



MEETING AGENDA

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

TUESDAY, MARCH 1, 2016

5:30 p.m. - Call to Order

PUBLIC INPUT

AGENDA REVIEW

APPOINTMENTS

1. 6:00 p.m. – Gary Roberge, Avitar Associates – Pittsfield Aqueduct utility appraisal
2. 6:30 p.m. – Marion Ruocco, 19 Depot Street – damage to fence in town right-of-way

NEW BUSINESS

ACTION ITEMS

1. Estimate for demo container for four tax-deeded mobile homes at 62 & 65 Leavitt Road
2. Impending tax deed – tax map R37 lot 2, 43 Ingalls Road
3. New business - Main Street Grill & Bar (32 Main Street)

COMMITTEE REPORTS

INFORMATION ITEMS

1. Senator Ayotte office hours – Pittsfield Town Office, Tuesday, March 15, 2016 9 a.m. to 10 a.m.

OLD BUSINESS

1. WWTP – personnel issues (no updates as of 2/26/16)
2. Sale of 175 Leavitt Road trailer to Griggs MHP – update (pending on action #1)
3. Basement concerns – update (report from Fire Chief & Fire Marshall for 3/15/16)
4. 2015 property tax abatement applications: (pending from 2/2/2016)
 - a. U1-87-c1, 18 Manchester Street – revised abatement recommended
 - b. U3-19, 60 Main Street – abatement recommended

APPLICATIONS and WARRANTS

1. 2015 property tax abatement application recommendations from assessor:
 - a. R22-1-39, 111 Winant Road - abatement recommended
 - b. R26-20-1, 500 Clough Road - abatement recommended

CHECK MANIFESTS

1. Accounts Payable
2. Payroll

MINUTES

1. February 2, 2016 – Public Meeting Minutes
2. February 2, 2016 – Non-Public Meeting Minutes
3. February 16, 2016 – Public Meeting Minutes
4. February 16, 2016 – Non-Public Meeting Minutes

PUBLIC INPUT



**TOWN OF PITTSFIELD
BOARD OF SELECTMEN
TOWN HALL, 85 MAIN STREET
PITTSFIELD, NH 03263**

MEETING MINUTES OF TUESDAY, MARCH 1, 2016

CALL TO ORDER

Call to order at 5:30 P.M. by Albert Douglas, Vice-Chairman

MEMBERS PRESENT

Eric Nilsson (EN), Chairman, (Arrival at 5:33 P.M.), Albert Douglas (AD), Vice-Chairman, Gerard LeDuc (GL), Nicholas Hayes (NH), Larry Konopka (LK), and Delores Fritz, Recording Secretary.

MEMBERS ABSENT:

Cara Marston (CM), Town Administrator

PUBLIC INPUT

Bill Elkins, HSA: I received a recent call from a landlord noting that the Emergency Call List as compiled by Housing Standards was being misused by some individual(s). The Emergency Call List is for use by the Fire Department.

Also, I was not able to receive any E-Mails from around December 16th to the end of January. Cara contacted computer company and they eventually got it fixed. However, any E-Mails during that period of time are “gone” according to Certified Computer. I do not know if there were any E-Mails that I missed such as from the Budget Committee. It is after the fact now and too late to really do anything about it. There are some problems with the Electronic Communications line, which Cara denotes is divided between all departments, but that line is quite high for our department. We will be presenting a request for a rate increase sometime in April and after the Town Meeting.

Adam Gauthier: I just wanted the Board to know that the former Fire Chief Gary Johnson has cancer.

Fred Hast: There are three items on the Agenda – every year the fence on the corner of Carroll and Main Street seems to get damaged which does not look good to people coming into Town. It is an old fence and hard to repair. I would like to see it repaired. Also under Old Business, WWTP – Personnel Issues – you have had that on the Agenda for three to four months now. It should be taken care of and taken off the Agenda. The Basement Concerns also has been going on for quite some time. (NH) You will note that we are awaiting a report from Fire Chief and Fire Marshall and this will probably be dealt with on March 15th. (EN) We are waiting for the report from the Fire Marshall.

Close Public Input

AGENDA REVIEW

(GL) Article 26 Warrant Article; (EN) Tabling Old Business No. 4a: Tax Abatement Tax Map U01, Lot 87-c1 and also No. 3: Basement Concerns.

(AD) With the Board changing, I would like to stay on the Pittsfield Aqueduct Committee as a Board representative.

