



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

PLAISTOW BOARD OF SELECTMEN MINUTES:

DATE: Monday, April 30, 2012

MEETING CALLED TO ORDER: 6:32 pm

SELECTMEN:

Chairman, Michelle Curran

Selectman, Charles Blinn

Selectman, Daniel Poliquin - arrived 7:00 pm

Vice Chairman, John Sherman

Selectman, Robert Gray

Town Manager, Sean Fitzgerald

AGENDA:

MINUTES:

Motion by J. Sherman to approve the Minutes of April 23, 2012 with changes: Page 4, first paragraph, fourth line: delete "north side of" and replace with "North Ave from Marsh Ave to"; and page 8, third paragraph, first line: delete "meeting" and replace with "work session".
2nd by R. Gray.

Vote: 4-0-0.

Motion carries.

PUBLIC COMMENT:

No one from the public wishing to speak.

APPOINTMENTS

Library: Scott Lane

Jen Kiarsis introduced Scott Lane. Scott has been an Alternate Trustee for one year and has been in the Library for twenty three years as an avid patron. He has requested to stay on the board to help them out.

S. Fitzgerald inquired what Scott's favorite book was.

S. Lane noted Steven King 102363 Kennedy Assassination, it was a very satisfying book.

J. Sherman enthusiastically recommended to appoint Scott.

Motion by J. Sherman to reappoint Scott Lane to an Alternate position on the Library Board of Trustees for one year.

2nd by R. Gray.

M. Curran thanked Scott for volunteering.

Vote: 4-0-0.

Motion carries.

Zoning Board of Adjustment: James Allen

J. Allen introduced himself. He lives at 16 Ridgewood Road, has been an Alternate for one year on the Zoning Board, likes the Board, and enjoys getting involved with the community.

J. Sherman inquired if Jim had been able to attend many meetings.

J. Allen noted he attended all of them.

M. Curran noted there was a letter from Larry Ordway recommending James Allen to the ZBA.

J. Sherman inquired if anything surprised Jim about the ZBA.

J. Allen noted it was pretty standard and all spelled out regarding what needed to be done.

Motion by J. Sherman to appoint James Allen to the Zoning Board of Adjustment as a Regular Member for a three year term.

2nd by C. Blinn.

Vote: 4-0-0.

Motion carries.

D. Poliquin arrived at 7:00 pm.

HIGHWAY GARAGE PRESENTATION - DAN GARLINGTON & MIKE DORMAN

M. Curran discussed highway presentation regarding possible solutions for the future location of the highway garage.

R. Gray inquired if this was a presentation that Dan was giving to groups around Town.

S. Fitzgerald noted they were presenting to the Board of Selectmen tonight and seek some feedback and guidance from the Board and they would like to give the presentation to various groups in the community at a later date.

D. Garlington discussed being the current Highway Supervisor for the past 15 years; working with the Highway Department for 25 years; Highway Department has 3 full time employees; 4th seasonal employee from May until November; five total employees on site during parts of the year; Part I: Overview (overview: facility space needs); description of highway garage area; current highway department building was built in 1976; located close to landfill ; duties and responsibilities have increased over the last twenty years; methane gas contamination in the building; road salt waste and groundwater contamination; and Part II: Current Plaistow DPW Campus (diesel fueling station, main garage, office trailer, equipment storage trailer, salt shed, and kennel emergency animal shelter).

J. Sherman and D. Garlington discussed diesel vehicles, hydraulic lines, and how temperatures effect equipment.

D. Garlington discussed: Current Highway Garage - Vehicle Storage; overcrowded vehicles; Current Highway Garage - Issues; salt shed; environmental hazard to watershed; structure collapse during January 2011 winter storm; ground water contamination; high levels of sodium chloride; aging building systems; deteriorating insulation; cracked exterior; and rusting metal building skin.

J. Sherman inquired if a business had a fleet of vehicles would they typically store them inside.

M. Dorman noted the difference between contractors and the Town was contractors get paid by the hour for their equipment and the Town does not. Contractors receive revenue for the usage of their equipment while the Town just keeps using the equipment and does not receive revenue to purchase new vehicles.

D. Poliquin noted he has diesel equipment and does not store his equipment inside. He noted he is in favor of this new building however he did not favor the statement.

D. Garlington discussed Part IV: Design and Benefits; Overview: Facility Space Needs; New Highway Garage Complex - Benefits; safe and up to date as well as up to code; and cost savings.

R. Gray noted the pictures indicate the structure is in need of serious work and that it seemed to him that they would have to gut the building and start from scratch.

M. Dorman noted the foundation could be repaired to save it however it would be very costly. The salt shed needs to be replaced, it cannot be repaired, the metal on the building could be cleaned up however the big issue is with the building's insulation.

R. Gray inquired if there was a cost associated with the project.

M. Dorman noted there were numbers on the presentation.

S. Fitzgerald discussed site could still be used but for limited use.

Board discussed maintenance of the vehicles.

