



MEETING AGENDA

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

TUESDAY, MARCH 15, 2016

6:00 p.m. - Call to Order

PUBLIC INPUT

AGENDA REVIEW

DEPARTMENT UPDATES

1. Erica Anthony, Town Clerk/Tax Collector
2. George Bachelder, Superintendent of Public Works
3. Peter Pszonowsky, Fire Chief
4. Jeffrey Cain, Chief of Police

NEW BUSINESS

ACTION ITEMS

1. Organization of Board of Selectmen
2. Board of Selectmen meeting schedule
3. Board of Selectmen committee appointments
4. South Main Street/French Circle crosswalk elimination by NHDOT
5. Franklin Street parking lot - tow company monitoring (no cost to town)
6. Highway Safety Grant - DWI patrols, \$6,889.75
7. Highway Safety Grant - STEP patrols, \$3,462.42
8. Sale of town property
 - a. Tax map R12, lot 10 - letter from successful bidder
 - b. Tax map R44, lots 7&8 - set public hearing dates
 - c. Tax map R48, lot 6 - set public hearing dates

COMMITTEE REPORTS

INFORMATION ITEMS

1. Economic Development Committee - 3/23/16, 6:00 p.m. to 8:00 p.m., PMHS Lecture Hall, meeting with Arnett Development Group & Central NH Regional Planning Commission for economic strategy & focus
2. Letter from Fire Marshal - general notification to towns that inflatable 'bounce house' devices which are open to the public use are regulated and need to be registered

OLD BUSINESS

1. WWTP - personnel issues (update new board members in non-public session)
2. Sale of 175 Leavitt Road trailer to Griggs MHP - update (pending on old business #5)
3. Basement concerns - update (waiting for Fire Marshal's report)
4. 2015 property tax abatement application: (2/2/2016)
 - a. U1-87-c1, 18 Manchester Street - under further review from assessor
5. Demo container for four tax-deeded mobile homes at 62 & 65 Leavitt Road (3/1/16)

APPLICATIONS and WARRANTS

1. Abatement – R32-1, South Main Street (notification issue, not assessment)
2. Abatement – U1-1, 31 Barnstead Road (per RSA 79-E covenant)
3. Notice of intent to cut timber – R23-2-4, 2-5, 2-6, 2-7, & 2-8 (5 lots)– West Meadow Road
4. Elderly tax deferral application – R12-12, 111 Clough Road
5. 2015 property tax abatement application recommendations from assessor:
 - a. U1-36, 32 Berry Avenue, request denied
 - b. U2-50, 12 South Main Street, request denied
 - c. R27-12 & 25, 101 Jenness Pond Road, request denied
 - d. R48-2, 566 Dowboro Road, request denied
 - e. R2-1, 113 Daroska Road, recommended assessment reduction \$9,400
 - f. R5-1, 80 Will Smith Road, recommended assessment reduction \$28,100
 - g. R34-23, 85 Loudon Road, recommended assessment reduction \$57,600
 - h. U2-62, 15 French Circle, recommended assessment reduction \$7,400
 - i. R32-3, 56 Sargent Road, recommended assessment reduction \$29,200

CHECK MANIFESTS

1. Accounts Payable
2. Payroll

MINUTES

1. March 1, 2016 – Public Meeting Minutes

NON-PUBLIC SESSION(S)

1. RSA 91-A:3, II(a) - Dismissal, promotion, or compensation of any public employee, or the disciplining of such employee, or the investigation of any charges against him or her
2. RSA 91-A:3, II(d) - Consideration of the acquisition, sale, or lease of real or personal property
3. RSA 91-A:3, II(e) - Consideration or negotiation of pending claims or litigation

PUBLIC INPUT



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

MEETING MINUTES OF TUESDAY, MARCH 15, 2015

CALL TO ORDER

Call to order at 6:00 P.M. by Gerard LeDuc, Member.

MEMBERS PRESENT

Larry Konopka (LK), Chairman, Gerard LeDuc (GL), Vice-Chairman, Nicholas Hayes (NH), Carole Richardson (CR), and Carl Anderson (CA).

MEMBERS ABSENT

None.

OTHERS PRESENT:

Cara Marston (CM), Town Administrator and Delores Fritz, Recording Secretary

ORGANIZATION OF BOARD OF SELECTMEN

(GL) Because this is a newly elected Board, we will address the organization of the Board of Selectmen first and then continue with the Agenda.

