



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

**PLAISTOW BOARD OF SELECTMEN MINUTES:**

**DATE:** Monday, September 17, 2012

**MEETING CALLED TO ORDER:** 6:36 pm

**SELECTMEN:**

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

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

**AGENDA:**

**MINUTES:**

*Motion by J. Sherman to approve the Minutes of September 10, 2012 as written.*

*2nd by R. Gray.*

*Vote: 4-0-0.*

*Motion carries.*

**PUBLIC COMMENT:**

R. Jeffrey:

- Presented pictures of the Fall Festival to the Board of Selectmen.
- Visited Hannah Duston Healthcare Facility in Haverhill, MA.
- Showed swatches for the blue color of the Town seal flag.

B. Harb, Town Moderator:

- Publically thanked all elected officials that helped during the elections and those who came out to vote. He discussed the new Voter ID rules, photo ID booth, and upcoming educational seminars on Public Access. He is looking forward to November's election. He reminded all to vote on November 6th from 7am until 8pm at the Pollard School located on Main Street. Parking is as usual however voters will enter the building through the right side door.

**PUBLIC HEARING - CUMBERLAND FARMS DONATION \$3,775 (Plaistow Recreation)**

*Public Hearing opened at 6:46 pm.*

S. Fitzgerald thanked all who purchased a drink at Cumberland Farms during Cumberland Farms four week Corporate Giving Mission which supported Plaistow Recreation with a donation. The funds will support recreation programs and community activities. A list will be provided to the Board of Selectmen at a later time.

J. Sherman discussed making sure the funds were dedicated for recreation purposes and that they hit the Recreation Budget and not the Revolving Account.

S. Fitzgerald noted the Town had a Recreation Revolving Fund which would allow those funds to be exclusively used for recreational purposes.

*Public Hearing closed at 6:45 pm.*

Motion by R. Gray to accept the donation from Cumberland Farms for the Plaistow Recreation Department in the amount of \$3775.  
2nd by D. Poliquin.

J. Sherman inquired which account the funds would be deposited into.

R. Gray noted the Plaistow Recreation Account.

S. Fitzgerald recommended putting the funds into the Plaistow Recreation Revolving Fund Account which is an off budget account that is not part of the annual budget and supports recreational programs. The account would allow the funds to be held in support of the Recreation Department.

D. Poliquin recommended adding the additional wording to the motion.

R. Gray agreed and inquired who were the agents of the fund account.

S. Fitzgerald noted the Board of Selectmen.

J. Sherman inquired if there was a description of how those funds could be used.

S. Fitzgerald noted the revenue put in the revolving fund was to support recreational purposes.

J. Sherman inquired whom the withdrawal from the fund would come from.

S. Fitzgerald noted the Board of Selectmen.

Board discussed background information of the Warrant Article that was set up.

***Motion by R. Gray to accept the donation from Cumberland Farms for the Plaistow Recreation Department in the amount of \$3775 and to place the donation into the Recreational Revolving Fund Account to request a recommendation from Town Staff and Committees how these dollars can be used to support Recreation activities and to request withdrawals to support Recreational purposes.***

***2nd by D. Poliquin.***

***Vote 4-0-0.***

***Motion carries.***

#### **REVIEW OF 2012 PRIMARY ELECTOIN - NANCY JACKMAN/MARYELLEN PELLETIER**

M. Pelletier noted they had an average turn out during the September 11th election.

N. Jackman was impressed with Mr. Harb's job. This was his first time at elections. The Assistant Attorney came in to view the election polls and did find a barrier not to be the correct length along with not having two Selectmen present at the elections which is required.

R. Gray noted he was there for most of the day and had to step out for one moment, which was when the Assistant Attorney came in.

September 17, 2012

M. Curran noted Selectmen have already signed up with Maryellen for the upcoming election.

R. Gray planned on being present for most of the day however he had not replied back to her email.

M. Pelletier noted the Town Clerk's Office would be closed to the public on election day due to staffing requirements at elections.

N. Jackman noted she would need additional help for the upcoming election.

S. Fitzgerald thanked all for their work at the polls.

### **PRESENTATION OF PLAISTOW'S ECONOMIC REINVESTMENT ZONE (ERZ) - LEIGH KOMORNICK**

L. Komornick presented PowerPoint presentation to the Board of Selectmen on the Proposal to Amend the Economic Revitalization Zone (ERZ). She gave an Overview of the plan; reviewed the description of the proposed amendment; showed a map of the Proposed Area/Parcels Proposed to be Amended to the ERZ; Pros and Cons of the project; project information; total of construction cost; providing houses for seniors; revitalization of an area currently in transition; and providing housing for a needed group that is within walking distance to stores, services and other facilities that will benefit from the additional patronage.