D. Garlington discussed New Highway Garage Complex - Benefits lengthen the service life of existing equipment; equipment deterioration; Proposed New Highway Garage Conceptual Space Floor Plan; Conceptual New Salt Shed - Details; salt storage shed; meets EPA requirements for prevention of contaminated runoff; salt stockpiles contained within fully enclosed permanent structural cover provide a best case scenario to prevent runoff; less ground water contamination; reduction of product waste; ability to bulk purchase product; salt contracts;

M. Dorman discussed New Highway Complex - Possible Sites: Penn Box Site - Main Street; town owned property; pros and cons; Garage Behind PARC - Old County Road; Former "McGuerr" Property; Town Owned Property Behind Route 108; property behind 117-119 Newton Road; land locked property; residential abutter; behind 123 Newton Road; and commercial abutters.

S. Fitzgerald discussed Part II: Financials; being in a stronger financial position that would help leverage financing at a favorable rate; undesignated fund balance eliminating need for tax anticipation note; New Highway Garage Complex: Escalating Costs; Handy-Whitman Index used by construction professionals to outline the annual construction pricing annually; projections; estimated increase; costs; 10 Year Debt Service Cost Projections; Actual 2011/2012 Tax Rate; Town of Plaistow Undesignated Fund Balance 2006-2011; Next Steps; strengthen cost estimates for both highway garage and salt/sand shed; working with NHDES on scope of effort to understand

reclamation of proposed highway garage sites; and continuing to update the community groups and public on benefits of advancing the project forward.

J. Sherman and S. Fitzgerald discussed cost estimates listed on presentation.

J. Sherman suggested to add another column (2013) to the inflation page.

J. Sherman inquired about the size of the highway garage and if all the equipment would be stored at the highway garage.

D. Garlington noted the estimate was based on the current list of equipment they had at the time of the estimate. The landscaping equipment and brush cutter were added afterwards.

J. Sherman discussed using the existing building for summer equipment and costs being ballpark numbers. He inquired if Danny was proposing a building to store all the equipment and if the salt shed would be able to store a full year supply of salt.

D. Garlington noted yes.

S. Fitzgerald discussed repurposing the existing campus for Town use.

J. Sherman noted on the last slide, Next Steps, should include to choose a location.

M. Curran suggested tweaking the presentation and bringing it back to the Board. She noted it was a great job and a great presentation but had a little doom and gloom. She suggested to state facts, tighten up the presentation a little bit, make it a bit more clear about what he was potentially asking for and then bring it back to the Board. She noted the Board wanted to stand behind him.

D. Garlington discussed cost per square foot for the building; visiting three or four highway departments that were recently constructed; and sitting down with person in charge to get a feel for the estimate for the per square footage.

R. Gray would like a consensus from the Board indicating if they want them to proceed forward and what exactly they want them to proceed with.

M. Curran noted she had not heard enough information tonight to know if she wanted to go forward.

J. Sherman did not think the Board needed to take a vote. The items seem worth pursuing and he would like to have revisions to the presentation as discussed tonight.

R. Gray discussed Town' aging infrastructure problems.

PLAISTOW FIRST RECOMMENDATIONS - JOHN SHERMAN

J. Sherman noted he and Sean took all the green items that appear on page 3 and put dates on them just for planning purposes so they could time phase things. He didn't think they needed to review these items this evening. He noted the yellow items were the ones in process and sorted by due date appearing in chronological order. His recommendation was to start at the top and pencil in due dates to those that are listed as TBD and continue on to look at the rest.

M. Curran agreed with John on the green ones and suggested all to look over and bring it up at their next meeting. She noted she did not have a problem with going over the ones that are past.

J. Sherman discussed recommendations from Plaistow First regarding properties that could be sold. He noted at their March 19th meeting with the Town Manager they agreed not to pursue at the present time. He inquired what he should list the due date as.

S. Fitzgerald suggested to put a September date on the list.

J. Sherman noted he would put September date on the first three Recommendations (35, 36 & 41).

- Recommendation #17 - had a March date - decision was to change to June 18.
- Recommendation #37 - waiting on checklist which is due back May 11th - date change to May 14 on Recommendations 37, 38 & 39.
- Recommendation #42 - Sean to provide report to Board by 5/14.
- Recommendation #43 - due date changed to 5/14.
- Recommendation #78 - due date changed to Complete.
- Recommendation #1 - Historical Society - May 14th update.
- Recommendation #51 - list of possible things the Recreation Commission put in their strategic plan - not finalized - due date May 14.
- Recommendations #11, #12 & #21 - due date June 4.
- Recommendation #79 - Fire Chief confirmed not using for water purposes - John to follow up with Jill.
- Recommendation #20 - suggested to push out to a future date (Board not ready to do anything about parking issues, awaiting information) - July 16.

