



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

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**MEETING MINUTES of Tuesday, August 30, 2016**

**CALL TO ORDER**

The Pittsfield Select Board Meeting for August 30, 2016 was called to order by Chairman Konopka at 6:00 p.m.

**MEMBERS PRESENT**

Larry Konopka, Chairman  
Gerard LeDuc, Vice-Chairman  
Carole Richardson  
J.C. Allard

**EXCUSED**

Carl Anderson

**PUBLIC OFFICIALS**

Cara Marston, Town Administrator

**PUBLIC INPUT – agenda review items only**

None

**AGENDA REVIEW**

Nothing to add

**NEW BUSINESS**

**ACTION ITEMS**

**Consideration on August 23, 2016 voted conditions on sale of 33 & 37 Main Street**

Chairman Konopka informed the Board that Mr. Allard would be recusing himself. He asked Mr. LaGraize to review the responses to their concerns/questions.

Mr. LaGraize explained they will be asking for a \$90,000 simple interest loan; however, they will not seek additional financing from the town. They will look for outside donations or loans if they need additional funds. They want to have contingencies in case they don't have enough resources. Chairman Konopka asked how they would pay the loan back. Mr. Vien responded from the sale of the property. Mr. LaGraize explained they would have to work it out with the bank regarding the payments if they needed a loan.

Mr. LaGraize commented they intent to allow a mixed use of the building with residential units on the second and third floor and business(es) on the first floor. Chairman Konopka asked how many units they would have. Mr. LaGraize responded there is only room for two units.

Mr. LaGraize said they will follow all town ordinances and regulations throughout the duration of the project.

Mr. LaGraize read they intend to place the property on the market and make it available to the private sector once the project is complete.

Mr. LaGraize commented SVRDC will accept the building with the understanding the back opening will need to be secured immediately. Mr. Miskoe had assured them it will be a small opening and they should be able to secure the building quickly.

Mr. LaGraize said the SVRDC will not be seeking exemption from the property taxes due to the non-profit status.

Mr. LaGraize read the SVRDC understands they are responsible for all applicable building permits. They do ask to maintain the right to seek a waiver from the BCEP for necessary disposal.

Mr. LaGraize read the SVRDC will not sell the property until it is in a habitable condition according to Town regulations and codes.

Mr. LaGraize read the SVRDC is not in agreement that all proceeds from the project should be returned to the expendable trust fund upon final sale of the property(s). The SVRDC agrees to return to the expendable trust fund the initial loan, all accumulated interest and any costs that the town may incur on behalf of the project upon final sale of the property(s). In the event of a profit, it is the intention of the SVRDC to use any additional proceeds for administrative costs as well as seed money for future economic development projects. He explained the thought process was if they have other projects this would allow them to not have to ask for loans from the town.

Chairman Konopka commented the fund was created for them to use for projects. He asked what administration fees were. Mr. LaGraize responded those fees were to pay to the State to maintain their status and pay the accountant to do their taxes. Mr. Vien said it would allow them to enter into another project without having to do public hearings. They thought it would be a cleaner way of doing things. Mr. LaGraize expressed concern with them wanting to do a project but not being able to convince the residents it is a good project. Chairman Konopka responded they are the ones who put up the money to begin with. In his opinion, if the people aren't behind them then they shouldn't do the project in the first place. Mr. LaGraize said it was a hypothetical.

Mr. LaGraize commented the next concern was to complete the project in two years. They do not think two years is long enough to go through the loan process, refurbish the building, put it on the market and get it sold. They ask if the Select Board would consider a four year goal. Mr. Vien commented it doesn't

mean it will take them four years; however, they don't want to get caught in a bind if they can't do it in two years.

Mr. LaGraize read the SVRDC agrees to pay all property taxes throughout the time they own the property(s).

