



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

PLAISTOW BOARD OF SELECTMEN MINUTES:

DATE: Monday, November 26, 2012

MEETING CALLED TO ORDER: 6:37 pm

SELECTMEN:

Chairman, Michelle Curran
Selectman, Charles Blinn
Selectman, Daniel Poliquin

Vice Chairman, John Sherman
Selectman, Robert Gray
Town Manager, Sean Fitzgerald

MINUTES: *Deferred until next week*

PUBLIC COMMENT:

R. Jeffrey would like to donate a Hammond Organ to the Town and the Board of Selectmen for use in Town Hall on the second floor (stage).

M. Curran noted Mr. Jeffrey came to see her today to discuss the organ and show her a picture of it. The Board is welcome to use the organ until a community center comes into Town and then the organ can be moved there. Ray Belanger played his own keyboard this weekend at the Festival of Trees and it was a nice addition to the Festival. She favored the donation.

J. Sherman noted it was a nice gesture by Mr. Jeffrey.

M. Curran noted Mr. Jeffrey use to play the organ a long time ago.

R. Jeffrey plans to hire a professional mover to move the organ to Town Hall.

S. Fitzgerald discussed Chapter 61, noting the donation would have to be presented to the Town under a Public Hearing, however he saw no reason why they could not move the organ to Town Hall now. The donation would be put on next week's agenda under a Public Hearing for acceptance of the organ. The value of the organ is somewhere near \$10,000.

M. Curran thanked Mr. Jeffrey for his donations to the Town. She brought attention to the 2nd floor of Town Hall that has been adorned with 28 trees generously donated by persons in Town. The Festival of Trees is open this Friday from 4-8pm, Saturday from 12-5 and again on Sunday where there will be a fire truck parade with Santa. Cookies, hot cocoa and photo opportunities with Santa will also take place. All are invited back inside of Town Hall for free refreshments and viewing of the trees and to see the decorated Town office doors done by Town employees which resemble a little village. She thank Town Staff for their involvement. More information can be found on the Town's web site regarding the Festival of Trees.

S. Fitzgerald noted Town Clerk, Maryellen Pelletier was here to speak to the Board.

M. Pelletier discussed the updated book of restored records from 1914 to 1936. The volumes were restored, and the mold and tape was removed. She showed the new book.

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J. Sherman inquired where the books were kept.

M. Pelletier noted they were in a locked room off the Town Clerk's office. The room is a sprinkled room and public is welcome to come in and see the books. She has been told if the books do get water damaged then they need to be placed in a freezer to preserve the records until they can be restored. The restoration firm used by the Town is in Essex, VT.

SAW DONATION TO FIRE DEPARTMENT - CHIEF MCARDLE

S. Fitzgerald noted the Fire Chief was originally here to discuss a washer and dryer donation however they have not taken possession of those items but have taken possession of another donation (saws). The Chief has supplied the Board with a memo regarding the donations that have been given to the Fire Department.

J. McArdle discussed Firemen's Association approaching Tractor Supply when they were helping them open the store. The Fire Department helped Tractor Supply promote safety day, along with Wal-Mart's Fire Prevention Day and typically with events for Children's Hospitals. The saws donated by Tractor Supply will be used specifically for tree work and roof work. The Association asked for three and Tractor Supply gave two. The Firemen's Association upgraded the chains on the saws so they don't wear down and they took the saws to a training session and used on an asphalt roof. The Association also donated cases for the saws. The total estimated cost of the donation is \$1,660. The Association also voted to fund replacement kits for nozzles in the department which can be upgraded with a flow kit. The total value of \$750 is for repair kits. All year long the Association supports efforts of the Fire Department with 15 and 20 items however this is the largest donation. The Bylaws note they are specifically there for equipment purchases or moral.

J. Sherman suggested a Thank You letter be sent to the Association from the Board of Selectmen.

S. Fitzgerald noted the donation was under \$5,000 but he wanted to put on next's week agenda to notify the public of the donation.

M. Curran inquired about the washer and dryer estimated date of donation.

J. McArdle noted he was expecting them a week ago however the matter is of their availability of Chief Briggs from Kingston and Detective Wickson. Currently they have a high capacity washer which is 12 to 15 years old and is wearing. He was unaware of the actual value until he sees the make/model to determine.

S. Fitzgerald inquired if it was the consensus of the Board that once the items become available they accept and then bring to the Board.

Consensus of the Board was yes.