S. Fitzgerald noted he met with Mr. Lewis prior to the meeting. This is an opportunity for residents of Plaistow to support their quality of life. He suggested for Leigh to have the Planning Board take a look at the presentation and provide a recommendation to the Board of Selectmen. He thought the ERZ Zone was a positive and attractive strategy however it did not waive any existing regulations.

Board reviewed the Proposed Area/Parcels Proposed to be Amended to the ERZ.

Steve Lewis discussed Salem's project in their revitalization zone; short term benefit; benefit of revitalization zone; and noted the Plaistow project would be identical to the Salem project.

R. Gray noted they did not have a comprehensive policy to deal with traffic on Main Street and he did not favor attracting any more traffic to Main Street until they understood the benefits of how to help deal with the current Main Street traffic.

J. Sherman and L. Komornick discussed ERZ Map as Adopted by the Plaistow BOS in 2009.

J. Sherman discussed the advantages of being in an ERZ: it makes the property available to tax relief and benefits from the State not the Town.

L. Komornick noted she would present the PowerPoint presentation to the Planning Board, get their opinion and comments and then bring the information back to the Board of Selectmen.

J. Sherman discussed stimulation of development and increased cost of services to the Town.

### **REVIEW OF 2012 BUDGET SCHEDULE**

S. Fitzgerald discussed 2012-2013 Budget schedule and trying to stay ahead of the Budget Committee.

R. Gray requested budgets for Cultural, Cable, Government Buildings, Conservation, Zoning, Planning Cemetery, Patriotic, Legal, Conflict of Interest, and Insurance.

J. Sherman noted the Budget Committee was scheduled to meet on November 6 (election day) but he would speak to the Chair to see if they could not meet on that day.

### **REVIEW OF BOS GOALS**

S. Fitzgerald discussed 2012 Goals:

*Goal #1 - Continue to Coordinate the resolution for any outstanding issues on the Town Hall generator and make a recommendation regarding the possible replacement of the Safety Complex generator.*

S. Fitzgerald discussed update, status and next steps.

D. Poliquin suggested moving the generator to the Library and putting a larger generator at Town Hall.

S. Fitzgerald noted it would be a solution that they could fall back to.

D. Poliquin noted there was no guarantee for the UPS unit and didn't think it was a long term solution.

M. Curran thought they spoke of using grant money or FEMA money and changing the generator location. She was in agreement with Dan.

R. Gray noted when the generator was put in he had inquired if it would supply enough power for the Town Hall and the elevator. He was told that it would. He was not happy to know that it does not. He would like the Town Hall used as a warming station however without the generator being able to power the elevator it cannot be done.

M. Curran noted she was in favor of looking further into a generator because budget season was here and warrants were being prepared.

R. Gray requested to have both options explained and to have a breakdown of all the scenarios.

*Goal #2 - Investigate/research plans for water testing for Old County Road wells. Implement agreements with property owners for water usage of the Old County Road wells.*

S. Fitzgerald discussed update, status and next steps.

***Goal #3: Work with the Public Safety Complex Committee to accomplish their charge from the Board of Selectmen.***

S. Fitzgerald discussed update, status, next steps, presentation to support public deficiencies of the Safety Complex, and working with the Chief and an abutter of the Safety Complex which would help them support the project and moving forward.

***Goad #4: Explore opportunities for reducing the costs related to waste collection and disposal, including options for improving the levels of recycling within the Town***

S. Fitzgerald discussed update, status and next steps.

D. Poliquin suggested to have recycling picked up every week instead of every other week.

S. Fitzgerald reviewed associated costs with increasing recycling to weekly.

J. Sherman suggested to put information on the cable channel scroll showing how much recycling has increased and how much the savings have been.

***Goal #5: 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.***

S. Fitzgerald discussed update, status and next steps. He noted the Plaistow First's Charge is to look at a new location for the salt shed.

