy of Sumner's letter and a copy of the court decision regarding taxation of Verizon right of way in the folders. He states he's checked a sampling of pole licenses and they will need to be amended. He states he's requested guidance from Sumner on a procedure for doing this. He states he also sent an e-mail to Wil to see if this is something that the Town can pursue in 2007. He states it won't be a major new windfall but it should provide some additional new revenues.

Consensus of the Board is to proceed with the taxation of Verizon right of way.

**WASTE:**

J. Hoch states he enclosed a copy of the fall household hazardous waste bill and survey results. He states the newspaper was the most effective means of communication.

**FIRE:**

J. Hoch states the Forestry pump's motor was not producing sufficient torque and will be replaced. He states it had been planned for later in 2006 but was delayed following a request to hold off on non-essential spending. He states Chief McArdle has also discussed the possibility of working with the Atkinson Fire Department to move off of the county's seacoast frequency which is overloaded. He states the cost of securing the frequency and to reprogram the Town's equipment would be covered by Atkinson. He states it does not appear that there will be a cost to Plaistow Fire for the upgrade.

**CABLE:**

J. Hoch states he enclosed a copy of the letter from Comcast regarding price increases and current levels of service in the FYI folder.

**ZONING:**

J. Hoch states the memo was sent to the ZBA regarding the proposed cell tower.

**BUDGET:**

J. Hoch states there are copies of the proposed budget for the Centennial & Civil War Monument event in the folder. He states the Board had talked about having Barry Sargent come in between the Deliberative Session and the Town Meeting and he will schedule this. He states Scott Bogel sent the e-mail regarding the mission statements and year end financials for RTC and CART.

**ASSESSING:**

J. Hoch states he received notice from BTLA that Baron, JDW Trust and the Acton Family Trust cases have been settled. He states Wil has provided copies of guidelines for the abatement process and informal hearings. He states a revised contract was also received from Wil for 2007 services. He states he believes this covers the issues the Board had raised regarding schedules, office hours, etc.

J. Sherman states one thing not mentioned in the contract (under town responsibilities) was the hardware. He states this was a problem a couple years ago. He asks if the Town provides Wil and his staff with printers, etc.

J. Hoch states the Town provides computers and access to printers. He states they have no issue with what is being provided.

J. Sherman states the 2<sup>nd</sup> bullet under scope of services in Section 7 states they are responsible for training our personnel. He states he is surprised by this.

J. Hoch states he is ok with it and this is his expectation. He states he wants the Town employee to be gaining the knowledge needed.

J. Sherman states this puts the obligation on the Assessor's Agent for the overall effectiveness of our Town employee. He states he wishes he'd known earlier that it was their responsibility to train our staff since he'd have considered a larger penalty for the delay.

Consensus of the Board is to have the Town Manager sign the contract with Wil Corcoran & Associates for services in 2007.

C. Blinn asks if the Town Manager has run this contract by the Town Attorney.

J. Hoch states no, he states he is comfortable with the Town responsibilities listed in the contract.

**REC:**

J. Hoch states baseball/softball sign-ups are on Saturday, January 20<sup>th</sup> starting at 8am at the Vic Geary Center and on January 24<sup>th</sup> starting at 5:30pm in the Town Hall. He states registration is on first-come, first-served basis. He states registrations for the family breakfast are being taken by Carlene through January 18<sup>th</sup>.

**OTHER:**

J. Hoch states he will be on vacation between January 17<sup>th</sup> and January 23<sup>rd</sup>.

Consensus of the Board is to wait and meet on January 29<sup>th</sup>.

J. Sherman asks about provisions.

C. Blinn recommends putting J. Sherman in charge.

J. Hoch states if it was a major issue it would go that way. He states Executive Councilor Hollingsworth will be at the January 29<sup>th</sup> meeting.

NOTE: The Board is informed at 7:20pm that cable staff is unable to video record the meeting.

J. Hoch states the Supervisors of the Checklist have appointed Ron Hayes to the vacant position of Auditor through Town Meeting. He states the Supervisors of the Checklist have the appointing authority in this case.

C. Blinn states the Town hasn't had an auditor for several years. He asks if Ron Hayes' resume has been obtained.

J. Hoch states Ron approached them. He states Ron is on the Budget Committee and he is the Controller at a limousine company in Haverhill.

