



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

**PLAISTOW BOARD OF SELECTMEN MINUTES:**

**DATE:** Thursday, September 9, 2010

**MEETING CALLED TO ORDER:** 6:40 pm

**SELECTMEN:**

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

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

**AGENDA:**

**MINUTES:**

*Motion by J. Sherman to approve the minutes of August 23 with changes to page 2 & 4.*

*2nd by M. Curran.*

*Vote 3-0-1.*

*Abstain: C. Blinn*

*Absent: D. Poliquin.*

*Motion carries.*

**PUBLIC COMMENT:**

No one from the public present to speak.

**DISCUSSION OF 2010 BUDGET CALENDAR**

S. Fitzgerald discussed level funding all budgets.

R. Gray discussed having the budgets emailed to the Board by the Friday before their meeting.

S. Fitzgerald noted the Library Budget would not be presented to the Board of Selectmen on Monday.

J. Sherman suggested staying with the process that they currently have used in the past: they receive a budget and approve the budget and mutually agree that they can bring that budget up again if they want to revisit or change it.

M. Curran noted that this has worked well in the past and agreed to stay with the process.

**DISCUSSION REGARDING SMITH PROPERTY**

S. Fitzgerald discussed the Smith property. It is on the market and has not sold. It represents a historical part of Plaistow and he was looking for direction from the Board in terms of looking at that property.

J. Sherman agreed with looking into the property along with having the Plaistow First Committee look into it also.

M. Curran agreed with looking at the property and suggested to get more in depth details pertaining to the property this time.

R. Gray discussed not supporting the Smith property last year because there was not have enough information but noted if they started early they may have more information and he may be in favor of supporting it.

J. Sherman noted he would support putting this property on as a Goal.

Consensus of the Board was to further look into this property.

### **SURPLUS OF 2006 CROWN VICTORIA**

S. Fitzgerald discussed the 2006 Crown Victoria noting it had reached its life cycle. The Police Department has gone out to bid and has received 8 bids. The Chief supports the John Morris bid.

*Motion by J. Sherman to award the 2006 Crown Victoria to the high bidder, John Morris, Jr. per the memo dated August 30th from the Police Chief.*

*2nd by R. Gray.*

*Vote 4-0-0.*

*Motion carries.*

J. Sherman discussed the Town's norm which was to go with the state bid however he inquired if there was a trade in option.

S. Fitzgerald discussed dealerships offering far less.

### **UPDATE OF PLAISTOW FIRST COMMITTEE**

S. Fitzgerald discussed the recent Plaistow First Committee meeting: The membership was great, the Board did a great job selecting representatives to the committee, Committee members understand the unique features in Town, they have put a number of maps together, and the chairman at the last meeting asked the Committee to break off into sub committees to report back to the Board of Selectmen.

J. Sherman discussed the CIP Committee, Master Plan Committee and Plaistow First Committee and noted they all touch the same things for the first few months however in a year from now it will look a lot better because currently all is changing. The Charter wording for the Plaistow First Committee regarding researching the land and buildings the Town owns has been discussed by the Committee and they have asked about water of all uses. The Committee noted it does not say water in the Charter it says Land and Buildings so he noted he would bring this matter to the Board of Selectmen to see if they agree with the language change.

M. Curran noted she agreed to the language change of adding "water" in the wording of the Charter.

The Consensus of the Board is to add the wording "water" into the Committee's Charter language.

J. Sherman noted he and Bob would bring this information back to the Committee.

## **DISCUSSION TO UPDATE TOWN MANAGER GOALS**

S. Fitzgerald discussed adding the MBTA to his goals

R. Gray suggested starting with Goals on page 2.

S. Fitzgerald discussed 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 storage. He discussed salt nitrates seeping into the water shed; land fill; update for proposed project that was submitted to the Selectmen; property next to campus of Old County Road; meeting with owner, David Hoyt and discussion regarding placing Highway Garage and Salt Shed on Old County Road.

M. Curran discussed wet lands protection overlay in that area and suggested that the Town take that into consideration.

S. Fitzgerald discussed the McGuerr property on Route 125 and noted this property could be put back into commercial property.

J. Sherman noted this Goal has not been met and given where they were with the Plaistow First Committee he suggested that they let it be part of their recommendation.

R. Gray agreed.

J. Sherman suggested dropping Goal 1 from the list of Goals.

S. Fitzgerald discussed prioritizing the list of Goals; environmental hazards and making it a pressing concern.

R. Gray agreed with J. Sherman and noted Sean could put it on his ongoing list but it was not top priority.

J. Sherman suggested moving on.

R. Gray discussed waterline and 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.

S. Fitzgerald discussed no similar system, he has worked with the Chief on this, but it is a difficult methodology regarding insurance rates, increase, and investigation.

R. Gray discussed Sean's report regarding this issue, and thought a proper Goal would be to come up with a methodology to support the results that we already have.

