



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

PLAISTOW BOARD OF SELECTMEN MINUTES:

DATE: October 19, 2015

MEETING CALLED TO ORDER: 6:33 PM

SELECTMEN:

Selectman, Steve Ranlett, Chairman

Selectman, Joyce Ingerson

Selectman, Julian Kiszka arrived at 6:37pm

John Sherman Vice Chairman,

Selectman, Tammy Bergeron

Town Manager, Sean Fitzgerald

AGENDA

COLORING CONTEST WINNERS

Christina Cruz announces the coloring contest winners and each child accepts a bag of prizes for their participation in the Halloween coloring contest.

RECREATION COMMISSION ALTERNATE MEMBER

Christina Cruz, Recreation Director introduces Kerry Patles, a lifelong resident of Plaistow to the Board. She is interested in becoming an Alternate Member for the Recreation Commission. She has been involved in Plaistow Recreation, softball, and volunteering in Town for many years. Kerry Patles speaks about how important it is for her to give back to her community. S. Ranlett swears her in.

DONATIONS

S. Ranlett reads the accepted donations by Dave Hansbury, who pays for the monthly alarm system at the Historical Society and Dan Poliquin, who donated the labor and materials required to install the David Nye Memorial Score Board in PARC.

MINUTES

J. Sherman motions to approve the minutes of October 05, 2015. Second by J. Ingerson.

Vote: 5-0-0

Motion passes.

PUBLIC COMMENT

None

BUDGET REVIEW

LIBRARY

Jennifer Kiarsis a member of the Library Board of Trustees steps up to the podium. Jennifer is happy to announce that Cathy Willis was nominated and then awarded, Library Trustee of the Year Award by the State of New Hampshire. Congratulations to Cathy Willis.

Jim Peck, Treasurer and Cab Vinton, Library Director present the Library budget.

J. Peck begins by stating the mission of the library is to be a cultural center for all citizens in Town. The Library has great employees and they run wonderful adult and children's programs, including programs for seniors.

C. Vinton states he is now fully staffed with exceptional people. Attendance in both children and adult programs has increased quite a bit.

J. Peck reviews the budget noting that he has aligned the budget starting with line items that decreased followed by level funded line items, ending with increased line items.

The Board wants to look into having the Highway Department care for the landscaping needs of the Library. Discussion ensues.

J. Sherman motions to approve the Library budget in the amount of \$530,940. J. Ingerson 2nd

Vote 5-0-0

Motion passes.

J. Sherman mentions that the library is now 15 years old. The Library conducted a Capital Needs Assessment and have added some capital improvement items to the 2016 CIP schedule.

RECREATION

Christina Cruz Recreation Director and Bill Coye Chairman of the Recreation Commission present the budget. C. Cruz reviews the budget line by line. She mentions that the summer of 2016 is 11 weeks so she would like to extend the summer recreation program to 8 weeks for 2016. The overall budget for 2016 will decrease by \$8,224.

J. Sherman motions to approve the Recreation budget in the amount of \$206,975. T. Bergeron 2nd.

Vote 5-0-0

Motion passes.

PLAISTOW COMMUNITY GARDEN UPDATE

Jay Deroche, President of Plaistow Lions, Christina Cruz Recreation Director, John Gifford, land owner and Sue Sherman representative from the Recreation Commission update the Board on the Plaistow Community Garden at Terra Farms. The Community Garden is a collaboration between the Lions Club and Recreation Commission. Jay Deroche is working on the garden as his Presidential project. Jay shows a power point presentation that identifies the goals they are working on. This includes rules and rates for the garden, application and fees, an entry way and sign, water, plot sizes, community outreach, and a planting schedule.

J. Deroche notes that the South East Land Trust is involved with the garden and the UNH cooperative is also involved. They will work with members to offer seminars and tips for gardening. Citizen Red Torrance is willing to donate gravel and Bill Bartlett is willing to donate landscaping services.

S. Sherman states she intends to have Pollard School children involved by planting seedlings and pumpkins.

S. Fitzgerald mentions the revolving fund/RSA and keeping track of the community funds. He will review this with the Board of Selectmen. The application will include a liability waiver. The committee thanks all.

POLICE DEPARTMENT

Chief Kathleen Jones presents the budget. K. Jones reviews each line item of the budget. The overall 2016 budget has increased by \$77,412 or 3.99 %.

J. Sherman inquires about Police Details at school functions. Invoices for these school details are sent to the school district, just like for any other vender. Telephone costs are discussed again.

J. Sherman notes that all gas line items are budgeted at \$3.00/gallon but this will be revisited in December to come up with a better number.

J. Sherman motions to approve the Police Department budget in the amount of \$2,018,466.

T. Bergeron 2nd

Vote 5-0-0

Motion passes.

J. Kiszka inquires as to how many vehicles the Police Department have and how many are out during the day. Discussion ensues.

J. Sherman requests a presentation of Police fleet with Chief Jones be added to the Action Item list.

K. Jones mentions that there is a partial road closure tonight from Jesse George Rd to Danville Rd from 9 – 11PM.

TOWN CLERK

S. Fitzgerald reviews the change on the Salary line for the Deputy and Assistant. There was an increase in \$325. For a total budget of \$104,924.

