



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

MEETING MINUTES OF Tuesday, February 7, 2017

CALL TO ORDER

Call to order at 5:00 p.m. by Larry Konopka, Chairman

MEMBERS PRESENT

Larry Konopka, Chairman
Gerard LeDuc, Vice-Chairman
Carole Richardson
Carl Anderson

MEMBERS ABSENT

J.C. Allard

OTHERS PRESENT

Cara Marston, Town Administrator
Ammy Ramsey, Recording Secretary

NON-PUBLIC

Gerard: I make a motion to go into Non-Public session for RSA 91:A-3, II a,c.

Carl: Second.

Discussion: None.

Roll call was done and all were in favor 4-0

Gerard: I make a motion to seal the Non-Public session minutes.

Carole: Second.

Discussion: None.

Roll call was done and all were in favor 4-0

PUBLIC INPUT – regarding agenda items only

Fred Hast stated that he has mentioned several times that he would like to see the names, addresses, and the amounts be put with the map and lot numbers for the abatements. The information he is requesting to be put on the agenda is public knowledge and feels that it would be helpful for the public to know which property the abatement is for.

AGENDA REVIEW – (items to add)

Gerard: None.

Carole: None.

Larry: Notice of intent to cut.

Carl: High School Tuition Committee Report.

NEW BUSINESS

APPOINTMENT – 6:30 p.m. Pacheco/Reyes – 11 Watson Street concerns

Everyone was introduced to each other. Mr. Pacheco and Mrs. Reyes explained their concerns that they are having with the Housing Standards Agency. They explained when they purchased the property from the town, the HSA license should have been transferred to them. Larry stated that in the purchase and sales agreement it stated that it would need to be inspected and licensed by the HSA within 135 days. Mrs. Reyes stated that when she signed that agreement it was stated to her by Jesse Pacheco the Building Inspector that it was ok to sign because the repairs needed for the license were self-certified. Mr. Pacheco and Mrs. Reyes stated that HSA has claimed they sent letters to them but they have not received them because they do not live there. And that they have a public hearing coming up with the HSA Board because they are suspected not be in compliance with the HSA Ordinance. Larry informed Mr. Pacheco and Mrs. Reyes that the selectboard has no authority with the HSA Ordinance but that the situation can be looked into, and that if the selectboard can help, they will, but this seems to be a HSA issue. It was decided by the board that this was something Carl could look into. It was also stated that in the purchase and sales agreement it would be owner occupied.

NEW BUSINESS

ACTION ITEMS

1. Economic Development Committee resignation – Adam Cote

Larry stated that they received a letter of resignation, he also talked with Roland Carter, the current Vice Chair, and he stated he is ready to step in as the Chair.

Gerard: I make a motion to accept the resignation of Adam Cote from the Economic Development Committee.

Carl: Second.

Discussion: Carole asked if we could accept with regret and send a letter of thanks. I was decided that Carole will write the letter and send it out.

Motion carries 4-0

2. 2017 Forest Fire Warden Appointments

Chief Pszonowsky presented the names for the recommendation for Fire Warden and Larry read the names. (James Girard, Gary Mullen, Peter Pszonowsky, Donald Tyler, Jeremy Yeaton, Kristen Ahearn, Karen Brown, and Michael Wolfe)

Gerard: I make a motion to accept the Fire Warden appointments as proposed by Chief Pszonowsky.

Carole: Second.

Discussion: None.

Motion carries 4-0

3. Liquor License Application Notification (selling only) – 1009 Upper City Road

Larry presented the proposal for the Liquor License Application for Michael and Brenda Courchene, Mike's Meat Shoppe. Larry confirmed with Cara that everyone that needed to comment on this, approved the application.

Carole: I make a motion to approve the Liquor License Application for 1009 Upper City Road.
Gerard: Second.
Discussion: None.
Motion carries 4-0

4. Town Hall Access

Larry stated that he received a request from the building inspector to have the access code for selectman's door. He currently has keys to go around but would like access through the selectman's door.

Carole: I make a motion to approve giving the access code to the selectman's door to the building inspector.
Carl: Second.
Discussion: None.
Motion carries 4-0

5. Town Hall Security Cameras

Larry spoke with the Police Chief and Cara and they are awaiting legal advice and he would like to table this until they hear back from legal.