Mrs. Richardson asked why Mr. LaGraize signed the letter and not the president. She also asked who the president was. Mr. LaGraize replied the president is Helen Schiff and she has been having medical problems. Mrs. Richardson asked if Ms. Schiff is in favor of it. Mr. LaGraize explained Ms. Schiff is in favor of it. She is under the weather and didn't feel she was well enough to handle this so it fell on him. Mr. Vien said it was unanimous vote.

Mr. LeDuc expressed concerns about the loans the SVRDC are going to go after. Mr. LaGraize explained they are only going after loans if they are short on funds but they prefer to get donations. They don't want to start a project and then find out they can't complete it so they want to think of all the contingencies. Chairman Konopka feels as though there needs to be more planning. Mr. LaGraize responded next time they would put a business plan together.

Chairman Konopka commented Mr. Anderson had some concerns with them seeking more financing without a plan. Mr. LaGraize responded they had the same concerns but there were time constraints. Mr. Vien said the hope is \$90,000 would be enough to do the project.

Chairman Konopka said Mr. Anderson had concerns with four years instead of two years. Mrs. Richardson commented it was a major concern. Chairman Konopka and Mr. Anderson feel any proceeds should go back to the expendable trust fund.

Chairman Konopka informed the Board they have two offers before them today. He explained one offer is to accept it and give it to SVRDC and the other one is to accept Mr. Miskoe's offer and for the town to accept the property. If the town accepts it, it doesn't mean they can't go back to the SVRDC when they have a plan. If the proposal to the town moves forward they can have more meeting with SVRDC when the project is completed.

Mr. Miskoe expressed concern with his part of the project being simple. He would like to move forward with it. He doesn't see he has a clear way forward with the SVRDC which is why he wrote a revised proposal to deed things back to the town when he is done. He is looking for a clear vote accepting his proposal without conditions other than conditions on him. Ms. Marston said she spoke with Mr. Anderson who will work on the purchase and sale when he gets back and then they will go to town council with it.

Motion. Mrs. Richardson made a motion to accept Proposal #2 for the town to accept Mr. Miskoe's offer dated August 28, 2016. Mr. LeDuc seconded the Motion. There was no additional discussion. Motion passed 3-0.

Mr. Miskoe thanked the Board and the public for supporting him.

Ms. Small explained their biggest problem from the beginning is they have been hearing second hand information on the properties. They agree everyone should have been in the same room discussing things at the same time. They have no problem working with the town. She asked if they find a building the town doesn't own will they be able to get a loan from the town. Chairman Konopka responded absolutely. He thinks they need to work together and communicate on these things. Ms. Small explained the SVRDC has some concerns and that one of them was the lot line adjustment.

Mr. LeDuc has no problem with the SVRDC coming to the Board with a business plan even if the property is not town owned. Ms. Small was encouraged to hear it and thanked the Board. Mr. LaGraize explained it is their intention to work with the Board. They are not trying to do things without a plan and they couldn't make a plan because they didn't know what they had to make a plan on.

Chairman Konopka invited the SVRDC to be a part of things such as the lot line adjustment. Ms. Small asked how they can be a part of it. Mr. LeDuc explained it will have to go before the Planning Board for the lot line adjustment and will want their input.

Mr. Allard rejoined the board members.

#### **MINUTES**

Motion. Mr. LeDuc made a motion to approve the August 16, 2016 minutes as amended. Chairman Konopka seconded the Motion. Motion passed 4-0.

Mrs. Richardson had several changes to the August 23<sup>rd</sup> minutes and gave Ms. Marston her notes. Chairman Konopka had a correction for when he took a roll call of the audience of Mr. Miskoe's offer. He said the minutes say there were none opposed of the offer when there was one opposed. Mrs. Richardson doesn't think they need roll calls on the minutes.

Motion. Mr. LeDuc made a motion to approve the August 23, 2016 minutes. Mr. Allard seconded the Motion. There was no additional discussion. Motion passed 3-0-1, Mrs. Richardson abstained as she had not reviewed the minutes.

Motion. Mr. LeDuc made a motion to approve the non-public minutes for August 23, 2016. Mr. Allard seconded the Motion. There was no additional discussion. Motion passed 4-0.