J. Sherman inquired if they should drop Goal 2 from the list of Goals.

S. Fitzgerald suggested dropping Goal 2 from the Goal list.

M. Curran discussed increasing figures and inquired if the Town was receiving enough revenue.

J. Sherman suggested looking at this again when they look at the Water Budget.

R. Gray discussed cell tower and 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 thought they put this on when the maintenance issue came up last year regarding the slab and painting of the tower.

D. Poliquin arrived 7:30 pm.

S. Fitzgerald discussed funding; capital payment to support maintenance; setting aside some funding; and continuing to evaluate to find out when to move forward with the repairs.

J. Sherman suggested leaving Goal 3 on the Goals until December 2010 when they would be reviewing the Goals again.

M. Curran agreed.

R. Gray 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.

S. Fitzgerald discussed on line payments with the Town Clerks Office; relocation of Cable Studio; setting up of viable office; and the net work cable studio to hold the Town server so it could be removed from the unfinished side of the basement to a more secure side. He noted this goal was not completed and wanted it to be left on.

J. Sherman agreed.

R. Gray read Goal 5: Lead the reactivation of the Elderly Affairs Committee including suggestions for activities and programs with cost impacts, if any.

S. Fitzgerald discussed his visits to the Vic Geary and today's meeting at Town Hall.

J. Sherman suggested leaving Goal 5 on as a Goal.

M. Curran discussed the seniors were pleased to see Sean at the Vic Geary and felt that they were getting more involved.

R. Gray discussed Garden Road Bridge and read Goal 6: Manage, via existing contractors, the construction of the Garden Road Bridge replacement. He noted this was ongoing and suggested to keep it on until the next round.

J. Sherman agreed to leave Goal 6 on as a Goal.

S. Fitzgerald discussed noise control ordinance and read Goal 7: Work with Town Staff to propose a noise control ordinance. He noted he presented to the Board not formally a completed ordinance but could schedule a review of such in the next few weeks.

J. Sherman suggested leaving Goal 7 on.

M. Curran agreed.

S. Fitzgerald 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 implementations. He noted he would be advancing this in the next few weeks.

J. Sherman suggested leaving Goal 8 on.

M. Curran agreed.

Board reviewed Page 1 Goals.

Board recommended:

- To reword Goal 3 (Coordinate the replacement of the Town Hall generator and make a recommendation regarding the possible replacement of the Public Safety Complex Generator);
- Goal 5 (Work with legal counsel and the Cable Committee to move forward the franchise renewal with Comcast) was complete;
- Goal 11 (Document (via a map) the water line, including planned expansion.) was complete;
- Goal 12 (Explore opportunities for reducing the costs related to Waste Collection and Disposal, including options for improving the levels of recycling within the Town) was still in process and Board suggested to Sean to rephrase wording;
- Goal 13 (In conjunction with the Cable Committee, develop plans for a long-term permanent location for the cable studio) was complete

M. Curran requested Goal 8 (Implement an Employee Training Program as part of the Personnel Plan update) be moved to high priority and update the wording, and update of Personal Plan on the Goals which is due in December and have the training implemented under the guidelines which she suggested could be a short term goal.

D. Poliquin discussed short term goal could be looking at possibility of change of personnel duties because we have some open positions. Make a short term goal to restructure or reorganize to fill all the open positions or restructure the positions to enable the ability of being filled.

J. Sherman suggested goal to be to fill the positions and if the best way to fill the position was to reorganize then that should be the goal.

J. Sherman revisited the earlier discussion of the Smith property since Dan Poliquin arrived afterwards and noted the Board wanted to put this as a short term goal and to continue to advance the strategies to accomplish a Plaistow MBTA commuter rail station.

R. Gray and Sean discussed the MBTA being a short term or a long term goal.

R. Gray suggested long term goal.

S. Fitzgerald suggested short term goal.

J. Sherman suggested putting it on the short term goal list.

### **TOWN MANAGER EVALUATION**

C. Blinn and J. Sherman Suggested to do in Non Public

### **TOWN MANAGER'S REPORT:**

S. Fitzgerald discussed:

- The Town will be holding a 9/11 Memorial Service tomorrow, September 10th at 9:00 am. Both Claudia and Janet Flyzik will be attending along with Pollard School children.
- Town staff prepared diligently for Hurricane Earl however we did not get hit with a catastrophic event. Town staff did a great job preparing for the emergency. Highway staff went out and investigated culverts and cleared areas to make sure all were safe.
- August 25th Congresswoman Carol Shea-Porter was here at Town Hall. She noted Plaistow resembled a small city. She reviewed the Tiger II grant, she discussed water and water resources and toured Michelle's Creative Expressions.
- Being very involved with MBTA officials with weekly conference calls.
- Public information meeting scheduled for September 15th with the Planning Board.

R. Gray discussed the public meeting and inquired if it was going to be a joint meeting with both the Planning Board and the BOS.

S. Fitzgerald discussed the meeting being for public information only.

R. Gray suggested having a joint meeting with both the Planning Board and BOS.

S. Fitzgerald noted he had no preference but he would check with Tim Moore.

M. Curran discussed that she took this meeting as an informational meeting only not that the Boards were giving decisions or making decisions.

