

Final
amended 9/20/2016



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

MEETING MINUTES of Tuesday, August 9, 2016

CALL TO ORDER

The Board of Selectmen meeting for August 9, 2016 was called to order by Chairman Konopka at 5:02 p.m.

MEMBERS PRESENT

Larry Konopka, Chairman
Gerald LeDuc, Vice-Chairman
Carole Richardson
Carl Anderson
J.C. Allard

PUBLIC OFFICIALS

Anne Taylor, Animal Control Officer
Jeffrey Cain, Chief of Police
Cara Marston, Town Administrator

NON-PUBLIC SESSION I

Motion. Mr. LeDuc made a motion to go into non-public session under RSA 91-A:3, II(a). Mr. Anderson seconded the Motion. There was no additional discussion.

A Roll Call Vote was taken: Mr. Konopka – Yes; Mr. LeDuc – Yes; Mr. Anderson – Yes; Mr. Allard – Yes; and Mrs. Richardson - Yes. Chairman Konopka declared the Motion passed.

Motion. Mr. LeDuc made a motion to come out of non-public session at 5:45 p.m. Mr. Anderson seconded the Motion. There was no additional discussion.

A Roll Call Vote was taken: Mr. Konopka – Yes; Mr. LeDuc – Yes; Mr. Anderson – Yes; Mr. Allard – Yes; and Mrs. Richardson - Yes. Chairman Konopka declared the Motion passed.

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

A Roll Call Vote was taken: Mr. Konopka – Yes; Mr. LeDuc – Yes; Mr. Anderson – Yes; Mr. Allard – Yes; and Mrs. Richardson - Yes. Chairman Konopka declared the Motion passed.

NON-PUBLIC SESSION II

Motion. Mr. LeDuc made a motion to go into non-public session under RSA 91-A:3, II(d) at 5:45 p.m. Mr. Anderson seconded the Motion. There was no additional discussion.

A Roll Call Vote was taken: Mr. Konopka – Yes; Mr. LeDuc – Yes; Mr. Anderson –Yes; Mr. Allard – Yes; and Mrs. Richardson - Yes. Chairman Konopka declared the Motion passed.

Motion. Mr. LeDuc made a motion to come out of non-public session at 5:52 p.m. Mr. Anderson seconded the Motion. There was no additional discussion.

A Roll Call Vote was taken: Mr. Konopka – Yes; Mr. LeDuc – Yes; Mr. Anderson –Yes; Mr. Allard – Yes; and Mrs. Richardson - Yes. Chairman Konopka declared the Motion passed.

Motion. Mr. LeDuc made a motion to seal the non-public minutes until next week. Mr. Anderson seconded the Motion. There was no additional discussion.

A Roll Call Vote was taken: Mr. Konopka – Yes; Mr. LeDuc – Yes; Mr. Anderson –Yes; Mr. Allard – Yes; and Mrs. Richardson - Yes. Chairman Konopka declared the Motion passed.

AGENDA REVIEW

Mr. LeDuc would like to add payroll training under Action and election training under Information.

PUBLIC INPUT – regarding agenda items only

Mr. Gauthier had asked about draft minutes at the last meeting and he was told to come down to the town hall. He came down yesterday afternoon and the Administrator had yet to get a draft set of minutes. He asked if there was any way they could get the minutes in a timelier manner. Chairman Konopka responded they are working on it; there was a sickness.

NEW BUSINESS

ACTION ITEMS

Deed – 626 Suncook Valley Road – tax payment plan complete

Ms. Marston informed the Board the tax payment plan has been fully paid off. She sent it to town counsel and they prepared the return deed; therefore the property will no longer be owned by the town.

Motion. Mr. Anderson made a motion to sign the deed. Mrs. Richardson seconded the Motion. There was no additional discussion.

A Roll Call Vote was taken: Mr. Konopka – Yes; Mr. LeDuc – Yes; Mr. Anderson –Yes; Mr. Allard – Yes; and Mrs. Richardson - Yes. Chairman Konopka declared the Motion passed.

Storage Container Permit – 41 Carroll Street

Ms. Marston thought they should get the Building Inspector's input which is why Mrs. Theriault reached out to Mr. Pacheco. Chairman Konopka asked how many years this has been going on. Ms. Marston responded Mr. Pacheco just said year after year. Mrs. Richardson commented it has been doing on for a while and is only there for about six months. Ms. Marston pointed out they are the only ones seeking the proper permission; there are several storage containers around town which are not permitted. Mr. Allard

suggested having someone come in and explain their business plan. Mrs. Richardson thinks there should be a timeframe. Mr. Anderson suggested finding out what their needs are.

