



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

PLAISTOW BOARD OF SELECTMEN MINUTES:

DATE: Monday, February 22, 2010

MEETING CALLED TO ORDER: 6:42 pm

SELECTMEN:

Chairman, Daniel Poliquin
Selectman, Charles Blinn
Selectman, John Sherman

Vice Chairman, Robert Gray
Selectman, Michelle Curran
Town Manager, Sean Fitzgerald

MINUTES:

Motion by M. Curran to approve the Minutes of February 8, 2010 as written.

2nd by C. Blinn.

Vote 5-0-0.

Motion carries.

PUBLIC COMMENT:

No one from the public for public comment.

AGENDA:

Goals

D. Poliquin noted the Board would go over Every Year Goals.

Board reviewed handout and noted they had not been updated.

S. Fitzgerald noted he had not updated the Goals as outlined at the last BOS meeting and was still working off the last set of Goals titled May 2009 to August 2009. He planned on updating the list after this evening's conclusion.

D. Poliquin noted he received John's recommendations regarding the list of Goals and suggested to go over them.

J. Sherman assumed he would have an updated document to work off of tonight and suggested to wait until next week to review the May 2009 to August 2009 Goal list but noted he would be willing to go over his suggested list of Goals.

D. Poliquin noted he was fine with putting them off until next week but would like to go over John's information presented in his email pertaining to the Goals.

D. Poliquin read Goal 1 – Present a proposal for a solution to the salt storage problem at the Highway Garage location that satisfies the environmental issues while providing a cost effective solution for salt shed.

D. Poliquin read Goal 2 - Recommend adjustments, if appropriate to the existing water line usage fees that maximizes the revenue received while charging a fair rate to the users of the system. He noted this goal was due in August.

S. Fitzgerald discussed working with Chief McArdle and establishing a better standard for how they charge fees.

D. Poliquin read Goal 3 - Develop a maintenance plan for the Cell Tower that ensures its long-term usage while protecting the Town's annual revenue. He noted this was discussed a little bit and it is something they should definitely look at.

D. Poliquin read Goal 4 - Develop a Technology Plan that maximizes the use of current technology, including, but not limited to the Cable Studio, existing computer networks, GIS and Town web site and that includes strategies for future technology improvements.

J. Sherman discussed replacing the computers and this goal expanding on that.

D. Poliquin inquired if the Board would want at least some type of update by August and noted this goal should be something that is on going.

J. Sherman agreed.

S. Fitzgerald discussed 2010 having significant changes of how the Town manages on line payments; expanding items; establishing a Cable Studio at Town Hall; technology plan; and managing broader responsibilities.

D. Poliquin inquired if the Board wanted to include the Safety Complex upgrade, technology in the Police facility and evidence processing or did they want these items to be addressed when they take care of the facility concerns.

J. Sherman noted he wanted it rolled into this plan. The Police Department has always been ahead of the Town. They have their own thing and Town Hall has theirs. He suggested combining the two and noted they should be included, but the Board should push the date out to something further in the future.

D. Poliquin suggested putting it in the Yearly Goals.

D. Poliquin read Goal 5 – Lead the reactivation of the Elderly Affairs Committee including suggestions for activities and programs with cost impacts, if any. He noted he was not aware that there was an Elderly Affairs Committee and found out about it during the ice storm. He thought it was a good idea and noted Carli from the Rec Department was currently working with the elderly.

D. Poliquin read Goal 6 – Manage, via existing contractors the, construction of the Garden Road Bridge replacement.

J. Sherman noted the project would be complete in August.

S. Fitzgerald discussed the project being completed in the fall sometime.

D. Poliquin read Goal 7 - Work with Town staff to propose a noise control ordinance.

R. Gray discussed the Obnoxious Use Ordinance that would prohibit items.

M. Curran discussed establishing ordinances and noted no decimal levels have been established.

R. Gray and M. Curran discussed Pro Bark.

M. Curran discussed monitoring smell, noise and pollution.

S. Fitzgerald discussed public health standards and their enforcements; looking at other communities that have implemented such and looking at Best Practices.

