



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

**PLAISTOW BOARD OF SELECTMEN MINUTES:**

**DATE:** Monday, March 19, 2012

**MEETING CALLED TO ORDER:** 6:33 pm

**SELECTMEN:**

Chairman, Daniel Poliquin  
Selectman, Charles Blinn - excused  
Selectman, John Sherman

Vice Chairman, Michelle Curran  
Selectman, Robert Gray  
Town Manager, Sean Fitzgerald

**AGENDA:**

**MINUTES:**

*Motion by J. Sherman to approve the Minutes of March 12, 2012 with correction to page 7.*

*2nd by M. Curran.*

*Vote: 4-0-0.*

*Motion carries.*

**PUBLIC COMMENT:**

*EPA Cable Update - Sue Sherman*

S. Sherman discussed Cable update with EPA; she and Dean were able to get out of their day job with Timberlane to do a thirty minute interview with Jim Brown and Doug Gutro; set of questions prepared; Sue represented the Cable Committee and did the moderating of the video; Dean did the taping; the video has been loaded on to the Vimeo site; she thought the video came out well; they reviewed the history, where they are at and where they are going to go; the questioning was straight forward; Jim answered questions asked by Doug; and Dean worked the film into both broadcast channels: 17 and 23. She suggested to look at Vimeo site to view the film and if anyone had questions or concerns they could contact her. The EPA will come back in June to do a similar interview and she will moderate again. The broadcast is for community awareness to bring the community up to date. She noted she received an email from Doug Gutro which indicated that he thought the filming went well and came out really well. She noted Dean did a really good job.

M. Curran noted she attended the EPA meeting and thanked Sue for going out of her way to make this filming happen. She appreciated both Sue and Dean for their efforts. She discussed posting bulletins regarding persons on site and what persons are doing on site so residents will have information and be kept updated.

J. Sherman attended Thursday's meeting with Michelle. He noted the EPA was reluctant at first with the Cable Committee approving their show however in the end they were happy when it was completed. They were able to deliver their message to the people and were happy with it.

D. Poliquin thanked Sue.

*Bench/Table Donation - Roy Jeffrey*

R. Jeffrey noted several weeks ago he came before the Board of Selectmen to request a granite bench be put on the Veterans Park and tonight he was here to update the Board. He went to Landscape Depot and the table and bench will be delivered tomorrow. He hoped the Town could find a spot on the Town Green to put these items. He noted at a later date he would have them engraved with a couple of WWII Veteran's names.

S. Fitzgerald noted Roy Jeffrey was working with Dan Garlington and the information would be brought back to the Board at a later date.

**SWEARING IN OF NEWLY ELECTED OFFICERS - Maryellen Pelletier, Town Clerk**

D. Poliquin congratulated all for their participation and running for a position. He noted there were 1,200 voters that came out to vote and it was a good election.

J. Sherman thanked everyone for volunteering their time. He discussed the number of voters, write in ballots, counting ballots, results, hundreds of ballots do not have votes on warrant articles and noted that if you added all the yes votes it would not come anywhere near the 1,200 voters it would come somewhere around 1,100.

M. Pelletier swore in all newly elected Offices and read the Oath of Office with all:

Robert D Harb	Moderator	2 year
Kara Ann Gilroy	Trustee of the Trust Funds	2 year
B. Jill Senter	Trustee of the Trust Funds	3 year
Nancy J. Jackman	Supervisor of the Voter Checklist	6 year
Polly Huard	Supervisor of the Voter Checklist	1 year
Michelle Lee Curran	Selectman	3 year
Daniel J. Poliquin	Selectman	3 year
Gennifer Silva	Planning Board	3 year
Ben Sadewicz	Budget Committee	3 year
Gayle Hamel	Budget Committee	3 year
Darrell W. Britton	Budget Committee	3 year
Barry W. Weymouth	Budget Committee	2 year
Anthony E Ricco	Budget Committee	2 year
W. David Gerns Sr.	Budget Committee	1 year

J. Sherman and R. Gray thanked everyone.

J. Sherman discussed appointed positions that will be up in 2012. He inquired how those positions were handled.

M. Pelletier noted the Committee should put a slip to the Board of Selectmen. She normally sends an email out to the Committee as a reminder.

S. Fitzgerald noted he could work out a letter from the Board

## **REORGANIZATION**

D. Poliquin suggested to put off reorganization of the Board because Buzzy was on vacation for ten days.

J. Sherman agreed and suggested to proceed as they currently are.

Consensus of the Board was to leave the current positions as they were.