Gerard: I make a motion to table Town Hall Security Cameras.
Carole: Second.
Discussion: None.
Motion carries 4-0

6. 2017 Town Meeting Warrant

Cara stated that the office received three citizen petition articles, one is in here and the other two were sent to legal to make sure the wording is correct.

Gerard: I make a motion to approve Article 7 to Discontinue Computer System Renewal and Replacement Capital Reserve Fund as written for the Town Meeting Warrant.
Larry: Second.
Discussion: Carl asked if we recommend an article if that means if they support as a person. Larry explained what he has done in the past. There was some discussion on how it is presented on the warrant and how the board recommends and article.
Motion carries 4-0

Larry read the proposed Article 8. There was some discussion on why this article is being proposed.

Gerard: I make a motion to approve Article 8 for the Lease/Purchase of a Work Truck for the Highway Department as written for the Town Meeting Warrant.
Carl: Second.
Discussion: None.
Motion carries 4-0

There was some discussion about reducing the stipend paid to George for his truck use. It was decided to reduce this line item at town meeting if the article passes.

Larry read the proposed Article 9.

Carole: I make a motion to approve Article 9 for the Purchase of a Loader as written for the Town Meeting Warrant.

Carl: Second.

Discussion: None.

Motion carries 4-0

Carole read the proposed Article 10.

Gerard: I make a motion to approve Article 10 for the Purchase of a Police Cruiser as written for the Town Meeting Warrant.

Larry: Second.

Discussion: Larry stated if we don't start replacing the cruisers we will get stuck later.

Motion carries 3-1 Carl opposes

Carole read the proposed Article 11.

Carole: I make a motion to approve Article 11 to Discontinue the Police Cruiser Capital Reserve Fund as written for the Town Meeting Warrant.

Gerard: Second.

Discussion: None.

Motion carries 4-0

Carole read the proposed Article 12

Gerard: I make a motion to approve Article 12 for LED Street Lighting Upgrade as written for the Town Meeting Warrant.

Carole: Second.

Discussion: None

Motion carries 4-0

Carole read the proposed Article 13.

Gerard: I make a motion to approve Article 13 to Establish Floral Park Cemetery Fence Expendable Fund as written for the Town Meeting Warrant.

Carl: Second.

Discussion: None.

Motion carries 4-0

Carole read the proposed Article 14.

Gerard: I make a motion to approve Article 14 to Establish Fire Department Pumper Capital Reserve Fund as written for the Town Meeting Warrant.

Larry: Second.

Discussion: Gerard stated it used to be one lump sum and if we break it out people can see what is being saved and spent. Fred Hast asked about the balance of the current fund. It was explained to him by Cara and Chief Pszonowsky
Motion carries 4-0

Carole read the proposed Article 15.

Gerard: I make a motion to approve Article 15 to Establish Fire Department Tanker Capital Reserve Fund as written for the Town Meeting Warrant.

Carole: Second.

Discussion: None.

Motion carries 4-0

Carole read the proposed Article 16.

Gerard: I make a motion to approve Article 16 to Establish Fire Department Forestry Truck Capital Reserve Fund as written for the Town Meeting Warrant.

Larry: Second.

Discussion: None.

Motion carries 4-0

Carole read the proposed Article 17.

Gerard: I make a motion to approve Article 17 to Add to Fire Department Small Equipment Capital Reserve Fund as written for the Town Meeting Warrant.

Carole: Second.

Discussion: None.

Motion carries 4-0

Larry read the proposed Article 18.

Gerard: I make a motion to approve Article 18 to Add to Small Highway Truck Capital Reserve Fund as written for the Town Meeting Warrant.

Carole: Second.

Discussion: Carl asked about the amount of the tax impact amount and how that is arrived at, and Cara explained.

Motion carries 4-0

Larry read the proposed Article 19.

Gerard: I make a motion to approve Article 19 to Add to Dump Truck Capital Reserve Fund as written for the Town Meeting Warrant.

Carole: Second.

Discussion: None.

Motion carries 4-0

Carole read the proposed Article 20.

Gerard: I make a motion to approve Article 20 to Add to Grader Capital Reserve Fund as written for the Town Meeting Warrant.

Carl: Second.

Discussion: None.

Motion carries 4-0

Carole read the proposed Article 21.

Gerard: I make a motion to approve Article 21 to Add to Backhoe Capital Reserve Fund as written for the Town Meeting Warrant.

Carole: Second.

