



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

**PLAISTOW BOARD OF SELECTMEN MINUTES:**

**DATE:** Monday, November 29, 2010

**MEETING CALLED TO ORDER:** 7:17 pm

**SELECTMEN:**

Chairman, Daniel Poliquin  
Selectman, Michelle Curran  
Selectman, John Sherman

Vice Chairman, Charles Blinn  
Selectman, Robert Gray  
Town Manager, Sean Fitzgerald

**AGENDA:**

**MINUTES:**

Postponed until later in the meeting.

**PUBLIC COMMENT:**

No public comment.

**6:00 PM – Chief Savage – Non Public RSA 91-A:3, II (c) Reputation – Stats & Updates on Narcotic Investigations**

Continued until next BOS meeting (12/6/10).

**Non-Public – RSA 91-A:3, II (e) Legal Matters – Attorney Valhouli – 148 Main Street**  
Cancelled.

S. Fitzgerald noted he was notified at 5:30 pm that Attorney Valhouli was unable to attend.

**Library Budget – Trustees and Director - Update**

Present to discuss the Library Budget were Jennifer Kiarsis, Catherine Willis, Diane Arrato Gavrish and Laurie Houlihan.

C. Willis introduced Diane Arrato Gavrish who officially started with the Library on November 17. She will take over for Laurie Houlihan on December 1st. Laurie Houlihan's last day is November 30th. Discussed were updates and new bottom line figure for Library: Salary reduction due to the hiring of a new Director; Social Security/Medicare reduction; Health/Life/Disability reduction; Retirement increase; Professional Dues increase; Building Insurance reduction; Janitor increase; and Bookkeeping increase for a Net from Taxation of \$432,741 and a Total Gross of \$470,241.

***Motion by J. Sherman to approve the Library Budget Net from Taxation in the amount of \$432,741 which is based on a Total Gross Expenditure of \$470,241.***

***2nd by M. Curran.***

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

***Motion carries.***

## **Warrant Articles (Various Department Heads)**

### **P-11-B**

#### **Highway Department Equipment Capital Reserve Fund Deposit**

D. Garlington discussed Highway Department Equipment Capital Reserve Fund Deposit and brush cutter.

*Motion by J. Sherman to approve Warrant Article P-11-B Highway Department Equipment Capital Reserve Fund Deposit in the amount of \$74,000.  
2nd by R. Gray.*

D. Poliquin read full article wording.

R. Gray noted if the intent was not to replace a vehicle then how would this effect rotation. He inquired if Dan would be following the vehicle replacement plan.

J. Sherman noted as part of the CIP they adjusted the number to take this into account.

D. Garlington discussed chart and different numbers.

*Vote 5-0-0.*

*Motion carries.*

### **P-11-C**

#### **Purchase Highway Department Road Side Brush Cutter**

D. Poliquin read warrant article P-11-C.

*Motion by J. Sherman to approve Warrant Article P-11-C Purchase Highway Department Road Side Brush Cutter in the amount of \$110,000.  
2nd by M. Curran.*

R. Gray discussed warrant article wording and suggested identifying fund.

M. Curran discussed warrant article wording and questioned if they were raising and appropriating and/or withdrawing the \$110,000. She suggested wording be added regarding contingency.

S. Fitzgerald noted they were raising and appropriating \$110,000 and discussed DRA's suggestion regarding contingencies in warrant articles. He discussed account balance and not having sufficient funds to purchase the roadside brush cutter.

J. Sherman discussed working out the wording later and holding a discussion more on the brush cutter so the Board could learn why Dan needed this piece of equipment.

D. Garlington discussed equipment; usage; and benefits to Town: trimming trees, saplings, stumps, overgrowth, cutting and chipping, and later purchasing an additional piece/attachment for the machine that could be used for grass cutting which would eliminate the renting of another machine.

