



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

PLAISTOW BOARD OF SELECTMEN MINUTES:

DATE: Monday, September 20, 2010

MEETING CALLED TO ORDER: 6:34 pm

SELECTMEN:

Chairman, Daniel Poliquin – arrived 6:47	Vice Chairman, Charles Blinn
Selectman, Michelle Curran	Selectman, Robert Gray
Selectman, John Sherman	Town Manager, Sean Fitzgerald

AGENDA:

MINUTES:

Motion by J. Sherman to approve the minutes of September 9 with change to page 2.

2nd by M. Curran.

Vote 4-0-0.

Absent: D. Poliquin.

Motion carries.

Motion by J. Sherman to approve the minutes of September 13.

2nd by R. Gray.

Vote 4-0-0.

Absent: D. Poliquin.

Motion carries.

PUBLIC COMMENT:

No one present for comment.

R. Gray noted he had a letter submitted from Larry Gil, a prior Selectman, addressed to the Board of Selectman dated today. He read the letter which favored the MBTA rail station coming to Plaistow

BUDGET REVIEWS

Cultural

Dan Bush presented Cultural Budget.

S. Fitzgerald discussed \$10,000 having been added back into the budget for fireworks.

D. Bush discussed Old Home Day Committee tried multiple fundraising but only raised \$3,000. There were not many donations as thought. Residents all have been asking for fireworks but the Town has not been able to provide any for the last couple of years.

M. Curran inquired about the money raised and its use.

D. Bush discussed the money raised sitting in an account set aside for fireworks.

M. Curran noted she always supported fireworks.

J. Sherman inquired if there was a breakdown in the Town Report regarding Old Home Day.

D. Bush discussed not having that information with him but he could get it.

J. Sherman discussed favoring fireworks at this point but was not sure if he could support it in the future.

R. Gray discussed voting to approve now but when we looks at the budget at a whole he may not be able to support it depending on the Town's needs.

J. Sherman requested a break down of Old Home Day expenditures.

S. Fitzgerald noted he would try to get this off to the Board in a day or two.

***Motion by J. Sherman to approve the Cultural Budget in the amount of \$31,619.
2nd by M. Curran.***

Vote 4-0-0.

Motion carries.

D. Poliquin arrived at 6:47 pm.

J. Sherman thanked Dan Bush and the Old Home Day Committee for their continuous help.

Town Clerk

M. Pelletier noted there was one change in the Town Clerk Budget - Computer Software for \$3,753.

***Motion by J. Sherman to approve the Town Clerk's Budget for \$103,272.
2nd by M. Curran.***

J. Sherman discussed how he got to the \$103,272 figure – he added \$194 to the bottom of the budget which was \$103,078

Vote 5-0-0.

Motion carries.

J. Sherman inquired how the credit card system was working out.

M. Pelletier discussed doing about 4-6 thousand dollars a month.

J. Sherman discussed this information means many people are utilizing it on line.

Elections & Registration

S. Fitzgerald discussed Elections and Registration Budget had a few lines decreasing and a couple increasing.

S. Ranlett discussed Equipment Purchase level funded at \$500.

N. Jackman discussed Supervisors of the Checklist and her request of an additional \$150 to be added in for the Deliberative Session. She noted Postage increased because there will be many mailings after the purging of the voter checklist.

J. Sherman inquired when the mailing was done.

N. Jackman noted it would be done before the purge.

S. Ranlet discussed reductions in Salary/Administration; Moderator Salary; level funded Ballot Printing & Checklist; Election Supplies; Polling Booths Set Up; Meals; and Equipment Voting Booth increased for the purchase of one voting booth.

J. Sherman noted the increase for Voting Booth was not for replacing a machine it would be for the purchase of an additional machine.

Motion by J. Sherman to approve the Elections & Registration Budget in the amount of \$18,974. 2nd by R. Gray.

J. Sherman noted at this point he was willing to support the additional voting machine but reserves the right to change his mind at a later date.

