

**Pittsfield Planning Board
Town Hall, 85 Main Street
Pittsfield, NH 03263
Minutes of Public Meeting**

DATE: Thursday, April 5, 2018

AGENDA ITEM 1: Call to order

Chair Clayton Wood called the meeting to order at 7:00 P.M.

AGENDA ITEM 2: Roll call

Planning board members present:

Clayton Wood (chair),

Daren Nielsen (vice-chair),

Jim Pritchard (secretary),

Paul Nickerson,

James Hetu (alternate) (arrived at 8:16 PM), and

Jim Adams (alternate for the selectmen's ex officio member)

Planning board members absent:

Carl Anderson (selectmen's ex officio member) and

Adam Gauthier (alternate)

Pittsfield town officials appearing before the planning board: None.

Members of the public appearing before the planning board: None.

“Members of the public appearing before the planning board” includes only members of the public who spoke to the board. It does not include members of the public who were present but who did not speak to the board.

AGENDA ITEM 3: Election of officers

a. Chair

b. Vice-chair

c. Secretary

d. Recording secretary

Daren Nielsen nominated Clayton Wood for chair.

Jim Pritchard seconded the nomination.

There were no other nominations for chair.

Discussion: No discussion.

Vote to elect Clayton Wood as chair: carried 5 - 0 - 0. Voting “yes”: Jim Pritchard, Daren Nielsen, Clayton Wood, Paul Nickerson, and Jim Adams. Voting “no”: none. Abstaining: none.

Clayton Wood nominated Daren Nielsen for vice-chair.

Jim Pritchard seconded the nomination.

There were no other nominations for vice-chair.

Discussion: No discussion.

Vote to elect Daren Nielsen as vice-chair: carried 5 - 0 - 0. Voting “yes”: Jim Pritchard, Daren Nielsen, Clayton Wood, Paul Nickerson, and Jim Adams. Voting “no”: none. Abstaining: none.

Clayton Wood nominated Jim Pritchard for secretary.

Jim Adams said that the board of selectmen had allocated \$3000 to hire a secretary for the planning board and \$3000 to hire a secretary for the zoning board of adjustment, for a total of \$6000 for both positions. Jim Adams said that the board of selectmen had allocated this money because the board of selectmen had asked the New Hampshire Municipal Association, a company to which the Town of Pittsfield pays dues in exchange for legal advice, about the appropriateness of a planning board member’s doing secretarial work for the planning board and because the New Hampshire Municipal Association had advised that the Town of Pittsfield should have an employee-employer relationship with any person who does any of the planning board’s secretarial work.

Clayton Wood said that the planning board's secretarial functions were divided among three positions. First, the board has a general secretary, whose main functions are to endorse plats along with the chair and to be acting chair when both the chair and vice chair are absent. (Pittsfield Subdivision Regulations, article 5, section 8, (b), (1), and the planning board rules of procedure, rule XVI, 4, (a), and rule III, 11.) Second, the board has a recording secretary, whose function is to prepare the board's minutes. (Planning board rules of procedure, rule III, 12.) Third, the board has an administrative secretary, whose function is to administer the board's routine business in the town hall. (Planning board rules of procedure, rule IV, 1.) Clayton Wood said that he thought that Jim Adams was talking about the board's administrative secretary, not the general secretary or the recording secretary.

Jim Adams clarified that he was talking about all of the planning board's secretarial positions, including the general secretary and the recording secretary in addition to the administrative secretary. Jim Adams said that having a town employee doing all of the planning board's secretarial work was the board of selectmen's concept of how the planning board should have its secretarial work done. Jim Adams said that the New Hampshire Municipal Association had advised that the Town of Pittsfield should hire part-time employees to do the planning board's secretarial work.

Clayton Wood said that the planning board had authority to decide who would do the board's secretarial work. (RSA 673:8, I, and RSA 673:16, I.)

Jim Pritchard asked whether Jim Adams were suggesting that the planning board should abolish the offices of secretary and recording secretary.

Jim Adams said that he was suggesting no such thing but that he was saying that secretarial functions should be done by someone who is not part of the board and who has an employee-employer relationship with the Town of Pittsfield.