J. Sherman and D. Garlington discussed the usage of machine for tree cutting and trimming.

M. Curran inquired about the bucket currently on the machine and the front end loader the Town currently has.

D. Garlington discussed current usage of bucket; turf tires; expanding usage of machine; and multi tasks.

C. Blinn and D. Garlington discussed life expectancy of machine.

J. Sherman and D. Garlington discussed possible future year savings.

S. Fitzgerald and D. Garlington discussed the safety aspects of the machine and the support by both Chiefs for the public safety aspect regarding help with curbs and various streets.

R. Gray inquired about the maintenance plan regarding rotation doing roads every year.

D. Garlington discussed his intent to come up with some type of plan.

J. Sherman and D. Garlington discussed storage of equipment.

R. Gray inquired why Dan would need this next year and if he could wait until 2012.

D. Garlington discussed responsibilities taken on as a department; helping the department maintain those responsibilities; one less reason things would not get done; freeing up one individual to do something else; one person working the machine instead of two persons; and seeing the equipment being used in a greater compacity because of all the attachments.

D. Poliquin and D. Garlington discussed price comparison to backhoe/\$20,000 difference.

J. Sherman noted he was going to vote to recommend this but reserved the right to change his mind later on when he sees the bigger picture.

D. Poliquin discussed language of the Warrant.

S. Fitzgerald noted he would discuss with Attorney Kalman and come back to the Board with findings.

R. Gray suggested to insert a chart regarding amount to raise from taxes and capital reserve.

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

***Motion carries.***

#### **P-11-D**

##### **Fire Department Capital Reserve Fund Deposit**

J. McArdle discussed Fire Department Capital Reserve Fund Deposit; slightly increased amount to \$95,000 because of cost of equipment; convening a truck committee; and potentially replacing two pieces at one time.

J. Sherman discussed being part of the CIP committee and reviewing the chart; updating replacement cost and life expectancy.

***Motion by J. Sherman to recommend Article P-11-D Fire Department Capital Reserve Fund Deposit.***

***2nd by M. Curran.***

D. Poliquin read article and noted this had been ongoing for many years and seemed to work well. The Article allows the Town to keep up with up to date equipment.

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

***Motion carries.***

#### **P-11-E**

##### **Public Safety Expansion Feasibility Study**

D. Poliquin read wording of warrant article.

S. Savage discussed space needs assessment.

J. McArdle discussed feasibility study.

S. Fitzgerald discussed limited space; how space is configured; and enhancing operation of the departments.

R. Gray noted he supported the article but the wording needs to be cleaned up. He suggested deleting “including, but not limited to”.

***Motion by J. Sherman to recommend Article P-11-E Public Safety Expansion Feasibility Study.***

***2nd by M. Curran.***

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

***Motion carries.***

#### **P-11-G**

##### **Communications Radio Repeater Enhancement**

D. Poliquin read Article G.

S. Savage discussed mobile deficiencies for a number of years and noted this article would allow them to expand the radio canopy which would allow them better radio availability.

J. McArdle discussed capability to expand.

J. Sherman inquired where the Town stood with the developer and if there was something in writing.

S. Fitzgerald discussed memorandum of understanding being in place and working on getting a letter of credit.

J. Sherman inquired if the Town would be on the hook for the full \$62,000 if the developer backed out.

R. Gray noted no because his plan would not be recorded with the Registry of Deeds until he paid the money to the Town. If he backs out then the communications project would not continue.

S. Savage discussed not going forward with the project until they have a commitment from the developer.

J. Sherman inquired what would happen if the warrant article passed and if the Town would legally have to go through with it.

S. Fitzgerald discussed case to be made regarding legalities and would seek legal guidance.

Both Chiefs noted they would not support the warrant article if the developer backed out.

