



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

**PLAISTOW BOARD OF SELECTMEN MINUTES:**

**DATE:** Monday, November 8, 2010

**MEETING CALLED TO ORDER:** 6:47 pm

**SELECTMEN:**

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

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

**AGENDA:**

**MINUTES:**

*Motion by J. Sherman to approve the minutes of November 1, 2010*

*2nd by R. Gray.*

*Vote: 3-0-1.*

*Abstain: M. Curran.*

*Motion carries.*

**PUBLIC COMMENT:**

No public comment.

**GARDEN ROAD BRIDGE DEDICATION UPDATE**

S. Fitzgerald discussed dedication of Plaistow's WWII Memorial Bridge scheduled for Wednesday, November 10 at 10am at the Garden Road Bridge; sign with town seal and wording: Dedicated to men and women of Plaistow, New Hampshire who nobly and honorably served their country between December 7, 1941 - August 14, 1945; Veteran's Day date November 11, 2010; the 65th Anniversary of the ending of WWII; Memorial Day and attendees whom were all invited to attend the Garden Road Bridge dedication; and the renaming of the Garden Road bridge to WWII Veterans Memorial Bridge.

J. Sherman asked for description of location of the bridge.

S. Fitzgerald noted it was right behind what was formally Starbucks and TD Bank North, off of Route 125. Parking can be found on Garden Road which runs parallel to Route 125.

R. Gray inquired if there were alternate plans in case of rain.

S. Fitzgerald noted the event was a rain or shine event. He discussed his conversation with Roy Jeffrey and all planned to bring umbrellas and inclement weather gear just in case. If the weather becomes dangerous they then would relocate. A reception after dedication is to take place at Town Hall for WWII Veterans to gather and tell stories of their experiences and memories.

D. Poliquin noted he was looking forward to the dedication.

### **Veteran's Tax Exemption Increase - \$350 to \$500**

D. Poliquin discussed Veteran's Tax Exemption and noted after checking with Town Counsel it was determined that they had to put this to the voters on a Warrant. He noted the Board would put this Warrant forward to the voters and let them decide. Other members of the Board were looking for information concerning the impact to tax payers.

S. Fitzgerald noted he would run some numbers to let the Board know the cost impact to the Town.

D. Poliquin inquired about the number of persons who had applied for the tax credit this year.

S. Fitzgerald and J. Sherman discussed looking in Town Report and determined the count was there not the cost.

J. Sherman and D. Poliquin noted they would like to see the numbers for the next meeting.

### **Recreation – Baseball, Softball age policy cancelled**

Item removed from agenda.

### **Budgets:**

#### **Executive**

S. Fitzgerald inquired if Board wanted him to go through budget line by line.

J. Sherman noted he was okay with just hearing the changes.

S. Fitzgerald discussed additional \$17,000 to Contracted Consulting Services which was used to hire professional consultants for items such as the Beede Superfund Site.

J. Sherman inquired how the additional \$17,000 came to be and what the typical hourly rate was.

S. Fitzgerald discussed low end of \$25 and high end of \$150; services for CPA or other consultants; hiring on a longer term for the Beede site; putting \$10,000 aside for Beede alone; background needed for area transportation; MBTA project; additional grants for water or waste water; and updating Fenton Keys Report.

R. Gray discussed cost possibly being a onetime cost.

S. Fitzgerald discussed serious path; Town engineering; skill sets that larger cities may have or resources that could be available to municipalities; and Boards concerns over the number.

R. Gray noted the description bothers him more than the number and suggested to update with Beede wording or specifics to its usage.

S. Fitzgerald noted he would change the description line to clarify the use/purpose of monies.

D. Poliquin discussed his thoughts regarding costs for Beede, where he imagined the cost to be and noted he was open to the wording.

J. Sherman suggested to list examples for whatever the money was to be used for.

M. Curran discussed Professional Mapping Services; line looking as if the Town has not expended anything out of that line for the last couple of years and inquired why.

S. Fitzgerald discussed firm helping with mapping; efforts to better define the types of maps we can use; and GIS becoming more of a part for traffic pattern.

M. Curran discussed line not being previously expended; not deleting it; and just encumbering the money instead.

S. Fitzgerald discussed tightening the belt and advancing a number of Town goals through that line.

R. Gray discussed over spending the Labor Consultant line this year and inquired if Sean anticipated needing all that money next year.

S. Fitzgerald discussed anticipation of money; putting a lot of time and energy into this line this year; level funding the number; new unit formed this year; and costs associated with this formation.

