

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

MEETING MINUTES OF Tuesday, January 23, 2018

CALL TO ORDER

Call to order at 6:08 p.m. by J.C. Allard, Chairman

MEMBERS PRESENT

J.C. Allard, Chairman
Carole Richardson
Carl Anderson
James Adams

MEMBERS ABSENT

Gerard LeDuc, Vice-Chairman

OTHERS PRESENT

Bonnie Theriault, Administrative Assistant
Ammy Ramsey, Recording Secretary

PUBLIC INPUT – regarding agenda items only

AGENDA REVIEW

Jim: None.
Carole: None.
J.C.: None.
Carl: None.

NEW BUSINESS

ACTION ITEMS

1. 2018 Municipal Budget – review of estimated 2018 revenues

J.C. announced number 1, and stated that the revenue total is \$1,901,445.00.

Carl: I make a motion to approve the 2018 estimated revenue total in the amount of \$1,901,445.00.

Jim: Second.

Discussion: None.

Motion carries 4-0

2. Abatement – Tax Map R14 Lot 37, from tax payment plan interest rate reduction

J.C. announced number 2. Carole asked if this was the last one, Bonnie believes it is.

Carole: I make a motion to approve the abatement for Tax Map R14 Lot 37 in the amount of \$630.57.

Carl: Second.

Discussion: None.

Motion carries 4-0

3. Funds transfer – annual \$30,000 transfer from General Fund to Ambulance Fund

J.C. announced item number 3. There was some discussion pertaining to the way the fund is set up and the balance of the fund.

Jim: I make a motion to approve the transfer of \$30,000.00 from the General Fund to the Ambulance Fund.

Carl: Second.

Discussion: None.

Motion carries 4-0

4. FY2018 Tax Map Maintenance proposal – Cartographic Associates, Inc.

J.C. announced number 4, and explained that this is a contract with the town to pay Cartographic Associates to update and maintain the tax maps.

Carole: I make a motion to approve the Cartographic Associates, Inc. contract in the amount of \$2,050.00.

Jim: Second.

Discussion: None.

Motion carries 4-0

5. 2017 Quarter 4 Sewer User Warrant

J.C. announced number 5, and stated this warrant is in the amount of \$106,454.75 for the 2017 4th quarter sewer.

Carl: I make a motion to approve the 2017 4th Quarter Sewer User Warrant in the amount of \$106,454.75.

Carole: Second.

Discussion: None.

Motion carries 4-0

COMMITTEE REPORTS

Roland Carter from the Community Development Committee stated the CDC is looking for the board's permission to conduct a survey using Survey Monkey and putting it on the Pittsfield Community Facebook Page. They discussed what the survey would be about and the information they could get from the results.

Carl: I make a motion to approve the CDC to do a survey with Survey Monkey and use the Pittsfield Community Facebook Page to get the survey out there.

Jim: Second.

Discussion: None.

Motion carries 4-0

Roland also gave the board some information pertaining to the process they are still working on for a town planner and how they are moving forward with trying to receive a grant. They discussed the position and how the hiring process would take place pertaining to what is needed to move forward with a Planner. They also discussed how to bring things to town and move the town forward to bring business to Pittsfield.

INFORMATION ITEMS

1. Notification of completion of cable system transfer – MetroCast to Atlantic Broadband

CHECK MANIFESTS

1. Accounts Payable

Carole: I make a motion to approve Accounts Payable.

Jim: Second.

Discussion: None.

Motion carries 4-0

2. Payroll

Jim: I make a motion to approve Payroll and Direct Deposit.

Carl: Second.

Discussion: None.

Motion carries 4-0

MINUTES

1. January 9, 2018 – Public Meeting Minutes

Carl: I make a motion to approve the January 9, 2018 Public Meeting Minutes.

Jim: Second.

Discussion: Carole gave Ammy some corrections.

Motion carries 4-0

2. January 9, 2018 – Non-Public Meeting Minutes

Carl: I make a motion to approve the January 9, 2018 Non-Public Meeting Minutes.

Jim: Second.

Discussion: None.

Motion carries 4-0

3. January 15, 2018 – Meeting Minutes

Carl: I make a motion to approve the January 15, 2018 Public Meeting Minutes.

Jim: Second.

Discussion: Carole gave Ammy some corrections.

Motion carries 4-0

4. January 15, 2018 – Non-Public Meeting Minutes

Carl: I make a motion to approve the January 15, 2018 Non-Public Public Meeting Minutes.

Jim: Second.

Discussion: None.

Motion carries 4-0

PUBLIC INPUT

None.

NON-PUBLIC SESSION

Carl: I make a motion to go into Non-Public Session under RSA 91-A:3, II (a), (b), (d), & (e).

Jim: Second.

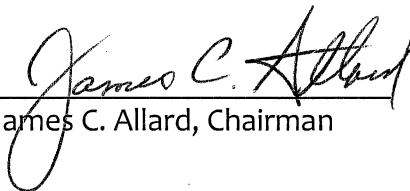
Discussion: None - Roll call was done and all approved.

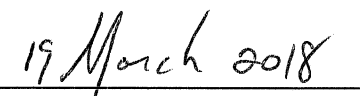
When the Board returned to public session Carl made a motion to seal the non-public minutes as they may affect adversely the reputation of any person other than a member of this board. Jim seconded the motion.

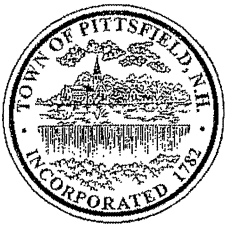
Motion carries with a 4-0 roll call (2/3 achieved) vote, all approved.

No action was taken after the Board returned to public session.

Approved:


James C. Allard, Chairman


Date



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

TUESDAY, JANUARY 23, 2018

6:00 p.m. – call to order – regular session

PUBLIC INPUT – regarding agenda items only

AGENDA REVIEW

NEW BUSINESS

ACTION ITEMS

1. 2018 Municipal Budget – review of estimated 2018 revenues
2. Abatement – Tax Map R14 Lot 37, from tax payment plan interest rate reduction
3. Funds transfer – annual \$30,000 transfer from General Fund to Ambulance Fund
4. FY2018 Tax Map Maintenance proposal – Cartographic Associates, Inc.
5. 2017 Quarter 4 Sewer User Warrant

COMMITTEE REPORTS

INFORMATION ITEMS

1. Notification of completion of cable system transfer – MetroCast to Atlantic Broadband

OLD BUSINESS

CHECK MANIFESTS

1. Accounts Payable
2. Payroll

MINUTES

1. January 9, 2018 – Meeting Minutes
2. January 9, 2018 – Non Public Session Minutes
3. January 15, 2018 – Meeting Minutes
4. January 15, 2018 – Non Public Session Minutes

PUBLIC INPUT

Public Input standards: 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
Please note: The meetings of the Board of Selectmen are recorded, audio and video.