Jim Pritchard said that a person such as Jim Adams had described is not an officer of the board.

Jim Adams agreed that he was suggesting to abolish the offices of secretary and recording secretary.

Clayton Wood said that the board needs a board member to endorse plats along with the chair. (Pittsfield Subdivision Regulations, article 5, section 8, (b), (1), and the planning board rules of procedure, rule XVI, 4, (a).)

Jim Pritchard said that implementing Jim Adams's suggestion would require changing both the rules of procedure and the subdivision regulations and that such changes were not on tonight's agenda.

Clayton Wood said that the board could not change the subdivision regulations tonight because changing the subdivision regulations requires a public hearing (with advance notice to the public). (RSA 675:6, I.) Clayton Wood said that he was not comfortable with changing the secretarial positions as the rules of procedure now define them.

Jim Adams moved to "table" the elections for secretary and recording secretary so that the board could have further discussion.

Clayton Wood said that Jim Adams was taking the board across ground that the board had covered extensively before. Clayton Wood said that the board would have no one to prepare the board's minutes until the board appointed an employee recording secretary and that, in particular, the board would have no one to prepare the board's minutes for tonight's meeting.

Jim Adams disagreed and said that Jim Pritchard would still prepare the board's minutes if the board were to "table" the election for recording secretary. (Comment of recording secretary Jim Pritchard: RSA 673:9, I, sentence 1, says, "The term of every officer and chairperson elected by a local land use board shall be one year." Jim Pritchard was most recently elected to the office of recording secretary at the board's regular meeting on April 6, 2017.)

Clayton Wood asked whether anyone wanted to second Jim Adams's motion to "table" the elections for secretary and recording secretary.

Jim Pritchard called for a point of order. Jim Pritchard said that Jim Adams had moved to "table" the elections for secretary and recording secretary after Clayton Wood had nominated Jim Pritchard and that Jim Adams's interruption had given no one an opportunity to second Clayton Wood's nomination. Jim Pritchard said that he would second the nomination for himself as secretary.

Discussion of the nomination of Jim Pritchard for secretary:

Daren Nielsen said that he had no objection to Jim Pritchard's work as general secretary. Daren Nielsen said that some people had objected to the detail of Jim Pritchard's minutes and the citations of law. Daren Nielsen said that he liked the detail and citations of Jim Pritchard's minutes because the completeness of the minutes enabled readers to understand completely, without listening to the audio recording, what had happened in the meeting. Daren Nielsen said that this level of detail protected the board. Daren Nielsen said that older minutes written by paid but less experienced recorders were very bad. Daren Nielsen said that Jim Pritchard's minutes had been very good and that the board had routinely approved his minutes.

Clayton Wood said that the board needed a second board member to endorse plats along with the chair and that the board needed a board member to be acting chair when both the chair and vice-chair are absent.

Jim Pritchard said that abolishing the office of secretary would suddenly leave the board without an acting administrative secretary. (Planning board rules of procedure, rule III, II.)

Daren Nielsen said that he would not be averse to discussing the need for the secretary positions so that the board could reaffirm this need for the benefit of new board members.

Clayton Wood said that the board's authority to decide the method of conducting its business had come under challenge from time to time but that the planning board rules of procedure are clear on the secretary positions. (See RSA 676:1, requiring the board to "adopt rules of procedure concerning the method of conducting its business.") Clayton Wood said that the board had spent much time on these matters in past years and that he was losing patience with complaints about the secretary positions. Clayton Wood said that the board needed good records and someone who can understand plats and that Jim Pritchard does both of these tasks well.

Jim Adams said that the "bottom line" was that none of the board members is an attorney, that the New Hampshire Municipal Association gives advice from attorneys, and that the board should consequently follow the advice from the New Hampshire Municipal Association in order to avoid liability

from some technicality that using a town employee for secretarial work might avoid.

Clayton Wood said that the planning board had not sought attorney advice on whether to have a board member as secretary.

Jim Adams said that the planning board had not sought advice on whether to have a board member as secretary; the board of selectmen had sought this advice.