NEW BUSINESS

ACTION ITEMS

1. Estimate for Demo Container for Four Tax-Deeded Homes at 62 & 65 Leavitt Road

(EN) You all have the estimates as provided by Cara from the dumpster companies. I have contacted BCEP about possibly using their dumpsters but there is not enough turn-around time for use of the dumpsters. (NH) Does the BCEP charge us? (EN) No. (NH) Why pay \$9,000 when we could pay less. (EN) I will contact BCEP tomorrow to see if we can offset some of the costs. BCEP trucks it out.

(LK) Motion to table the matter for the demo containers for the tax-Deeded homes at 62 & 65 Leavitt Road. (NH) Second. Carried 5-0.

2. Impending Tax Deed – Tax Map R37, Lot 2: 43 Ingalls Road

Selectman Hayes recused himself and was seated in the audience. (5:42 P.M.)

(AD) Motion to approve starting the deeding process for Tax Map R37, Lot 2: 43 Ingalls Road. (GL) Second. Carried 4-0.

Selectman Hayes returned and was seated on the Board. (5:43 P.M.)

3. New Business: Main Street Grill & Bar (32 Main Street)

(EN) We need to provide a letter to the NH Liquor Commission for the Main Street Grill & Bar, the same as was provided for Molly's Tavern. This is a generic letter that we can utilize with Cara signature. (EN) read the letter into the Minutes. (See Attached.)

(LK) Motion to approve letter to NH Liquor Commission for the Main Street Grill & Bar. (NH) Second. Carried 5-0.

4. Warrant Article No. 26

(GL) In Article 26, there is verbiage which was added after the Board vote was taken which makes it null and void. The warrant article was voted on without this verbiage. With this verbiage, the people of Pittsfield will be raising "all kinds of "h---." (NH) The Board voted this article down. (GL) There was no separate vote on this. Under the RSA's, you cannot alter warrant articles that deal with funds/revenue.

Added Verbiage: The Board of Selectmen recommends the amount of four million, five hundred seventy four thousand, six hundred and six dollars (\$4,574,606) to fund the general municipal operations. This sum does not include appropriations contained in special or individual articles addressed separately in this warrant.

(AD) Motion to approve the removal of the added verbiage in Warrant Article No. 26. (GL) Second. Carried 4-1 (NH).

COMMITTEE REPORTS

None.

INFORMATION ITEMS

1. Senator Ayotte Office Hours: Pittsfield Town Hall Office, Tuesday, March 15, 2016, 9:00 A.M. to 10:00 A.M.

OLD BUSINESS

1. WWTP: Personnel Issues: No updates as of February 26, 2016.

Tabled until update available.

2. Sale of 175 Leavitt Road Trailer to Griggs MHP: Update pending on
Action Item No. 1 Pending
3. Basement Concerns Update: Report from Fire Chief & Fire Marshal for
March 15, 2016 Pending
4. 2015 Property Tax Abatement Applications: Pending from
February 2, 2016
 - a. Tax Map U01, Lot 87-c1: 18 Manchester Street: Revised abatement
recommended.

(EN) Motion to table abatement Tax Map U01, Lot 87-c1.

(AD) Second. Carried 5-0.

- b. Tax Map U03, Lot 19: 60 Main street: Abatement recommended

Selectman Konopka recused himself and was seated in the audience. (5:50 P.M.)

(GL) Motion to approve abatement for Tax Map U03, Lot 19 for \$5,678.92.

(NH) Second. Carried 4-0.

It was noted that this property is again listed as Commercial property.

Selectman Konopka returned and was seated on the board. (5:53 P.M.)

APPLICATIONS and WARRANTS

1. 2015 Property Tax Abatement Application Recommendations from
Assessor

- a. Tax Map R22, Lot 1-39: 111 Winant Road – Abatement
Recommended

(GL) Motion to approve abatement for Tax Map R22, Lot 1-39 for \$164.22.
(NH) Second. Carried 5-0.

- b. Tax Map R26, Lot 20-1: 500 Clough Road – Abatement
Recommended

(GL) Motion to approve abatement for Tax Map R26, Lot 20-1 for \$1,556.68.
(NH) Second. Carried 5-0.

APPOINTMENTS

1. 6:00 P.M.: Gary Roberge, Avitar Associates – Pittsfield Aqueduct
Utility Appraisal

Gary Roberge, CEO, Avitar Associates was present.

Gary Roberge: For all utility assessments, we request information from the utility company to include a detailed listing of assets which are provided per the Federal Energy Regulatory Commission by code. For this particular assessment, Pennichuck provided Avitar with information concerning Category 330 which should have been 340 and the information was entered as provided and computed accordingly. No one caught this error until Don Ware from Pennichuck called to discuss the property classifications. I am not sure how much more I can offer you regarding this misclassification. Don Ware then provided us with the correct information and coding and the assessment went down and there was a huge difference.