Chairman Konopka asked Ms. Marston to ask how long they need the container and what their future plans are. Ms. Marston stated the storage containers are not allowed on a year to year basis and asked when year-to-year becomes permanent.

Motion. Mrs. Richardson made a motion to table the permit until next week. Mr. LeDuc seconded the Motion. There was no additional discussion.

A Roll Call Vote was taken: Mr. Konopka – Yes; Mr. LeDuc – Yes; Mr. Anderson –Yes; Mr. Allard – Yes; and Mrs. Richardson - Yes. Chairman Konopka declared the Motion passed.

Appointment of the Inspectors of Elections

Mrs. Anthony explained by statute it is the responsibility of the Board of Selectmen to choose the Inspectors of Elections. In the past the Town Clerk has taken care of it but she wanted them to be aware of it and to see if they had people in mind. They are to have three inspectors. Ms. Marston and Mrs. Ramsey have been doing it. It has become a very big job and a huge responsibility. There has to be one from each party and the third can be from either.

Chairman Konopka asked Ms. Marston her thoughts. Ms. Marston doesn't have a problem doing this. Mrs. Anthony said Mrs. Ramsey has expressed interest in doing it. Ms. Marston explained there is a small course to take online.

Motion. Mr. Allard made a motion to appoint Cara Marston and Ammy Ramsey as the two principles and Laurie Houle as the third election inspector. Mrs. Richardson seconded the Motion. There was no additional discussion.

A Roll Call Vote was taken: Mr. Konopka – Yes; Mr. LeDuc – Yes; Mr. Anderson –Yes; Mr. Allard – Yes; and Mrs. Richardson - Yes. Chairman Konopka declared the Motion passed.

Motion. Mr. LeDuc made a motion to recess for five minutes at 6:09 p.m. Mr. Allard seconded the Motion. There was no additional discussion.

A Roll Call Vote was taken: Mr. Konopka – Yes; Mr. LeDuc – Yes; Mr. Anderson –Yes; Mr. Allard – Yes; and Mrs. Richardson - Yes. Chairman Konopka declared the Motion passed.

Chairman Konopka called the meeting back to order at 6:15 p.m.

Public Hearing on the Disorderly Residence Ordinance – new proposal and on the Animal Control Ordinance – proposed revisions

Disorderly Residence Ordinance – proposed new revisions

Chief Cain explained this was an idea as part of the big picture of revitalizing the downtown area. He spoke with police chiefs in other communities having similar issues as Pittsfield. They have had a positive impact after putting it in place.

Chief Cain explained the ordinance is to address persistent problems at an address with disorderly events; noise, parties, drunken parties, etc. He feels it is a tool to get the landlords more involved in screening of tenants or management of their properties. There are avenues at each step for the landlord to meet with the town and take corrective action at which point the town can choose to waive any fines.

A member of the audience asked if there have been any court challenges. Chief Cain responded there has not. He explained the community he got the ordinance from has never had the ordinance challenged. The ordinance was drafted by town attorney and has not been challenged.

Mr. Young, 9 Green Street, has had the same reoccurring issues with their neighbors throughout the years. He asked if the ordinance was passed would the first incident go on the record. Chief Cain explained once it goes through it has to go to the Town Meeting in March and if the townspeople vote it in then they could record the incidents.

Mrs. Young said the neighbor knows to lay low for six months. She doesn't get up in the night even if the neighbor is being disorderly but she has to put up with it. Chief Cain explained the ordinance has twice in a thirty day period, third event is another thirty day period and then if there is a fourth event in a sixty day period. Mrs. Young feels like she is against a wall. Chief Cain said the town has the ability to make it their own and welcomes the input from the residents.

Mr. Young expressed concern with it being at the discretion of the police. He doesn't always call the police with some of the incidents such as music too loud. Chief Cain would like him to call whenever something is bothering them and they will do whatever they can in their power to address it.

Mr. Rogers feels even if a situation is outside the building shouldn't they be able to call about it. He asked how it is going to rectify anything if it is not rectified now or not in a building. If the situation is outside it is not a landlord to go after unless it is in someone's house. He thinks it should be getting handled anyway.