HAZARD MITIGATION PLAN - PUBLIC HEARING

M. Curran opened the Public Hearing at 8:35 pm.

S. Fitzgerald read letter regarding FEMA adoption of the Hazard Mitigation Plan. The plan will be put up on the Town's web site for all to view.

M. Curran closed the Public Hearing at 8:37 pm.

Motion by J. Sherman to approve the Hazard Mitigation Plan Update of 2012 as presented to the Board of Selectmen by the Town Manager on April 30, 2012.

2nd by R. Gray.

Vote: 5-0-0.

Motion carries.

TOWN MANAGER REPORT

S. Fitzgerald discussed:

- Beede Waste Oil site group meeting coordinated with NHDES, EPA and representatives from the performing party.

Board discussed technical meeting information.

R. Gray requested to discuss the 221 Main Street request.

S. Fitzgerald noted the request was made by the Plaistow Fire Department to use 221 Main Street for fire training however the Beede Group declined.

- Kohl's Grand Opening scheduled for Wednesday, May 9th.
- Arbor Day Dedication to Ruth Jenne.
- Annual MS4 report due tomorrow.
- Lyme Disease presentation on May 1st at 6:30 pm.
- Plaistow First met last week.
- Employees attended Excel training last week.
- Planning Board meets on May 2nd.
- Town Report Committee meeting on May 9th at 5:30.

J. Sherman noted he has a conflict and will not be able to attend.

- Tim Moore has been nominated for NH Planner's Association Citizen Planner of the Year.
- Memo in FYI folder regarding Board's vote from last week's meeting.
- Disposition of Town owned properties. As of today 5 Department Heads and Committee Chairs have turned in their forms.
- Regional Selectmen meeting is scheduled for May 27th.
- Conflict of Interest is still seeking new members both Regular and Alternate.
- T Ball is Tuesday, May 1st at 6pm.
- PARC Opening Day is Saturday, May 5th.

OTHER BUSINESS

M. Curran discussed the passing of Natalie K. Davis, former Town Administrator in Plaistow for 17 years. She retired in 1992 and then moved to Florida. She gave condolences to family members.

SIGNATURE FOLDER

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

SELECTMEN'S REPORTS

J. Sherman:

- Plaistow First had a brief meeting last week to have a quorum to approve their final report. They approved their report and a draft is in the Selectmen's FYI folder. They will be wanting to get on the Board of Selectmen agenda to discuss.
- Budget Committee isn't meeting this time of year.
- Town Report Advisory Committee meeting is scheduled for May 9th however he has a conflict with the date and seeks an alternate date to meet.

R. Gray:

- Planning Board will be meet this Wednesday to discuss: Letter of Request by George Chandler for occupancy of a 16,000 square foot unit at Great Elm Plaza for a Social Amusement Center for individuals 21 years and older; Letter of Request by Jordan Shallow to lease 2 service bays at 7 Rose Avenue for the repair of vehicles for his auto dealership including state inspection license; Letter of Request by Mark Fowler for occupancy of a unit at 1 Red Oak Drive, Unit H, on Newton Road by M.E.F. Controls and Electrical Service, Inc.

- Attended Firestone's opening event. He spoke with the regional vice president regarding economic revitalization zone. Firestone donated \$500 to Meals on Wheels and \$500 to Plaistow Police Association. A nice lunch was served and the ceremony went well.

J. Sherman attended the tree planting and dedication ceremony for Ruth Jenne. It was nice and touching. It lasted about 1/2 hour. He was surprised and pleased at the turnout.

C. Blinn was impressed with celebration and dedication to Ruth Jenne. It was a great time. He appreciated all that came out. It brought back great memories.

D. Poliquin:

- No meetings this past week.
- Last week was school vacation week. He congratulated all who helped with vacation week events and sponsored events. He heard all was a great success. Many children and parents had a great time.
- His wife has passed her Citizenship test and she gets sworn in on May 18. He is very proud of her and proud that she wanted to become a citizen.

M. Curran:

- Attended Beede meeting.
- Attended Ruth Jenne's dedication.
- No recycling this week.
- Spoke to Carli, everything went great on the Carnival Day. At her sponsored event she anticipated 10 children and 17 showed up. Parents were happy to have activities that children could participate in during school vacation.
- This coming Sunday is the Old Home Day meeting at 6pm.
- Earth Day celebration is Tuesday - 9am at Pollard School and 1pm at the Library.
- Planning Board is Wednesday.
- Conservation Commission meets on Thursday.
- Saturday is Opening Day at PARC starting at 9am.

NON PUBLIC

NON PUBLIC RSA 91-A:3 II (a) PERSONNEL, (b) HIRING OF A PUBLIC EMPLOYEE, (d) MATTERS OF NEGOTIATION, and (e) LEGAL

Motion by R. Gray go into Non Public under RSA 91-A:3 II (a) Personnel, (b) Hiring of a Public Employee, (d) Matters of Negotiation, and (e) Legal.

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 9:12 pm.

Respectfully Submitted,
Audrey DeProspero