***Goal #6: Develop a maintenance plan for the Cell Tower that ensures its long-term usage while protecting the Town's annual revenue.***

S. Fitzgerald discussed update, status and next steps. He reviewed the Cell Town Repair Deposit account.

J. Sherman inquired if it made sense to pursue additional cell towers.

S. Fitzgerald noted it did. He reviewed prior discussions with the Board and suggested getting additional information for additional cell towers throughout various locations in Town.

J. Sherman noted he would like a sense for what it might cost.

***Goal #7: 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 use of Facebook, use of social Media and that includes strategies for future technology improvements.***

S. Fitzgerald discussed update, status and next steps. He noted over the last few months the Town has looked at strategies of how to manage the hardware and software of the Town.

***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.***

S. Fitzgerald discussed update, status, next steps, and working with Sewall Company. He noted a recent draft of updates had been presented to the Board.

***Goad #9: Work to help facilitate a Plaistow/MBTA Station.***

S. Fitzgerald discussed update, status and next steps noting that he met with Commissioner Clemons.

***Goal #10: Fill Open Positions.***

S. Fitzgerald discussed update, status and next steps noting a number of vacancies have been filled however the Part Time Administrative position that Ruth Jenne held was still open.

***Goal #11: Work to advance the possibility of the Town acquiring 148 Main Street.***

S. Fitzgerald discussed update, status and next steps. He noted the property has sold and he has met with the new property owner a few times. He continues to discuss the property information with a benefactor in Town.

J. Sherman discussed transfer of the ownership and Town still having access to the property and to the trails that Mrs. Smith left to the Town. He suggested for Sean to discuss with the new owner to mark the trails for easy identification so people would be able to find them.

R. Gray discussed acquiring properties in the Village District and noted he would like the goal changed to a broader goal.

J. Sherman suggested to change to insuring the Town's usage of the property.

M. Curran was concerned with putting time and energy into an agreement and having the property owner and/or ownership change.

J. Sherman suggested changing the word "acquiring" to "usage".

M. Curran was not in favor of changing the wording. She favored Bob's general goal for finding other property around Town

R. Gray noted Goal #11's current wording was too specific.

J. Sherman noted he was in favor of changing the wording of Goal #11.

***Goal #12: Successfully negotiate labor contracts with bargaining units in Town.***

S. Fitzgerald discussed update, status, next steps, and working out details.

***Goal #13: Coordinate meeting on Main Street Traffic calming with Highway Safety Committee and Board of Selectmen regarding Main Street by June 13, 2012.***

S. Fitzgerald discussed update, status, next steps, and the numerous meetings held regarding Main Street strategies.

**OTHER BUSINESS**

M. Curran requested to hold a review of Sean's evaluation.

S. Fitzgerald recommended meeting with Michelle either Tuesday or Wednesday of this week.

M. Curran requested an electronic update of 2011 Actuals.

J. Sherman requested to have the end of the year numbers electronically sent also.

## **TOWN MANAGER REPORT**

S. Fitzgerald discussed:

- Main Street ADA/Crosswalk in front of Town Hall.
- Town Report Advisory Committee is scheduled to meet September 27. The theme is progress.
- Fire Prevention week is October 7-13. Their Open House is October 13.
- Main Street traffic stops: 711 vehicles have been stopped in the last 9 months, 692 warnings have been issued, 19 violation notices have been issued, and 32 accidents have been reported.

M. Curran requested Sandown's numbers and East Kingston's number.

J. Sherman noted the Regional Selectmen meeting is on Thursday. He suggested the Board member that attends discuss this topic.

- Michael Skinner contacted Sean last week regarding resident's concerns with the Beede site and the Pennichuck Water line update.

M. Curran noted the Town was not advocating hooking up to the water line, they were merely answering resident's concerns.

- CIP met September 11th. Their next meeting is September 25th. They are close to finalizing the CIP and are working on the Warrants for 2013.
- Hoyle Tanner and Associates have been asked to attend several meetings such as BOS, Planning Board and Highway Safety Committee.
- Safe Routes to School Grant.
- Beede Technical meeting is scheduled for September 20th at 10am.
- Elder Affairs Service Fair will be held September 26th at the Fish and Game.
- Phil Auger will be at Town Hall tomorrow to discuss the ARM grant.
- Town Staff is working with Sewall Companies regarding tax map updates.
- Timberlane School Budget has a vacancy for a Plaistow Representative.
- Plaistow First Committee will meet September 26 to kick off the next phase of their work.