Chief Cain responded the ordinance says it is for in the building, on the property, or the immediate vicinity of the property. There is currently nothing to address landlords with; this is a tool to get the landlords engaged and involved in their properties.

Mr. Rogers doesn't believe the landlords should be held responsible as much as it should be the people who are causing this problem. He gave an example of a resident inviting a friend over and that person causes problem, it is not the landlord's responsibility to micromanage who comes over to the property. Chief Cain responded if that is the concern there is an opportunity to meet with the town and explain it wasn't their tenant; each incident is looked at on a case by case basis. Mr. Rogers thinks it is micromanaging and not his business.

Mr. Young thinks the ordinance is a good idea because they have contacted the landlord several times and nothing has ever been done. It is not getting any better.

Chief Cain doesn't see this as a source of revenue as far as the penalty. In his opinion, in a perfect world they would never collect on the penalties because the landlords all work with the town.

Mrs. Huyck thinks this is another way to help landlords if they have a tenant who is disrupting other tenants.

Mr. Anderson would like to see an additional chapter on here that he thinks would address the other half of what he sees as the biggest problem with having the element they would like to see not here. He hears people say over and over if the rent was higher they would have a better quality of tenants. There have been times when they rent to a resident and then a family member moves in and helps pay the rent so now a four person rental has several adults living there. He would like to see a paragraph when a police officer is called to a unit they can determine who lives there and has the right to live there. He thinks the number of people should be documented, goes to Housing Standards, and if they are in violation of the amount of people the license gets pulled. Landlords owe it to themselves to protect themselves and the neighborhood.

Mr. Anderson would like to see a paragraph added to the ordinance saying "if upon responding to a compliant, the law enforcement officer suspects occupants living in the rental unit exceeds the number allowed by Housing Standards, the officer will attempt to determine who is occupying the unit as a resident. That number and the names will then be reported to Housing Standards who will then check for violation for the minimum area requirements in Table 404.5 Valid Sleeping Areas." He said as long as the landlord knows what the requirements are and they are going to be held to not having too many then they can do a lease to particular people. He thinks the ordinance written does half the job but they have too many people supporting an \$800 rent.

Chairman Konopka thinks that part can take effect today. At any time an officer can go to the HSA and there is a requirement in the law. Mr. Anderson agreed however if they put it in the ordinance then the landlord will have notice it is what the town will hold them to.

Chairman Konopka asked what the highest call volume area in the town. Chief Cain responded it would be the downtown area. He said 68% of the call volume comes from six downtown streets. He looked at 2005 with 425 arrests and 108 of them were from the town hall to the dam. Chairman Konopka explained this is why they are trying to get the ordinance in effect.

Chairman Konopka suggested they continue the public hearing and have Mr. Anderson and Chief Cain work on some of the language. Chief Cain would like to run it by the town counsel as well. Mr. Anderson would like to know from Mr. Elkins if this is something they can deal with. Mr. Elkins thinks this is something they can deal with as long as they get a written report they can track.

Chief Cain asked what the HSA's response if they find the residence is over occupied. Mr. Elkins explained the landlord has to rectify the situation otherwise they will get a notice of hearing. They can fine up to \$500 a day for violation. In most cases, once they post the fines the situation is rectified. Mr. Anderson thinks it is the best way to get the landlord's attention.

Mr. Gauthier RSA 644:2 in an enforceable regulation right now so he would encourage citizens to continue calling the police if needed. He also would like to see a noise ordinance in place. Mrs. Young explained the neighbors will have the music up and when they come it stops and then starts back up once they are gone again. Something needs to be done now, not tomorrow.

Mr. Rogers thanked Chief Cain for doing his study. He suggested the Chief look at the last three years for each year. He would be interested to see if it is the same area causing problems or different areas. Chief Cain had looked at the six busiest streets each year over the last ten years. He commented four to five of

the streets were the busiest each year over the ten years. He also used his personal experience working in the town and knowing where the problem areas are. Mr. Rogers thinks in order for others to see the whole picture, a study for the last three years would be a better overall picture.

Chairman Konopka commented the call volumes for the town have not gone down. Chief Cain thinks this year could be the busiest year in his nineteen years in town. Mr. Anderson doesn't think anyone in the town should have to put up with these issues and it doesn't matter where in the town the problems are.