Chairman & Vice Chairman:

(CA) Motion to approve Larry Konopka as Chair. (CR) Second.
Carried 3-1 (NH). (LK) Abstain.

(CA) Motion to approve Gerard LeDuc as Vice-Chairman. (CR) Second.
Carried 4-0. (GL) Abstain.

Selectman Konopka as newly-elected Chair, takes over conducting meeting.

Planning Board:

(LK) Motion to approve Gerard LeDuc as representative to Planning Board.
(CR) Second. Carried 4-0. (GL) Abstain.

(CA) Motion to approve Carole Richardson as alternate representative to Planning Board. (GL) Second. Carried 5-0.

Budget Committee:

(GL) Motion to approve Nicholas Hayes as representative to Budget Committee.
No Second, Motion dies.

(CA) Motion to approve Gerard LeDuc as representative to Budget Committee.
(LK) Second. Carried 4-0. (GL) Abstain.

(GL) Motion to approve Carole Richardson as alternate representative to Budget Committee. (NH) Second. Carried 4-0. (CR) Abstain.

Union Negotiations:

(GL) Motion to approve Carl Anderson as representative for Union Negotiations.
(CR) Second. Carried 5-0.

(GL) Motion to approve Carole Richardson as alternate representative for Union Negotiations. (CA) Second. Carried 4-0. (CR) Abstain.

B.C.E.P.:

(NH) Motion to approve Gerard LeDuc as representative for B.C.E.P.
(CR) Second. Carried 4-0. (GL) Abstain.

Deputy Building Inspector and Code Enforcement:

(CA) Motion to approve Larry Konopka as Deputy Building Inspector and Code Enforcement Officer. (GL) Second. Carried 3-0. (LK) and (NH) Abstain.

Suncook Valley Regional Town Association:

(CR) Motion to approve Nicholas Hayes as representative for the Suncook Valley Regional Town Association. (GL) Second. Carried 4-0. (NH) Abstain.

Economic Development Committee:

(GL) Motion to approve Nicholas Hayes as representative Economic Development Committee. (CA) Second. Carried 4-0. (NH) Abstain.

Drug & Alcohol Coalition:

(CR) Motion to approve Nicholas Hayes as representative to the Drug & Alcohol Coalition. (GL) Second. Carried 5-0.

Pandemic Committee:

Pending

Foss Scholarship:

(NH) Motion to approve Carole Richardson as Foss Scholarship representative. (GL) Second. Carried 4-0. (CR) Abstain.

Citizen of the Year:

(NH) Motion to approve Carl Anderson as representative to the Citizen of the Year Committee. (CR) Second. Carried 5-0.

Aqueduct Purchase Committee:

(CR) Motion to approve Nicholas Hayes as representative to the Aqueduct Purchase Committee. (GL) Second. Carried 5-0.

PUBLIC INPUT

Hank Fitzgerald: Congratulations to the winners of the elections and thank you all for your service.

Adam Gauthier: Congratulations to you guys. How are our roads measured and what is the size? The letter from the Fire Marshal's office, (regarding Bounce House inflatable type devices), will it affect Old Home Day?

Louis Houle: No, the permit will be on the unit or we will not accept it for use.

Bill Elkins: It has been noted that the PCDC sold the Blueberry Express for \$320K which is not really the case. Transfer taxes on appraised value was based on two non-profit sales.

Bill Elkins: I would like to thank Town Administrator Cara Marston for her assistance with the Warrant Article that was passed at Town Meeting. It was in PDF format and she was able to do the changes to produce as Word.

Close Public Input

AGENDA REVIEW

(NH) List of some things BOS could possibly address this year. We can discuss at the next meeting, but I would like permission to distribute to the public. Board agreed and copies were provided to the public. (LK) Addressing surrounding communities regarding sharing services.

DEPARTMENT HEADS

2. George Bachelder, Superintendent of Public Works

George Bachelder: We have had only a couple of snowstorms and only about 13 inches of snow along with a couple of rain/ice storms. We have been taking care of roadside litter, revamping/updating Town equipment.

(CA) Regarding the loader, is that something that Doug Burdick can rebuild? Have him take a look at it. He is the best mechanic in the state. George: I have mentioned it to him and right now am planning on "limping along with it." (LK) Any safety classes needed or coming up? George: I am not sure, but will look into it.

George Bachelder: Regarding the French Circle crosswalk, it is in a bad place and few people use it. DOT would like to eliminate it and I am okay with that.