INTRODUCTION OF TIMBERLANE SCHOOL DISTRICT'S NEW SUPERINTENDENT DR. EARL METZLER - PETER BEALO, PLAISTOW SCHOOL BOARD MEMBER

M. Curran welcomed School Board Members: Liz Costa, Lisa Withee, Peter Bealo and Superintendent Dr. Earl Metzler.

E. Metzler thanked the Board for inviting him. He has had a great first three months and was pleased to see the appreciation for the arts and one another and commitment to values. He will be relocating to the area soon and noted it was an opportunity of a life time. He has attended several events in Plaistow and noted on a personal level it was a great place to raise a family.

M. Curran appreciated the support from the School District. She inquired about the items that he would like to have as goals.

E. Metzler discussed the support from the Selectmen, developing goals for things they are improving on, looking at the school and things they can improve on, looking at challenges for budget season and improving services for the children, and improve communication and student achievement and how they conduct business. He thinks "You can always get better, you are never your best".

R. Gray welcomed Dr. Metzler to Plaistow and Timberlane. He discussed population for enrollment in Timberlane and noted since 2004 there has been a decline however the budget has doubled and inquired what the correlation with the decline and increase in budget was.

E. Metzler thinks challenges and opportunities to Timberlane are not different from other towns. He discussed working with the budget, comparison of budgets, maintaining services to students, increase to fixed cost retirement (1.3%) unfunded mandate, past practices, challenges and opportunities .

R. Gray inquired about what was driving the unfunded mandates and if there is a decline in enrollment then should there be a decline in personnel.

E. Metzler noted the declining student enrollment did not mean a decline in teaching force. He discussed maintaining the studies and the way it is delivered to students.

R. Gray thought Town and School should work closely together because both have aging structures.

S. Fitzgerald noted he and Dr. Metzler discussed CIP telecommunications and technology and to involve a broader dialogue. They have demonstrated capacity to make better decisions.

J. Sherman welcomed Dr. Metzler. He thanked him for attending Town events. He noted the prior emphasis was more on facility and hardware not on teachers. He asked him to speak about teachers.

E. Metzler discussed humility and perseverance, being honest and telling the truth and being transparent as possible. Teachers are in the people business. With the help of the Board they looked at what was more important. They looked at the facilities however they will not put a warrant out for a new building. They are looking to ratify a contract and looking for community support.

P. Bealo reiterated a statement that Dr. Metzler spoke of during his interview "give me good teachers and you can teach out of a card board box".

D. Poliquin welcomed Dr. Metzler. He looks forward to working with him and establishing a better relationship with the school district and the Town.

C. Blinn has heard good things about Dr. Metzler and looked forward to working with him

M. Curran invited the school children to Town Hall for a tour and to view the Festival of Trees.

J. Sherman noted Timberlane has a music program that may have a volunteer to play the organ.

E. Metzler looked forward to working with the Town. His door is always open for easy accessibility.

2013 BUDGET REVIEW & WARRANT ARTICLES

S. Fitzgerald noted he met with Department Heads last week and looked at deficiencies. He discussed challenges with this year's budget and expects recommendations this week on cost saving measures.

The budget is a little over 2% from last year's budget. Forthcoming will be cost savings for concrete in front of bays of Fire Department and Sally Port, additional information regarding replacement of windows at Court House, and updates on fuel and utilities lines in the budget.

ARTICLE P-13-02: OPERATING BUDGET

S. Fitzgerald is working on Default Budget and hoped to have it in two weeks.

ARTICLE P-13-03: HIGHWAY DEPARTMENT EQUIPMENT CAPITAL RESERVE FUND DEPOSIT

Motion by J. Sherman to recommend Article P-13-03 Highway Department Capital Reserve Fund Deposit.

2nd by R. Gray.

Vote: 5-0-0.

ARTICLE P-13-04: REPLACEMENT OF THE 2006 F350 FORD PICK-UP

Motion by J. Sherman to recommend Article P-13-04: Replacement of the 2006 F350 Ford Pick-Up. 2nd by R. Gray.

D. Poliquin inquired if the specs of the truck have already been chosen or was it a hard number.

S. Fitzgerald noted the specs on the truck have been discussed with the Highway Supervisor.

Vote: 5-0-0.

ARTICLE P-13-05: FIRE DEPARTMENT CAPITAL RESERVE FUND DEPOSIT

Motion by J. Sherman to recommend Article P-13-05: Fire Department Capital Reserve Fund Deposit.