Mr. Galvin would like to speak to someone who lives in a rural part of town. He knows there are certain neighbors who go to any other extreme and will make a call with any type of noise. He would like the officers to have discretion when it comes to enforcement. Chief Cain responded the word discretion is built into the ordinance. There is some times where they do take heat because residents don't see any action being taken.

Chairman Konopka informed the residents they will be holding another public hearing on this if there are any further questions. He told Mr. Young if there is anything they can do to let them know. Chief Cain asked Mr. Young to keep calling as they are familiar with the property. Mr. Young responded they had sent a letter to the Planning Board and the Board put them on notice of one more incident and they will be evicted. Chief Cain said this ordinance may help expedite things.

Animal Control Ordinance – proposed revisions

Chief Cain explained there were a couple of amendments to the existing ordinance. Some of the changes were administrative and some were adding some language to help Animal Control address issues they don't current have the ability to address. He gave an example of a resident calling because the neighbor's chickens are on her property eating flowers. There is currently no ordinance in place to deal with the chickens on someone's property.

Mr. Ramsey asked about the definition of a compact area of the town and if this has always been an ordinance or is it something new, what is considered town, and are they considering this in all parts of the town. Chief Cain said it is pre-existing. Mr. Ramsey asked if anything within 500 feet of another house is a compact area. Ms. Marston responded it is the way the current ordinance reads. Mr. Ramsey has an issue with it as it means all of Tilton Hill is a compact area. Chief Cain believes there are three houses which have to be five hundred feet of each other. Mr. Anderson believes it should be stricken from the ordinance.

Fred Okrent commented dogs need to be licensed and dog owners are responsible for the actions of their dogs. He has a problem with the large number of cats who are allowed to run free. He is allergic to cats and he has several cats who visit his property; he is constantly taking medication because of it. Animal Control Officer Anne Taylor explained the only town in NH which has had an ordinance for cats was in Seabrook. She said it is very difficult to enforce the cats and would require her to work full-time.

Mr. Wood asked if Section 4.9 was supposed to be \$500 for each additional day. Chief Cain responded it should be \$5.00 an additional day.

Mr. Anderson understands it to be that the towns have the authority to regulate what the State says they can regulate. He doesn't think there anything which says they can regulate livestock. Chairman Konopka commented they cannot be less restrictive then what the State requires but they can restrict it more.

Mr. Anderson read Section 5 and expressed discontent for the section as he doesn't believe it needs to be that big of a deal. He gave an example of someone walking a steer up Clough Road who defecates then he has to pick it up to not be in violation of the ordinance. Chief Cain thinks they would fall under livestock in that case. A domestic animal which lives in a house and cattle would be under livestock. Ms. Marston commented it is the existing wording and asked if they could change it to dog and not domestic animal.

Ms. Marston asked how they could enforce someone's chickens defecating on a neighbor's property. Ms. Taylor gave an example of a family member who collects sports cars and the neighbor's chickens had defecated on the sports car and in order to rectify it she would have to sue the neighbor in court. Ms. Taylor expressed concern for the damage to neighboring residents' gardens, mulch, flowers, cars, etc., and having the only recourse be the court process for recovery, by having this ordinance that could help enforce against the damage.

Mr. Anderson would like to see it changed in Section 6 to dog from domestic animal. He thinks the first sentence of Section 7 makes no accommodation for typical livestock noise in the rural zone. Chief Cain responded they had discussed excluding the rural zone.

Chairman Konopka asked what the definition was in Section 7 for long-continued noise. Ms. Taylor responded there is a state statute that governs a nuisance offense. She has never received a complaint on noise of birds. Chairman Konopka asked if someone walks by a house every day and the dog barks if it would be long-continued noise. Ms. Taylor stated it is not; it would be a dog who barked all night long. Chairman Konopka asked about a farm which has been in place for 20 years and if they would be exempt from these. Ms. Taylor is not aware of any grandfather clause.

Mr. Anderson doesn't think there should be anything in there which would stop a working farm. He thinks the end of Section 8 should not say "its owner or keeper." He thinks this because some people rent pastures.

Mrs. Rollins thinks Section 6-8 go against what Pittsfield is trying to do for agriculture in the town. She explained they have made special exceptions for properties which are not zoned agricultural. She believes these sections put restrictions on agriculture. She brought up the point of having a livestock dog who barks every time someone comes near. Chief Cain responded Section 6 is for domestic animals not livestock. Mrs. Rollins feels the wording gives the impression Section 6-8 is for the entire town of Pittsfield. She doesn't think an entire town should have to pay for a dispute between neighbors. Chief Cain said the ordinance is for those who knowingly and willingly keep unconfined livestock.