R. Gray discussed Town Manager's salary noting the Board approved his raise but it was not listed.

S. Fitzgerald discussed not finalized with the Chairman of the Board.

D. Poliquin noted the Board already approved and for Sean to consider it discussed.

J. Sherman noted he agreed with Michelle. He discussed being a little frustrated that we budget for mapping but it does not get spent. He was supportive in previous years and was going to vote to approve now but wanted to see where it was going.

***Motion by J. Sherman to approve Executive Budget in the amount of \$297,110.  
2nd by M. Curran.***

J. Sherman discussed approving the budget and suggested to update the description of the contracted consulting services.

***Vote 4-0-0.  
Motion carries.***

R. Gray and S. Fitzgerald discussed notices and publications for Executive department for WWII Veterans and Memorial Day invitations.

### **Personnel Administration**

S. Fitzgerald discussed total employees for the Personnel Administration Budget and Town employee evaluations.

M. Curran discussed hands tied and being somewhat in limbo due to negotiations.

S. Fitzgerald discussed Performance Management; not for employees in collective bargaining; merit increases and performance evaluations; Town employees have not received raises previously; and funds in the budget are a fair amount to address the merit and performance adjustments.

M. Curran discussed hands tied because of new bargaining unit; wanting to go back at a later date to look at this line item; other line items being adjusted; and based on the new conditions we cannot sit down and address.

S. Fitzgerald and M. Curran decided it was best to further discuss this subject in Non Public.

D. Poliquin inquired the number of non bargaining employees.

S. Fitzgerald noted the exact number would be a little over 10. There were a couple of positions he would have to discuss with the Board.

D. Poliquin inquired if the majority were department heads.

S. Fitzgerald noted yes.

S. Fitzgerald discussed Employee Tuition Reimbursement level funded; increased Training for individuals; increased Health Insurance because of Union's Health Insurance Plan; and Non Union Health Insurance was decreased.

M. Curran discussed rewording non union versus union.

S. Fitzgerald discussed FICA rate set by Federal Government.

R. Gray inquired if the amount listed was the portion the Town paid and if the employees still paid their portion out of their paycheck.

S. Fitzgerald noted the listed portion was the Town's portion.

S. Fitzgerald discussed the following increased lines: New Hampshire Retirement, Unemployment Compensation, NH Municipal Worker's Compensation and Pre-Employment Screening.

D. Poliquin inquired if Pre-Employment Screening covered all departments.

S. Fitzgerald noted this line covered all Town departments.

J. Sherman inquired if the Fire Department had their own line.

S. Fitzgerald noted the Fire Department had their own line in the Fire Department Budget.

S. Fitzgerald discussed Notices & Publications increased \$500.

D. Poliquin inquired if persons were moving inside Town Hall would another back ground screen be needed.

S. Fitzgerald noted typically not.

S. Fitzgerald discussed significant increase in Employee Relations used for employment search and in the past we have expended heavily out of that line,

M. Curran discussed line being a bit excessive.

S. Fitzgerald discussed employment; cost anywhere between \$5,000 and \$10,000; recognizes Board's concern; and cost associated with changes regarding filling some positions.

S. Fitzgerald discussed Sick Leave Buy Back level funded.

***Motion by R. Gray to approve Personnel Budget in the amount of \$1,372,764.  
2nd by J. Sherman.***

R. Gray noted he reserved the right to go back and look at everything as a whole. There may be things needed to be discussed in Executive session to clear up items.

***Vote 2-2-0.***

***Opposed: M. Curran & D. Poliquin.***

M. Curran noted she would like to further this discussion in Non Public.

D. Poliquin agreed with Michelle.

J. Sherman noted he was voting to approve this budget just to keep it moving. As stated previously, they could revisit any budget. He was not necessarily sure he was at 100% with this budget, just keeping thing moving made sense to him.

**Advertising & Regional Association**

S. Fitzgerald discussed level funded Notices & Publications for \$500 and increased Town Report Expense line by \$2,000.

J. Sherman requested feedback on RPC.

S. Fitzgerald discussed thrilled with their work; very helpful and useful; well staffed; grant funding; regional planning; and good return on investment.

***Motion by J. Sherman to approve the Advertising & Regional Association Budget in the amount of \$25,643.***

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

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

***Motion carries.***

**TOWN MANAGER'S REPORT:**

S. Fitzgerald discussed:

- Health Officer and Dan Hooper went to a regional MACE (multi-area coordination entity) tabletop exercise.