2nd by R. Gray.

R. Gray noted when they go to Town Meeting they will update fund balance.

Vote: 5-0-0.

ARTICLE P-13-06: ESTABLISHMENT OF A PUBLIC SAFETY COMPLEX COMMUNICATION RADIO DISPATCHING SYSTEM CAPITAL RESERVE ACCOUNT AND ASSOCIATED DEPOSIT

S. Fitzgerald noted he discussed this Article with the Police Chief last week and will have an itemized list next week of items and recycle dates.

D. Poliquin suggested to change picture associated with Warrant.

J. Sherman was not sure if he was in favor of the Article.

S. Fitzgerald suggested to establish the Capital Reserve Account first to support the CIP which may appropriately help them outline the associated needs.

J. Sherman inquired as to the advantage of establishing the account and not putting any funds in it.

S. Fitzgerald was concerned with asking for additional funding.

J. Sherman was not in favor of recommending Article P-13-06.

M. Curran was concerned with the duplication (potential new Safety Complex) and would like more information on telecommunication and how it would be associated with a new building.

Article P-13-06: Establishment of a Public Safety Complex Communications Radio Dispatching System Capital Reserve Account and Associated Deposit does not go forward - no vote, no motion.

ARTICLE P-13-07: REPLACE POLICE DEPARTMENT MOBILE RADIOS

***Motion by J. Sherman to recommend Article P-13-07 Police Department Mobile Radios.
2nd by R. Gray.***

M. Curran inquired if asset forfeiture money could be used to fund the warrant article.

S. Fitzgerald discussed asset forfeiture monies and usage.

D. Poliquin discussed Article 06 and 07 comparatively.

S. Fitzgerald discussed plans for better alignment of frequencies, FCC regulators, interoperability's and enhancement.

Board requested more information.

***Motion withdrew by J. Sherman.
2nd by R. Gray to withdraw.***

Consensus of the Board was for Sean to get more information for the Board.

ARTICLE P-13-08: PUBLIC SAFETY COMPLEX ARCHITECTURAL/COST STUDY

***Motion by R. Gray to recommend Article P-13-08: Public Safety Complex Architectural/Cost Study.
2nd by D. Poliquin.
Vote: 5-0-0.***

ARTICLE P-13-09: REPLACEMENT OF ROOF ON THE PUBLIC SAFETY COMPLEX

***Motion by J. Sherman to recommend Article P-13-09: Replacement of Roof on the Public Safety Complex.
2nd by R. Gray.***

J. Sherman inquired how firm the \$80,000 number was.

S. Fitzgerald discussed two quotes received (good faith estimates).

R. Gray inquired what would happen if the warrant didn't pass.

S. Fitzgerald previously called LGC regarding if a Town votes "no" then provision of the RSA no means no shall not apply.

R. Gray would like opinion of DRA and suggested holding off on recommending Article 09 until Sean investigated further.

J. Sherman discussed withdrawing funds from unexpended fund balance and suggested getting to bottom line and then revising and with drawing funds from unexpended fund balance.

R. Gray does not want to vote until he has all his information

Vote: 3-2-0.

D. Poliquin favored taking funds out of unexpended funds because of the aging facility and the roof that is leaking.

**ARTICLE P-13-10: ENGINEERING FOR CONCRETE APRON AT FIRE DEPARTMENT
AND REPAIR OF PORTION OF THE PARKING LOT BY THE POLICE DEPARTMENT
SALLY PORT**

***Motion by J. Sherman to recommend Article P-13-10: Engineering for Concrete Apron at Fire Department and Repair of Portion of the Parking Lot by the Police Department Sally Port
2nd by C. Blinn.***

J. Sherman was concerned with the combining of two items.

S. Fitzgerald anticipated one contractor doing both jobs.

J. Sherman suggested changing the wording from "engineering".

S. Fitzgerald suggested engineering and construction and cost estimates.

Board discussed motion. Motion amended.

Motion by J. Sherman to recommend increase in Article 10 to \$30,000 (previously \$25,000).

R. Gray agreed.

2nd by C. Blinn to increase.

Vote: 5-0-0.

ARTICLE P-13-11: EMERGENCY GENERATOR FOR THE LIBRARY

M. Curran discussed Library funding some of the warrant article.

S. Fitzgerald noted the Library had \$40,000 to contribute and were arranging for an energy evaluation.

M. Curran inquired if the article would still be necessary.

S. Fitzgerald noted the Library was still determining however the article may withdrawn later.

Article P-13-11: Emergency Generator for the Library does not go forward - no vote, no motion.