(EN) Who is to blame for this? Mr. Roberge: I guess this could be directed to a couple of places. Pittsfield Aqueduct classified it incorrectly. Should we at Avitar seen the description was wrong? I am unsure how to answer this. The problem was the provider of data. It wasn't till Don Ware caught it and Pennichuck fixed it and notified us, that Avitar could fix it. Matching descriptions with the correct codes does not always work.

Mr. Roberge: I would like to believe if we had done the prior evals that some light would have gone on but we did not do the last eval for Pittsfield, therefore, it did not seem outrageous.

(AD) Who provides the data base for your system? Mr. Roberge: Pennichuck.

(AD) I would image they would have it hard coded – how come it wasn't caught?

Pennichuck said the coding was 330. Mr. Roberge: Yes. Now what will happen when the data comes in, it will be played against this data file which has now been created as a data base. (AD) Before, you did not have one? So Pennichuck seems to be the culprit. Mr. Roberge: Yes. They have now created their own codes.

(AD) When Pennichuck runs system it will be caught? Mr. Roberge: It will now.

(AD) I would assume your data would red flag the codes if not correct.

Mr. Roberge: If we have been provided with the correct codes. (AD) Somewhere there should be a data evaluation system. Mr. Roberge: Now there will be.

(GL) We are looking at a \$10 million assessment – the last time Pennichuck had something like this was before Nashua bought part of it. I do not see how the error was not caught.

Mr. Roberge: Avitar was provided the codes by Pennichuck. Had I had a prior data base, I would have caught it. I have no other answer. (NH) Even with the data base to data base there is a \$6 million difference and should have flagged a review. How much time would this take? Mr. Roberge: About five days. My report takes a couple of hours matching Pennichuck's category and gross assets. We recognized the change in values and Loren asked me to check it. It was sent to Pennichuck and we did not hear from them. (NH) Why aren't you guys proofing those? You are saying Pennichuck provides the values. We paid you for this service and you are using data from another person's evaluation.

Mr. Roberge: All utilities provide the data to the State and the assessing company. Assessments could be done by engineers and maybe this error would have been caught by an engineer – maybe yes and maybe no. The cost would be prohibitive to have this done. I have been doing this for thirty years and have not had this problem. They are giving us data not values and there is no way to verify it.

(NH) You are taking it at face value. How do you think we can come to terms on this? Mr. Roberge: I am not suggesting Avitar take the fault; they cannot afford that process. (NH) In your original letter, I interpreted it that there was a statement of error. Mr. Roberge: If you are referring to the last paragraph, if I had the original data, it would have been caught.

(EN) If I am not mistaken, the taxpayers would pay the interest on this which would be another \$500. Mr. Roberge: I will get Pennichuck to pay the interest or I will pay the interest myself. (EN) That is a double whack right there.

(LK) We are talking millions of dollars in evaluation. Your contract provides that "Avitar will appraise all property within the municipality in a good and workmanlike manner." Pittsfield budgeted using the higher values and now faces a serious financial hit to the taxpayers. Mr. Roberge: Errors do not usually occur in this magnitude. (LK) When were you aware of this? Mr. Roberge: Around the 20 or 21st of December we found the problem in another town and tracked it down. This one did not come up. The same person created the report for the Town.

(EN) How would the Board like to proceed with this? (NH) I would like to explore our options and get some advice. Mr. Roberge: I will contact Don Ware and see what his take on this is. I seriously apologize for this matter.

Mr. Roberge left meeting at 6:25 P.M.

2. 6:30 P.M.: Marion Ruocco, 19 Depot Street: Damage to fence in Town Right of Way

Marion Ruocco was present. I do not understand why there is a meeting about this. (EN) The Board of Selectman want to know what is going on. Ms. Ruocco: The Town plow tore up two of the main posts on my fence. I talked to Glenn about it and he related that "you were not home when it happened and that is why you did not hear about it." I realize that it cannot be fixed till spring. (Board was able to review a photo of the fence.)

(LK) I spoke to George about this and he asked "where do you shovel the snow?" Is it in the walkway? George advised that the fence is in the Town right-of-way and it is a difficult area to plow. The snow piles up in front of the walkway.

Ms. Ruocco: I have a picture of it that I can show you. (LK) George is willing to go down there to try and straighten the fence out. Ms. Ruocco: The fence cannot be straightened out.

(LK) George and Cara can go down and look at it. Ms. Ruocco: Regardless of whose land it is, it needs to be fixed. There are two sections that need to be replaced. (EN) We will let Cara and George know and they can go down and look at it. He requested her phone number which she provided.

Ms. Ruocco left meeting at 6:35 P.M.

CHECK MANIFESTS

1. Accounts Payable

(GL) Motion to approve Accounts Payable and Check Manifest.