J. Sherman motions to approve the Town Clerk budget in the amount of \$104,924. J.

Ingerson 2nd.

Vote 5-0-0

Motion passes.

HUMAN SERVICES

There was a variance from the budget amount of \$60,082 voted on at the October 5, 2015 Board of Selectmen meeting. That budget included funding for Greater Salem Caregivers. However, they will not be servicing Plaistow in 2016 so the budget has decreased to \$54,082.

J. Sherman motions to approve the Human Services budget in the amount of \$54,082. J. Ingerson 2nd.

Vote 5-0-0

Motion passes.

ADVERTISING

S. Fitzgerald reviews the line items. There is an increase in the Rockingham Planning Commission's dues. This funds some Town Report expenses, Public hearings as well as many other functions.

J. Sherman motions to approve the Advertising budget in the amount of \$26,500. S. Ranlett 2nd.

Vote 5-0-0

Motion passes.

EXECUTIVE BUDGET

S. Fitzgerald presents the Executive Budget. This budget provides all the administrative operations of the Town. It also supports the Board of Selectmen and the Town Manager. S. Fitzgerald reviews all the line items.

J. Sherman motions to approve the Executive budget in the amount of \$310,214. T. Bergeron 2nd.

Vote 5-0-0

Motion passes.

PERSONNEL BUDGET

S. Fitzgerald presents the budget. This budget supports healthcare and personnel costs. He states that not all the descriptions have been updated. This budget will be updated and brought back when rates and descriptions have been adjusted. All other lines are reviewed.

J. Sherman motions to approve the Personnel budget in the amount of \$1,878,924. T. Bergeron 2nd.

Vote 5-0-0

Motion passes.

WATER DEPARTMENT

S. Fitzgerald presents the budget. All the line items are level funded. There is no further discussion on water.

J. Kiszka inquires if any progress with Haverhill's Mayor regarding water has been made.

S. Fitzgerald states Mayor Fiorentini suggests a future meeting with Plaistow Officials and Haverhill's City Council. We will also need to see if there is any state or federal funding to help with the project.

T. Bergeron inquires as to the Chief's recommendations for the Route 125 median. Both Chief McArdle and Chief Jones recommend hiring a private contractor due to safety.

S. Ranlett suggests we should find out if the Trustees are willing to volunteer their time to weed the medians.

J. Ingerson agrees.

J. Sherman motions to approve the Water Department budget in the amount of \$43,105. J. Ingerson 2nd.

Vote 5-0-0

Motion passes.

TOWN MANAGER'S REPORT

Budget Review

Zoning Violations

Source Water Protection

Unanticipated Expenditures

J. Sherman move to withdraw \$11,902 from the Building Systems Capital Reserve fund to offset the unanticipated maintenance and expenditures on Town Buildings as described in the Town Manager's report dated Oct 19, 2015. S. Ranlett 2nd.

Vote 3-2-0 (J. Ingerson, J. Kiszka)

Motion passes

Recreation Alternate Member

Tax Setting

Safety Complex

Inspections Department

Methuen Construction

Town Hall Generator

PARC

Rte. 121A

Planning Board Updates

Victim Witness Advocate

Water Department

Safe Routes to School

Chandler Ave Over 55 Project

Plaistow First Properties

Household Hazardous Waste Day

Comcast Contract

Historical Society Alarm

ACTION ITEM REVIEW

The items are reviewed.

OTHER BUSINESS

None

SIGNATURE FOLDER

S. Ranlett states the manifest and signature folder are going around.

SELECTMENS REPORTS

J. Sherman

- Budget Committee
- Safety Complex Expansion Meeting- Trident on board- requested project plan with weekly updates. They will review and refine the cost of project
- Car Accident on Ingalls Terrace
- Recreation/ Conservation joint meeting regarding Plaistow First properties
- Develop Timberlane CIP process
- Sandown Withdrawal Committee voted that it would not be feasible/suitable to withdraw from the Timberlane Regional School District. Preparing report for State.
- Responded to a face book post about the number of representatives from Plaistow on the school board. John stated currently the board representation to enrollment is 33% for Plaistow, and 22% for Atkinson, Sandown, and Danville. Also there are more complex factors such as the Plaistow Fire Dept. supports the TRHS/PAC/TRMS complex for sports injuries/fender benders/etc. Plaistow's Health Officer is responsible for monitoring the food service at TRHS/TRMS. The Town just repaved Greenough Rd.

J. Kiszka

- Public Safety Expansion Meeting- RFP process for CM
- Recreation/Conservation joint meeting- Joint projects.
- Renewables Committee- 1st meeting set guidelines /future projects

S. Ranlett

- Planning Board Meeting
- Moderated the Sandown Withdrawal Meeting
- NH Municipal Conference

T. Bergeron

- Not able to attend the Elder Affairs though s donating the wreath for Festival of Trees.
- Not able to attend Public safety Expansion Committee.
- Attend Family Mediation on Thursday.

J. Ingerson

- Nothing to report

Meeting Adjourned at 10:40pm.

Respectfully submitted,

Gayle Hamel
Recording Secretary