



**TOWN OF PITTSFIELD
BOARD OF SELECTMEN
TOWN OFFICE, 85 MAIN STREET
PITTSFIELD, NEW HAMPSHIRE 03263**

MEETING MINUTES OF Tuesday, December 12, 2023

Carl Anderson called the meeting to order at 6:00 pm and asked everyone to please join him in the Pledge of Allegiance.

MEMBERS PRESENT

Carl Anderson, Chair
Carole Richardson
J.C. Allard
Jim Adams

MEMBERS ABSENT

Gerard LeDuc, Vice Chair

OTHERS PRESENT

Cara Marston, Town Administrator
Noel Gourley, Superintendent of Public Works
Police Sergeant Devon Rego
Police Corporal Tyler Hazel
Dan Schroth, BCEP budget committee member

PUBLIC INPUT – agenda items only

none

AGENDA REVIEW

no items to add

NEW BUSINESS

ACTION ITEMS

1. Consideration of acceptance of donation to Josiah Carpenter Library - \$300

Carl

Consideration of acceptance of a donation to the Josiah Carpenter Library of \$300 from the Clothes Closet.

JC

So moved.

Carole

Second. With thanks.

Carl

Okay, we have a motion. All those in favor of accepting the donation for the Carpenter Library from the Clothes Closet say aye. Aye. Opposed, none. Passed 5-0.

JC

4-0.

Carl

4-0, you're right. I have a little problem with math. Like you usually do.

JC

I usually do. But I can see the glaring absence of our fifth member over there.

2. Consideration of a contractor for DOT drug/alcohol testing consortium

Carl

Consideration of the contractor for DOT drug and alcohol testing consortium.

Cara

So Concord Hospital is no longer doing the DOT consortium that we're required to do for our CDL drivers. They have a list of five suggested sites here. A couple of them are very expensive and one I've never heard of. And then the last one, On-Site, will come do it on site. They will come here, instead of having the guys go over to Concord, they will also do the actual administration of the program like Concord Hospital did.

Carl

What's the bottom line?

Cara

It's a little bit more money. So we used to have to pay per test, not for the actual participation. Now we will have to pay for the On-Site testing, which is where I was leaning towards, and Noel, was too, because it affects his department. To get it set up, it's \$100, and annual renewal is \$150, something we are required to do.

Carl

And then also per test.

Cara

Yes.

Carl

And do they say how much the alcohol and how much the drug tests are?

Cara

Yeah, each one on this list is a little bit different, and I'm not sure exactly which one of all of these is required. It used to be about \$115 per test.

Carole

So do we have anybody now, or this is an emergency?

Carl

For January.

Cara

Yes, we have Concord Hospital through for this quarter to finish the year and after that, we need to get lined up with someone new.

Carl

Okay. What do you want to do, people?

Carole

I think the one that comes here.

Jim

Yeah, the one that comes to us.

Supt Public Works Noel

I used them for eight years in Bow. They work really good.

Carl

Can I have a motion?

JC

So moved.

Carole

Second.

Carl

So, all in favor of hiring On-Site drug testing of New England to do drug and alcohol requirements from DOT, say aye. Aye. Opposed, none. Carried 4-0.

3. Setting a public hearing date for receipt of unanticipated bridge aid

Carl

Setting a public hearing date for receipt of unanticipated bridge aid. So, we have a bridge payment. Oh, I got my eye on that in the letter, 10 million. I thought that was pretty good. Actual \$26,573.16. Well, anybody object to accepting it?

Cara

We have to have a public hearing because it's over \$10,000. You can do January 9th if you'd like.

Public hearing scheduled for the January 9th meeting.

4. Sanders Searches Contract for 2024 mortgagee searches - \$1,640 (est. 82 @ \$20)

Carl

All right. Sanders Searches Contract for 2024 mortgagee searches for sixteen hundred and forty dollars.

Jim

So moved.

Carole

Second. Sounds like a deal.

Carl

It is a deal. All those in favor of approving Sanders Searches contract for mortgage searches at \$20 each, say aye. Aye. Opposed, none. Passes 4-0.

5. Encumbrances from the 2023 budget

Carl

What do we need to do with this?

Cara

You would have to vote on the balance of the amounts from the 2023 appropriations that haven't been spent that you'd like to spend next year. Like the balance of the 2023 ambulance, which we haven't spent any of that, and also the medium duty dump truck balance, in addition to the Clark's Pond Dam appropriation that hopefully will get done next year.

JC

How long have we been saying that?

Carl

Eight years now.

Carl

Okay, any discussion? Questions, comments? We're going to encumber them just as they read here?

Carole

Yes, so moved.

