



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

SELECTMEN MEETING MINUTES

DATE: May 22, 2008

CALL TO ORDER: 6:30

PRESENT: John A. Sherman, *Chairman*; Daniel J. Poliquin, *Vice Chairman*; Robert J. Gray

EXCUSED: Charles L. Blinn, Jr.; Lawrence W. Gil

MINUTES:

► Motion by R. Gray and second by D. Poliquin to approve the minutes of May 12, 2008.

VOTE: 3-0-0 U/A

PUBLIC COMMENT:

No members of the public wishing to speak.

TOWN MANAGER'S REPORT:

Correspondence:

J. Hoch states that this year's edition of "Knowing the Territory" has been received from LGC. The Town copy is located in the Town Manager's Office. Additional copies can be purchased.

J. Sherman asks that a CD copy be purchased for his use.

J. Hoch states that the Selectmen have been copied on the letter sent regarding the cemetery right of way. This letter was sent based on feedback that we have received. The Town received a letter from NHDOT revising the Highway Block Grant payment for April. Their original letter was sent in December and was incorrect. The revised amount has been reduced from \$26,770.19 to \$26,318.29. This will not effect our projections. He states that he has copied the Selectmen an e-mail from a business owner concerned about the Sunday hours issues.

J. Sherman asks if Channel 9 has been in contact with R. Gray.

R. Gray states that he tried to return the call but the person was not in the office when he returned the call.

J. Sherman states that he received a call from Channel 9 requesting an on camera interview. He was unavailable at the time they requested and referred them to R. Gray. He asked that the interview be done at another time. The call came in late afternoon for the 6:00pm news program. They indicated they could not wait.

R. Gray states that often residents suggest that the Town be run like a business and if we were to put this into business talk, the Board of Selectmen are in the process of putting in due diligence on this ordinance. We have not decided to be for or against this ordinance. He believes that it would be premature to speak on an undecided issue. He does not have a problem granting an interview but this is probably not the time to do discuss an issue that has not been decided on.

J. Sherman understands this point and states that this was part of the problem of the newspaper article he read. He stresses that no decision has been made. He states that the Board has discussed potential revenue and square footage. No decision has been made we are discussing issues. He appreciates the communication from the business and stresses that no decisions have been made. If he had been able to grant the interview he would have addressed that no decisions have been made.

J. Hoch states that he and the staff have been working on gathering information for the Selectmen on this issue. He states that he copied the Selectmen on issues that the Building Department Office Staff presented. Dee Voss provided some excellent observations about implementing this. The Police Department has provided the Dispatch's business listing and there are approximately 530 businesses listed. However, before we use this number we need to look at the purpose of this list. There are businesses that are listed that would not be eligible for licensing. We can determine the estimated square foot of a building, the unit square feet would be something that would need to be investigated.

J. Hoch states that the Town has received notice from Comcast regarding the expansion of digital and HD services which necessitates moving channel positions and a need for analog customers to move to a digital cable box. The Selectmen have received an invitation from Rockingham Planning Commission to attend their annual meeting on June 12th. The Cable Advisory Committee has requested to increase the size of the committee from 5 to 7 members. We have researched this and we were not able to find information on procedure to change the size of the committee.

J. Sherman asks if the Committee has by-laws.

J. Hoch states not that they have referred to.

J. Sherman asks if the increase is because more people are interested.

► Motion by R. Gray and second by D. Poliquin to increase the Cable Advisory Committee from 5 members to 7 members.

VOTE: 3-0-0 U/A

J. Hoch states that the Cable Advisory Committee had requested that Dave Cantone be made a full member of the committee.

Selectmen agree and state the paperwork should be prepared.

J. Sherman states thanks D. Canotne for volunteering his service and welcomes him to the Committee.

J. Sherman reads the schedule for Memorial Day activities.

PERSONNEL

Union Insurance:

J. Hoch states that the Town has received notice from Northern New England Benefit trust regarding health insurance changes for union members. Rates from July 1 – June 30 will not increase. We anticipated an increase at budget time, pending no staffing changes we will save approximately \$13,000.

Background Check:

J. Hoch states that he is coordinating with the Sheriff's Department to perform a background check for Town Manager candidates. They have agreed to do this for no charge.

PLANNING

Grant:

J. Hoch states that Planner Leigh Komornick has submitted a grant application regarding Safe Routed to Schools program.

Haverhill/Route 125:

J. Hoch states that L. Komornick and Building Inspector M. Dorman met with their counterparts from Haverhill, Ma and DOT to get an update on proposed work on Route 125 and 121. L. Komornick reported that a traffic signal at Cushing is not necessary according to Haverhill's signal warrants. They are repaving and restriping for a new island with right turns only from Route 121A southbound and northbound. Route 121 paving and restriping should begin around June 1st and the Route 125 work will be in July and August. NHDOT said that a sign would be provided for southbound side of Main Street to direct motorists at Hazeltine to access Route 125.

J. Sherman asks for alternative five referenced in the memo from L. Komornick to be electronically sent to him.

D. Poliquin states that he could see a stacking problem develop on Hazeltine.

J. Sherman states that he does not know Plaistow's role in this.

J. Hoch states this is informational for our purposes. The NH Plaistow issue is the sign.

J. Sherman states that we do not have any decision making role.

R. Gray states that any decision made by a Board would have come from the Planning Board when the Shaws Plaza was done. The Hazeltine issue is in our court and this could be a mess with people trying to get onto Route 125. He states M. Dorman is working with the old Shaws Plaza to eliminate the curb cut. Widening the street may help but it will be something we need to look at.

