



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

**PLAISTOW BOARD OF SELECTMEN**

**MINUTES:**

**DATE:** Monday, February 23, 2009

**MEETING CALLED TO ORDER:** 6:33 pm

**SELECTMEN PRESENT:**

Chairman, John Sherman  
Vice Chairman, Daniel Poliquin – arrived 6:37 pm  
Selectman, Charles Blinn – arrived 6:38 pm  
Selectman, Lawrence Gil  
Selectman, Robert Gray  
Sean Fitzgerald – Town Manager

**MINUTES:**

*Motion by R. Gray to approve Public Minutes of Monday, February 9, 2009 with change to page 2.*

*2nd by L. Gil.*

*Vote 2-0-1.*

*Abstain L. Gil.*

*Motion passes.*

*Motion by R. Gray to approve Non Public Minutes of Monday, February 9, 2009 as written.*

*2nd by D. Poliquin.*

*Vote 3-0-1.*

*Abstain L. Gil.*

*Motion passes.*

**PUBLIC COMMENT:**

No public wishing to comment.

**AGENDA:**

**Signage & Field Use – Rec Field (Carli Malette)**

C. Malette approaches podium and discusses her handout regarding Sponsorship Signs at P.A.R.C (Plaistow Area Recreation Complex). She discusses advertisement of parties; notes signs go up in mid-April and come down in October; one season advertising for \$500; three year season advertising display for \$1,250; year one \$500; year two \$500 and year three \$250; reserving the right regarding content of signs; drug & alcohol free zone; sign description; payment method and use of revenue.

***Motion by R. Gray to approve the Sponsorship Signs at P.A.R.C.  
2nd by C. Blinn.***

- R. Gray inquires about who will be doing advertisement regarding signs.
- C. Malette notes the Commission and herself will be handling the advertisement part.
- D. Poliquin suggests having this done on a first come, first serve basis.
- C. Malette discusses advertisement for sale of signs via press release and cable channel.
- D. Poliquin inquires about designated areas for posting of signs.
- C. Malette discusses placement location of signs.
- D. Poliquin requests to see a diagram for placement of signs.
- C. Malette agrees and notes she will bring such back to the board for viewing.
- D. Poliquin suggests changing the wording regarding revenue pertaining to the Town Account held by the Trustees of the Trust Funds and withdrawals must be approved by the Board of Selectmen.
- J. Sherman updates paperwork which was okayed by Carli and submits changes to be attached to minutes.

***Vote 5-0-0.***

***Motion passes.***

- C. Malette discusses nonprofit groups subsidizing senior programs.

**TOWN MANAGER REPORT:**

**Issuance of a Tax Anticipation Note**

S. Fitzgerald discusses 2009 Tax Anticipation Note (TAN) noting that a cash flow issue is not uncommon with municipalities. He discusses projection of April noting we will be in a tight position and not be able to meet the obligations for the school payment. He discusses the number of concerns and he notes that tonight he is looking for a vote from the Board of Selectmen to begin the proceedings for a Tax Anticipation Note.

J. Sherman notes we are running lean on our budget and discusses revenues being down and needing short term money. He notes we are well within our budget and we are not overspending the budget. He discusses revenues coming in and spikes in revenues.

L. Gil discusses cash flow print out from Sean and questions what is causing expenditures to go up in February.

S. Fitzgerald discusses the number having to do with the TAN from last year being paid back.

The Board and Sean hold a detailed discussion regarding the Tax Anticipation Note (loan versus line of credit; percentage rate; extension of present TAN). Sean goes over the line items in his handout he has presented to the Board of Selectmen.

***Motion by L. Gil to grant authority to the Town Manager and Treasurer to collect information for the possibility of the issuance of a Tax Anticipation Note.***

***2nd by D. Poliquin.***

***Vote 5-0-0.***

***Motion passes.***

S. Fitzgerald discusses Governor Lynch's proposal to close Plaistow's Court House; the rental agreement for such and the letter submitted by Deputy Chief Kathy Jones regarding the closing.

J. Sherman questions contract and the ability for them to break the contract.

S. Fitzgerald notes he has checked into the three year lease noting all contracts are subject to appropriations and discusses total and break down. He notes he has been in contact with Representative Norm Major and explained their discussions to the Selectmen.

D. Poliquin discusses case load, the problems that this closing will cause and the impact to all towns involved.

R. Gray discusses consequences regarding the State saving money by closing courts and that these costs will be passed on to the towns.

S. Fitzgerald discusses cost shift; real estate tax; shifting burden and folks struggling.

L. Gil notes this is a regional issue and discusses costs to surrounding towns noting this doesn't work for the Town of Plaistow or Rockingham County.

S. Fitzgerald discusses a broader meeting to take place such as a regional meeting.

J. Sherman suggests for Sean to ask to Norm if it would be good strategy for the board to write a letter with their signatures and if Norm agrees then he suggests Sean to draft a copy of the letter.

S. Fitzgerald discusses meeting of February 20th noting Town Staff met with Representatives from Unitil regarding the December ice storm which the VP of Operations, Todd Black, attended. He notes they discussed concern and comments in newspapers. Attendees were: Chief Savage, Chief McArdle, Bill Scully, Mike Dorman, Dennise Horrocks, and Dan Garlington. All present noted this was a productive meeting; candid meeting regarding expectations and discussion regarding inadequacies of communications. He notes Unitil will be

attending the March 16 public meeting however, they will not have all the answers but will conduct an in-depth internal audit and they have assured him that they were making significant changes to communication systems regarding volume of calls; they are still in the process of making these important changes, reaching out to municipalities to hear from local officials and people.

