

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

**PLAISTOW BOARD OF SELECTMEN**

**DRAFT MINUTES**

**DATE:** June 9, 2008

**CALL TO ORDER:** 6:36 pm

**PRESENT:**

Chairman, John Sherman  
Vice-Chairman, Dan Poliquin  
Selectman, Charles Blinn  
Selectman, Robert Gray, arrived at 6:45pm  
Town Manager, Jason Hoch

**ABSENT:**

Selectman, Larry Gil

**MINUTES:**

- D. Poliquin made a motion to approve the minutes from June 2<sup>nd</sup>, 2008, C.  
Blinn seconded the motion, the motion passed 3-0-0

**PUBLIC COMMENT:**

No Public Comment

**GARDEN ROAD:**

J. Hoch explained that the DOT has raised concern with the situation proposed with the project at the end of Garden Road. The concern is with traffic not having access coming off of Garden Road onto Route 125. J. Hoch introduced Mike Todd. M. Todd passed out a diagram/ map of the road and the proposed project, and he explained the concern the state has. He also explained that the state is asking for there to be a way for the public to get from Route 125 to Garden Road, they need to be able to continue and have public access. He asked the Board for their permission to continue Garden Road and make the intersection a town road.

J. Hoch explained some of the issues the town will have to be aware of are; drainage, signage, maintenance, and learning the procedure of accepting a road.

J. Sherman asked what maintenance responsibility of the road extension is the town looking at? And he explained that he does not want it to become a burden on taxpayers. M. Todd agreed that the taxpayers should not take on any of the costs.

R. Gray explained that they would have to go back to the Planning Board if the proposed plans change.

M. Todd asked for a blessing from the Board to move forward with the project, making the Garden Road extension part of a town road, even in the worst case scenario, which would be if they could not determine an owner of the land, and that would set them back further with the timing, and they would have to have a Town meeting. J. Hoch explained the process that would take place if they needed to petition for a town meeting.

J. Sherman asked why the hammerhead is taken away? M. Todd explained that it was there as a turn around and in the new plans there would be plenty of room to turn therefore they would not need it. J. Sherman suggested leaving it to save time by not going back to the Planning Board. M. Todd thanked J. Sherman for the suggestion and would see what they could do about it.

D. Poliquin said that he would like to see the roadway meet local or state standards whomever's are higher. M. Todd said that all their radiuses are done to DOT standards because the roadway intersects the state road.

D. Poliquin also asked questions about how the entrance works? M. Todd explained that the intersection is designed to work better than what is there now. It is more user friendly, safer, and up to DOT standards.

J. Sherman asked for a suggestion from J. Hoch on the wording on either a motion to be made or a consensus, on the matter.

- R. Gray made a motion to direct the town staff to work on all the necessary agreements and documents to present to the Board for consideration such that the proposed extension of Garden Road can become a town toward relative to conditions outlined by the Board: **No negative impact on current agreement, any maintenance cost would be charged back to the owner, the road be up to town standards, if necessary, an update will go to the Planning Board, if there is a need for a Town meeting than the cost will be absorbed by the petitioners not the taxpayers, and lastly it does not effect the Warrant Article made last year regarding the discontinuance of Garden Road** (J. Hoch explained that it does not go against the discontinuance). D. Poliquin seconded the motion. And the motion passed 4-0-0, all in favor.

#### **ADMINISTRATIVE REPORT:**

J. Hoch received a letter from Rob Ciandella recommending a six month extension to the existing franchise agreement with Comcast, while successor agreement is worked out. The agreement is in the signature folder for the Board to sign.

He received a letter from Newton regarding a meeting about proposed water franchise in Newton from Hampstead the water company, area abuts Plaistow, and the meeting is at Newton Middle School gym on Monday June 16<sup>th</sup> at 7pm. J. Sherman asked J. Hoch to ensure that there is a Town Official at the meeting.

J. Hoch gave a copy of the judgment for Town in a case filed in Small Claims Court in Haverhill to the Board.

He has had a request for a streetlight along Cottonwood Road. Both the Police Chief and Highway Supervisor recommend locating a light there. The original request, concurrence from both staff and a map is in the FYI folder for the Board. If they agree to place a light in the vicinity of 24 Cottonwood Road, Dan G. will identify a proper pole on which to mount it and will coordinate with Unitil. J. Hoch explained also that it is a safety issue. J. Sherman asked about the cost of street lighting? J. Hoch said it is about \$110.00 a month. J. Sherman said that it is the consensus of the Board to move forward with the streetlight on Cottonwood Road.

There is a copy of a letter in the FYI folder for the Board regarding payment of administrative fine levied by the Health Department.

J. Hoch said that there has been ads placed with the NH, ME, MA and VT Municipal association websites for Town Manager search.

He also said that the first two phases of personnel file organization are completed. And he is drafting a list of the remaining items for the next Manager to consider.

J. Hoch received a memo from Leigh and Mike about further background on Route 125. Mike has passed along a copy of the plan from Haverhill for the Route 125 striping work. The expectation is that a traffic light may be discussed at Cushing again if a development project occurs across the street from the intersection.