Clayton Wood said that the planning board was “autonomous” and that its members are elected by the town.

Jim Adams agreed that the planning board is “autonomous” but that the taxpayers of Pittsfield would be liable if someone were to get a judgment against the planning board for \$500,000.

Clayton Wood asked for clarification that someone had given legal advice that the planning board could not appoint the board’s own secretary.

Jim Adams said that the New Hampshire Municipal Association had not said that the planning board could not appoint the board’s own secretary. Jim Adams said that the New Hampshire Municipal Association had advised that “We would be better served if we had an employee-employer relationship with that individual. Because what that does in the scheme of things is that takes liability off the board members and puts it, once we’ve got an employee, then they say, hey, this guy or she did the wrong thing and we move forward, and then the liability is no longer on the doorstep of the town.”

Clayton Wood said that the board had the authority to elect a general secretary and a recording secretary and that the board needed a qualified person. Clayton Wood said that the board also needed an administrative secretary, and Clayton Wood said that this person might be a town employee. Clayton Wood said the previous town-employee administrative secretary had been disconnected from the board’s activities and had not even understood that the chair sets the agenda. (Planning board rules of procedure, rule IX, 2.) Clayton Wood said that the future administrative secretary would need to be more connected to what the board does.

Jim Pritchard cited and read RSA 673:8, I: “Each local land use board shall elect its chairperson from the appointed or elected members and may create other offices as it deems necessary.”

Clayton Wood asked whether Stephen Buckley (at the New Hampshire Municipal Association) had given the advice that Jim Adams had cited.

Jim Adams said no.

Clayton Wood said that he would talk to Stephen Buckley.

Jim Pritchard asked what was the reasoning behind the New Hampshire Municipal Association’s advice. (Comment of recording secretary Jim Pritchard: Jim Pritchard had left the room briefly to get a legal reference and evidently missed hearing Jim Adams’s explanation above.)

Daren Nielsen said that a problem with a town-employee staff person is that town employees can be obstinate because “they don’t really directly answer to the board.”

Clayton Wood said that previous planning board administration had been disconnected from the board and that the administration in the future would have to be connected to the board.

Jim Pritchard said that he wished that he had a dime for all of the “Chicken Little” warnings about lawsuits that would happen if the board did not do as some attorney had said that the board must do.

Jim Adams said that someone had received a \$9 million judgment against the State of New Hampshire and Audley Construction because of a traffic accident with a pedestrian hit by a driver who had fallen asleep in a road-construction area at the beach area in Hampton. Jim Adams said that this kind of judgment was what he was talking about.

Jim Pritchard asked for on-point case law where a town had been sued for having a board member as an officer.

Paul Nickerson said that the board needs a secretary who can read plats. Paul Nickerson said that a person who cannot read plats is not usable as a secretary. Paul Nickerson said that the kind of lawsuit that Jim Adams had

cited would never happen to the board and its secretary. Paul Nickerson said that the board might consider a hired person at a later time if the board could find a competent person.

Discussion about Jim Pritchard's nomination for secretary ended; there were no other nominations for secretary; and no one seconded Jim Adams's motion to "table" the election.

Vote to elect Jim Pritchard as secretary: carried 4 - 1 - 0. Voting "yes": Jim Pritchard, Daren Nielsen, Clayton Wood, and Paul Nickerson. Voting "no": Jim Adams. Abstaining: none.

Clayton Wood nominated Jim Pritchard for recording secretary.

Paul Nickerson seconded the nomination.

There were no other nominations for recording secretary.

Discussion:

Jim Adams said that he had already opposed this election in the previous discussion about the general secretary.

Vote to elect Jim Pritchard as recording secretary: carried 4 - 1 - 0. Voting "yes": Jim Pritchard, Daren Nielsen, Clayton Wood, and Paul Nickerson. Voting "no": Jim Adams. Abstaining: none.

AGENDA ITEM 4: Reappointment of Adam Gauthier as an alternate member of the planning board

Clayton Wood moved to reappoint Adam Gauthier to a three-year term as an alternate member of the planning board.