## **TOWN MANAGER REPORT**

S. Fitzgerald discussed:

- Last week's major quarterly meeting for Beede Waste Oil site. They are moving toward remediation and access route.
- Meeting with Kevin Russell after meeting for Beede to discuss access route.
- Handout he gave to Board regarding Zoning Ordinance, site plan review regulation and subdivision regulation applicability.
- Land use, updated site plans, wet lands and storm water regulations.

Tim Moore discussed ordinances, applicable, and non applicable.

J. Sherman discussed item spoke about at the meeting: reuse plan. The reuse plan doesn't carry any weight, it controls the level of clean up. They referred to the property and noted they did not know what would happen to the land when it is cleaned up. He thought they should add that to a future agenda to discuss if they have concerns. He was concerned that it doesn't have any legal standing.

D. Poliquin discussed reuse plan and town not taking over the property. He noted it should be a future agenda item of the Board of Selectmen.

J. Sherman inquired if Sean was sending the list to the EPA.

S. Fitzgerald noted he was going to sit with the Department Heads and come up with a list that they felt comfortable with and then forward it.

## **PUBLIC SAFETY COMPLEX PRESENTATION - Police Chief Steve Savage/ Lt. Baldwin**

S. Savage discussed Town of Plaistow 2012 Feasibility Study New Stand Alone Police Facility versus Addition to Safety Complex. He thanked Sarah Gibbs for helping with the presentation. He was open for comments and criticism from the Board of Selectmen. He discussed Scope of Efforts; space needs analysis completed by HKT Architects; Current Deficiencies; booking area; staff safety concerns; and holding area.

Board discussed Safety Complex being used for short term holding facility only and the long term holdings are sent to Brentwood.

J. Sherman noted standards have changed since the facility has been built 25-30 years ago.

S. Savage agreed and noted the facility is not handicap accessible.

S. Savage discussed inadequate staff locker room space; no detective/investigation function area; impound area outback is undersized; no inside storage; poor staff/visitor parking ; poor egress in the

entering/exiting rear parking lot; possible on site location at current facility location; possible off site location; town owned property - McGurr property, Penn Box Site, and Old County Road; reasons for Town owned property and reasons for not using Town owned properties; existing site location; Chief, Deputy Chief and Lieutenants' Office inadequacies: no confidentiality, no waiting area, no conference room; poor administrative space; communications server secured storage area; Communications Center; Meal-Room, Shift Briefing Room, Training Room and Kitchen; Administrative Safety Issues; Prosecutor and Victim Witness Advocate's Offices; Armory; lack of security for armory; Central Records; Records Clerk Office and Interview Room; Men's/Women's Locker Rooms; Evidence Storage; lack of secure lockers; no refrigeration for bio-hazard evidence; Sergeant's Office shared by three supervisors; and Booking Room has no confidentiality, they are too small for bookings and there are severe security concerns.

R. Gray inquired how many times have multiple bookings come into play.

S. Savage noted it was a weekly occurrence.

S. Savage discussed Holding Cells have severe prisoner safety issues and no sight/sound separation by gender and age.

J. Sherman and S. Savage discussed Town not being accredited.

S. Savage discussed Sally Port area which is too narrow and has limited space; Custodial and Mechanic Storage Area; Quartermaster has water leaks from Sally Port; Investigations Mobile Office; Outdated Electrical and HVAC; Summarization of all items discussed; Requirements for Fire/Rescue and Emergency Management Departments; and zero Town Long Term Debt.

S. Fitzgerald discussed tremendous expense to build a facility; feasibility to help people understand; 50 year life cycle; and demographic changes.

R. Gray discussed changes to facility in the last thirty years and the forthcoming changes.

Board discussed recommending 50 year statement for last slide.

J. Sherman noted he was in favor of changing the last slide to 50 years.

M. Curran discussed emphasis on standalone facility; the wants and needs of the Fire Department; separating the Police; and noting only the Police puts the Police Department at a disadvantage.

S. Savage noted they could expand upon that slide.

J. Sherman inquired if this would go back to the Public Safety Complex Committee.

S. Savage noted he had not shown this presentation to them but would be bringing the information to them along with the suggestions made by the Board of Selectmen.

J. Sherman thought more emphasis needed to be put on the changed standards; men versus women; juvenile versus adults; and critical factors of size.

R. Gray suggested to go over bullet points for accreditation and juvenile so people are aware of the issues. He thought the summarization needed to go at the beginning of the presentation.

J. Sherman suggested copying the summary in the front so it is in both places (beginning and end).

D. Poliquin and S. Savage discussed ideas gathered from other sources and included in the presentation.

T. Moore discussed Build Out Analysis; tweaking some items; translating the end result; population will be what at the end of the 50 years; and what the need of the Fire Department and Police Department will be in the future.