Vote 5-0-0.

Motion carries.

D. Poliquin congratulated Steve on his first election.

Conservation Commission

Jill Senter and Tim Moore presented budget.

J. Senter pointed out a few things they have done over the year: 2nd annual Arbor Day with Pollard's School participation; Town Forrest and Go Green. The Water Testing for wet/dry testing increased by \$5,100 which is included with their regular testing for a total line of \$8,500.

R. Gray inquired who would perform these tests.

S. Fitzgerald discussed MS4 program and laboratory testing for inflows and outflows.

T. Moore discussed Dan Garlington doing the sampling and sending them to Granite State Analytical Associates then results come back to the Town.

S. Fitzgerald noted Normandeau Associations is also helping in this area.

J. Sherman inquired what next year's account may look like.

T. Moore discussed the account not changing too much. The requirements are to do a wet test during a major rain event then another test during a dry period. They have identified 110 outfalls which are required to be done every 5 years and they are a little behind so they have to catch up

R. Gray suggested listing the breakdown of the outflows that are to be done. He wants to be able to explain the number listed – 110 inflow/outflow and have the description breakdown a little clearer.

J. Senter discussed future tests in 2011 being done twice a year.

J. Senter discussed other increase under Supplies because of the purchase of rain barrels.

S. Fitzgerald discussed settlement with the EPA; supplemental project that EPA had required Town to complete; and project aimed at better protecting water sheds and storm water run offs.

***Motion by J. Sherman to approve the Conservation Commission Budget in the amount of \$20,025.
2nd by M. Curran.***

Vote 5-0-0.

Motion carries.

Cemetery

S. Fitzgerald discussed Cemetery budget was level funded.

J. Sherman suggested removing the zero accounts.

***Motion by J. Sherman to approve the Cemetery Budget in the amount of \$3,525.
2nd by M. Curran.***

Vote 5-0-0.

Motion carries.

Patriotic

S. Fitzgerald discussed budget level funded.

***Motion by J. Sherman approve the Patriotic Budget in the amount of \$1,000.
2nd by M. Curran.***

Vote 5-0-0.

Motion carries.

Legal

S. Fitzgerald discussed Legal Budget noting there was still a \$7,000 invoice not posted; seeing additional legal expenditures; legal responsibilities; and Legal Expense line adjusted to include \$4,000 cash penalty that Town agreed to pay for the EPA settlement which originally was \$40,000 but the Town was able to negotiate it down to \$4,000.

M. Curran discussed signing 5 year agreement for cable contract and inquired why it was still listed.

S. Fitzgerald discussed additional benefits to the Town and to support any potential negotiations with Comcast.

D. Poliquin discussed the \$4,000 increase and inquired if the increase in legal expenses was due to the upcoming/future negotiations.

S. Fitzgerald discussed \$44,000 being sufficient for legal and land use.

J. Sherman discussed rail and potential attorney that would be speaking on behalf of the Town and inquired if there was sufficient money to cover the Town's needs this year and for next year.

S. Fitzgerald discussed some money being available.

J. Sherman and S. Fitzgerald discussed the \$2,000 for cable contract for telecommunications.

***Motion by J. Sherman to approve the Legal Budget for \$46,000.
2nd by M. Curran.***

J. Sherman suggested deleting the third account which is all zeros – Legal Environmental Attorney.

***Vote 5-0-0.
Motion carries.***

Cable Studio

S. Fitzgerald discussed budget dropped slightly; completed the relocation of the studio; Town previously renting cable studio space but now the studio has been moved to the basement of town Hall; having on board a cable coordinator that has been helping out assisting with cable coordinator duties; wanting to continue to evolve services and advance local origination; level funding Permanent Position for \$18,000; Camera Operators included an additional number of meetings; number of additional meetings required camera operators; Telephone Line level funded; zeroed out the Electric and Heating; included level funding for Studio Equipment; expended \$3,300 for Computer Equipment; zeroed out Rent/Lease; Alarm Monitoring zeroed out; Training level funded; Association Dues level funded; Operational Supplies level funded; Miscellaneous zeroed out expenses associated with production not covered in other expenses; level funded New Equipment; and level funded Mileage for travel for a revised bottom line from \$31,475 to \$27,308.