As far as Adam's question, we have three-rod roads (49 ½ ft). If possible, we measure the roads from the stone walls on the side of the roads or from the center of the road. Adam Gauthier: On Depot Street from the post office to the corner house, what is the distance. Is the house in the right-of-way? George: The fence is well within the right-of-way and we did try to straighten it out but we are not

liable for it. It is because they illegally shovel the snow in the right-of-way. This is an ongoing situation.

(CM) George, the Franklin Street Parking Lot..? George, no one is parking there.

(LK) George, what are your thoughts about the parking lot? George: We will have to see what happens. I have discussed with Cara the possibility of lowering the rental fees. (LK) What about heavy winters, what about maintaining it then?

George: My thought is not to use the four spaces in the back to use to deposit the snow. If not, we would have to shovel it and take it away. (LK) What about a fence? George: Along the back, there should be a fence because of the kids.

(CM) Demo-ing the tax deeded trailers, George does not have the time for this.

George: I am starting to work on the roads. (CM) It was noted that Griggs will do the demo-ing in lieu of keeping one of the trailers. Griggs is not charging us lot rent.

George: I would sooner see them removed as quickly as possible and get some of the revenue back. (CM) They were originally going to be put in the pit but were too dilapidated to move.

George left meeting at 6:30 P.M.

3. Peter Pszonowsky, Fire Chief

Fire Chief Peter Pszonowsky: We received a Sanderson Grant which we have used to purchase a containment center which will soon be put in service. We met one month ago about the basement and are still awaiting a response from Fire Marshal on the basement area. To date, we have had 134 call for services (varied). The high school would like us to participate with a booth (perhaps CPR) at their Wellness Fair. We also have a grant for some SCBA equipment which we will soon be ordering. Ambulance has been inspected and passed by State. Gary Johnson, our former Fire Chief, is now in Hospice and we have been contacted about the possible use of one of the engines when the time comes.

(CA) I have talked to a lot of people and perception is usually reality, but why is the rescue truck everywhere but at the station. No one else uses Town vehicles. I have heard all the reasons, but in my opinion, there is no excuse for two men to be riding around in the rescue truck to go to Dunkin, etc. It is everywhere and it looks bad. Can you address this? Peter Pszonowsky: I will look into it.

(LK) Any upcoming training? Peter: I will be getting a list of classes soon.

Fire Chief Pszonowsky left meeting at 6:35 P.M.

4. Jeffrey Cain, Chief of Police

Police Chief Cain: Congratulations to you all.

Chief Cain compared the 2016 calls for service, arrest, vehicle stops to 2015 and noted that it has almost doubled this year. Pittsfield numbers are far and above other local communities such as Allenstown and Pembroke.

(CA) I am not trying to be sarcastic but with all these calls, why is your cruiser at the Town Hall so much and you are in the Town Administrator's office so much.

Chief Cain: Budget season was busy, also grants and mail pick-up, there was a lot going on. (CA) I have heard a lot and when you walking down the street, you hope for a good relationship with the Town. We do not have that here – too many patrols, too many police officers and too much of the Police Chief taking up Town Administrator time. Perception is reality and I would not like to see you sitting in the Town Administrator's office. We need to work the Police Budget down.

Chief Cain: At the end of the day, Pittsfield is the second busiest town in Merrimack County. Chief Cain explained his schedule which includes Court time doing prosecution, covering shifts when possible, accident scene attendance and with anything else that I can assist with. (CA) I do not want to be combative, but I would like to be completely open. We need to keep the budget in line with what the Town wants – they pay the bill.

Chief Cain: Looking at the bigger picture, it is the downtown area which absorbs a vast majority of the PD resources and looking at it long term, we need to increase the tax base. (CA) I do not think that this is an easy job and the taxpayers have had enough. Their pockets are only so deep. We need to keep it so that the budget figures are not so astronomical. Chief Cain: I cannot control the crime in Town and it would be a dereliction of my duty to ignore it. (CA) I am not anti-police but we need to do the best job we can with what we have. Chief Cain: At the end of the day, public safety is our first concern.

(CR) What about the parking ban? I have heard more complaints about it. What are your thoughts? Is it worth it and do we need it? Chief Cain explained the rationale pursuant to the approval of the parking ban and the waiver that resulted therein. The drug problem is out of control in Town. (CA) For sake of simplicity, what with people dealing drugs, is this not a perfect situation for foot patrols. Chief Cain explained the minimal schedule during the early morning shift. (LK) Prior to the parking ban, there was 12 hour parking, was this enforced? Chief Cain: Honestly, there is no manpower to do this. (LK) So it is the downtown area which we should clean up. Chief Cain: I do have a bunch of ideas in my head to help clean up the downtown area. I have wanted to meet with someone from

Claremont that was involved in their clean-up efforts. (LK) I would like to be a part of that. Chief Cain: The PD would be a “piece of the pie.” I do not know the answer but it is going to involve all of us.