- Veterans WWII Memorial.
- RPC's Legislator's Forum scheduled for Wednesday, November 10th.
- Senior Luncheon.
- Update on Route 125 Widening project.
- Planning Board meeting and agenda.
- Plaistow First Committee meeting for Wednesday, November 10th at 3:30 pm.
- Clock Tower RFP is out and some responses have been received.
- Bob Varney meeting on November 22nd.

R. Gray inquired if Bob Varney was going to be part of their agenda.

S. Fitzgerald discussed going into Executive session and having Attorney Kalman present also.

S. Fitzgerald discussed:

- Continue to work with DOT to discuss how the Beede Site will be managed in conjunction with the 125 improvements.
- Chief Savage and Lucia Theberge attended a training session regarding compliance with the Core Protections of the Juvenile Justice and Delinquency Prevention Act.
- LGC Annual Conference coming up next week.
- Budget Committee meeting tomorrow to review Health, Recreation, Human Services Administration, Assistance and Agencies.
- Update of selectmen goals to be reviewed in December.

#### **OTHER BUSINESS:**

J. Sherman discussed article in newspaper regarding EPA threatening fines against concrete plant in Kingston and inquired if in anyway was Plaistow in the loop.

S. Fitzgerald discussed conversation with Leigh Komornick, Town Planner, and looking at concrete plant; view of concrete plant campus; conversation with inspector Dorman; not being involved with EPA regarding this type of activity and not hearing from the EPA administrator regarding this.

M. Curran discussed concrete plant in Plaistow.

R. Gray discussed site being in Kingston; not in Plaistow; site straddles Plaistow border but building is in Kingston; and Supreme Court ruling - property in Kingston.

Board discussed property used as a concrete plant.

R. Gray suggested having the Planning Department go to Kingston and look at the concrete plant's plans and review those plans and then give Sean a report to bring to the Board.

J. Sherman discussed a newspaper article he read that he thought was interesting: Haverhill is disposing of some of their property via an online web site: [www.municipal.com](http://www.municipal.com).

#### **SIGNATURE FOLDER:**

Signature Folder and Manifest were going around.

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

R. Gray discussed Planning Board last Wednesday: interesting presentation by Steve Lewis; Low Impact Development; project in Salem; certified by State or Federal Government; buffer zones; conversation about the Village Center District; owner occupied locations; Pro Bark; and satisfied with owner's responses regarding monitoring combustion.

D. Poliquin discussed buffers and piles found at Pro Bark.

R. Gray discussed conversation with Fire Chief; member of the Fire Department monitoring; and no incidents at the site for 8 years.

D. Poliquin discussed small incidents at Pro Bark that have occurred.

Board shared feelings regarding Pro Bark's operations.

R. Gray suggested for Sean to discuss Pro Bark's issue with Town Staff and to gather information from staff.

R. Gray discussed Casino on Route 125; temporary operation; persons renting banquet facility from Ron LeBlanc; and decision to have them apply for occupancy permit to work out of Sawyer's Banquet Facility.

M. Curran discussed one building not being able to hold two liquor licenses under one building.

R. Gray discussed Plaistow First meeting on Wednesday; Bridge dedication also on Wednesday; and meeting with Bob Harb at 9:00 am on the Plaistow First Needs Committee.

J. Sherman discussed Budget Committee did not meet last week, they will meet tomorrow; Plaistow First meeting on Wednesday; and covering this Saturday at the Rec Commission meeting to cover baseball signups.

M. Curran discussed covering the Highway Safety Committee meeting on Friday for Dan; Family Mediation may not be meeting tomorrow however she will have to check; and having a conflict with that particular meeting however there is a representative for Plaistow when she is unable to meet.

D. Poliquin noted he would normally cover for Michelle but he was out of Town the rest of the week.

### **NON PUBLIC – RSA 91-A:3, II (c) Matters of Reputation**

*Motion by J. Sherman to go into Non Public under RSA 91-A:3,II (c).*

*2nd by M. Curran.*

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

Public Meeting adjourned at 8:45pm.

Board entered into Non Public - Board returned to Regular Public Session at 9:52 pm.

M. Curran noted she was not consenting to anything Sean was proposing until she heard more.

***Motion by J. Sherman to approve the Executive Budget in the amount of \$1,372,764.  
2nd by R. Gray.  
Vote 4-0-0.  
Motion carries.***

Second Session of Public Meeting adjourned at 9:56 pm.

Respectfully Submitted,  
Audrey DeProspero