***Motion by J. Sherman to approve the Cable Studio Budget for \$27,308.
2nd by M. Curran.***

R. Gray discussed Training line and noted there hasn't been any training expended out for this account for the past two years. He inquired if this line would be used.

S. Fitzgerald noted he was positive that it would be used.

R. Gray and S. Fitzgerald discussed Association Dues for Media.

***Vote 5-0-0.
Motion carries.***

Conflict of Interest

S. Fitzgerald discussed his conversation with Kathryn Jones, Conflict of Interest Chair and noted this budget had increased. They have funded \$100 for additional Office Supplies and \$400 for Training. He discussed bottom line of \$597 and essentially helping this Committee with training.

***Motion by J. Sherman to approve the Conflict of Interest Budget in the amount of \$597.
2nd by M. Curran.***

J. Sherman thanked the people for volunteering for the Conflict of Interest Committee.

Vote 5-0-0.

Motion carries.

Insurance

S. Fitzgerald discussed Property Liability and Property Liability Deductible; increase in Property-Liability; previously budgeted \$68,000 but are requesting \$73,720; covering vehicles and Town property; and the list of items he has which he had shared with Board members.

R. Gray inquired if there was only one insurance carrier that bonds municipalities in NH. He discussed the 12.5 % increase over the past two years and inquired if the Town had used this for any reason and if yes, was that the reason why the policy went up.

M. Curran discussed cost associated with incidents that have occurred.

R. Gray inquired if there were any other carriers out there that they could request bids from.

J. Sherman discussed blending a few different things, from newer things other than just a rate increase.

***Motion by R. Gray to approve the Insurance Budget in the amount of \$76,720.
2nd by J. Sherman.***

Vote 5-0-0.

Motion carries.

TOWN MANAGER'S REPORT:

S. Fitzgerald discussed:

- Town Hall's "Be Active – Eat Healthy Challenge" 8 week challenge.
- Public Information Forum on Wednesday night; went through extensive power point presentation, and the information from the power point presentation now available under the Town web site and BOS page.
- Meeting with JRM to review services - Town has increased recycling by 4 tons.

D. Poliquin inquired if the Town would be going to weekly recycling.

S. Fitzgerald discussed weekly recycling being a convenience but it does not help communities recycle more.

D. Poliquin discussed recycling materials being put out when it was not a recycle day/week and it was picked up and put in with the regular trash.

S. Fitzgerald suggested for residents to contact the Town if that happens

Board discussed recycling and the educational programs forthcoming.

S. Fitzgerald discussed:

- Meeting with NH MMA; lot of changes; helpful to see some of his colleagues; many facing challenges some far worse than Plaistow.
- Plaistow First Committee met on Wednesday, September 15.
- Collective Bargaining scheduled for Friday, September 24.
- Highway Safety Committee meeting scheduled for October 1st to discuss raised crosswalks to help calm traffic and No Left Hand Turn sign for the entrance of the old Shaw's Plaza.
- LGC workshop tomorrow and a number of Budget Committee members will be attending.
- Update of Board of Selectmen Goals; brief comments for the Board; and continuing to update every week with weekly reports.

M. Curran noted she liked having the goals listed to keep the Board updated.

D. Poliquin inquired if anything has transpired with the new bargaining unit in Town.

S. Fitzgerald suggested discussing this information in Non Public.

OTHER BUSINESS:

J. Sherman inquired if the Town had received anything about the Route 121A Main Street study.

S. Fitzgerald discussed the report arriving shortly. Dave walker noted they were making the final recommendations to the report and October was their date which they were hoping to advance.