S. Fitzgerald discussed the meeting being more of a courtesy and there being future meetings.

J. Sherman suggested posting the information of the meeting on the board outside of Town Hall and on Channel 17. He was not sure if it needed to be a joint meeting but there was going to be a presentation.

Board discussed upcoming September 15th meeting.

D. Poliquin discussed a letter that all BOS members received and opened up a discussion regarding whether the Board should read these letters in public session or not.

Board discussed letter received and whether the Board should be reading these letters they receive or how to handle.

Board agreed that letters should not be read publicly. They have a public forum which individuals could attend to discuss their issues. The BOS meets every Monday and individuals can be heard during Public comment.

R. Gray suggested for the Board to acknowledge receipt of the letter.

S. Fitzgerald discussed:

- Garden Road Bridge project. The project team is in preparation to set the precast footings.
- August 24th meeting at the Vic Geary with the Police Chief.
- Meeting of the CIP committee, there were a few members absent, a number of changes were made during the meeting, there is a need to better map and have a better narrative for the items in the CIP, next meeting September 22 and warrants are being prepared
- Clock Tower Grant paperwork has been completed and submitted.
- Meeting last week with Metro PCS.
- MS4 responsibilities.
- Rite Aid project moving quickly. Ground breaking will be done sometime in March 2011.
- Radio Communications regarding the elderly housing project, Reserve at Snow's Brook.
- Flu shots for Town employees on Tuesday, September 28 from 10-11:30am.

M. Curran inquired if Sean had information pertaining to holding a public hearing to accept the check the Town received for \$90,000.

S. Fitzgerald noted he did not have an answer for her.

D. Poliquin read the letter he received from SAU regarding impact fees.

D. Poliquin discussed the Order of Notice he received regarding Northern New England Telephone Operations, LLC vs Plaistow and noted it was basically a petition for abatement.

M. Curran discussed Rockingham Athletic Club and the water line agreement with regards to the water retention pond and asked Sean to investigate and bring back more information. She also inquired about the parking at 140 Main Street and asked for Sean to bring back information.

#### **OTHER BUSINESS:**

No Other Business discussed.

#### **SIGNATURE FOLDER:**

C. Blinn discussed Signature Folder and Manifest was going around.

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

J. Sherman discussed:

- Budget Committee has not started yet. They meet next week and the budgets will start to be reviewed the following week.
- CIP made some adjustments.
- Plaistow First was already reported on. Very positive group, they will produce good results. We will get good stuff out of them however it might take awhile. When we were going over the CIP we noted that we may want input from the Plaistow First Committee, so we may want to juggle a few items. Some items will need to be balanced off and in a year we will have a better plan and a better Master Plan.
- Trying to attempt to be at 9/11 ceremony and if he can attend he would be glad to speak.

R. Gray discussed:

- No Planning Board meeting the first Wednesday in September.
- Attended Plaistow First Committee meeting.
- Presentation on MBTA rail with Congresswoman Carol Shae-Porter went very well.
- Attendance at Vic Geary with Sean. He presented Mikki Elliot with a Citation for her 91st birthday.
- Police Chief gave presentation to elderly for being safe and secure.
- Next week on Wednesday there is another Plaistow First Committee meeting which he may not be able to attend.
- The Informational Hearing is scheduled for the 15th.

M. Curran discussed:

- Carol Shea-Porter's visit which she enjoyed as well as her students.
- Family Mediation meeting this Wednesday to welcome new Executive Director, Rockland Porter.
- The roads have been striped recently. It is the responsibility of the Highway Department to sweep the road and then stripe them however she noticed one spot on Pollard Road which had sand on the road and it was painted over and was concerned with the paint washing away so she asked Sean to look into this matter.

D. Poliquin discussed Recreation Commission meeting last night - they discussed Vic Geary; Summer Rec program and possible changes; Ingalls Terrace fields and tennis courts; land and water grant; possible farmers market; juvenile golf clubs/program; Eagle project for sign at PARC regarding map of park should be finished soon; October meeting there will be Draft of Policies in place and will include recommendations for change; Pumpkin lighting scheduled for October 29; baseball signups scheduled for November 13; Tree Lighting scheduled for November 28; Playscape installation information will be presented to Sean shortly; Kristin stepped down from the Friends of Rec – he thanked her for her services; Pat Buckley has stepped up to work on the playscape issues with Sean; and held a discussion regarding the Town not accepting or cannot accept visa cards.

S. Fitzgerald discussed fee attached to visa cards.

J. Sherman noted it was an exuberant fee.

C. Blinn discussed no meetings to report on.

**NON PUBLIC – RSA 91-A:3, II (a) Matters of a Public Employee and (e) Legal**

***Motion by J. Sherman to go into Non Public under RSA 91-A:3,II (a) Matters of a Public Employee and (e) Legal Matters.***

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

***Board members polled:***

***D. Poliquin = yes***

***C. Blinn = yes***

***M. Curran = yes***

***R. Gray = yes***

***J. Sherman = yes***

Public Meeting adjourned at 8:53 pm.

Respectfully Submitted,  
Audrey DeProspero

September 9, 2010

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