Jim Pritchard seconded the motion.

Discussion:

Daren Nielsen said that Adam Gauthier had done a good job.

Clayton Wood said that Adam Gauthier's attendance had been excellent.

Vote to reappoint Adam Gauthier to a three-year term as an alternate member of the planning board: carried 5 - 0 - 0. Voting “yes”: Jim Pritchard, Daren Nielsen, Clayton Wood, Paul Nickerson, and Jim Adams. Voting “no”: none. Abstaining: none.

The board’s notice of Adam Gauthier’s appointment as an alternate member of the planning board is attached at the end of this minutes document.

AGENDA ITEM 5: Public input

No public input.

AGENDA ITEM 6: Approval of the minutes of the March 15, 2018, and March 29, 2018, meetings

Daren Nielsen moved to approve the minutes of March 15, 2018, as written in draft.

Jim Pritchard seconded the motion.

Discussion:

Jim Pritchard asked for the following changes:

Agenda item 5, page 3: Change “the shared driveway on NH Route 28” to “the single-lot driveway on NH Route 28”

The notice of decision for Carson: Change “the shared driveway on NH Route 28” to “the single-lot driveway on NH Route 28”

Vote to approve the minutes of March 15, 2018, with the changes that Jim Pritchard requested: carried 4 - 0 - 1. Voting “yes”: Jim Pritchard, Daren Nielsen, Clayton Wood, and Paul Nickerson. Voting “no”: none. Abstaining: Jim Adams.

Daren Nielsen moved to approve the minutes of March 29, 2018, as written in draft.

Jim Pritchard seconded the motion.

Discussion:

No board member stated any problems in the draft minutes.

Daren Nielsen said that the minutes of March 29, 2018, were an example of how important accurate minutes are in a legal situation.

Clayton Wood said that these minutes were very important and that he had verified them while he listened to the audio recording.

Vote to approve the minutes of March 29, 2018, as written in draft: carried 5 - 0 - 0. Voting “yes”: Jim Pritchard, Daren Nielsen, Clayton Wood, Paul Nickerson, and Jim Adams. Voting “no”: none. Abstaining: none.

AGENDA ITEM 7: Continued consideration of John B. Giuda’s complaint that the board did not give him individual notice of the Carson application for subdivision approval and that the board did not give proper public notice of the meeting on March 15, 2018

Jim Pritchard said that John B. Giuda’s complaint should remain open until the time to appeal the board’s final approval of the Carson subdivision has expired or until John B. Giuda has waived notice, whichever happens first. John B. Giuda is also known as Brandon Giuda. Jim Pritchard said that he had provided all of the governmental records that Brandon Giuda had requested under RSA 91-A. Jim Pritchard said that he would send carbon copy e-mails to Brandon Giuda on all matters bearing on the Carson project.

AGENDA ITEM 8: Appointments to other committees or boards

- a. Master plan committee
- b. Housing standards board
- c. Pittsfield’s two representatives to the Central New Hampshire Regional Planning Commission

Master plan committee:

Clayton Wood acknowledged the current membership of the master plan committee: Ralph Odell as chair, Jim Pritchard as planning board representative, Roland Carter, and Helen Schoppmeyer. Clayton Wood said that the planning board did not have to take any action on the master plan

committee's membership because committee members do not have defined terms.

Clayton Wood said that Ted Mitchell had resigned from the master plan committee and that he, Clayton Wood, would send Ted Mitchell a thank-you card for his service on the master plan committee.

Clayton Wood said that Carl Anderson wanted to be a member of the master plan committee. Clayton Wood moved to appoint Carl Anderson to the master plan committee.

Paul Nickerson seconded the motion.

Discussion: None.

Vote to appoint Carl Anderson to the master plan committee: carried 5 - 0 - 0. Voting "yes": Jim Pritchard, Daren Nielsen, Clayton Wood, Paul Nickerson, and Jim Adams. Voting "no": none. Abstaining: none.