L. Gil discusses as a resident has spoke to Unitil regarding billing issues and was told to pay the December bill and they would adjusted in January, however he notes there was no adjustment made to his bill. He discusses his irritation with Unitil regarding no adjustment and suggests to all to file a complaint with PUC.

R. Gray inquires as to who will be here from Unitil.

S. Fitzgerald notes Todd Black and Scott Wade however he can't be certain but will get clarification. He discusses the meeting with the Representative from FEMA noting they have compiled records associated with the December ice storm, debris removal, equipment, property, and fuel expenditures in the amount of \$90,000. He notes Lori Sadewicz, Bill Scully, Dan Garlington and Chief McArdle have done outstanding efforts to help pull this documentation together and they are a sharp group of folks.

L. Gil inquires if Rockingham County was ever designated a federal disaster area.

S. Fitzgerald notes not extended to individuals, just municipal governments allowed to file claim. He discusses the update regarding the septic pump that failed at Safety Complex and the total cost of repair which may exceed \$5,000. He notes he presented this amount to the board so they will have a preliminary estimate regarding the work that was done. Discusses additional electrical and plumbing that needs to e done.

***Motion by R. Gray to expend money from the reserve account for emergency repairs in the amount of \$4,559.50.***

***2nd L. Gil.***

D. Poliquin suggests paying out of the general maintenance budget and to defer the funds from the emergency repair fund at the end of the year.

J. Sherman wants to know the total cost before agreeing to this and wants to know amount in the account as well the total cost.

S. Fitzgerald discusses using the emergency fund, noting this is appropriate for an unforeseen cost and notes there is \$20,000 in the account.

***R. Gray suggests to Sean to have the numbers for next week's meeting and withdraws his motion.***

***L. Gil agrees to the withdrawing of the motion.***

J. Sherman suggests to Sean to have invoices available next week.

S. Fitzgerald discusses the MS4, Small Community Storm Water Management, and the 18 outstanding compliance questions from the EPA. He discusses the follow up on the congressional requests, the broad capital improvement suggestions and goes over the list he has presented to the Board. He discusses the grant regarding additional funding for additional projects that are important to the Town and he is looking to the Board for additional thoughts.

L. Gil sees an ambition here and discusses mass transit and a study as well as article in paper.

J. Sherman suggests bumping up this list against the capital improvement plan.

S. Fitzgerald discusses the Town Hall generator noting it is being actively worked to determine the electrical loads in the building to help determine the exactness. He discusses the update to the preliminary Household Hazardous Waste Day scheduled for spring and fall; working with surrounding communities; the tentatively scheduled dates which are May 9 and October 31 noting Danville has set the October 31 date and there is \$15,000 budgeted in the solid waste budget. He discusses the Town Report which is scheduled for delivery on Friday the 27 and copies will be variously distributed to Town Hall, Library and the Safety Complex.

#### **OTHER BUSINESS:**

##### **Red Cross Proclamation**

The Red Cross Proclamation is read by J. Sherman.

J. Sherman discusses the list of 2009 Recreation Calendar noting there are 8 pages of activities and he will PDF a copy to the Selectmen. He suggests to Audrey to make copies for all Selectmen.

S. Fitzgerald discusses the Monday, March 2nd meeting regarding policy proposals; noting the chain of command is governing body then Town Manager; he notes he is happy to go to represent the Town of Plaistow in the potential LGC issues.

J. Sherman suggests to appointing the Town Manager.

Consensus of the Board is that the Town Manager is to represent the Board of Selectmen at the March 2nd meeting at the Local Government Center.

S. Fitzgerald notes he will update the board on the proceedings.

#### **SIGNATURE FOLDER:**

Signature folder is being passed around and all Board members are in the process of signing.

#### **SELECTMEN'S REPORTS:**

L. Gil notes he has nothing to report.

C. Blinn discusses Cable Committee meeting last week noting he has paperwork on it. He discusses policy procedure, guidelines, members, and notes he is dealing with Sean on issues with Comcast. He discusses trying to change procedures that were in place for years. He discusses that he went to the Old Home Day meeting which had good participation. He noted Tami is not fazed by the money that she has been faced with, she is working with it and the Lions Club is working with them and all are heading in the right direction, looking for a better deal and have great ideas.

J. Sherman discusses the Rec Commission meeting last week noting they discussed signage and working on field usage policy. He discusses revenue to rent out rec field to various organizations. He notes Friends of Rec is actively involved to raise money they are having a dance on March 21 at the Fish and Game Club and details will follow. He discusses baseball and softball signups are down; tryouts on Valentine's Day as planned; no Budget Committee meeting at this time however there is a reorganization meeting after the Town election and notes elections are March 10 at the Pollard School and there is school on that day.

D. Poliquin discusses meeting with Family Mediation, expresses appreciation with continued support and discusses grants noting they have not been reduced for the coming year and fundraising continues to go on. He discusses Town Hall Generator Task meeting this coming week. He notes there is a Highway Safety Committee meeting and a Public Safety Complex Building Committee meeting that he will be attending and will be reporting back.

R. Gray discusses Planning Board meeting last Wednesday night noting the approved site plan change at 91 Main Street from a Real Estate office to a Dentist office; approved site plan at 86 Main Street which has a new small business of selling fabrics and sewing classes and the preliminary hearing on Snows Brook project, a 55 plus community housing off Hillcrest/Route 108 and the wet land issues. He discusses his new lap top and the quantity of paperwork he has had in the past, and no longer wants, which his lap top should eliminate some excess paper storage.

J. Sherman thanks Margo Sullivan, Reporter from Eagle Tribune for attending the BOS meeting.

Meeting adjourned at 8:56 pm.

Respectfully Submitted,  
Audrey Michaud