Discussion: None.

Motion carries 4-0

Carole read the proposed Article 22.

Gerard: I make a motion to approve Article 22 to Add to Sidewalk Tractor Capital Reserve Fund as written for the Town Meeting Warrant.

Carole: Second.

Discussion: Carl asked how much a side walk tractor costs.

Motion carries 4-0

Carole read the proposed Article 23.

Gerard: I make a motion to approve the citizens petition Article 23 to Restore Two Police Officers as written for the Town Meeting Warrant.

Larry: Second.

Discussion: None.

Motion dies 2-2 Carl and Carole opposed.

POINT OF ORDER by Mike Wolfe asked if that article will still be on the warrant. Cara stated yes, as it is a Citizens' Petition.

Carole read the proposed Article 25. There was some discussion concerning the current Veterans' Tax Credit and the proposed All Veterans' Tax Credit.

Gerard: I make a motion to approve Article 25 to Adopt All Veterans' Tax Credit as written for the Town Meeting Warrant.

Carl: Second.

Discussion: None.

Motion carries 4-0

Animal Control Ordinance Article 26

Carl asked if hunting with dogs would be a violation to this ordinance. It was discussed that if a person is legally hunting with dogs they would not be in violation.

Carole: I make a motion to approve Article 26 Animal Control Ordinance as written for the Town Meeting Warrant.

Gerard: Second.

Discussion: None.

Motion carries 4-0

The board discussed Article 27 about the proposed Disorderly Residence Ordinance, and it was decided to wait to see what happens with the court cases in other towns.

Carole: I make a motion to not put Article 27 on the Town Meeting Warrant.

Gerard: Second.

Discussion: None.

Motion carries 4-0

Cara explained the next three settlement proposals.

7. BTLA Settlement & Abatement – 44 Main Street

8. BTLA Settlement & Abatement – 40-42 Main Street

9. BTLA Settlement & Abatement - 9 Elm Street

Carole: I make a motion to approve the BTLA Settlement & Abatement for 44 Main St. (Movies Galore) in the amount of \$1,468.28, 40-42 Main St. (Wen & Ping) in the amount of \$1,917.37, and 9 Elm St. (Wen & Ping) in the amount of \$1,291.92.

Gerard: Second.

Discussion: Carl asked if these were advised by our assessment company. Cara stated yes.

Motion carries 4-0

10. Abatement (2nd hardship request) – Tax Map U3 Lot 15

11. Abatement (2nd hardship request) – Tax Map U4 Lot 16

Carole: I make a motion to approve the abatement for U3-Lot15 and U4 Lot 16 (PCDC).

Gerard: Second.

Discussion: Carl asked what the hardship was for, there was some further discussion concerning the ability to pay their taxes. It was decided that the selectboard would like to hear from the PCDC.

Carole and Gerard removed their motion and second.

Gerard: I make a motion to table this abatement request.

Carl: Second.

Discussion: None.

Motion carries 4-0

12. Abatement (building removed) – Tax Map R15 Lot 21

Cara gave an explanation for the abatement (the building had been removed and the assessor hadn't picked the removal up yet).

Carole: I make a motion to approve the abatement for R15-Lot 21, 79 Tilton Hill Rd. for George and Andrea Robbins in the amount of \$143.00.

Carl: Second.

Discussion: None.

Motion carries 4-0

13. Abatement (building removed) – Tax Map U6 Lot 52

Cara gave an explanation for the abatement (the building had been removed and the assessor hadn't picked the removal up yet).

Carole: I make a motion to approve the abatement for U6-Lot 52, 34 Crescent St. for Peter Zinn in the amount of \$1,020.00.

Carl: Second.

Discussion: None.

Motion carries 4-0

14. Abatement (town-owned portion) – Tax Map U5 Lot 41

Cara explained the reasoning for this abatement, the amount to be abated was for the time period that it was town-owned.

Carole: I make a motion to approve the abatement for U5 Lot 41, 11 Watson St. for Yadiyka Pena Reyes and John Pacheco in the amount of \$72.53.

Carl: Second.

Discussion: None.

Motion carries 4-0

Cara explained the next four items are together for No Worry LLC and can be done together.

