

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

PLAISTOW BOARD OF SELECTMEN

MINUTES

DATE: April 7, 2008

CALL TO ORDER: 7:05 pm

PRESENT:

Chairman, John Sherman
Vice-Chairman, Dan Poliquin
Selectman, Charles Blinn
Selectman, Robert Gray
Selectman, Larry Gil
Town Manager, Jason Hoch

MINUTES:

- R. Gray made a motion to approve the minutes from March 24th 2008, D. Poliquin seconded the motion, and the vote was 3-0-2, D. Poliquin and C. Blinn abstained.
- L. Gil made a motion to approve the minutes for March 31st 2008, R. Gray seconded the motion, there was some discussion and the changes will be made, and the vote was 5-0-0 all in favor.

PUBLIC COMMENT:

No members of the public wish to speak.

TOWN MANAGER'S REPORT:

J. Hoch talked about a flyer from LGC regarding Local Officials Workshops; the closest Part 1 workshop is in Kingston on May 8th, if anyone is interested talk to J. Hoch.

He discussed a letter from the Boy Scout Troop 18 regarding Eagle Court of Honor will be held for Alexander Smith on May 17th and the other for William L. Hortan on May 31st

He received a request from Donna Borges to forgive interest on an overdue tax bill due to not being aware of the Town billing twice a year. He gave a copy of the letter with the information from the Tax Collector to the board members.

L. Gil asked how many times has the board forgiven interest in the past?

J. Hoch said there have been no cases such as this one as long as he has been there. He asked the Tax Collector for input, but it is ultimately up to the board.

The board discussed the letter and the situation.

- L. Gil made a motion to forgive the interest of \$91.21, C. Blinn seconded. J. Sherman called for the vote, and the vote was 2-3-0 L. Gil and C. Blinn are in favor of forgiving the interest, and J. Sherman, D. Poliquin, and R. Gray voted against the forgiveness of the interest. **The motion to forgive the interest of \$91.21 did not pass.**

J. Hoch talked about a letter that he received another letter regarding pumping water on the street, he gave a copy to the board members.

He got a notice from the DOT that their review of the plans for Garden Road Bridge are complete. The next step will be to have Hoyle Turner prepare bid documents.

He received a letter from Comcast and gave it to the board members with additional contact numbers if they need them for some uses, such as contact for technical issues shared with the Police Department, Fire Department and Cable.

He received a flyer about the Attorney Generals annual workshop for Trustees and Trustees of the Trust Funds.

He gave the board members a copy of the letter about new NHDES rules for repair and replacement of septic systems. The new rules will be effective May 1st and the Town is requiring that copies of everything sent to NHDES to be sent to the Town.

J. Hoch forwarded an e-mail from NHMA regarding the Retirement Bill being considered by the Senate. They have put a calculator to determine impact if the bill (HB 1465) passes it the estimates show an increase of \$7,374 and if it does not pass an estimated increase of \$108,169.59

The board discusses the impact and break down of the numbers. J. Hoch explained how the retirement system is failing to meet their obligations; therefore they have been pushing it onto local communities.

J. Hoch gave the board members a copy of a letter from Sumner on a motion to extend in the Plaistow, versus Silva case.

He also gave the members a report of Governor and Council meeting of March 26th.

The Resume review yielded 14 candidates to have phone interviews, and 2 alternates. The calls will be made starting on April 21st.

Gary Jacques is looking for input on the format for May 4th and 5th assessment center. He said that Generally, there is some sort of informal time for the board and staff to meet the candidates. The board also needs to identify one or two community participants for the assessment center as well as staff to provide tours of the town for the candidates. J. Hoch is looking for ideas from the board.

J. Hoch said that Carli has been discussing security issues at the new fields. She will have more details on Monday. He suggested to her that she get additional input from LGC since they provide their insurance. He said that the estimates for surveillance cameras at multiple locations were \$20,000 before monitoring. The building will be monitored and alarmed, sensor lighting on the buildings, at least 2 cameras and locked gates. Also LGC covers all fencing, dugouts, buildings, and fields, with a \$25,000 cap with a deductible of \$1,000. he will try to have a breakdown of expenditures to date and remaining funds for the Recreation Fields from Carli next week.

L. Gil asked if the Police Department has been involved in the process?

J. Hoch said yes Carli and Chief Savage have been discussing the security issues, and discussing monitoring the security cameras

L. Gil explained that his concern is mostly with the fields, will the cameras on the buildings reach the view of the fields.