R. Gray suggested start to looking at their current ordinances and making better value of what they currently have. He discussed the upcoming Beede remediation.

J. Sherman discussed noise being a problem; his current research and the outcome of such and suggested this being put on the priority list.

D. Poliquin inquired if the Planning Board set the fine schedules or did the Board of Selectmen.

M. Curran discussed most ordinances they currently have are blanket ordinances and are set by the Code Enforcement Officer.

Board discussed making ordinances a goal to be further discussed.

D. Poliquin read Goal 8 – Work with Town staff and the Assessing Agent to deliver a plan for improving public access to the Property tax cards, including cost of implementation.

J. Sherman discussed distributing tax card information to land/home owners; towns that do such; being in an easy format; looking into the cost for the Town to do such; distribution through mail or online; coming up with a method of doing this and finding out what the cost would be and suggested implementing.

D. Poliquin agreed.

J. Sherman discussed current tax card and what they look like; making them user friendly to help residents understand what they mean which he thought was a good plan and goal to have.

R. Gray discussed first page of Goals labeled May 2009 to August 2009 and noted a goal was when you are trying to have someone achieve something. He inquired if the Every Year Goals were for the Town Manager to keep things running smoothly then did the Board think things were not running smoothly.

M. Curran noted that would depend on the year.

R. Gray noted these things were job expectations that the Board expected the Town Manager to adhere to and they would judge him on his job performance.

M. Curran noted that the Board does judge the Town Manager on his performance. She discussed updating the five year staffing plan noted it should be a goal.

D. Poliquin discussed not having an RSA that does not lay this all out.

R. Gray suggested coming up with by April a job expectation that is in the Town Manager's job description in his staffing plan.

S. Fitzgerald discussed the job description book that he has been reviewing and updating.

R. Gray noted there were a lot of goals here and wanted to see some things put into an ongoing category that would be past August. He would like 10 goals that the Board can agree on. He noted 22 were a little too much. Some goals could even be rolled in together to make one goal. He suggested coming up with a way to incorporate these goals that are time realistic.

S. Fitzgerald discussed having goals, standards and reframing goals that are critical and time sensitive.

J. Sherman agreed. He noted the basic point was that every year there are things that are goals and to take items out that aren't goals; to make them part of the Town Manager's job description and to base the Town Manager's performance against these goals and job descriptions. He noted in the Every Year section these were blended together and suggested to take the job description things out of the goals.

M. Curran noted she was in favor of however the Board wanted to proceed.

S. Fitzgerald discussed standards for goal accomplishment; job description and evaluation.

D. Poliquin asked Sean to have something ready to present to the BOS at their next meeting.

S. Fitzgerald agreed.

Open Space Committee

J. Sherman took the overly complicated charter that the Open Space Committee had and pared it down to the essential things to simplify things but still meet what they are looking for.

D. Poliquin and R. Gray noted this was clear and what they were looking for was as well as simplified and doable. Both agreed to the new Charter.

D. Poliquin noted the Board needs to discuss how they can get people involved and how to make changes to the committee.

J. Sherman discussed the 5 member committee; choosing beyond the committee; no department head; and someone not tied with specifics to the Town. He noted Sean had a good name for it - Plaistow First.

S. Fitzgerald discussed protecting open space; protecting water sheds; advancing government; disposing of property not serving the Town in their best interest; busy demands and existing

demands; advancing leadership; working with BOS and Planning Board; Master Plan; accomplishing quite a bit; managing land use responsibilities; the critical part to the committee was to get fair-minded individuals; can do individuals that really want to see the Town get some things accomplished and the right kind of leadership and structure benefiting the Town.