(LK) Any grants, training or seminars coming up? Chief Cain: Yes, there are several on the Agenda. The detective position has been vacated because of the SRO and we are transitioning an officer to that position.

Chief Cain: I was made aware that the Barnstead Police Chief will be retiring soon and the position will not be filled. Perhaps, this would be a good time to re-engage in dialogue regarding shared services. (CA) We should not waste any time getting something like this started to help defray our budget’s bottom line. We used to work well with Barnstead and there is no reason why we cannot again.

Chief Cain explained the issues with the police cruisers, namely the Dodge Chargers, and the estimates for repairs. Details were also discussed and the possibility of raising these charges. Chief Cain noted he would provide an update on this at the next meeting.

(LK) I would like to see the Department Heads meet once a week again. Chief Cain noted he would also like to have public “chats” with the taxpayers, maybe at Jitters or PYW. (CA) I have not heard that the public is intimidated by the PD. Chief Cain: There can never be too much communication.

1. Erica Anthony, Town Clerk/Tax Collector

Erica: She offered a hello to all the new members of the Board and explained briefly the tax bills, lien notices, delinquency notes, Deed Waivers, and the deeding of properties. She explained the paperless notices for billing, motor vehicle registrations and dog licensing.

(CA) When you send out the letter regarding the dog licensing, the letter seems to read as if a crime has been committed. Erica: This is a form supplied by State statutes. The Animal Control Officer sends out the letter given to her by the State. (CA) suggested adding some phrasing that would make it a “little friendlier.”

(LK) Any seminars or conferences coming up? Erica: related that several conferences and workshops are available.

Erica Anthony left meeting at 7:36 P.M.

NEW BUSINESS
ACTION ITEMS

1. Organization of Board of Selectmen

Please see attached.

2. Board of Selectmen Meeting Schedule

(LK) The Board now meets the first and third Tuesday of the month and I would suggest that the Board meet every weeks or at least three out of four. The fourth Tuesday we can open up the meeting to the public only. Board discussed meeting on an occasional Saturday and the schedules of the Board members and ultimately decided to meet the first three Tuesdays of the month and the fourth Tuesday only for public input. Public Input was also discussed and Board decided that public input could be on the Agenda several times during the course of the meeting.

Board also determined that there will be Department Head meetings on Wednesday to address any issues that might come up.

3. Board of Selectmen Committee Appointments

Please see attached.

4. South Main Street/French Circle Crosswalk Elimination by NHDOT

(NH) Motion to approve elimination of South Main Street/French Circle Crosswalk per NHDOT. (CA) Second. Carried 5-0.

5. Franklin Street Parking Lot – Tow Company Monitoring

(CR) Why would this be no cost to Town? (CM) The towing company would absorb the cost of monitoring/towing and thus no cost to the Town. We have had only one response from Dave's Towing. (CR) Can we discuss the parking lot before George puts up a fence? (CM) It will be on the next Agenda.

Adam Gauthier: Has Town considered charging a 10% fee to the tow company?

(LK) My thoughts are that the Town should not be involved.

6. Highway Safety Grant: DWI Patrols - \$6,889.75

(NH) Motion to approve acceptance of Highway Safety Grant: DWI Patrols for \$6,889.75. (CR) Second. Carried 5-0.

(NH) Motion to authorize Town Administrator to sign document. (CR) Second. Carried 5-0.

7. Highway Safety Grant – STEP Patrols - \$3,462.42

(NH) Motion to approve acceptance of Highway Safety Grant: STEP Patrols for \$3,462.42. (CR) Second. Carried 5-0.

(NH) Motion to authorize Town Administrator to sign document. (CR) Second. Carried 5-0.

8. Sale of Town Property

a. Tax Map R12, Lot 10: Letter from Successful Bidder

(CM) This property was advertised specifically to three abutters and the high bidder was \$4,357.78. The property was advertised with the contingency that it be merged with bidder's current property. However, after further consideration and the conclusion that a structure could not be put on the property, she decided bid was too high and offered a lower bid. Board agreed property would be offered to "second highest bidder" but be reminded of the proviso that it be merged with their existing property.