Jim

Second.

Carl

All those in favor of approving the encumbrances from the 2023 budget. I'm going to refer to these by the total of \$686,145.42. All those in favor of approving 686,145.42 from the 2023 budget say aye. Aye. Opposed, none. 4-0

6. Review of draft 2024 Town Meeting Warrant

Carl

Are we voting tonight on a recommendation or non-recommendation or are we just perusing this to see what it looks like?

Cara

It's up to you.

JC

But if we do take it, we have to vote each article in its turn?

Cara

Last year you did vote for the entire warrant in one vote.

Carole

We should wait for a full board.

Carl

We should take these home to peruse. Yeah, I think you're right. So, motion to table?

Carole

Yes.

JC

Second.

Carl

OK, all in favor of tabling the town warrant? Aye. Passes four zero to table.

7. Funds transfer – Small DPW Truck Capital Reserve Fund - \$153,000

Carl

Funds transfer, small DPW truck capital reserve fund, \$153,000.

Cara

So we would actually need to amend that down to \$105,000 for now because we only have one of the two bills for the purchase. We can't take out what we haven't spent yet. The 105 is the first payment for the truck's equipment.

Carl

Motion?

Carole

So moved.

Jim

Second.

Carl

Motion is made to approve the transfer of \$105,000 for the small DPW truck reserve. All those in favor say aye. Aye. Opposed, zero. That is 4-0.

ADDED ITEM – employee performance evaluation – FF/AEMT Joe Anderson

Carl

Action item, employee performance evaluation for firefighter EMT Joe Anderson.

Carole

Great evaluation.

Jim

Move to accept.

JC

Second.

Carl

All those in favor of approving the employee performance evaluation for Joe Anderson say aye. Aye. Opposed, zero. That is 4-0.

ADDED ITEM – employee performance evaluation – EMS Captain Jim Girard

Carl

Employee performance evaluation for Captain Girard. Have you all seen it?

Carole

Another good one.

JC

A real turnaround from what we've seen in the past.

Jim

I move that we accept the evaluation on Captain Girard.

Carole

Second.

Carl

All those in favor of approving Captain Girard's performance evaluation, say aye. Aye. Opposed zero, accepted four zero.

ADDED ITEM – employee performance evaluation – Patrol Officer Justin Bishop

Carl

Performance evaluation for Officer Bishop. Good that you're recognizing.

Sergeant Rego

He's a good guy.

Carl

Yeah, well, you know, it's important to recognize from higher up.

Public Works Supt Noel

He's a great guy. Ever since he came on, he's communicated to other departments.

Carole

Another good one.

Jim

I move that we accept the evaluation.

JC

Second.

Carl

All those in favor of approving the performance evaluation, say aye. Aye. Opposed zero, accepted four zero.

ADDED ITEM – consideration of acceptance of a 50% matching Fire Assistance grant

Carl

Consideration of acceptance of the 50% matching volunteer fire assistance grant for \$1,889.27. So we got to show expenditures of double this amount.

Carole

That probably won't be hard.

Cara

The match is in the current budget.

Carole

So moved.

JC

Second.

Carl

Motion is made to second the Volunteer Fire Assistance grant of \$1889.27. All those in favor say aye. Aye. Opposed, zero. 4-0

Cara

Did you want me to sign the grant contract here? We have this resolution where someone has to be duly authorized to enter into contracts on behalf of the town.

Carole

Motion to authorize.

JC

Second.

Carl

Okay, all in favor of authorizing Cara to sign the documents for the grant, say aye. Aye. Opposed, zero. 4-0

ADDED ITEM – volunteer appointment app. (early submission) – BCEP Citizen Rep.

Carl

Early submission for BCEP Citizens Rep voting member. Now, who's coming up, Dan?

Dan Schroth

Mike.

Cara

Mike Cabral.

Carl

We'll be looking for a budget person now.

Dan Schroth

I've done two budget cycles now and what happened at the last meeting was there wasn't a quorum so we couldn't pass the budget because a few people didn't show up. And, you know, I need a promotion.

Carl

What's the pay?

Dan

The salary's the same. It's a status.

Carl

Anybody want to make a motion?

Jim

So moved.

JC

Second.

Carl

All those in favor of appointing Dan Schroth as the Citizens Rep voting member say aye. Aye. Opposed, zero. Congratulations Dan, you are now a BCEP voter.

Cara

So this will be effective after the March, after Mike's term, they haven't even sent out the next term's appointment papers.

Dan

That's good to know. I'll be on the budget until after the town meeting. Yes. All right.

Carl

Yeah, you can't dump the budget right now.

Dan

Well, it's all done, you know.