(NH) Second. Carried 5-0.

2. Payroll

(GL) Motion to approve Payroll and Direct Deposit. (NH) Second. Carried 5-0.

MINUTES

1. February 2, 2016 Public Session Meeting Minutes

(GL) Motion to approve Public Session Meeting Minutes of February 2, 2016.

(AD) Second. Carried 5-0.

2. February 2, 2016 Non-Public Session Meeting Minutes

(GL) Motion to approve Non-Public Session Meeting Minutes of February 2, 2016. (NH) Second. Carried 5-0.

3. February 16, 2016 – Public Session Meeting Minutes

(GL) Motion to approve February 16, 2016 Public Session Meeting Minutes.

(NH) Second.

Discussion: (LK) noted that there was a correction and Board requested that the recording be checked.

(GL) Rescind Motion to approve February 16, 2016 Public Session Meeting Minutes. (NH) Rescind Second.

(NH) Motion to table approval of February 16, 2016 Public Session Meeting Minutes. (AD) Second. Carried 5-0.

Discussion: After further discussion, the correction was clarified and Board agreed to approve Minutes with Correction.

(GL) Motion to approve February 16, 2016 Public Session Meeting Minutes with Correction. (NH) Second. Carried 5-0.

Correction:

Page 5, Paragraph 7 should read: Discussion: (LK) I was not on the Board of Selectmen when this budget was developed. In good faith, I cannot support the budget of the Budget Committee or the Board of Selectmen as it is too high.

4. February 16, 2016 – Non-Public Meeting Minutes

(GL) Motion to approve February 16, 2016 Non-Public Session I and II Non-Public Session Minutes. (NH) Second. Carried 5-0.

OTHER:

(LK) It has been a pleasure working with you on this Board.

PUBLIC INPUT:

Dan Schroth: Eric, before you arrived, I was thanking Al for his term. I said I would like to replace you. All of you, thank you for your service. I know it is not easy.

Adam Gauthier: Had you had any applications for the new parking lot. (EN) No.

Also, the Chief has his vehicle but do we have to provide a vehicle for SWAT? Board members did not know, but advised that he could check with Cara on this.

Louis Houle: Regarding the amendment to Article 26, could you advise Budget Committee on anything pertaining to this and keep them updated. It is an amendment to an Article and cannot be amended until voted on. Budget Committee should be advised about anything you decide. (EN) Cara sent us an E-Mail on this and I think it is just a matter of saying “disregard.”

Louis Houle: Thank you all for your service.

Fred Hast: On Article 26, if the Board of Selectmen does not like it, they should stand up and amend up.

Fred Hast: What about the Main Street Grill, did they go before Zoning? (EN) It was not a change of use.

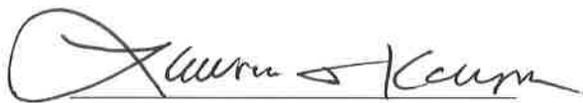
Steve: I would also like to thank you guys for your service. Anything that I can do as a citizen, let me know and I will be there if you need me for anything. I am usually always home.

Close Public Input

ADJOURNMENT

(LK) Motion to adjourn. (AD) Second. Carried 5-0.

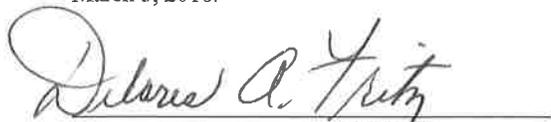
Approved: March 15, 2016


Larry Konopka, Chairman

3/22/16
Date

Attachments: 1
Olympus: 1:16:45

I hereby certify that these Minutes were recorded by me on March 1, 2016, transcribed and publicly posted on March 3, 2016.


Delores A. Fritz, Recording Secretary



TOWN OF PITTSFIELD

Office of Selectmen

P.O. Box 98 ~ 85 Main Street, Pittsfield NH 03263

E-Mail: pittsfieldta@metrocast.net

Telephone (603) 435-6773 ~ fax (603) 435-7922

January 23, 2015

COPY

New Hampshire Liquor Commission
State of New Hampshire
Bureau of Enforcement and Licensing
57 Regional Drive, Suite 8
Concord, NH 03301

RE: Bocci, Inc. (Molly's Tavern)

To Whom It May Concern:

Although the Town of Pittsfield has no formal licensing structure for businesses or entertainment venues, the Town supports and approves of the above referenced entity to provide entertainment within its facility.

If I can be of any assistance, or if you have any questions, please do not hesitate to call.

Michael R. Williams
Town Administrator

Attachment to Board of Selectmen

Minutes of: MARCH 1, 2016

of Pages: ONE