(NH) Motion to accept second highest bid of \$1,500 for Tax Map R12, Lot 10 and bidder is aware of contingency. (CA) Second. Carried 5-0.

b. Tax Map R44, Lots 7 & 8 and

c. Tax Map R48, Lot 6

(CM) They are hanging over from the auction, and are not tax-deeded properties. We have comments from the Planning Board and Conservation Commission and now have to set two Public Hearing dates.

(GL) Motion to approve Public Hearing dates for Tax Map R44, Lots 7 & 8 and Tax Map R48, Lot 6 for April 5 and April 12, 2016. (CA) Second.

(GL) Amend Motion to include time of 6:15 P.M. (CA) Amend Second. Carried 5-0

(GL) Amend Motion to approve dates of April 5 and April 19, 2016.
(CA) Amend Second. Carried 5-0.

Public Hearing Dates for sale of Tax Map R44, Lots 7 & 8 and Tax Map R48, Lot 6 will be scheduled for April 5 and April 19th at 6:15 P.M.

9. Sharing of Public Services

(LK) I would like to begin contacting surrounding communities to discuss the sharing of public services.

(CA) Motion to approve approving Larry Konopka to open discussion with all surrounding communities on shared services. (CR) Second. Carried 4-0. (LK) Abstain.

COMMITTEE REPORTS

None.

INFORMATION ITEMS

1. Economic Development Committee: March 23, 2016, 6:00 P.M. to 8:00 P.M., PMHS Lecture Hall

(NH) This meeting is scheduled to begin plans to determine direction Town is heading which will also include the Claremont clean-up. Arnett Development Group member and Central NH Regional Planning Commission representative will be present for economic strategies and focus.

2. Letter from Fire Marshal: General notification to towns that inflatable "bounce house" devices which are open for public use are regulated and need to be registered.

Louis Houle: Bounce houses will come from rental company with a permit sticker.

Public Input

Keith Donovan: I am new to Town and read recently in the Concord Monitor, which upset me, about a lady whose house was taken for back taxes in the amount of \$80K. I am hoping that this new Board will keep track of things like this. I am

looking for this Board to be pro-active. (CA) No one can dig themselves out of a hole with that amount hanging over them.

Louis Houle: Erica sends out past due notices. Perhaps, we can go back about five years or see and see what the trends would be on potential liens. Calling people and talking to them is effective. (CA) People need to understand that the Town is not a mortgage company. Everyone ends up picking up that tab and it is not fair.

OLD BUSINESS

1. WWTP: Personnel Issues Pending
2. Sale of 175 Leavitt Road Trailer to Griggs MHP

(CM) There are four mobile homes that have been tax deeded. Griggs will dismantle them but Town will incur the cost of the dumpsters. Griggs is not charging land rental fees. The unit at 175 Leavitt, Unit 18 will be deeded to Griggs in trade for working with the Town to demolish these other mobile homes.

(CR) People own trailers, can't we bill them? (CM) Erica is not allowed to send overdue tax notices to landowners. Some taxes go back to 2004.

3. Basement Concerns – Update Waiting update from Fire Marshal.
4. 2015 Property Tax Abatement Application:
 - a. Tax Map U01, Lot 87-c1, 18 Manchester Street – Under further review by Assessor.

(CM) I will be meeting with Loren on this on Friday at 1:00 P.M.

5. Demo Container for Four Tax-Deeded Mobile Homes at 62 & 65 Leavitt Road

(CM) This is still pending. (CM) These mobile homes are full of stuff and some have sheds, etc. Town will pay for the disposal as BCEP cannot handle this.

(CA) suggested contacting East Coast Construction which have reasonable fees.

(NH) Motion to approve Town Administrator manage container fees at a reasonable cost for these tax-deeded mobile homes. (CA) Second. Carried 5-0.

APPLICATIONS and WARRANTS

1. Abatement: Tax Map R32, Lot 1 – South Main Street

(CA) Motion to approve abatement Tax Map R32, Lot 1 – South Main Street for \$29.97. (NH) Second. Carried 5-0.

2. Abatement: Tax Map U01, Lot 01 – 31 Barnstead Road

(NH) Motion to approve abatement Tax Map U01, Lot 01 – 31 Barnstead Road. (GL) Second. After Discussion: Carried 5-0.