Mrs. Ramsey thinks there are some people who are not responsible owners of their pets and continually allow their animals go on the neighbor's yards. She said there needs to be something in place to alleviate the issue of neighbors who aren't respectful. Mr. Anderson responded it is why they have knowingly or willingly in the ordinance.

Mr. Galvin read NH RSA 432:33 "No agricultural operation shall be found a public or private nuisance as a result of changed conditions in or around the locality of the agricultural operation, if such agricultural operation has been in operation for one year or more and if it was not a nuisance at the time it began operation. This section shall not apply when any aspect of the agricultural operation is determined to be injurious to public health or safety under RSA 147:1 or RSA 147:2."

Mr. Galvin read NH RSA 432:34 “The provisions of this subdivision shall not apply if a nuisance results from the negligent or improper operation of an agricultural operation. Agricultural operations shall not be found to be negligent or improper when they conform to federal, state and local laws, rules and regulations.” He said that section allows for the town to set some kind of standards for what would be considered negligent. His issue is a lot of this goes against the intent of the NH Right to Farm Act. He asked couldn't the argument be made that if an animal escapes from a fence more than twice that the owner knowingly and willingly allowing the animals to roam free because they didn't reinforce the fence. There are some people who will use the wording to execute vendettas against agriculture. Chief Cain responded any time a fence is broken it would not fall knowingly or willingly wording. It would only be an issue if the owner didn't fix the fence.

Ms. Taylor said there was an incident where a horse got into a field but the neighbors were able to work together on the issue. Mr. Galvin would like to see this addressed as a destruction of private property issue as opposed to animals being allowed to roam free issue. He thinks they are dealing with the negligence of the owners not the animals. Chief Cain commented the owners are the ones being held responsible. Mr. Galvin fears it could be used against people who are not being negligent because of the way it is written.

Ms. Taylor asked how the free range chickens are beneficial to those who live next door to someone who has the chickens when they are defecating on one's lawn. She also mentioned a situation of a stallion breaks free and harms a child. Mr. Galvin responded that is why he would like to see it a destruction of property. Chief Cain explained they then have to determine what destruction of property and the burden of proof is.

Ms. Taylor asked what kind of value one would put on their children if they are playing on their own property where the chickens come over and defecate and the children get sick.

Chairman Konopka determined to continue this public hearing as well.

Mr. Wood asked if this will go to the town meeting as well. Chairman Konopka doesn't think it needs to go to town meeting but he thinks it is a good idea. Mr. Wood responded if there is an emergency they could pass it and then bring it to the town meeting. Chairman Konopka would rather see the people vote on this.

Mr. Anderson believes there are two things they need to make sure this protects. One of them is the rural value of the town. The second thing is private property owner's rights.

Mr. Galvin expressed his concern is not a police officer showing up on his property rather the neighbors who would use this to attempt suing in court that would otherwise have no ground to stand on.

Motion. Mr. Anderson made a motion to continue the public hearings to September 27, 2016 at 6:15 p.m. Mr. LeDuc seconded the Motion. There was no additional discussion.

A Roll Call Vote was taken: Mr. Konopka – Yes; Mr. LeDuc – Yes; Mr. Anderson – Yes; Mr. Allard – Yes; and Mrs. Richardson - Yes. Chairman Konopka declared the Motion passed.

NON-PUBLIC SESSION III

Motion. Mr. LeDuc made a motion to go into non-public session under RSA 91-A:3, II(c) at 7:34 p.m. Mr. Anderson seconded the Motion. There was no additional discussion.

A Roll Call Vote was taken: Mr. Konopka – Yes; Mr. LeDuc – Yes; Mr. Anderson –Yes; Mr. Allard – Yes; and Mrs. Richardson - Yes. Chairman Konopka declared the Motion passed.

Motion. Mr. LeDuc made a motion to come out of non-public session at 8:20 p.m. Mr. Anderson seconded the Motion. There was no additional discussion.

A Roll Call Vote was taken: Mr. Konopka – Yes; Mr. LeDuc – Yes; Mr. Anderson –Yes; Mr. Allard – Yes; and Mrs. Richardson - Yes. Chairman Konopka declared the Motion passed.