Housing standards board:

Clayton Wood said that, by law (housing standards ordinance, article 100, section 100.4), he was the planning board's ex officio member of the housing standards board unless he designated someone else. Clayton Wood said that the housing standards board meets on the second Monday of every month. Clayton Wood said that he wanted someone to be an alternate for him.

Jim Pritchard said that the housing standards board meets at a time and on a night when the master plan committee meets. The master plan committee meets at 7:00 PM on the second and fourth Mondays of every month.

Clayton Wood and Jim Pritchard discussed whether Clayton Wood could delegate his authority or whether Clayton Wood could have an alternate. Jim Pritchard said that he would check the law.

Pittsfield's two representatives to the Central New Hampshire Regional Planning Commission:

Clayton Wood said that Jim Pritchard was currently the town's only representative to the Central New Hampshire Regional Planning Commission and that Jim Pritchard's term would expire in 2020. Clayton Wood said that Ted Mitchell had been the town's other representative but that Ted Mitchell had resigned. Clayton Wood asked the board to nominate him as the second representative to the Central New Hampshire Regional Planning Commission.

Daren Nielsen moved to nominate Clayton Wood as one of the town's two representatives to the Central New Hampshire Regional Planning Commission.

Jim Pritchard seconded the motion.

Discussion:

Clayton Wood said that the commission meets about four times per year.

Daren Nielsen said that the representative should be someone who knows something about planning.

Paul Nickerson said that the representative should be someone who knows something about planning.

Jim Pritchard confirmed that the representative's term is four years. (RSA 36:46, III.) Jim Pritchard read from RSA 36:46, III: "Representatives to a regional planning commission shall be nominated by the planning board of each municipality from the residents thereof and shall be appointed by the municipal officers of each municipality."

Clayton Wood said that Ted Mitchell's term is expiring now, in 2018, so that he, Clayton Wood, would be being elected to a new term expiring in 2022.

The board did not vote on Clayton Wood's nomination as one of the town's two representatives to the Central New Hampshire Regional Planning Commission.

AGENDA ITEM 9: Discussion of a joint meeting with the zoning board of adjustment to fill the positions of administrative secretary to the planning

board and secretarial assistant to the zoning board of adjustment with a town employee

Clayton Wood said that he wanted a joint meeting with the zoning board of adjustment to fill the positions of administrative secretary to the planning board and secretarial assistant to the zoning board of adjustment with a town employee. Clayton Wood said that state law allowed for a joint meeting with the zoning board of adjustment and that the state law would make him the chair of the joint meeting. (RSA 676:2, I.) Clayton Wood said that he wanted a discussion with the zoning board of adjustment to see what the zoning board of adjustment's needs are. Clayton Wood said that the functions of the planning board's administrative secretary are similar to the functions of the zoning board of adjustment's secretarial assistant and that the same person, a part-time town employee, would do both functions. Clayton Wood said that the part-time employee would have eight hours per week, allocated as four hours to the planning board and four hours to the zoning board of adjustment. Clayton Wood said that he wanted to have a special meeting, not a regular meeting, for this matter. Clayton Wood said that he would ask the zoning board of adjustment for a joint meeting if the planning board did not object. Clayton Wood said that he was trying to make a job description of the planning board's administrative secretary.

Jim Pritchard asked whether Clayton Wood wanted to consider the job description that he, Jim Pritchard, had already distributed to the planning board members' folders.

Clayton Wood said that he wanted to talk to the chair of the zoning board of adjustment. Clayton Wood said that he would attend the zoning board of adjustment's meeting on April 12 to give a one-minute presentation of his proposal. Clayton Wood said that he would meet with the chair of the zoning board of adjustment, after the board's election on April 12, and ask what the chair of the zoning board of adjustment wanted for an agenda for a joint meeting.

Jim Pritchard read from RSA 676:2, I:

“Each land use board shall have the discretion as to whether or not to hold a joint meeting with any other land use board.”

Jim Pritchard said that having a joint meeting would need the zoning board of adjustment to vote as a board to agree to the joint meeting.

Clayton Wood said that he could call the joint meeting once the zoning board of adjustment had agreed to it.