15. Abatement (town-owned portion) – Tax Map U3 Lot 127

16. Abatement (town-owned portion) – Tax Map U3 Lot 128

17. Abatement (town-owned portion) – Tax Map U4 Lot 25

18. Abatement (town-owned portion) – Tax Map U4 Lot 26

Cara explained that this was a "package" sale and the explanation for the abatement, again, the charges to be abated were for the time frame that the town owned the parcels.

Gerard: I make a motion to approve the abatement for No Worry LLC, U3 Lot 127 Fayette St. for \$492.23, U3 Lot 128 Bridge St. for \$677.90, U4 Lot 25 1 Fayette St. for 56.60, U4 Lot 26 Depot St. for \$30.46.

Carole: Second.

Discussion: None.

Motion carries 4-0

19. Abatement (town-owned portion) – Tax Map U1 Lot 73

Gerard: I make a motion to approve the abatement for Raymond and Judith Webber, 31 Berry Ave. in the amount of \$693.73.

Carl: Second.

Discussion: None.

Motion carries 4-0

20. Application for Elderly Exemption – Tax Map R16 Lot 9

Gerard: I make a motion to approve the Elderly Exemption for R16 Lot 9, 1070 Upper City Rd.

Carole: Second.

Discussion: None.

Motion carries 4-0

21. Application for Standard Veterans' Tax Credit – Tax Map R44 Lot 9-7

Gerard: I make a motion to approve the Standard Veterans' Tax Credit for R44 Lot9-7, 86 Governors Rd.

Carole: Second.

Discussion: None.

Motion carries 4-0

22. Application for Standard Veterans' Tax Credit – Tax Map R44 Lot 9-4

23. Application for Service Connected Total & Permanent Disability – Tax Map R44 Lot 9-4

Gerard: I make a motion to approve the Standard Veterans' Tax Credit and the Application for Service Connected Total & Permanent Disability Tax Credit for R44 Lot 9-4, 43 Tan Rd.

Carole: Second.

Discussion: None.

Motion carries 4-0

COMMITTEE REPORTS

Carl read the High School Tuition Study Committee Report. Fred Hast and Mike Wolfe asked a few questions and Carl gave those answers.

INFORMATION ITEMS

1. Budget Committee Public Hearing - Wednesday, February 8, 2017 – 7:00 p.m. @ PMHS
2. Public Hearing – acceptance of unanticipated revenue – Tuesday, February 21, 2017 – 6:05 p.m.
3. Public Hearing – 79-E application – Tuesday, February 21, 2017 – 6:30 p.m.

4. Added item - Notice of Intent to Cut, 80 Will Smith Rd. - Larry stated that there was an intent to cut that came in and the board signed that intent in between meeting times. Larry explained the paperwork came in right after their last meeting and instead of making the resident wait for the next meeting the board members came in and signed the paperwork. Cara gave some details. The intent to cut was for R05 Lot 1, 80 Will Smith Rd. for Carole Dodge.

OLD BUSINESS

2. Sale of town owned/tax-deeded property (7/26/16)
 - b. 31 Berry Avenue – property was sold on 1/27/17

CHECK MANIFESTS

1. Accounts Payable

Gerard: I make a motion to approve Accounts Payable.

Carole: Second.

Discussion: None.

Motion carries 4-0

2. Payroll

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

Carole: Second.

Discussion: None.

Motion carries 4-0

MINUTES

1. January 17, 2017 – Public Meeting Minutes

Gerard: I make a motion to approve the January 17, 2017 Public Meeting Minutes.

Carl: Second.

Discussion: None.

Motion carries 4-0

2. January 17, 2017 – Non-Public Meeting Minutes

Gerard: I make a motion to approve the January 17, 2017 Non-Public Meeting Minutes.

Carole: Second.

Discussion: None.

Motion carries 4-0

There was some discussion concerning the 37 Main St. property and what has been going on with it, no action was taken.

There was some also some discussion concerning the basement and the plans for the food pantry and HSA, the project is moving forward.

PUBLIC INPUT

Chief Psznonwsky asked if we could set up a meeting with Atlantic Safety concerning any questions they may have with finishing up the plans for the food pantry at their facility. Mike Wolfe also suggested inviting the gentlemen that is setting up the future food pantry to the current food pantry to see how they operate now and how it could help in the final stages of setting the space up. Fred Hast commented about the elderly that walk to the food pantry and it could be a burden on them to walk further to the new facility. Larry stated the town had no choice but to find a better space for the pantry because of the issues in the town hall basement.