D. Poliquin asks if the Town has a job description for Auditor.

J. Hoch states no, this is something that needs to be discussed with him.

C. Blinn asks if it is a paid position.

J. Hoch states yes, \$200 if the full year is served. He states Ron is only serving a couple months.

#### **FINANCE:**

J. Hoch states the final report from MRI/LGC regarding financial controls is in. He states there are two parts, one with specific recommendations for the Town and the other one is a general policy document. He recommends a more in-depth discussion in February.

#### **HIGHWAY:**

J. Hoch states the telephone was out today at the highway garage. He states sand is available to residents at the highway garage/landfill gate.

J. Sherman states this should go on cable.

#### **OTHER:**

J. Hoch states he met with Barry's brother Don Sargent today about the next round of improvements and the Town should expect a donation later in the year. He states Don was very impressed with what he saw.

**GOALS:**

J. Hoch states this copy of the Goals has the edits and corrections. He states there is a list of performance objectives too.

Consensus of the Board is to put the 'assessing services out to bid' item in the 'other projects under consideration' so no one loses track of it.

J. Sherman asks if the 'tax on utilities' should go in goals before April.

J. Hoch states it fits under #13 in the 'other projects under consideration' section.

J. Sherman states it should be put in the 'for review in April 2007' section as something more specific. He states he created the other document titled Town Manager Performance Objectives for 2007. He states in the past the Town Manager performance review hasn't been based on specific deliverables. He states he tried to look through the goals and where there would be a document confirming the goal was met, he added it to the list for performance objectives. He states the Selectmen should review it and it can be discussed at a future meeting.

L. Gil asks about the MRI report and other things that could be included.

J. Hoch states he has put some of these things into the goals like the impact fee operating procedures, billing program, etc.

**SIGNATURE FOLDER:**

- Waterline Warrant
- Library Letter of Agreement
- Carl G. Davis Post #34 Raffle Permit
- Appointment for Auditor
- Letter to Sgt. Caggiano

**NEW BUSINESS:**

J. Sherman states there are plans for cable shows, one before the Deliberative Session (with Town Clerk and Moderator) and one before the Town Meeting to do a presentation on warrant articles and the budget. He states department heads should be available, as they have been in the past.

D. Poliquin asks about advertising on cable and how the licensing works (i.e. for ride services).

L. Gil states he thinks there is language in there that it is the discretion of the Cable Committee.

L. Gil leaves the room at 7:41pm.

J. Hoch states he will ask the Cable Committee about the guidelines.

J. Sherman states he thinks it is the Cable Committee's procedure.

**OLD BUSINESS:**

C. Blinn states his concern over the petitioned warrant article for the discontinuance of Haynes Boulevard. He states there was no indication that the Town was giving its portion of the road to anyone. He states now the abutters will get it for nothing if the article passes. He states he'd like to know how this happened without the Selectmen knowing about it. He states he thinks there is a conflict of interest.

J. Hoch states Kristin Lewis-Savage asked him about it months ago. He states when he spoke to her it went in the Town Manager's report. He states when the petition came in it was in his report as well and no one asked him anything. He states if he knew there were questions, he would have asked people to come in and speak about it.

C. Blinn states Kristin is on the Board of Trustees for the Cemetery. He asks why she petitioned for it.

J. Hoch states the Board of Trustees was looking for additional land for the cemetery. He states it primarily serves a private benefit and if the Town doesn't have to maintain the road it may be less cost to the Town.

C. Blinn states he isn't in favor of the article and he will fight it.

D. Poliquin states it is Town Manager's responsibility to let the individuals know what needs to be done to obtain a petitioned warrant article. He states each time he saw it on the Town Manager's report he thought it was just about the use of the road and not for its discontinuation.

L. Gil returns to the meeting at 7:54pm.

J. Sherman states it was in the Town Manager's report at least 3 times that a petitioned article had been received regarding Haynes Blvd.

D. Poliquin states this was always the intent. He states there is nothing the Board can do when there are signatures collected for a petitioned warrant.

J. Sherman states the Selectmen can work to defeat the article.

C. Blinn leaves the room at 8:00pm.

**SELECTMENS REPORTS:**

J. Sherman states he attended the Budget Committee meeting and Public Hearing on the budget last week. He states there is a Town Report meeting tomorrow night.

D. Poliquin states he had no meetings this past week. He states he did visit the property on N. Main Street and there was no one home. He states from what he saw at the door things appear to be shored up and he is still pursuing it. He states there appear to be no imminent safety issues.

L. Gil states he had no meetings this past week. He states there is a Conservation Commission meeting on Thursday night.

**ADJOURNMENT:**

J. Sherman declares the meeting adjourned at 8:03pm.

Respectfully submitted,  
Michelle Mullings  
Recording Secretary