D. Poliquin discussed:

- Friends of Rec sponsoring the Fall Festival this weekend: September 25 from 2pm-5pm on the Town Hall Green.
- Landfill open this Wednesday from 4-8 pm.
- Historical Society holding a presentation of John Paul Jones on the 2nd floor of the Town Hall from 1pm until 2:30 pm on September 25.

SIGNATURE FOLDER:

D. Poliquin discussed Signature Folder and Manifest going around.

SELECTMEN'S REPORTS:

R. Gray discussed:

- Attended Plaistow First Committee meeting; Bob Harb was elected as Chairman; committee members separated into subcommittees; and next scheduled meeting is October 13.
- Planning Board meeting went before the Public Informational meeting. There was an issue that arose concerning a lot line adjustment on Nicholas Road. The issue was that there had been a previous lot line adjustment. At the end there is a small cul-de-sac and the previously

one recorded had a much larger cul-de-sac on it. The problem is existing conditions are nonexistent and the Board will revisit this next week.

S. Fitzgerald noted he forwarded this information on to Attorney Kalman for his suggestions.

R. Gray discussed correspondence regarding September 30 Regional Selectmen meeting in Hampstead at 7pm. He was planning on attending and the agenda discussion to be Court issues and rail.

J. Sherman discussed:

- Last Tuesday was the first Budget Committee meeting. They talked about procedure and discussion on tools and web site. He asked them to consider changing their meeting date to November 2 but neither Chair nor Vice Chair could meet, so they decided not to change their dates.
- Attended Plaistow First Committee, one bit of information was we have budgeted money for reviewing 4 properties with owners unknown. Their suggestion was if we do not have enough money to do all four then start with the one that would give the most bang for the buck
- Attended rail discussion on Wednesday night. Sean did a very good job presenting and answering questions, which were sometimes volatile and some emotional. He thought Tim and Sean did a great job presenting information; glad Atkinson residents were here but concerned that they may have taken over the meeting and Plaistow residents did not get to ask all that they may have wanted, however there will be more public hearings to help get questions answered.
- CIP meetings this Wednesday night.

C. Blinn attended Conservation meeting last week; went over budget presented tonight and discussed MBTA information.

M. Curran discussed:

- Attended Family Mediation on Wednesday - welcomed Rockland Porter the new Executive Director who use to work for Family Mediation. She will be making arrangement to come and visit this Board and local areas in Town such as Police, School, SAU and other boards in the area. Family Mediation is being considered for a Gold Circle Award to be recognized for their contributions.
- Attended Public Information Forum – commended Sean and Tim for their good work, really good questions asked, and welcomed residents they can come to any BOS meeting

D. Poliquin discussed:

- Not able to attend Wednesday's Public Forum, he was out of town. However he called Michelle during the meeting to get an update. He commended the public for attending. He heard there were a lot of questions and good input. He commended Tim and Sean for their presentation and maintaining some sense of order.
- No other meetings to report on.
- Did receive notification from Rockingham Development Corp for seat that the Town holds on CEDS Steering Committee. They wanted to verify if the Town to still wanted a seat on the committee and who the person was to fill the seat. He offered the seat up to someone noting

the meetings are during the day and he was still willing to stay on the committee if no one else wanted to take the seat.

J. Sherman thought the Town should stay involved and noted it was fine with him if Dan wanted to stay on the committee.

Consensus of the Board was for Dan to keep the seat on the CEDS Steering Committee.

D. Poliquin discussed Highway Safety Committee meeting coming up next week.

M. Curran discussed item that came up at Family Mediation: they inquired if the Town would be sending their quarterly payment.

S. Fitzgerald noted he would discuss with Finance.

M. Curran discussed meeting with Sean and Barry to discuss holiday themed event at Town Hall.

D. Poliquin inquired if a Non Public was required.

S. Fitzgerald noted no.

Public Meeting adjourned 8:38 pm.

Respectfully Submitted,
Audrey DeProspero