Discussion: (NH) Is Rustic Crust okay with this? (CM) With the change of Board members and the Minutes not being definitive, I am not sure what the Board's intention was. I am not 100% sure Rustic Crust will be 100% satisfied. This is the clearest information the Assessor could get from the documents. (NH) I just wanted to know their take on it. It does make sense as to how it is calculated.

3. Notice of Intent to Cut Timber: Tax Map R23, Lots 2-4, 2-5, 2-6, 2-7 and 2-8 – West Meadow Road

(CA) Motion to approve Notice of Intent to Cut Tax Map R23, Lots 2-4, 2-5, 2-6, 2-7 and 2-8 – West Meadow Road. (NH) Second. Carried 5-0.

4. Elderly Tax Deferral Application: Tax Map R12, Lot 12 – 111 Clough Road

(GL) Motion to approve elderly tax deferral for Tax Map R12, Lot 12 – 111 Clough Road. (CR) Second. Carried 5-0.

5. 2015 Property Tax Abatement Application Recommendations from Assessor

- a. Tax Map U01, Lot 36 – Berry Avenue

(GL) Motion to deny abatement for Tax Map U01, Lot 36 – Berry Avenue per recommendation of Assessor. (CA) Second. Carried 4-0. (NH) Abstain.

b. Tax Map U01, Lot 50 – South Main Street

(GL) Motion to deny abatement for Tax Map U01, Lot 50 – South Main Street per recommendation of Assessor. (CA) Second. Carried 4-0. (NH) Abstain.

c. Tax Map R27, Lots 12 & 25 – 111 Jenness Pond Road

(GL) Motion to deny abatement for Tax Map R27, Lot 12 & 25. (CR) Second.

After discussion: (GL) Rescind Motion to deny abatement for Tax Map R27, Lots 12 & 25. (CR) Rescind Second.

(GL) Motion to table abatement request for Tax Map R27, Lots 12 & 25.
(CR) Second. Carried 4-0. (NH) Abstain.

d. Tax Map R28, Lot 2 – 566 Dowboro Road

(GL) Motion to deny abatement for Tax Map R28, Lot 2 – 566 Dowboro Road.
(CA) Second. Carried 4-0. (NH) Abstain.

e. Tax Map R02, Lot 01 – 113 Daroska Road: \$9,400

(GL) Motion to approve abatement Tax Map R02, Lot 01 – 113 Daroska Road for \$9,400 as recommended by Assessor. (LK) Second. Carried 4-0. (NH) Abstain.

f. Tax Map R05, Lot 01 – 80 Will Smith Road: \$28,100

(GL) Motion to approve abatement for Tax Map R05, Lot 01 – 80 Will Smith Road for \$28,200 as recommended by Assessor. (CR) Second. Carried 4-0.
(NH) Abstain.

g. Tax Map R34, Lot 23 – 85 Loudon Road: \$57,800

(GL) Motion to approve abatement for Tax Map R34, Lot 23 – 85 Loudon Road for \$57,800 as recommended by Assessor. (CR) Second. Carried 4-0.
(NH) Abstain.

h. Tax Map U02, Lot 62 – 15 French Circle: \$7,400

(GL) Motion to approve abatement for Tax Map U02, Lot 62 – 15 French Circle for \$7,400 as recommended by Assessor. (LK) Second. Carried 4-0.
(NH) Abstain.

i. Tax Map R32, Lot 03 – 56 Sargent Road: \$29,200

(GL) Motion to approve abatement for Tax Map R32, Lot 03 – 56 Sargent Road for \$\$29,200 as recommended by Assessor. (LK) Second. Carried 4-0.

(NH) Abstain.

CHECK MANIFESTS

(GL) Motion to approve Accounts Payable and Check Manifest. (LK) Second. Carried 5-0.

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

MINUTES

1. March 1, 2016 – Public Meeting Minutes

(GL) Motion to approve March 1, 2015 Public Meeting Minutes. (NH) Second. Carried 3-0. (CR) & (CA) Abstain.

PUBLIC INPUT

Adam Gauthier: Regarding the issue of public relations with the Police Department, it is not very inviting at the entrance of the PD.

I would like the Board to address a noise ordinance; we have a motor vehicle noise ordinance but no others.

Police Chief Cain: There are some noise ordinances but difficult to enforce. The disorderly conduct law falls under that if a complaint is issued but just a noise ordinance in general can be difficult. (LK) We can review it.

(CA) Generally speaking, the people in Town are sick of ordinances, but if you have a tool to address this, use it. Police Chief Cain: The Town cannot be the complainant on disorderly conduct.