J. Hoch explained that there is an insurance policy, and now they need to balance the expenditure. He said that he will ask Carli, and Chief Savage to run some ideas through the capital improvement plan conversation, so the idea does not die off.

At the moment there is a discussion on the naming of the new Recreation Fields. J. Hoch suggested the board has the endorsement of commission, but they are not at that point yet.

He gave the board information about the opening day at the new Recreation Fields. The ribbon cutting will be April 19th at 9am, the Commission is still working through some details.

J. Hoch said that the mosquito control program will begin April 14th with insecticides being applied in known areas of standing water. There is a copy of the flyer for the board. Residents who do not want property treated should be in touch with Dragon Mosquito or call 964-8400 for more information. The notice is on the town website under health department page. J. Sherman clarified that the town's people's properties will potentially be sprayed, those with standing water, unless you ask otherwise. J. Hoch said it is a good time of year to remind people about standing water as a breeding ground for mosquitoes, so make sure to take care of still water such as in old tires, kiddie pools, etc...

Trailer has been ordered the refurb is from the same company as the one purchased for the Police Department. The cost of the trailer is around \$11,000 including delivery. D. Poliquin asked if there is going to be skirting under it? J. Hoch said there will be some parts with the skirting, and some without.

J. Hoch received an engineering proposal for design of Old County Road drainage improvements. The cost of \$3,200 is consistent with the expectations. This is a contract that J. Hoch would recommend signing and the board has copies.

J. Hoch said that Leigh has been working with people at GIS to add updated zoning to Maps Online it has not been an easy task, they have run into several flaws, some are expected some are not. Once he assessing data export issues are resolved, the foundation will be in place for the master address table and for People Forms products. Kevin at People GIS discussed scheduling training for each in the middle of April. The Data regarding the previous year zoning changes is being processed through GIS for planning and assessing to work together to update assessing the database. J. Hoch asked Tim Moore for some additional perspective on parcel maintenance services. Tim Moore's recommendation was CGIS Mapping. The company had the lowest price and works closely with People GIS which should work to the Town's advantage. They already had completed a data conversion for them earlier this year and he was pleased with their work. One of the other proposes, is Merrimack Valley Planning Commission; they may be a good resource to update the buildings that have not been updated over the past several years. All proposals are there for the Board. J. Hoch plans to proceed with CGIS Mapping unless advised otherwise. He intends to see this happening next month.

Several flaws were found in the zoning layer update from last year, they are working with a consultant to clean up the items now. There are a few other incompatible layers that they have found through a closer inspection, it will not slow the project but it will need to be added to the future workplan. J. Hoch also said that the assessing data has been provided to the GIS consultant.

R. Gray asked if it is the consensus of the board that the Town Manager is preceding with CGIS?

J. Sherman asked the board, and it is the consensus of the board to have J. Hoch proceed with CGIS

R. Gray asked if it was also the consensus of the board to have the engineering contract signed by the Town Manager?

J. Hoch said that these are usually contracts signed by the Town Manager.

J. Sherman asked the board if it is ok to have Town Manager sign the contract, and there is no argument. So he asked J. Hoch to move forward with the issues.

J. Hoch said that he is still waiting to hear feed back on a couple of items; one being that they have several people who have come to long terms of service to the town and he is wondering if and how the board would like to recognize them? J. Hoch asked board members to get back to him offline regarding old business.

J. Hoch said that Steve Lee from Normandeau e-mailed him regarding the Water Quality Report, he is finishing it and they will be receiving a copy.

This year's cycle of computer updates, (assessing and deputy tax collector) are on order. J. Sherman asked if this order will keep them on schedule. J. Hoch said yes with these three ordered it will get rid of the three oldest computers. J. Sherman also asked if the plan is sufficient? J. Hoch said that he believes it is ok for a little while, but next year they might want to look at five computers. D. Poliquin asked if they are complete computers? J. Hoch said no most people have printers and everything is compatible so just what is needed.

The NH Humanities Council has awarded a grant to support the Abraham Lincoln presentation at Centennial Civil War Celebration in September.

Rush on Cemetery lot sales, through the first three months of 2008, the Town has sold 27 cemetery lots. In 2007, 5 were sold in that time period and in 2006, 6 were sold in the time period.

Property-Liability insurance renewal is coming in this summer through LGC. J. Hoch will be getting a package price from Primex, both LGC and Primex offer discounts for either bundling Heath, Worker's Comp. and Property-Liability together or multi-year pricing with fixed price for Property Liability.