#### **CHECK MANIFESTS**

Motion. Mr. LeDuc made a motion to approve the Accounts Payable. Mr. Allard seconded the Motion. There was no additional discussion. Motion passed 4-0.

Motion. Mr. LeDuc made a motion to approve the Payroll and Direct Deposits. Mrs. Richardson seconded the Motion. Motion passed 4-0.

Mr. LeDuc asked for explanation on the high overtime on the police department. Ms. Marston explained they had an officer out on medical leave.

**INFORMATION ITEMS**

Chairman Konopka informed the Board that they have an invitation from CAP to join them on Thursday, September 22, 2016 at the Pittsfield Area Senior Center. From 10 a.m.-11:30 a.m. is bingo, 11:30 a.m.-1:30 p.m. is Arts & Craft show and 12:30 p.m. is lunch. Mr. Allard thinks he can go.

**PUBLIC INPUT**

Mrs. Rollins asked about the article in the Suncook Sun regarding the Pennichuck purchase and if it was a done deal. Mr. LeDuc responded it is not close to being done.

**NON-PUBLIC**

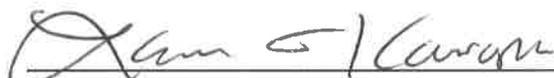
Motion. Mr. LeDuc made a motion to go into non-public under RSA 91-A:3 (a) 2. Mrs. Richardson seconded the Motion. There was no additional discussion. Motion passed 4-0.

Motion. Mr. LeDuc made a motion to seal the non-public minutes. Mr. Allard seconded the Motion. There was no additional discussion. Motion passed 4-0.

Motion. Mr. LeDuc made a motion to adjourn. Mrs. Richardson seconded the Motion. There was no additional discussion. Motion passed 4-0.

The Chair declared adjourned the meeting at 6:51 p.m.

APPROVED:

  
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LARRY KONOPKA, CHAIRMAN

  
\_\_\_\_\_  
DATE



## **MEETING AGENDA**

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

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### **TUESDAY, AUGUST 30, 2016**

**6:00 p.m.** - Call to order - regular session

**PUBLIC INPUT** - regarding agenda items only

### **AGENDA REVIEW**

### **NEW BUSINESS**

#### **ACTION ITEMS**

1. Consideration on August 23, 2016 voted conditions on sale of 33 & 37 Main Street

#### **COMMITTEE REPORTS**

#### **INFORMATION ITEMS**

### **OLD BUSINESS**

1. Town hall basement (4/5/16)
2. Sale of town owned tax-deeded property - (5/24/16)
  - a. Five parcel combined offer - (under agreement)
    - i. Tax Map U4, Lot 25 - 1 Fayette Street
    - ii. Tax Map U4, Lot 26 - Depot Street (was #7)
    - iii. Tax Map U3, Lot 127 - Fayette Street (parking lot parcel 1 of 2)
    - iv. Tax Map U3, Lot 128 - Bridge Street (parking lot parcel 2 of 2)
3. Sale of town owned tax-deeded property - (7/26/16)
  - a. 81 Main Street - (listed 8/9/16)
  - b. 114 Main Street - (under agreement 8/2/16)
  - c. 31 Berry Avenue - (under agreement 8/10/16)
4. Storage Container Permit - 41 Carroll Street - (tabled 8/9/16 for future plans)
5. Security System Upgrade Quote - Police Department (8/9/16, another quote)
6. Security System Installation Quote - Town Hall (8/9/16, another quote)
7. Tax Collector's Deed Waivers (8/9/16, seven of thirty-one processed)

### **APPLICATIONS and WARRANTS**

1. None

### **CHECK MANIFESTS**

1. Accounts Payable
2. Payroll

### **MINUTES**

1. August 16, 2016 - Public Meeting Minutes (tabled 8/23/2016)
2. August 23, 2016 - Public Meeting Minutes
3. August 23, 2016 - Non-Public Meeting Minutes

### **PUBLIC INPUT**