Carl

Yeah, right. But it's not done. They haven't voted, town meeting.

COMMITTEE & DEPARTMENT REPORTS

Carl

No other action items? Committee department reports? Carole how's things going on the budget?

Carole

They're going very well. We had the Public Works Director last week, and we had Pete, they did a wonderful job. Tomorrow night we have the police, and we have the town administrator, we have CIP, and we have the contracts. Both contracts. Jim and Jim, I believe, are going to be there.

Cara

Police is next week.

Carole

Oh, sorry, the police are not until next week. He's going to be right before the school next week. Sorry. Okay. We've got a lot on tomorrow night anyway.

Carl

Yeah, sounds like a good time tomorrow night.

JC

Okay. And it's here?

Carole

It's here. Yes, it's six o'clock.

Carl

CDC, you got anything going on?

JC

Should meet tomorrow at four, still working on the energy documents.

Carl

And Jim you're pretty well wound things up on your chores?

Jim

We are just waiting for the sense of the voters. We've got both tentative agreements signed and it is on to the voters. But tomorrow night's going to be very important because it would be nice if we have the budget committee on board with us.

Carl

Okay, so, planning board, interestingly, Over the Moon Farm is applying for subdivision. They apparently are for sale and want to sell with additional lots. That's one of the things the planning board is dealing with.

INFORMATION ITEMS

1. November Wastewater Treatment Facility report

Carl

Information items, November wastewater treatment facility report. Any good news from there? If there's no good news, we don't want to hear it.

Cara

Well, there's no bad news. It's just more of the same.

2. 2024 proposed Merrimack County budget

Carl

2024 proposed Merrimack County budget. Anybody interested in reviewing the county budget?

Carl

Overall increase 9%, 8.75%.

OLD BUSINESS

JC

Have we closed on the Main Street property?

Carl

No. We have an email for that.

Cara

Yeah, his comments that need addressing were the third and finally paragraphs, starting right down there. I did the first two.

Carl

Third, the additional provision that he asked concerning the location of the parking lot and dumpster somewhat concerning because this property is developed for commercial use, it will need to go through site plan review, the planning board has the authority to deny the applicant's request for where the parking lot should be located, etc. Perhaps we could include some language that makes clear that the parking and dumpster items are subject to planning board review and approval and something along those lines. What do you think? Basically what Serge is saying is instead of us saying where the dumpster and the parking go. You can put it on the planning. Sure, I like that. Except that for now, if we head to closing tomorrow, there hasn't been in site plan review, nor would there be any cause to have one unless somebody put a business in it. So I really think we should tell Serge that from the date of closing to when a site plan review is called for, that our stipulations remain.

Cara

What about the trees? Do we want to keep that in there?

Carl

We're now within striking distance of the end of the year.

- 1. Perambulation of town lines (8/14/2018)**
- 2. Zoning & RSA 155-B violations (8/27/2019)**
- 3. Proposed Health Ordinance (8/11/2020)**
- 4. Surveying of town owned property (4/27/2021)**
- 5. Review of solar project proposal – CDC project (6/14/2022)**
- 6. Discussion on Dustin Park War Memorial engraving requests (9/20/2022)**
- 7. Consideration of renaming of roads with separate, unpassable sections (5/23/2023)**
- 8. Discussion on Traffic Control Ordinance (6/27/2023)**
- 9. Review of the Street Numbering System Ordinance (8/8/2023)**
- 10. Review of the Pittsfield NH Nonstandard addressing report (8/8/2023)**
- 11. Boston Post Cane (10/24/2023)**

Jim stated this item could be removed from the agenda.

ACCOUNTING REGISTERS

1. Adjusting Entries

JC made a motion to accept the adjusting entries.

Jim seconded the motion.

Discussion: None

Motion carried. 4-0-0

2. Accounts Payable

JC made a motion to accept accounts payable.

Carole seconded the motion.

Discussion: None

Motion carried. 4-0-0

3. Payroll

JC made a motion to accept payroll.

Jim seconded the motion.

Discussion: None

Motion carried. 4-0-0

MINUTES

1. November 21, 2023 – Public Session Minutes

JC made a motion to accept the November 21, 2023, public session minutes.

Jim seconded the motion.

Discussion: None

Motion carried. 4-0-0

2. November 28, 2023 – Public Session Minutes

JC made a motion to accept the November 28, 2023, public session minutes.

Carole seconded the motion.

Discussion: None

Motion carried. 4-0-0

3. November 28, 2023 – Nonpublic Session Minutes

JC made a motion to accept the November 28, 2023, nonpublic session minutes.

Jim seconded the motion.