J. Hoch passed along to the Board a checklist of nonpublic meetings.

He also passed along a message from Vanessa Underwood regarding the second Livestrong Day. He has agreed to have the quilt displayed in the Great Hall between May 5-9th and she is willing to come to a meeting and discuss what the quilt stands for. J. Sherman said that is an excellent idea.

The Kitchen work should be done by next Wednesday and new first floor flooring going in next Friday, that should complete the majority of the work. Once everything is tallied from that work, they will know what remains. Items on the possible list, depending on funds are replacing chairs in the Great Hall and changing brown paint scheme on the stairs/first floor to match other rooms.

Just about all of the interior doors have been re-keyed there is an inventory of the keys which Ruthie has, and the front door key inventory is held by the Tax Collector.

J. Hoch gave the Board the first quarter Human Services statistics, the contacts are slightly up from last year and rent and heat assistance are trending higher than last year.

Bill Scully has discussed updating hazard mitigation plan with assistance and funding from office of emergency management.

The Board had a discussion regarding the assistance trends.

J. Hoch received a request from assessors to send out notice for cycled inspections. It is the same letter that was sent out last year. They intend to send them out April 25th with measure and list starting on may 1st.

J. Sherman said that the reason of the policy is because of a few errors that were sent out on letters and they want to make sure that does not happen again. Also they made a change last year to the letter that should be on the letter this year. It is the consensus of the board that the changes are ok.

OTHER BUSINESS:

C. Blinn asked when they are going to start taking care of outdoor property maintenance?

J. Hoch said that they have already began working.

C. Blinn asked about the yard at the Court House he believes it is a mess and it should be cleaned up, he asked if it is possible to do an in house clean up?

J. Hoch said that starting this year, they no longer provide maintenance services to that building, because the state has made it part of their contract. He will look into it and see who's obligation it is, and if it is within their obligation he will send them a reminder, if it is for the town they will do it.

J. Sherman said there is a conference for trustees, there are sessions in different areas of the state.

J. Sherman discussed an article her read about the school district and the increase of taxes. The article stated that commercial business takes some of the relief off of the taxpayers. He compared surrounding towns after figuring out the per-pupil cost, Plaistow pays \$11,000/student, he also found that Atkinson pays \$12,000/student Sandown \$9,000/student and Danville \$8,000/student these are approximate costs.

The board discussed the per-student costs in Plaistow, and surrounding towns, and the taxes paid in New Hampshire and Massachusetts.

SELCTMAN REPORTS:

L Gil: Had a Conservation Committee meeting last Thursday, they discussed Rite Aid site plan and the drainage system. Old home days they discussed having a table, and are in the process of talking to Low's and Home Depot about having them demonstrate energy saving appliances and other tips for conservation.

C. Blinn: Went to the meeting with L. Gil regarding the drainage, one of his thoughts on the property was the issue that the Planning board waived on Aquafur, he asked why was the issue waived so quickly. He mentioned that there was no discussion on whether it was an issue of cost? R. Gray said that he would find out about the cost and waiver. C. Blinn went to the resume review. And the as for the Cable meeting, there was no purpose for him to be there.

J. Sherman: Has a Recreation meeting on Wednesday.

D. Poliquin: Gave the board members information from the Family Mediation meeting. He also said they have been growing so much that they are possibly looking to hire an Administrative Assistant.

R. Gray: Was at the candidates resume review, he was surprised at the agreement of the Board members. He attended the Planning Board meeting they discussed master plan updates. He suggested that CART be on the message

channel to advertise it. They also discussed the Hazeltine St. widening, it will happen on the Plaistow side. R. Gray also said that Rt. 125 widening project is looking for letters of support from the Board of Selectmen to put in a side walk, because while they are widening the roads is a good time to make side walks. J. Hoch said that usually the cost is an 80/20 split; he will get back to the Board with information on cost. R. Gray explained that there was a Federal Government census project given to the town to find out the population, he was asking if it is a requirement? J. Hoch said that it is an Unfunded Mandate, and the Federal Government can give them. It is not a requirement, however a good idea, and it is a staff employment issue not a Board of Selectman issue, it should be done by the staff member. R. Gray said that it was brought up to the Planning Board Committee they did not know who else to ask for help with the project, and R. Gray said that he would try to find out more information.

- R. Gray made a motion to go into nonpublic under RSA 91:A-3 II (b) C. Blinn seconded the motion, and the vote was 4-0-1 J. Sherman abstained.
- R. Gray made a motion to go out of nonpublic, and to seal the minutes for 60 days, L. Gil seconded the motion, and the vote was 4-0-0 all in favor.

Meeting was adjourned at 10:45pm

Respectfully Submitted
Christine Metcalf