W. Baldwin discussed types of crimes currently occurring; technology crimes could potentially get worse; and the need to look at these when building out the technology portion for future needs.

S. Fitzgerald inquired about the organizational chart for the department back in 1984.

S. Savage discussed being hired in December 1986 and at the time there was 7 full time persons, 1 secretary, 1 or 2 dispatchers and 4 part persons. His department has now increased to 19 positions.

S. Fitzgerald discussed having a beginning, middle and end; and the past present and future of the department to further the development of the presentation and opportunities.

D. Poliquin thanked S. Savage and W. Baldwin for their presentation.

#### **DISCUSSION OF PLAISTOW FIRST COMMITTEE SUGGESTIONS - J. Sherman/R. Gray**

J. Sherman discussed list of Plaistow First Recommendations brought to the Board of Selectmen on September 14, 2011. The Committee brought forth the recommendations and prioritized them. He reviewed the recommendations:

- Recommendation #1 does not require any recommendation from the Board of Selectmen.
- Recommendation #3 - Map & Lot 26-55 has not been resolved.
- Recommendations #14, #15 and #16 discussed briefly by the Board. Sean was asked to come up with a status or procedure for the items listed.
- Recommendations #17 and 18 talked about Board meeting back in January, Board looking for recommendation from Sean.

S. Fitzgerald noted he could have Dan Garlington come in next week.

Board requested five options.

- Recommendation #19.

M. Curran thought the Maintenance Department and Town Manger should be handling #19.

S. Fitzgerald noted he has requested a recommendation from Dave Bowles regarding building assessments.

J. Sherman noted all the recommendations should come to the Board of Selectmen.

S. Fitzgerald and J. Sherman discussed putting a Needs Facility Assessment presentation together

D. Poliquin reviewed Charter of the Committee and noted the charter discussed looking at properties.

R. Gray discussed looking at properties and what is on the properties

D. Poliquin noted the Charter put forth does not indicate repairs to building just land use.

J. Sherman noted it came about because when they were developing properties and future requirements. They were holding a discussion with the Historical Society and they mentioned that they did not need additional space just updated items required such as maintenance.

J. Sherman requested an estimated due date for the Plaistow First listing.

S. Fitzgerald discussed presentation for the CIP.

S. Fitzgerald and J. Sherman discussed May.

- Recommendation #20 - Elder Affairs Committee working on the parking issue.

Board discussed parking issue and various ideas and possible solutions.

- Recommendation #28 general consensus of Plaistow First was that it did not make any sense if they were looking at replacing the Highway Garage but they wanted to leave it on the list.

S. Fitzgerald noted he was trying to get grants for energy assessment for Town properties.

- Recommendation #34 - skip.
- Recommendation #37, #38 and #39 - the Board spoke about these recommendations back in December, unsure where they currently stand.

R. Gray noted Planning Board took a vote to sell.

S. Fitzgerald discussed drafting a form and making changes next week at the Board of Selectmen.

M. Curran liked the fact that they go to Town Warrant and have the residents decide. She thought the voters should have a say in what they sell and buy. She liked having Town Meetings and having items posted on Warrants.

- Recommendation #35 and #36
  - #35 is McGurr property - suggested to hold off selling
  - #36 is three parcels that abut Haverhill - Committee not ready to pursue selling those.
- Recommendation #41 - Map and Lot 69-21 - not ready to talk about selling that property.

R. Gray noted that property was not a buildable lot.

J. Sherman noted he would update the presentation and requested to have it put it on next week's agenda.

M. Curran would like to see the information first. She was concerned that Sean may not have the time to get the necessary information to the Board before Monday.

S. Fitzgerald discussed getting the Board drafts by Wednesday. The items requested this evening are currently in the works.

D. Poliquin thanked the Planning Department and Plaistow First for all their work. He was impressed with the amount of information they have provided. They are dedicated people doing quite a bit of homework. He inquired what direction they were looking to go in next and if the Board wanted to ask the Plaistow First Committee if they have any recommendations and/or direction they want to go in.

J. Sherman noted their next meeting is next Wednesday and their goal for that meeting is to wrap everything up (Goals and Charter) to get to a clean cut off, then they are going to ask to be on the Board of Selectmen Agenda to say this is what we have done and ask if the Board want them to continue on this or is there something else the Board wanted them to do. He thought they would come before the Board sometime in April to present a summary of their work.

D. Poliquin was glad the Committee was thinking about moving forward. He noted the Committee was made up of a unique combination of minds and talents and he would like them to continue.

R. Gray discussed comprehensive list and noted the Charter had been fulfilled in his mind. He suggested a break or time off from the Committee for the Committee members to recharge their batteries because they have been going on for two years.