D. Poliquin noted each Board member could suggest a person and they could discuss either in public or non public.

R. Gray discussed recommending someone but noted he wanted to speak to the person before publically announcing their name. He noted he wanted to establish the committee sometime soon.

J. Sherman discussed the update to a committee they used to have; the new committee being called Plaistow First; and the Charter consisting of three parts: Part 1 – Develop a “Needs List” of property and buildings that are required for ensuring the future effective management of the Town of Plaistow by reviewing the Town Master Plan and interviewing the Board of Selectmen and Town Manager; Part 2 – Develop an “Inventory List” of property and buildings currently owned by the Town or which have relevant easements; and Part 3 – Develop a “Recommendations List” to include properties that should be disposed of, properties that should be utilized differently, and properties that should be considered for possible acquisition.

TOWN MANAGER REPORT:

S. Fitzgerald discussed:

- Wrapping up the Town Report; submitted to printer and copies expected by March 1st.
- Meetings with NH DOT officials regarding Plaistow’s Congestion Mitigation Air Quality for establishing a commuter rail station in Plaistow; the \$12 million in CMAQ funding this year; potential for Plaistow’s commuter rail station; helpful for the NH DOT planning division to hear about Plaistow’s plans and goals and advancing environmental and intermodal transportation for Plaistow.
- March 1st is Public Hearing regarding Comcast Franchise Agreement; Attorney Miller being available for the Public Hearing if the Board required her to be; a few remaining issues left to be established and the final cable extension.
- Break in at the Cable Studio on Route 125 however all equipment had already been moved out except for the one computer monitor that was stolen.

J. Sherman inquired about broadcasting from the Library.

S. Fitzgerald noted that was addressed with Comcast and best to be addressed through a side bar meeting with Comcast. He noted Dean had addressed the concerns with the Library Trustees and discussed implementing broadcasting from the Library, and having significant resources that have not been deployed.

S. Fitzgerald discussed:

- Cable Committee meeting whereas they discussed programming options, reviewing the line up and the available programs.
- Meeting with Jennifer Selfridge and Pam SanteFe regarding the Southern Rockingham Coalition’s community meetings; a community meeting for Plaistow on March 30; the Coalition’s community meetings being federally funded; his suggestion to Jennifer and Pam to work with the Superintendent of Schools to coordinate the students in the athletic

programs and parents to make it mandatory to help understand the poor choices made and their discussion regarding bringing a social services summit together to help outline various programs.

- Public labor relations board update to be done in non public.
- Meeting with Roy Jeffrey and Tom Cullen on Tuesday regarding programs on Honoring WWII Veterans.
- Economic Development Committee meeting this Wednesday February 24 at 3:30pm.
- 2nd Arbor Day celebration; and Jill Senter is working on the Arbor Day Poster Contest with the Pollard School children.
- Brief discussion held with Jill Senter regarding the EPA expectations regarding the Administrative Order and the purchase of rain barrels.
- Inviting the Conservation Commission and Jill to the BOS meeting on March 1.

OTHER BUSINESS:

M. Curran inquired about the walk through on the Smith property.

S. Fitzgerald noted the Attorney has been on vacation for the last 10 days.

J. Sherman discussed the invitation to the two Eagle Scouts ceremony. He congratulated Christopher Negrotti and Branden Birmingham and thanked their parents for inviting the BOS to the celebrations on Sunday, March 14 at 1pm and Saturday, April 10 at 1pm. Both ceremonies are to be held at the Fish and Game.

D. Poliquin:

- Congratulated both, Christopher and Branden.
- Discussed notification from Robert Harb who has notified the Town Clerk regarding his write in campaign for candidacy for Town Moderator. He read the letter addressed to Maryellen Pelletier, Town Clerk.
- Noted he had information regarding REDC and will bring up during his Selectmen report.
- Announced the Library has things going on during school vacation: Today - Zoo Encounters which his wife and son attended and said there were various animals there to see, and all had a great time; Tomorrow at 1pm is Wii day at the Library and all are welcome to attend; Thursday from 10-12 is Drop in Crafts; Wednesday from 12:30-3:30 is Youth Painting at Michelle's Creative Design; and also on Wednesday is Entertainer Jim Barns at the Vic Geary and it comes with John Sherman's recommendations.