AGENDA ITEM 10: Planning for zoning amendments

Daren Nielsen said that he wanted to work with Jim Pritchard on a historic homes district to protect the historic homes in the downtown.

Jim Pritchard said that he was thoroughly committed to the historic-homes-district project. Jim Pritchard said that *Belanger v. Nashua*, 121 N.H. 389, 430 A.2d 166 (1981), required zoning districts to reflect the current character of the area. Jim Pritchard said that Paul Nickerson had said that some areas of the Light Industrial/Commercial District are predominantly residential. Jim Pritchard said that Dan Welch had delivered information to him but that other matters had distracted him, Jim Pritchard, from reviewing Dan Welch's information.

Jim Pritchard said that he had been working with the master plan committee on a zoning amendment for cluster development. Jim Pritchard said that Matt Monahan, of the Central New Hampshire Regional Planning Commission, had said that he would look at the amendment when the master plan committee was finished with it and that he would not charge for the review.

Clayton Wood invited Jim Adams to have the board of selectmen present their plans for zoning amendments to the planning board at the planning board's meeting on May 3.

Clayton Wood suggested that informal public hearings, such as the board had held last year, might help.

Daren Nielsen asked who was the person with whom Roland Carter was working on the community development committee (formerly known as the economic development committee).

Clayton Wood said that Roland Carter was working with Jared Reynolds, of the University of New Hampshire Cooperative Extension.

Jim Pritchard said that informal public hearings would help after the board had a proposal but that the first step would be to make the districts reflect the character of the area, as the state law requires.

AGENDA ITEM 11: Central New Hampshire Regional Planning Commission's offer to do traffic counts

Jim Pritchard said that Ted Mitchell had made a plan for traffic counts and that Ted Mitchell's plan called for traffic counts at the same spots for the years 2017, 2018, and 2019, and then for traffic counts to rotate through different spots. Jim Pritchard said that he would tell Dean Williams, of Central New Hampshire Regional Planning Commission, to count traffic at the same spots as last year. Ted Mitchell's proposal of 2017 for 10 free traffic counts from Central New Hampshire Regional Planning Commission is attached at the end of this minutes document.

Jim Adams said that the State of New Hampshire used the traffic counts to avoid responsibility for maintaining certain state highways.

Jim Pritchard said that Jim Adams should join the transportation advisory committee (which has an open seat that Ted Mitchell vacated). The transportation advisory committee is a subcommittee of the Central New Hampshire Regional Planning Commission.

Jim Adams said that he was too busy with veterans' matters.

Clayton Wood said that Pittsfield needed to have a transportation improvement plan if the town wanted more help from the state. Clayton Wood said that Pittsfield needed a selectman to be on the transportation advisory committee.

Jim Pritchard said that Mike Tardiff, executive director of the Central New Hampshire Regional Planning Commission, was aggressive in helping member communities but that Mike Tardiff could not help a municipality that was not active in the process.

AGENDA ITEM 12: Notice of the New Hampshire Office of Strategic Initiatives's annual spring planning and zoning conference on April 28, 2018: Registration deadline April 20, 2018

Clayton Wood reminded board members that the deadline to register for the New Hampshire Office of Strategic Initiatives's annual spring planning and zoning conference on April 28, 2018, is April 20, 2018.

Jim Pritchard said that he would e-mail board members a reminder and a link to register.

Jim Pritchard, Daren Nielsen, and Adam Gauthier were committed to attending the conference.

AGENDA ITEM 13: Selectman's report

Jim Adams had nothing to report.

AGENDA ITEM 14: Members' concerns

Jim Pritchard said that the New Hampshire Municipal Association is not an elected official, is not a decision-maker, and would not be liable if they gave bad advice that caused a lawsuit.