***Motion by J. Sherman to recommend to approve Article G Communications Radio Repeater Enhancement.***

***2nd by R. Gray.***

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

***Motion carries.***

#### **P-11-H**

##### **Fire Suppression Water Line Capital Reserve Fund**

D. Poliquin read warrant article wording.

J. McArdle discussed CIP discussions earlier this year; bang for the buck; one project out of three; Old Road to Walton Road; connecting water line from East Road north to Old Road; future development put upon the developer; moving line out of the right of way out of interference; economy; not supporting the warrant article; and better decision for the tax payer.

J. Sherman inquired what kind of income the Town would get when they put the line in and a developer connects to it.

J. McArdle discussed 11 cents a square foot.

D. Poliquin, J. McArdle and S. Fitzgerald discussed use of monies in the water line fund.

D. Poliquin discussed monies needed to maintain, repair and replace and impact fees for expansion. He noted he was in favor of not putting this forward.

J. Sherman discussed being part of the CIP and the BOS making a decision instead of the CIP Committee.

***Consensus of the Board is NOT to put forward Article H Fire Suppression Water Line Capital Reserve Fund as per recommendation from Fire Chief/Water Superintendent and Town Manager.***

#### **P-11-I**

##### **Pump Replacement and Pump House Capital Reserve Fund**

D. Poliquin read warrant article.

J. McArdle discussed abnormalities in pump due to age; pump test done this year; continuing to get worse; items needing to be addressed; expanding facility that houses pumps; site and location; need to address prior to the need; and a plan needing to be put in place.

J. Sherman discussed building pump house and inquired if storage would be needed as well.

J. McArdle discussed constructing building; water department being worked out of Safety Complex; equipment being stored at back of garage of Fire Station, Testa site and inside Fire Station; opportunity to combine storage, building and office; and gaining efficiencies.

J. Sherman and J. McArdle discussed numbers listed in Article were reasonable.

***Motion by J. Sherman to recommend article P-11-I Pump Replacement and Pump House Capital Reserve Fund.***

***2nd by M. Curran.***

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

***Motion carries.***

#### **P-11-L**

#### **Improvements at PARC and Ingalls Terrace**

D. Poliquin read article wording.

C. Malette discussed tennis courts at Ingalls Terrace being useless due to condition; putting in a volleyball court and skateboard park; unique areas to use; and no cost to residents to use.

M. Curran inquired if the volleyball courts could be turned into ice rinks during the winter time.

C. Malette noted they could.

M. Curran inquired if there was any concern with the volleyball sand and animals.

C. Malette discussed safe sand surface; play sand; checking area in the morning; and picking up any items left behind.

C. Malette discussed adding equipment at PARC; seating; benches; picnic tables; and a bike station.

R. Gray discussed moving picnic tables from Ingalls Terrace to PARC this summer and inquired how many there were at PARC.

C. Malette discussed 4 heavy recyclable and 6 metal picnic tables.

R. Gray inquired how many were needed at PARC.

C. Malette noted she would like 16 to accommodate Summer Rec.

M. Curran inquired about the skateboard park and wondered what would happen if it did not catch on and if it could be disassembled and changed into something else.

C. Malette discussed taking surface out ; not being able to put another surface there ; difficulty in taking the surface out; and leaving it and using it for bocci ball and/or croquet.

R. Gray and C. Malette discussed benches at PARC and Ingalls Terrace.

***Motion by R. Gray to recommend article P-11-L Improvements at PARC and Ingalls Terrace.  
2nd by C. Blinn.***

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

***Motion carries.***

## **P-11-M**

### **Raise for the Tax Collector**

D. Poliquin read article P-11-M Raise for the Tax Collector and P-11-N Raise for the Town Clerk.

S. Fitzgerald noted he was in favor of supporting these articles.

J. Sherman inquired when their terms were up.

M. Pelletier noted 2013.

R. Bayek noted 2012 and discussed no matrix available for their positions and no starting point for someone who comes in with no experience.

M. Curran discussed positives for working in a municipality.

R. Gray discussed voting on a raise for the position and not for the person. She noted when their terms ends the person coming in would come into their salary.