## **OTHER BUSINESS**

R. Gray would like to coordinate a Candidates Night with State Representatives and Candidates. They have not done this in the past and he is interested in hosting one. He would like it to be taped, played on the Cable Channel, to be at night and specific to State issues that affect Plaistow.

M. Curran sought Sean's opinion.

S. Fitzgerald thought there were a lot of positives and suggested to get a commitment from all candidates. He was concerned with the time allotted for each candidate. He inquired who would be the moderator.

R. Gray agreed and noted he would be willing to moderate.

M. Curran noted she was concerned with parking and suggested Bob look into costs that may be incurred, how many people would come and inquired if the public would be invited to attend.

R. Gray noted there were 10 candidates on the ballot and it would be a public format that would be informational for the public.

J. Sherman noted the Cable Committee meets Wednesday and suggested Bob discuss with them.

### **SIGNATURE FOLDER**

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

### **SELECTMEN'S REPORTS**

J. Sherman:

- Last Tuesday the 9/11 Event took place. It was well attended, well organized and a good length. He suggested to have it replayed on the Cable Channel.
- Last Friday he attended the Police Graduation in Concord. It was a nice ceremony, well run and just about one hour. Two Officers graduated: Miguel Cruz and Ryan Garney. The Governor also attended.
- Saturday he attended the Fall Festival of Friends of Rec. There were a lot of events and well attended. It was a no cost event run by the Town and organized by Friends of Rec. Activities were free. The only charge was for food. Kids were having a great time, the event was four hours long, Lions were there, and it was great annual event for families with young kids.
- Budget Committee starts October 2.
- Plaistow First is in the process of scheduling their next meeting.
- Town Report Advisory Committee will meet again and are getting ready to send out things.
- CIP Committee will meet again next Tuesday and may be able to wrap it up.

R. Gray:

- Attended 9/11 Ceremony. It was a great event that he attends every year. He spent time with Carol's mother who has also tried to come every year to Plaistow's event. Last year she went to NY to attend their ceremony.
- At the election polls most of the day. Attorney General's Representative showed up when he had to step out of the building. He agreed with everything Bob said earlier. The newspaper had an article of the Voter ID issue and he found that most were in favor of showing an ID however there were a handful of people who did not have an ID with them. Those who did not have an ID had the procedure for November explained to them.
- Planning Board meets this week.
- Town Report Advisory Committee is scheduled for next week.
- Plaistow First meets in the morning however if they hold their meeting in the afternoon he cannot attend.

D. Poliquin:

- Rec Commission meeting last week discussed:
  - \* Friends of Rec extending their log splitter raffle.
  - \* Friends of Rec presentation on Saturday. His family attended and enjoyed the activities.
  - \*Putting forth a Warrant or not.
  - \*Guardrails at PARC between the parking lot and the ball field.
  - \*Budget.
  - \*Looking for volunteers to assist at the field.
  - \*Starting the hiring process for Summer Rec earlier.



S. Fitzgerald noted they could post the Summer Rec position and finish with the exit interviews.

\*How much from last year's warrant had been utilized at this point and/or how much was left if anything and what the money was utilized for.

S. Fitzgerald noted he would give the Board an itemized list.

\*Donation from Cumberland Farms.

\*Surplus item - Bill Coye to present list to Sean.

M. Curran:

- Attended 9/11 Event. Enjoyed having the children from Pollard School attend. She thought it helped to educate them and to keep their pledge/promise to never forget.
- Family Mediation meets this week. They are still looking for extra suitcases which can be dropped off before Wednesday to Michelle at 151 Main Street on the porch.
- Not a recycling week.
- Landfill is open 4-8.
- Farmers Market is on Thursday on the Town Hall Green.
- Hazardous Household Waste Day is being hosted in Kingston on October 27 from 9-12.

#### **OTHER BUSINESS**

S. Fitzgerald noted the Social Media Policy has been given to the Board of Selectmen. He requested that they review and bring forth their recommendations for the next Board of Selectmen meeting.

#### **NON PUBLIC RSA 91-A:3 II (d) NEGOTIATIONS**

*Motion by R. Gray to go into Non Public under RSA 91-A:3 II (d) Negotiations and (a) Personal. 2nd by J. Sherman.*

*Board members polled: M. Curran=yes; J. Sherman=yes; R. Gray=yes; and D. Poliquin = yes*

Public Meeting adjourned at 9:32 pm.

Respectfully Submitted,  
Audrey DeProspero