AGENDA ITEM 15: Public input

Pat Heffernan said that the board was "skating on thin ice" with the idea of hiring a town employee to replace Jim Pritchard as the board's administrative secretary. Pat Heffernan said that replacing Jim Pritchard with a person who could do the job well would be "a monumental task." Pat Heffernan said that a person who could do the job well would be "looking for some pretty stiff compensation." Pat Heffernan said that the town does not have an "overabundance of money" and that the town's inability to hire more than three police officers was an example of the town's financial problems. Pat Heffernan said that replacing Jim Pritchard would be "quite a chore" and that he, Pat Heffernan, did not understand what the problem is with Jim Pritchard's doing it now, especially because Jim Pritchard is doing the job for free. Pat Heffernan said that "at some point in time, his [Jim Pritchard's] patience is going to run out" because of the many attacks that Jim Pritchard had taken, but that the people who come in to the office need good answers. Pat Heffernan repeated that replacing Jim Pritchard as administrative secretary would be very difficult.

James Hetu, who arrived to tonight's meeting late (8:16 PM), and who is the chair of the zoning board of adjustment, asked for clarification of the joint meeting of the zoning board of adjustment.

Clayton Wood said that he needed a vote from the zoning board of adjustment on whether to have a joint meeting. Clayton Wood said that he would discuss with James Hetu the details for the request. Clayton Wood said that he would investigate what other towns did for the administrators of their land use boards.

Jim Adams, speaking from the board, said that he wanted to respond to Pat Heffernan's having previously called the board of selectmen "the Marx brothers." Jim Adams said that Pat Heffernan should run for selectman.

Pat Heffernan said he was thinking about running for selectman.

Jim Adams said that Pat Heffernan was complaining about the budget for police officers and that Pat Heffernan did not know what he was talking about.

Jim Pritchard called for a point of order. Jim Pritchard said that Pat Heffernan could say whatever he wanted to say during a period for public input.

Jim Adams agreed with Jim Pritchard's point of order.

Jim Pritchard said that he would send to the zoning board of adjustment his job description of the planning board's administrative secretary.

AGENDA ITEM 16: Adjournment

Jim Pritchard moved to adjourn the meeting.

Daren Nielsen seconded the motion.

Vote to adjourn the planning board meeting of April 5, 2018: carried 5 - 0 - 0. Voting "yes": Jim Pritchard, Daren Nielsen, Clayton Wood, Paul Nickerson, and Jim Adams. Voting "no": none. Abstaining: none. The planning board meeting of April 5, 2018, is adjourned at 8:35 P.M.

Minutes approved: May 3, 2018

Clayton Wood, chairman

Date

I transcribed these minutes (not verbatim) on April 7, 2018, from the digital audio recording that Chairman Clayton Wood made during the meeting on April 5, 2018, and uploaded to the Internet.

Jim Pritchard, planning board recorder and secretary

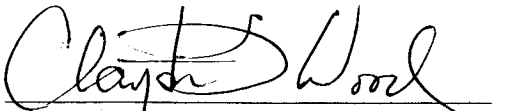
Attachments:

1. Notice of Adam Gauthier's appointment as an alternate member of the planning board.
2. Ted Mitchell's proposal of 2017 for 10 free traffic counts from Central New Hampshire Regional Planning Commission.

Notice of Appointment of an Alternate to the Pittsfield Planning Board

On April 5, 2018, pursuant to RSA 673:6, II, the Pittsfield Planning Board appointed Adam Gauthier, of 212 Catamount Road, Pittsfield, New Hampshire, as an alternate to the board. Adam Gauthier's term will expire at the beginning of the board's regular meeting in April 2021.

The vote for this appointment was yes: 5, no: 0, and abstaining: 0. Planning board members voting for the appointment were Clayton Wood, Jim Adams, Paul Nickerson, Daren Nielsen, and Jim Pritchard.


Clayton Wood, chair
Pittsfield Planning Board

April 14, 2018

2017 TRAFFIC COUNTS

**Route 28: 1. At Route 107 Just North of Traffic Lights
2. Just South of Concord Hill Rd**

**Route 107: 3. At J&R's Auto Repair Entrance
4. Just West of Traffic Island
5. Just West of Onieda St**

**Tilton Hill Rd: 6. At Manchester St
7. Just Beyond Bow St**

Main St: 8. At Carroll St

S. Main St: 9. At Clark St

Dowboro Rd: 10. Just South of Mountain Rd