D. Poliquin discussed BOS only voting on putting the Article forward to the voters to vote on.

R. Gray recommended to place them on the Warrant and noted he does not have an issue with these.

***Motion by R. Gray to recommend placing Article P-11-M Raise for the Tax Collector and Article P-11-N Raise for the Town Clerk on the ballot for the voters.  
2nd by C. Blinn.***

J. Sherman thought the Articles should go on the Warrant with the BOS recommendation. He discussed voters expectations towards BOS making decisions.

M. Curran noted she does not have a problem with them voting on it, she just does not feel comfortable putting this forward because the Board has not reviewed or a made a decision regarding giving other employee raises.

M. Pelletier inquired when will negotiations have a decision on the staff.

J. Sherman noted the Board does not control that.

M. Pelletier noted she and Rosemarie were willing to take a chance and put in their request.

R. Gray inquired if they thought their position warrants a 3% or 4% increase.

M. Pelletier noted she did whether she or someone else held the position.

J. Sherman noted he was going to vote no because he wanted the recommendation recorded.

R. Gray noted he was not in favor of the it because it is an elected position and one elected official should not be making a recommendation on another elected official's salary. He suggested for Sean to look into recording the recommendation.

***Vote 4-1-0.***

***Nay: J. Sherman.***

***Motion carries.***

#### **P-11-N**

##### **Raise for the Town Clerk**

See information listed under P-11-M Raise for Tax Collector.

#### **P-11-O**

##### **Veteran's Tax Credit**

S. Fitzgerald discussed request to Board of Selectmen as a Selectmen's Warrant Article and noted he forwarded this Article to Attorney Kalman for review.

D. Poliquin read Article wording.

M. Curran requested details of "expanded qualifying war service".

S. Fitzgerald discussed language and being based on a Federal standard.

J. Sherman discussed Intent and noted it was poorly worded. He discussed whoever currently qualifies will continue to qualify.

R. Gray discussed changing information under Intent.

Board discussed details of current qualifying Veterans; cost; and increase.

***Motion by R. Gray to recommend Article P-11-O Veteran's Tax Credit.***

***2nd by M. Curran.***

J. Sherman wanted wording looked at and changed to make it a little bit easier to read.

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

***Motion carries.***

#### **P-11-F**

##### **Building Systems Capital Reserve Fund Deposit**

D. Poliquin read article wording.



M. Curran inquired what the balance of the account was.

S. Fitzgerald discussed not spent anything; \$21,126.30 in account; and asking Selectmen to spend out of this account for a number of necessary repairs.

R. Gray recommended putting this off.

***Motion by J. Sherman to recommend Article P-11-F Building Systems Capital Reserve Fund Deposit.***

***2nd by M. Curran.***

J. Sherman discussed recommending the Article and then getting the appropriate dollar amount.

M. Curran noted she agreed with John.

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

***Motion carries.***

#### **P-11-J**

##### **Cell Tower Maintenance Capital Reserve Fund**

D. Poliquin read article wording.

R. Gray inquired how much was in the account.

S. Fitzgerald discussed \$10,000 and very little interest; repairing footings of the cell tower; current negotiations with new carrier for capital funding to offset the cost of the tower; new report done on the tower; painting issues; and estimate for paint.

R. Gray discussed putting more money into the account to meet the needs.

***Motion by R. Gray to recommend Article P-11-J Cell Tower Maintenance Capital Reserve Fund.***  
***2nd by M. Curran.***

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

***Motion carries.***

#### **P-11-K**

##### **Conservation Fund Deposit**

D. Poliquin read Article wording.

***Motion by M. Curran to recommend article P-11-K Conservation Fund Deposit.***  
***2nd by J. Sherman.***

M. Curran noted this was a worthwhile cause, it lets us purchase land and maintain items we want to protect. The Commission has done a great job.