Adam Gauthier: The reason I am suggesting a noise ordinance is because I am the complainant and nothing could be done.

Adam Gauthier: My suggestion regarding the parking ban is to have odd and even opposite sides of the street parking. (CA) I would think that would be hard to keep track of.

Police Chief Cain: It is not my personal agenda just to address the issue downtown. If the people want to get rid of the parking ban, it is okay with me. As far as the lighting at the PD is concerned, I have discussed this with Pat Heffernan and he noted that solar lighting would not be worth it. To update the lighting issue, he would have to cut through the pavement, and he is working on that issue as well as a light on the flagpole.

Adam Gauthier: The sidewalk on Depot Street, when is it going to be paved? Joey Darrah requested to answer the question – When asphalt plants open which should probably be in about two to three weeks. (LK) We can find out from George.

Adam Gauthier: I was disappointed about the posting of the election results in the paper. (CM) Erica sent the information to the Concord Monitor, but we cannot control what they print/do not print.

Christopher Hill: On the Website, the front page is jumbled and difficult to search to find documents. (CM) On the next Agenda, we will be bring the Website issue back. Please put your concerns in writing to me.

Maurice Wells: The street light on Bow and Tilton Hill has been out for four to five months. (CM) Did you by any chance get the pole number? Maurice: No.

(LK) Thank you everyone, it is nice to see everyone here.

NON-PUBLIC SESSION

(GL) Motion to go into Non-Public Session per **RSA 91-A:3 II (a)** – The dismissal, promotion or compensation of any public employee or the disciplining of such employee or the investigation of any charges against him unless the employee affected: (1) Has a right to a meeting, and (2) Requests that the meeting be open, in which case the request shall be granted; **RSA 91-A:3 II (d)** – Consideration of the acquisition, sale or lease of real or personal property which, if discussed in public, would likely benefit a party or parties whose interests are adverse to those of the general community; **RSA 91-A:3 II (e)** – Consideration or negotiation of pending claims or litigation which has been threatened in writing or filed against the Town or any subdivision thereof, or against any member thereof because of his membership in such body, until the claim or litigation has been fully

adjudicated or otherwise settled. (CA) Second. Carried 5-0. Individual members of the Board were polled and all agreed.

Board went into Non-Public Session at 9:03 P.M.

Board returned to Public Session at 10:40 P.M.

NOTE: RSA 91-A (III) – Minutes of proceeding in non-public session shall be kept and the record of all actions shall be promptly made available for public inspection, except as provided in this section. Minutes and decision reached in non-public session shall be publicly disclosed within seventy-two (72) hours of the meeting, unless, by recorded vote of 2/3 of the members present, it is determined that divulgence of the information likely would affect adversely the reputation of any person other than the members of the Board, or render the proposed action ineffective. In the event of such circumstances, information may be withheld until, in the opinion of a majority of members, the aforesaid circumstances no longer apply.

Shall the Minutes be publicly disclosed? No.

Motion made (LK) and Seconded (GL) to not publicly disclose and seal the Minutes because it is determined that divulgence of the information likely would affect adversely the reputation of any person other than a member of the Board and render the proposed action ineffective. Carried: 5-0. Individual members of the Board were polled and all agreed.

ADJOURNMENT

(GL) Motion to adjourn. (CA) Second. Carried 5-0.

Meeting adjourned at 10:45 P.M.

Approved: March 22, 2016



Larry Konopka, Chairman

4/12/16
Date

Attachments (2)

Olympus:

I hereby certify that these Minutes were recorded by me on March 15, 2016, transcribed and publicly posted on March 22, 2016.


Delores A. Fritz, Recording Secretary

BOARD OF SELECTMEN
BOARD & COMMITTEE APPOINTMENTS - 2016

- | | |
|---|--|
| 1. Board of Selectmen
Meet: 1st & 3rd Tuesdays | Chair: <u>Larry Konopka</u>
Vice-Chair: <u>Gerard LeDuc</u> |
| 2. Planning Board
Meet: 1st Thursday of Month
If needed: 3rd Thursday
of Month | Rep: <u>Gerard LeDuc</u>
Alt: <u>Carole Richardson</u> |
| 3. Budget Committee
Meet: September – Town Meeting
Every Wednesday/and as
needed | Rep: <u>Gerard LeDuc</u>
Alt: <u>Carole Richardson</u> |
| 4. Union Negotiations
Teamsters Contract: 2016
AFT Contract: 2018 | Rep: <u>Carl Anderson</u>
Alt: <u>Carole Richardson</u> |
| 5. B.C.E.P. | Rep: <u>Gerard LeDuc</u> |
| 6. Suncook Valley Regional
Town Association
Meet: As needed | Rep: <u>Nicholas Hayes</u> |
| 7. Economic Dev. Committee
Meet: Wednesday-twice a month | Rep: <u>Nicholas Hayes</u> |
| 9. Drug & Alcohol Coalition | Rep: <u>Nicholas Hayes</u> |
| 10. Pandemic Committee | Rep: <u>Pending</u> |