ARTICLE P-13-12: REPLACE SALT SHED

M. Curran inquired if there was more information on the article.

S. Fitzgerald discussed the removal of all salt and sand to protect area so there would be no additional leaching of contaminants into groundwater area around landfill. Plaistow First has set up a series of site walks to visit future sites.

M. Curran noted this article was tied to another article and she would like more information.

R. Gray suggested to skip both Articles 12 and 13.

J. Sherman and R. Gray discussed numbers being in the CIP.

M. Curran noted the Board would await additional information from Sean regarding relocation.

ARTICLE P-13-13: REPLACE HIGHWAY GARAGE

Board requested more information before voting

ARTICLE P-13-14: REPLACE WINDOWS AT COURT HOUSE

M. Curran noted Sean would have more information for the Board after Wednesday.

Article deferred until a later date.

ARTICLE P-13-15: REPLACE REMAINING GUTTERS & DOWNSPOUTS AT THE TOWN HALL

Motion by J. Sherman to recommend Article P-13-15: Replace Remaining Gutters & Downspouts at the Town Hall.

2nd by D. Poliquin.

Vote: 5-0-0.

J. Sherman inquired about the downside of not replacing downspouts and gutters.

S. Fitzgerald noted they were wafer thin and may start to see spot leaking. All others have been replaced except for this one section.

D. Poliquin noted there were areas on the building that needed to be corrected and damage to these areas could occur if the others were not replaced.

J. Sherman discussed using the unexpended fund balance for this article also.

ARTICLE P-13-16: CELL TOWER MAINTENANCE CAPITAL RESERVE FUND DEPOSIT

Motion by J. Sherman to recommend Article P-13-16: Cell Tower Maintenance Capital Reserve Fund Deposit.

2nd by D. Poliquin.

J. Sherman noted this Article may be another unexpended fund balance sourcing.

Vote: 5-0-0.

ARTICLE P-13-17: BUILDING SYSTEMS CAPITAL RESERVE FUND DEPOSIT

S. Fitzgerald noted he would have recommendations to present next week.

Motion by J. Sherman to recommend Article P-13-17: Building Systems Capital Reserve Fund Deposit .
2nd by D. Poliquin.

M. Curran noted she would be voting no until she knew more information.

Vote: 3-2-0.

Opposed: R. Gray and M. Curran.

ARTICLE P-13-18: INSTALLATION OF FIRE SUPPRESSION WATERLINE ON ROUTE 125 FROM EAST ROAD TO OLD ROAD ASSOCIATED WITH THE NHDOT RTE 125 WIDENING PROJECT

Motion by J. Sherman to recommend Article P-13-18: Installation of Fire Suppression Waterline on Route 125 from East Road to Old Road Associated with the NHDOT Rte 125 Widening Project.

2nd by R. Gray

Vote: 5-0-0.

ARTICLE P-13-19: WATER DEPARTMENT - FIRE SUPPRESSION PUMP AND PUMP HOUSE CAPITAL RESERVE FUND;

Motion by J. Sherman to recommend Article P-13-19: Water Department - Fire Suppression Pump and Pump House Capital Reserve Fund.

2nd by R. Gray.

Vote: 5-0-0.

ARTICLE P-13-20: WATER DEPARTMENT TRUCK

D. Poliquin suggested changing the picture on the warrant article.

S. Fitzgerald noted he was waiting on a recommendation from Attorney Kalman and has sought DRA's legal counsel opinion.

J. Sherman suggested the Board wait on voting on this Article.

Consensus of the Board was to defer Article to a later date.

ARTICLE P-13-21: FIRE SUPPRESSION SYSTEM CONVERSION FEASIBILITY STUDY

J. Sherman suggested changing the wording of the Intent because it was a bit confusing. He would like to defer to another day.

D. Poliquin suggested to vote on article as it was written.

S. Fitzgerald noted he would like to take a chance at writing the Intent and bring back to the Board.

ARTICLE P-13-22: CONSERVATION FUND DEPOSIT

Motion by J. Sherman to recommend Article P-13-22: Conservation Fund Deposit.

2nd by R. Gray.

Vote: 5-0-0.