Nick Hayes asked if the 37 Main St. property was reassessed yet so provide a better estimated tax cost. He also mentioned advertising the 79-E status for the Main St. property could be a good selling point.

Adam Gauthier asked about the public hearing scheduled for the 21st of February - about the applicant/application for the 79-E. Cara gave those answers (Wellbuilt Cabinetry on Broadway). He also was concerned about where the highway department is dumping snow. He finds it offensive to dump snow next to a memorial, and there is a broken granite post there, as well. Adam also inquired about the \$90,000 for the expendable trust fund for buildings and redevelopment, and how those funds are dispersed. Cara answered his concerns, a public hearing is required before the Board of Selectmen can expend the funds.

Fred Hast explained what the money Adam was inquiring about was meant for. There was some discussion concerning those funds and the stated purpose of the expendable trust fund as it was discussed at the town meeting when it was created. Nick Hayes also asked about those funds and those questions were answered.

Adam Gauthier thanked the fire and police departments for their outstanding work the past couple days. They always work hard but they have been really working hard with some events that have happened the past couple days.

Fred Hast also inquired about any progress finding the ordinance about dilapidated buildings around town. Cara explained the state statute (NH RSA 155-B) was found along with guidelines to have them removed. She further explained that the agenda was pretty big and was going to hopefully bring it up at the next meeting.

Gerard: I make a motion to adjourn.

Carl: Second.

Discussion: None.

Motion carries 4-0

Meeting adjourned 7:48 p.m.

Approved:


Lawrence Konopka, Chairman

3/3/17
Date



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

TUESDAY, FEBRUARY 7, 2017

5:00 p.m. – Call to order – Non-Public Session

6:00 p.m. – Call to order – Regular Session

PUBLIC INPUT – regarding agenda items only

APPOINTMENT – 6:30 p.m. Pacheco/Reyes – 11 Watson Street concerns

AGENDA REVIEW

NEW BUSINESS

ACTION ITEMS

1. Economic Development Committee resignation – Adam Cote
2. 2017 Forest Fire Warden Appointments
3. Liquor License Application Notification (selling only) – 1009 Upper City Road
4. Town Hall Access
5. Town Hall Security Cameras
6. 2017 Town Meeting Warrant
7. BTLA Settlement & Abatement – 44 Main Street
8. BTLA Settlement & Abatement – 40-42 Main Street
9. BTLA Settlement & Abatement - 9 Elm Street
10. Abatement (2nd hardship request) – Tax Map U3 Lot 15
11. Abatement (2nd hardship request) – Tax Map U4 Lot 16
12. Abatement (building removed) – Tax Map R15 Lot 21
13. Abatement (building removed) – Tax Map U6 Lot 52
14. Abatement (town-owned portion) – Tax Map U5 Lot 41
15. Abatement (town-owned portion) – Tax Map U3 Lot 127
16. Abatement (town-owned portion) – Tax Map U3 Lot 128
17. Abatement (town-owned portion) – Tax Map U4 Lot 25
18. Abatement (town-owned portion) – Tax Map U4 Lot 26
19. Abatement (town-owned portion) – Tax Map U1 Lot 73
20. Application for Elderly Exemption – Tax Map R16 Lot 9
21. Application for Standard Veterans Tax Credit – Tax Map R44 Lot 9-7
22. Application for Standard Veterans Tax Credit – Tax Map R44 Lot 9-4
23. Application for Service Connected Total & Permanent Disability – Tax Map R44 Lot 9-4

COMMITTEE REPORTS

INFORMATION ITEMS

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3. Public Hearing – 79-E application – Tuesday, February 21, 2017 – 6:30 p.m.

OLD BUSINESS

1. Town hall basement code issues (4/5/16)
2. Sale of town owned/tax-deeded property (7/26/16)
 - a. 81 Main Street - (under agreement 8/23/16)
 - b. 31 Berry Avenue - (sold 1/27/17)
 - c. 37 Main Street - (deeded "back" to town, discussed 1/3/17)
3. Joy Street Pump Station concern (8/16/16, building/health to follow up)
4. Consulting Services Contract for Municipalization of Pittsfield Aqueduct Co. (tabled 9/27/16)

CHECK MANIFESTS

1. Accounts Payable
2. Payroll

MINUTES

1. January 17, 2017 - Public Meeting Minutes
2. January 17, 2017 - Non-Public Meeting Minutes

PUBLIC INPUT