Discussion: None

Motion carried. 4-0-0

PUBLIC INPUT

Dan Schroth

Okay, I have a plan to further a path forward on climate change. So I'm just going to give you some homework to read for your next meeting, which is like in another month after you've read this, maybe I can get on the agenda and we could discuss. I know you've already got this one, so I'm going to give you three pages and then I'm going to give you another letter. Anyway, I'm going to give you some material. Because the way forward is we have to have huge policy shifts and we're not going to do that in this town. So what I'd like to consider the next meeting after you've read this is to invite our state reps in to discuss it because our state reps are going to be there for a year and then maybe a couple years after that and maybe to see what they've done and if they're serious about doing something. I think we're at that stage where if we want to do anything we need to, it's like a chain of command. You start here, you convince you guys that it's important, there is a role you can play, and you can get our state reps in here, because I think they voted against the plan to reduce CO2 this year, but I'm not sure. So maybe they can come in here and see what they're doing. Maybe we can convince them and give them this paper. So if you could take this home, and maybe consider just talking again the next meeting about maybe bringing our state reps in, inviting them with a formal request for them to come in and discuss this very important topic. After you've read these papers, then you may be convinced. Okay, that's all I got. I'll just give you the paper. Oh, there's some political stuff in there because this is the beginning of my campaign package because when you campaign for something, you have to think a little bit more than the average person. So, that's how I come up with this stuff. So, I got some campaign stuff in there. Just ignore that.

Carl

We just appointed you to the government committee.

Dan Schroth

Yeah, I know.

Carl

Is this a new campaign or is this campaign?

Dan Schroth

This is for a new campaign for state rep. See, so I'm starting to think for 2024. Anyway, so that's why I have to think a little harder than the average person.

Jim

Where's the bike thing lately?

Dan Schroth

See, you can't do it individually. This is what I've learned. I've tried real hard with the bike. You have to have the weather right, you have to have energy, and you have to have time. I have neither. So anyway, we can all have fun with that, but you can't do it individually. You have to have huge policy shifts. You understand what I mean? So I'm going to leave you that. Maybe we can talk the next meeting. Thank you for listening.

Non-Public Session

JC made a motion to go into Nonpublic session under RSA 91-A:3; II (c).

Carole seconded the motion.

Discussion: None

Motion carried. 4-0-0

When the Board returned to public session, JC made a motion to seal the nonpublic minutes as the divulgence of the information from the nonpublic session would likely affect adversely the reputations of those discussed, other than a member of the Board.

Jim seconded the motion.

Discussion: None

Motion carried 4-0-0, roll call was done and all approved.

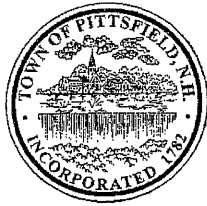
No additional business was conducted.

The meeting was adjourned at 7:09 pm.

Approved:


Carl Anderson

1-9-2024
Date



MEETING AGENDA
TOWN OF PITTSFIELD
BOARD OF SELECTMEN
TOWN OFFICE, 85 MAIN STREET
PITTSFIELD, NEW HAMPSHIRE 03263

TUESDAY, DECEMBER 12, 2023

REGULAR SESSION – 6:00 p.m. – call to order
PLEDGE OF ALLEGIANCE

PUBLIC INPUT – regarding agenda items only
AGENDA REVIEW

NEW BUSINESS

ACTION ITEMS

1. Consideration of acceptance of donation to Josiah Carpenter Library - \$300
2. Consideration of a contractor for DOT drug/alcohol testing consortium
3. Setting a public hearing date for receipt of unanticipated bridge aid
4. Sanders Searches Contract for 2024 mortgagee searches - \$1,640 (estimated 82 searches @ \$20)
5. Encumbrances from the 2023 budget
6. Review of draft 2024 Town Meeting Warrant
7. Funds transfer – Small DPW Truck Capital Reserve Fund - \$153,000

COMMITTEE & DEPARTMENT REPORTS

INFORMATION ITEMS

1. November Wastewater Treatment Facility report
2. 2024 proposed Merrimack County budget

OLD BUSINESS

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ACCOUNTING REGISTERS

1. Adjusting Entries
2. Accounts Payable
3. Payroll

MINUTES

1. November 21, 2023 – Public Session Minutes
2. November 28, 2023 – Public Session Minutes
3. November 28, 2023 – Nonpublic Session Minutes

PUBLIC INPUT - The Board of Selectmen may accept the public's input that is addressed directly to the Chair in a courteous and respectful manner in a time frame of three minutes or less.

NONPUBLIC SESSION - The Board of Selectmen may enter into Nonpublic Session under RSA 91-A:3