ARTICLE P-13-23: SHELTER AT THE OLD COUNTY ROAD RECREATION (PARC) FACILITY

M. Curran inquired if there was a recommendation on the amount because it was blank.

S. Fitzgerald spoke with Mike Dorman. They discussed \$80,000 but there are no specific specifications however Mike is pulling the information together.

M. Curran inquired if the cost would include the poured concrete.

S. Fitzgerald noted yes.

D. Poliquin inquired about the size of the facility.

S. Fitzgerald noted he would get back to the Board.

Article 23 deferred until next week.

ARTICLE P-13-24: HUMAN SERVICES - SUPPORT FOR THE AMERICAN RED CROSS.

Motion by R. Gray to recommend Article P-13-24: Human Services - Support for the American Red Cross.

2nd by J. Sherman.

J. Sherman inquired if this was the same request they received last year.

M. Curran thought the dollar figure was different. She noted she would not be voting for this article. The volunteers are wonderful however she suggested all to investigate how the money is supported and allocated.

J. Sherman noted if it was voted down by the Town last year then he would not support recommending it again if it is basically the same.

Vote: 0-5-0. (Motion/Vote does not pass.)

TOWN MANAGER REPORT

S. Fitzgerald discussed:

- Friday's meeting with representatives from the Teamsters to discuss Collective Bargaining.
- Working with Town Auditors regarding MS-5.
- FYI folder has American Lung Association scheduled for May 5, 2013.

J. Sherman noted he was in favor.

S. Fitzgerald noted he would coordinate with Fire and Police Department as they have in the past.

- Highway Safety Grant approval.

S. Fitzgerald would like consensus from the Board to move forward.

Consensus of the Board was all agreed.

- Coordinating meeting with Commander Meany regarding Commemoration for the 50th Anniversary of the Vietnam War.

R. Gray inquired if the event would be like the WWII Veterans Celebration.

S. Fitzgerald noted that was his hope.

R. Gray noted a bigger facility may be needed or the event may need to be held outside.

- Interview and selection process of part time vacancy in the Selectmen's office has begun.
- Tuck companies meeting scheduled for December 13 at 9am at the Safety Complex.
- Edward Lukas to graduate on Friday, December 21st at 7pm from Full-Time Police Officer Academy at the Arthur D. Kehas Law Enforcement Training Facility and Campus in Concord.
- Defense Logistic Agency.
- Next Beede Technical Group Meeting scheduled for December 20th at 10am.
- Working with Mr. Palmer - information forthcoming.
- Finalizing tax maps - hydrants are the last thing to be added.
- Sunday, December 2 Santa will be at Town Hall.
- Town Report Advisory meets December 4 before Budget Committee.

OTHER BUSINESS

No Other Business discussed.

SIGNATURE FOLDER

M. Curran noted the Signature Folder and Manifest were going around.

SELECTMEN'S REPORTS

J. Sherman didn't have any updates.

R. Gray was not able to attend Planning Board meeting next week.

C. Blinn has Cable Committee meeting tomorrow and Conservation on Thursday.

D. Poliquin has Highway Safety and Public Safety Complex meetings this Friday.

C. Curran discussed:

- Working on Festival of Trees. She thanked Peggy Gross, Beverly Constatino, Tim Moore, Carol and Joe Jesso, and Brenda Major for volunteering their time this past week. She thanked the Staff for their cooperation and assistance with decorating their office doors. The doors look amazing and she encouraged all to come visit Town Hall and look at the decorated doors and the trees. She noted Christina Cruz has been instrumental with her involvement.
- The Festival of Trees will be open Friday, November 30th and Santa will be at Town Hall, the Festival will also be open on Saturday from 12-5 and again on Sunday from 2-8 with a fire truck parade and Santa. Santa will be arriving on an old fashion fire truck and will be at the gazebo on Pollard Park where pictures can be taken. There will be cocoa and cookies for all to enjoy and all are invited inside Town Hall to view the trees. The winners of trees will be

pulled at the Board of Selectmen meeting on December 3rd and the winning names will be announced. Trees can be picked up the next day.

- Coloring contest pictures are also available for pick up.
- No Family Mediation meeting this week.

NON PUBLIC RSA 91-A:3 II (a) PERSONNEL MATTERS AND (d) NEGOTIATIONS

Motion by R. Gray to go into Non Public under RSA 91-A:3 II (a) Personnel Matters and (d) Negotiations.

2nd by J. Sherman.

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

Public Meeting adjourned at 8:48 pm.

Respectfully Submitted,
Audrey DeProspero