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

***Motion carries.***

**MINUTES:**

*Motion by J. Sherman to approve the minutes of November 22, 2010 with correction page 4, spelling of Dan Poliquin's last name.*

*2nd by R. Gray.*

*Vote: 4-0-1.*

*Abstain: C. Blinn.*

*Motion carries.*

**TOWN MANAGER'S REPORT:**

S. Fitzgerald discussed:

- Conversation with Attorney Valhouli regarding 148 Main Street.
- Stormwater management.
- Master plan updates; number of public hearings; and seeking residents to come and engage in the process of what is in the plan.
- Visit to Vic Geary Center.

D. Poliquin turned the meeting over to C. Blinn at 9:44 pm.

S. Fitzgerald discussed:

- Plaistow First meeting.
- Clock tower repair RFPs are in and determination to be made this week.
- Stormwater permit update.
- Letter of support for Safe Routes to School grant.
- Title for piece of Town owned land (McGur property off of 125).
- 80th Birthday Citation to Robert Walsh presented at the Vic Geary.
- Cookies and cocoa Thursday, December 2 at Vic Geary. Sue Sherman was there with student senate from middle school playing games with seniors.
- Donnalee Lozea, Nashua Mayor will be present at next week's BOS meeting to discuss Pennechuck
- Peter Imse, Lawyer from Sulloway and Hollis who is representing Super Walmarts interest.

Board discussed application being filed through the Planning Board and having the Town step in when an application has been filed.

S. Fitzgerald discussed:

- Meeting with Peter Imse and keeping the Board informed.
- Hazeltine/Main Street bill swap is one of 1,200 other bills being worked.
- Public Hearing for the COPS grant and being under a deadline; Chief Savage to be in attendance at next week's BOS meeting to discuss the COPS grant again; and email to be sent to BOS member regarding roll up costs.

M. Curran reminded Sean of her request of a letter of confirmation from the school board.

**OTHER BUSINESS:**

M. Curran commended Fire Department for last Wednesday, the day before Thanksgiving and the help/information with the power outage on Walton Road. She noted the updates from Unitil were great. Right away they were updating their information and this was just a windstorm. She discussed

trucks in Town prior trimming trees and wondered if they were coming back to finish because the trees on her street have not been trimmed.

S. Fitzgerald noted to residents if they have a tree or if they see a tree that seems to be endanger to a power line to please contact Town Hall and they will contact Unitil.

R. Gray discussed follow up to last week regarding and issue he brought up about Meals and Rooms Tax, he had found information on line and has requested text to be sent to him to follow up with email as he discussed last week.

### **SIGNATURE FOLDER:**

Signature Folder and Manifest were going around.

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

J. Sherman discussed no Budget Committee meeting last week however, they will meet tomorrow. Plaistow First meeting is Wednesday at 3:30 at Town Hall and each subcommittee has submitted a report.

R. Gray discussed:

- Plaistow First meeting on Wednesday.
- Wednesday night is Planning Board meeting. They will be reviewing potential zoning amendments; establishment of district regulations; provisions regarding owner of property; and recommended to building inspector that he provided a spreadsheet of all the things the board approves to keep an update.
- Meeting Friday at 10am for Hazard Mitigation.
- Week from Tuesday he is scheduled to attend a training at LGC for Collective Bargaining.

C. Blinn noted he didn't have any meetings last week and was not sure if Conservation held a meeting or if Cable had one.

M. Curran noted she had nothing to report.

D. Poliquin discussed:

- His attendance to the Christmast tree lighting and caroling; good time had by all; relatively well attended; Santa made an appearance; and Fire Chief was wearing a red pair of antlers.
- Attendance at upcoming LGC training a week from Tuesday.
- White goods pick up is this Saturday and residents need to call JRM to schedule and appointment.
- No other Non Public needed.

Public Meeting adjourned at 10:05 pm.

Respectfully Submitted,  
Audrey DeProspero