11. Foss Scholarship
Meet: March & April 2016

Rep: Carole Richardson

12. Citizen of the Year

Rep: Carole Richardson

**13. Aqueduct Purchase
Committee**
**Meet: Monday and
As needed.**

Rep: Nicholas Hayes

Attachment to Board of Selectmen
Minutes of March 15, 2016

To: Board of Selectman & Public
From: Nick Hayes

Ideas for Discussion

Action Items

1. Spreadsheet showing weekly expenditures (similar to the summary page of the budget book)
2. Setup a tracker to show money saved so we know where we are at (make public on website)
3. Approve all non-emergency spending before it is spent (have Bonnie handle centralized purchasing)
4. Assign Parking Lot rental sale to one selectperson
5. Update all department head reviews and have them presented to select board prior to the employee
6. Remove the ability of the board chair to seek legal or approve any decision without the voting of the board

TRANSPARENCY:

1. Facebook page for the town
2. Non-public session at the end of meetings
3. An anonymous feedback box on the town website (fields for name, address, phone, email optional)
4. Board members must have firsthand account and/or the supporting facts before raising issues on personnel in non-public sessions
5. Tape record all non-public sessions
6. Public input before votes are made but has to pertain to the vote at hand
7. Institute a strictly enforced zero tolerance retaliation policy if a concern is brought forward
8. Monthly update in the Suncook Valley Sun if what the select board has been doing
9. Quarterly town hall open house on a Saturday
10. Message Center (like police department) in front of town hall built through donations

HSA:

1. More insight on HSA inspections (invite to present with department heads)
2. Charge HSA rent to better reflect how we are distributing expenses to them so their fees can be truly self-sustaining
3. Selectperson on the HSA board
4. By the end of the second quarter a list of all apartments that are being inspected so they can be compared by what has been authorized by zoning
5. HSA to remove the ability for landlords to self-certify that repairs have been made

BOS 3/15/16

BUILDING DEPARTMENT:

1. Regularly scheduled hours
2. Call prior permit applications to follow up on their experience can have quarterly meeting to go over feedback
3. Set a date for the completion of certification
4. Work with planning, zoning, code, and health to make a one stop shop for residents/businesses

BUDGET COMMITTEE:

1. Establish a code of conduct and clearly define their role
2. Department heads and school to present their budgets to the select board and budget committee at the same time

SEWER:

1. Setup a sewer district so rate users have more say in decisions that will directly impact them
2. Increase sewer rates more frequently to address anticipated expenditures

REVENUE REPAIR:

1. Inventory all town owned assets by department
2. Bring the website back in-house but control needs to remain in the town
3. Setup a committee/procedure to evaluate best use of town owned property
4. Sell all non-functional assets prior to June taxes
5. Review forestry management plan so we know the years of anticipated revenue to make up for the capital reserve accounts
6. Switch Selectboard over to schools old iPads or purchased used ones to reduce paper costs
7. Department heads to present their expenditures to date and line item they were billed against monthly

COMMUNITY IMPROVEMENT:

1. Setup community action days to clean up town owned properties
2. Enforce the safety issues with the foundation on Main Street
3. Find cheaper ways to demolish dilapidated town owned property
4. Make Elm St one way from post office to Main St (increase parking for businesses)
5. Institute an elderly tax exemption for residents who have been citizens 10 plus years, meet the age requirement, meet the strict income/asset guidelines

TAX COLLECTOR:

1. Present monthly update with all department heads going over what property taxes are behind so we can proactively reach out to residents
2. Search all town properties that have tax bills sent to an address other than that of the dwelling
3. No more interest rate reduction on past due tax payment plans, no term longer than three years
4. No more deed waivers without a payment plan in place
5. Have meeting with any resident seeking tax assistance

POLICE:

1. Implement community policing policy in favorable weather months to take one car out of rotation. Officer to be on foot, bike, or Segway