J. Sherman states our concern is Hazeltine and we should express this. He asks if the Board of Selectmen is supposed to approve plans or are we advisory.

R. Gray states that he brought this up previously. Unless the road is widening or changing the plans do not have to come to the Board as the Road Agents. He was not on the Board at the time Shaws

came before the Town. He would have thought that the plan would have come before the Board of Selectmen at some point.

J. Sherman asks J. Hoch to look into if the plan came before the Board and if a vote was taken. He does not recall the plan. He would like more information on the role of this Board.

J. Hoch states that the involvement would be tied to the unique characteristics of Hazeltine.

FINANCE

Audit:

J. Hoch states that the Auditors have begun their on-site review of materials for the 2007 audit. The types of documents they asked for information that checked our policies. It was reassuring to see that they were asking for more information than the basics.

Fund Balance:

J. Hoch states that based on reports from the Treasurer of revenue on hand, monies collected at the beginning of the week and estimated cash needs for the beginning of June, we have sufficient funds to cover all of our obligations without needing a TAN or temporary spending freeze.

J. Sherman states that Salem, NH is establishing a large line of credit. It is good that we do not have to do this.

J. Hoch states that we have not had to borrow the last 2 cycles. He stresses that we are not in the shape that we do not have to look at this and watch it carefully.

POLICE

Violation:

J. Hoch states that the Selectmen received a copy of a letter sent to an unlicensed Second Hand Dealer from the Plaistow Detectives.

Grant:

J. Hoch states that the annual OHRV enforcement grant from the State required the Board of Selectmen to authorize Chief Savage to enter into contract. The letter was signed by the Selectmen.

ASSESSING

Newsletter:

J. Hoch states the DRA newsletter is in the Selectmen's folders. The Assessment review change, Tax Deferral and Q&A articles are worth reviewing. He states that DRA reduced data accuracy requirements, no longer reviewing tax maps and now are requiring USPAP compliant reports for all updates.

OTHER

CART:

J. Hoch passes on a memo from Human Services Coordinator Nikki Carr regarding CART's first quarter request for payment. Her recommendation is to release the payment.

J. Sherman states he personally agrees.

R. Gray states that he is in favor of this. He recommends putting off the vote until all the Board is present.

D. Poliquin states that he does not see anything different than what was presented by Lee Maloney a few weeks ago. He states that he does not see justification for releasing the full amount of funds. He would like to see accessibility to areas Plaistow is going to. He would like to discuss the potential of releasing a portion of the first quarter's funds.

Dog Civil Forfeiture Fines:

J. Hoch states that the Town Clerk is asking to increase dog civil forfeiture fines from \$25 to \$50. Her memo outlines the current process for handling registrations. Over the past 2 years, she and the Animal Control Officer have really streamlined the process and increased compliance significantly. This change is also recommended by the Animal Control Officer and Police Chief.

► Motion by D. Poliquin and second by R. Gray to increase the Dog Civil Forfeiture Fine from \$25 to \$50, effective July 1, 2008, as recommended by the Town Clerk, Animal Control Officer and Police Chief.

VOTE: 3-0-0 U/A

Property/Liability Coverage:

J. Hoch states that we have been reviewing the Property/Liability coverage pricing through LGC & Primex. LGC will lock in a 3 year renewal with a maximum increase of 9% in premium each year. We have been with LGC for a number of years and have no issues with their performance representing us in claims. Given the minor difference in price between the two, he would recommend remaining with LGC.

R. Gray asks what the percent increase was this year.

J. Hoch states that it will be 9%.

R. Gray asks if Primex will offer us a maximum rate.

J. Hoch states no, but to be fair they could be 2%.

R. Gray states that we get a discount because we do property insurance & health insurance. If we dropped the insurance we would lose the discount. Could they change the rate more than 9%?

J. Hoch states that you would no longer be eligible for the discount. If you were leaving them for health insurance you would be saving more than the 5%.

D. Poliquin states that he would like to postpone this decision until a full Board is present.

Rite Aid:

J. Hoch states that he and L. Komornick have met with the project team for Rite Aid along with representatives from NHDOT. There are still some issues with the end of Garden road. NHDOT has

asked the Town to consider taking over part of the proposed driveway as a new extension of Garden Road. He suggests a winter maintenance agreement for the section that is part of the plaza might be helpful as well and I expect that we will see that as part of the request.

Discussion of plowing and an updated site plans.

J. Hoch asks that the members review the information and if any questions arise that they contact him before the meeting. This will allow him to provide the information and assist the Selectmen in a productive conversation.

Selectmen postpone this decision until a full Board is present.

Cable Ascertainment Hearing:

J. Sherman states that a Cable Ascertainment Hearing will be held on Wednesday, May 28th, at 7pm.

SELECTMEN REPORTS:

R. Gray did not attend the Planning Board meeting. He states that due to his work schedule he will not be able to attend the Memorial Day activities.

D. Poliquin state that he will be away this weekend and will try to make it back in time for the parade.

J. Sherman states that he attends the Eagle Ceremony on May 17th, he attended the Recreation Commission and he states that the Friends of Recreation Committee are raising money for a playscape for the new fields. The Selectmen had a nonpublic meeting on Monday to discuss negotiations for a new Town Manager candidate. Nothing has been resolved or settled at this time. The Board of Selectmen agreed to extend J. Hoch's contract as Interim Town Manager on June 2, 2008.

NONPUBLIC:

► Motion by D. Poliquin and second by R. Gray to enter into nonpublic session pursuant to RSA 91-A II-(a) employment.

Roll: J. Sherman-yes; D. Poliquin-yes; R. Gray-yes

Respectfully submitted,
Nicole Carr
Recording Secretary