SIGNATURE FOLDER:

D. Poliquin noted Signature Folder and Manifest were going around.

SELECTMEN'S REPORTS:

C. Blinn discussed Conservation Committee was going over the Annual Arbor Day celebration, no set date, but they are looking to plant trees, they are just not sure of the location whether at the Rec field or where. There is a National Poster Contest where the winners will go to the State and they will pick one or two and they will go to the Nationals. Only the 5th graders are involved and they are discussing a deadline of March 5th for results. They will hold a conversation with the Town Manager regarding tokens for winners of posters from the Town.

S. Fitzgerald noted they would come up with a very good 1, 2 & 3 prize.

C. Blinn discussed Forest Open House scheduled for May 22 – grand opening of the forest to the public. He noted a young man, Jeff Renaud, who volunteered to be on ConCom was coming in next week.

M. Curran discussed Family Mediation last Wednesday and another one this Wednesday. The Chamber meeting is this Wednesday. She extended congratulations to the two Eagle Scouts that they have proclamations for. She noted the Clock Tower meeting was postponed until they have more information.

S. Fitzgerald discussed the \$20,000 benefactor, Donald Sargent, was coming back to NH from SC sometime in the early part of the spring and discussed trying to coordinate some things around his schedule.

R. Gray discussed Planning Board meeting last Wednesday where they approved a site plan for an as built plan for 116 Main Street. He noted there were various hearings continued until March such as Hillcrest Estates.

J. Sherman discussed his attendance at the Recreation Commission meeting. They Baseball and Softball registrations are coming in steady; vacation activities at the Library; dates for Summer Rec are June 28 through August 6 and registration begins April 22. He noted Rec Commission was working with a young man who is interested in pursuing his Eagle Scout award by putting a sign up at PARC to help direct people to let them know what fields are where. At the meeting there were still tickets available for Red Sox and if anyone was interested they should contact Carli at Town Hall. The dates available were July 16, August 4 and August 24.

D. Poliquin discussed his call from Lorraine of Signs and Designs. She made an offer to the Town to enable them to erect a Welcome to Plaistow sign. He forwarded the proofs to Sean for his review and he noted he had heard interest from various members and he himself thought this was a good idea.

D. Poliquin and J. Sherman discussed possible locations of signs.

D. Poliquin discussed CEDS steering committee meeting reviewing various projects and items currently on their list under long term projects; rail station and looking for particular forms to be filled out; under new submittals they were looking at waste water; Visioning Sessions and having people from other towns come to give an idea of what towns should do to look forward in their future visions and he noted this was a learning experience for both the speakers and the attendees. He discussed a company called Credere Associates (Community Revitalization Economic Development Environmental Remediation Engineering) which is a remediation company that can come in if you get the property owners okay to go on to their property to look at the property regarding the remediation aspects. He discussed the needs to come before the Board to do a presentation in a couple of weeks. They work with the Economic Revitalization Zone and are working with Rockingham Planning. He noted the Highway Safety Committee meeting was cancelled and is to be rescheduled for the end of March.

Non-Public Session – RSA 91-A:3,II (c) Matters of Reputation

Non-Public Session – RSA 91-A:3,II (e) Legal Matters

Motion by R. Gray to go into Non Public under RSA91-A:3,II (c) Matters of Reputation and RSA91-A:3,II (e) Legal Matters.

2nd by M. Curran.

*Board members polled: D. Poliquin = yes; R. Gray = yes;
 C. Blinn = yes; M. Curran = yes J. Sherman = yes.*

Public Meeting adjourned at 8:11pm.

Respectfully Submitted,
Audrey DeProspero