## **TOWN MANAGER REPORT**

S. Fitzgerald discussed:

- Beede meeting and 30 minute cable presentation.
- One Warrant Article failed - Pavilion at the Old County Road Recreation (PARC) Facility.
- NHDOT has come in to do their biannual bridge inspection.
- Planning Board meets Wednesday, March 21st.
- 2012 MS4 Report.
- 4th Annual Arbor Day Celebration is scheduled for Friday, April 27th.
- Meeting in Concord on Thursday with Tim Moore regarding the proposals with the NHDOT Selection Team.
- March 27th meeting with Unital to discuss lights out at PARC.
- 40th Anniversary for Meals on Wheels program.
- Highway Safety Committee meets Friday, March 23rd.
- Safety Complex Committee meets Friday, March 30th.
- Toddler Easter Egg Hunt scheduled for Friday, April 6th at 11 am and Town Easter Egg Hunt scheduled for Saturday, April 7th at 10 am.

## **OTHER BUSINESS**

J. Sherman reviewed last week's discussion regarding the newspaper article in the Sunday Eagle Tribune. He sent information to the Reporter and she called him back. She asked him if he was

going to demand a retraction, he said no, however she could do one but would need to speak to her editor. He is considering whether or not to demand a retraction since he has not seen anything in the paper as of yet. He thought he would like to see something in the paper indicating that the information in the paper was factually incorrect.

D. Poliquin noted he would support the full retraction.

R. Gray suggested to invite the Editor to come sit at a Board of Selectmen meeting.

S. Fitzgerald noted they were busy and thought they may have to go sit with them.

R. Gray noted he was in favor of that.

### **SIGNATURE FOLDER**

D. Poliquin noted the Signature Folder and Manifest were going around.

### **SELECTMEN'S REPORTS**

M. Curran:

- Tuesday was Election. She thanked everyone.
- Attended Beede meeting on Thursday.
- Family Mediation is this Wednesday.

R. Gray:

- Tuesday was Election Day and the weather was phenomenal. He thought the actual voting went very well. The third machine sped the process up. He thought the third machine would also be helpful with the Presidential Election. He noticed a lot less people had to ask how to feed the ballots into the machine.
- Handed out five or six boxes of Town Reports.

J. Sherman:

- Budget Committee will have their reorganization meeting on April 3rd.
- Town Report Advisory Committee will meet prior to do lessons learned and to discuss potential improvements for the next year.
- Attended the Beede meeting on Thursday. The meeting ran late but was interesting. The next key item is the access route and hooking that onto North Main Street across from Danville Road. 2,000 feet will be required to adjoin the roads. He reviewed the cost comparisons and noted they were not accurate.

D. Poliquin:

- Plaistow Friends of Rec Spring Ball will be Saturday night at the Fish and Game at 7 pm. The cost is \$15 per person and there will be door prizes, music and dancing.
- Highway Safety is this Friday.
- Public Safety is the following Friday.
- Rec Commission:
  1. Mr. Jeffrey came in to discuss his request for a portion of PARC to be dedicated.
  2. They held a discussion about guardrails (either wood, rope or chain) which would help prevent driving into the fields. A donation was offered by one resident to dig the holes.



3. Town Wide Yard Sale is coming up which is at PARC on April 14th from 8 am until 2 pm. Tables and spots are available for \$20. Residents can still hold a yard sale at their house if they wish.
  4. Farmers Market will start up the first Thursday in August.
  5. Recent school vacation week programs put forth were a great success. Different organizations were involved including the library. Skate day at Skateland was a big hit and a huge success.
  6. Use of Facebook and electronic technology in the Town was discussed. They are working on a policy for that. Carli was in to discuss.
  7. Recreation information and scheduling has been updated on the Town's web site.
  8. Baseball is ready to get underway. Signups are still taking place.
  9. Opening Day for PARC is May 5th with festivities.
  10. Discussion of the Master Plan is ongoing.
  11. Brief discussion of the failed article was held. No real suggestions were made. Presentation and cost were discussed.
- Thanked all who came out to vote and for their support. He is honored to be back on the Board to do what he can for the residents and to guide the Town going forward.
  - All involved with the polls did a great job. Things went smoothly. Moderator Steve Ranlett did a great job and initiated a few new items which went well. He gave kudos to all who were involved.

M. Curran reminded people that it was imperative to renew their Library card if they want to use their eBook. If they are unsure how to renew, they can go down to the Library and the Library will help them through the process.

Public Meeting adjourned at 10:02 pm.

Respectfully Submitted,  
Audrey DeProspero