J. Hoch has only received one response to the request for proposals on the Water Tower evaluation. Several companies replied that they were not interested at this

time. The company responding is SFC, which has done other work on the system. Chief McArdle and J. Hoch would like to meet with the company to confirm their scope and tighten up their price so it is within the Town's budget. He explained that they would like to have an agreement and contract by the end of the month. And added that although there was only one bidder, neither the Chief nor J. Hoch has any issues with the quality of SFC's work.

He received a newsletter from Chief Savage, which points out that the average police vehicle has up to 600 pounds of extra weight with equipment which combined with changes in aerodynamics from light bar, could lose ten miles per hour of efficiency. The second item points out that continued uncertainty of production of "police package" vehicles as automakers turn away from making larger cars. He put a copy of the newsletter in the FYI folder for the Board.

He also put a copy of a memo in the FYI folder for the Board that has also been distributed to residents and businesses along Stanwood and Duston Avenues, stating that Continental Paving will be grinding, grading and paving June 11<sup>th</sup>-13<sup>th</sup>, weather permitting and the road will be closed to through traffic.

J. Hoch put a memo in the folder for the Board from Mike and Dee about adjusting their office hours for the Building Department, to open at 7am and to close Friday afternoons, at noon. Their memo outlines the rationale fairly well. They spoke to J. Hoch about this being a possibility several months ago, and he began watching customer traffic to their office on Friday afternoons, and early in the morning. Friday afternoons the traffic is extremely light to non-existent. His sense is that a 7am start would provide better service for many of their customers.

The Board discussed the change in office hours: D. Poliquin said that he does not agree with a 7am start being more convenient for building contractors, typically what they do is first visit their site and then later in the day get their paperwork and documents taken care of. He also hears a lot of complaints about the Town Clerk's office being closed at noon on a Friday. And even if it is just for one customer once in a while he believes that they have a responsibility to that one customer to have an open office. C. Blinn explained that he agrees with D. Poliquin, and he added that they have set hours for a reason and need to remain consistent among all the town offices. D. Poliquin suggested that they split up the hours, with the light foot traffic on a Friday afternoon. J. Hoch explained that the office works best with both of them there.

Nobody on the board made a motion to change the office hours for the Building Department.

J. Hoch said that he will be unavailable on Friday June 13<sup>th</sup> and Monday June 16<sup>th</sup>. The EPA, Beede and Wil are on the agenda for the meeting on the 16<sup>th</sup>, with Assessing Updates. J. Sherman asked that J. Hoch post the EPA at the meeting on the 16<sup>th</sup> on the Cable Scroll.

**OTHER BUSINESS:**

No Board meeting June 30<sup>th</sup>, however there is one June 23<sup>d</sup>.

**SIGNATURE FOLDER:**

J. Hoch's contract is there for the Board to sign it is a new contract extended through June 28<sup>th</sup>, through the weekend of Old Home Day's

J. Sherman explained that the Board extended J. Hoch's contract as Town Manager through June 28<sup>th</sup>, while they continue to look for an Interim Manager. The agreement is in the signature folder.

**SELCMAN REPORTS:**

**C. Blinn:** said he missed the conservation meeting because they were doing the Interim Manager search. Old Home Day's is moving forward, he got a hold of Jean Sheehan who is running for congress, she will be attending Old Home Day's. He missed the Cable Committee meeting because of a miscommunication.

**J. Sherman:** The Recreation Committee meeting has been pushed to the 18<sup>th</sup>. He read a letter from Carol Shea Porter, it thanked the Board about their concern for a lack of funding for the Downeaster, and she said that she would try to put forth some more funding for the train, and encourage her colleagues to do the same.

**D. Poliquin:** said they are currently interviewing for Interim Town Manager, and his Family Mediation meeting was moved to next week.

**R. Gray:** Had a Planning Board meeting on Wednesday night, they discussed Camp Welsley doggy camp, will be located at 19 Danville Road for a Doggy Day care but there are no site plans yet. Final Public Hearing on commercial site plan for 23 Atkinson Depot Road. They had a couple of Public Hearings. They received a request from Chief Savage regarding means of public safety impact fee money for record storage. Site plan was given from the building inspector and approved for Vic Garey Center for a paved walkway from basement. Planning issue on the radar, the Legislature passed a workforce law that requires the towns to allow a majority of districts to allow workforce housing. The state has been making available grants to towns and they can apply for the grant up until July 15<sup>th</sup>. This will have an impact on the town, and it is mandated by the

state. The state is requiring residential districts in town, to have this workforce housing.

J. Hoch explained that the theory of the State is that there are a lot of people working in the state that cannot afford to live, and part of the recognition among the state is where are the people in the working class living, if towns continue to set up residential areas that are unaffordable.

R. Gray made a motion to go into a nonpublic meeting under RSA 91-A:3II (b) and RSA 91-A:3II (a). D. Poliquin seconded the motion and the motion passed 4-0-0.

J. Sherman left the meeting at 8:12pm

The Board went into a nonpublic session at 8:15pm.

M. Curran joined the nonpublic meeting at 8:15pm.

Meeting was adjourned at 9pm.

*Respectfully Submitted*  
*Christine Metcalf*