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

A Roll Call Vote was taken: Mr. Konopka – Yes; Mr. LeDuc – Yes; Mr. Anderson –Yes; Mr. Allard – Yes; and Mrs. Richardson - Yes. Chairman Konopka declared the Motion passed.

ACTION ITEMS (cont.)

Town Planning Steering Committee appointments – Louis Houle, Roland Carter, Cara Marston, Ralph O’Dell, James Allard, and Clayton Wood

Motion. Mrs. Richardson made a motion to appoint to the Town Planning Steering Committee: Louis Houle, Roland Carter, Cara Marston, Ralph O’Dell, James Allard, and Clayton Wood. Mr. Anderson seconded the Motion. There was no additional discussion.

A Roll Call Vote was taken: Mr. Konopka – Yes; Mr. LeDuc – No; Mr. Anderson –Yes; Mr. Allard – Yes; and Mrs. Richardson - Yes. Chairman Konopka declared the Motion passed.

Website Committee Alternate appointments – Kathleen Connors and William Provencal

Motion. Mr. LeDuc made a motion to appoint Kathleen Connors and William Provencal to the Website Committee as alternates. Mr. Anderson seconded the Motion. There was no additional discussion.

A Roll Call Vote was taken: Mr. Konopka – Yes; Mr. LeDuc – Yes; Mr. Anderson –Yes; Mr. Allard – Yes; and Mrs. Richardson - Yes. Chairman Konopka declared the Motion passed.

Security System Upgrade Quote – Police Department & Town Hall (Agenda Items 12 & 13)

Chief Cain explained this was in conjunction with the town hall security system. He believes the cameras are at least twelve years old. These cameras would go with the new DVR system they purchased last year. Both facilities would be able to be supported by the DVR system.

Chairman Konopka asked how many cameras for each facility. Chief Cain responded it would be for eight cameras at the police department and four cameras in the quote and three optional ones for the town hall. Mrs. Richardson asked about the parking lot at the town hall. Chief Cain replied it would be two cameras for the parking lot.

Chairman Konopka asked the total price for the police department was \$4,914. Chief Cain responded yes. Chairman Konopka asked how many cameras the \$3,442 was for. Chief Cain responded they are for the six cameras but if they wanted to add the two interior cameras it would come to \$4,470. Chairman

Konopka asked what type of cameras they are. Chief Cain commented they are what were recommended for what they need.

Chairman Konopka asked if they received any other quotes on this. Chief Cain said they didn't get another quote. Chairman Konopka would like a second quote on the cameras. Chief Cain didn't do a second quote because they are upgrading what the town currently has.

Motion. Mr. Anderson made a motion to table items 12 & 13. Mrs. Richardson seconded the Motion. There was no additional discussion.

A Roll Call Vote was taken: Mr. Konopka – Yes; Mr. LeDuc – Yes; Mr. Anderson –Yes; Mr. Allard – Yes; and Mrs. Richardson - Yes. Chairman Konopka declared the Motion passed.

Safe Routes to School Project – draft temporary easement letter

Ms. Marston explained the assessor was able to satisfy the grant requirements for easement values. It is time to send out notification letters to the owners impacted that an offer will be coming to them. Another letter will follow with an actual dollar value. The dollar values that came in were very low. The project manager at the State suggested to offer the minimum to the owners because an owner getting an offer of \$3.45 may not be inclined. The minimum does not need to be decided tonight.

Motion. Mr. LeDuc made a motion to accept the temporary easement letter. Mr. Allard seconded the Motion.

Mrs. Richardson asked once the easements are taken care of can they move forward with the project. Ms. Marston's understanding they can put the project out to bid once the easements are taken care of.

A Roll Call Vote was taken: Mr. Konopka – Yes; Mr. LeDuc – Yes; Mr. Anderson –Yes; Mr. Allard – Yes; and Mrs. Richardson - Yes. Chairman Konopka declared the Motion passed.

LED conversion cost analysis offer

Ms. Marston said there was an email from the owner of Maxfield's who was offering to give the town some guidance and get some numbers together. The Board gave Ms. Marston permission to move forward on this.

Tax Collector's Deed Notice – draft letter from Select board

Ms. Marston explained the Board had asked for some samples of what had been sent to residents in the past. She recommends the letter comes from the SelectBoard. The Board determined to go with the letter from the SelectBoard dated December 27, 2010. Ms. Marston will draft it up for signature.

Tax Collector's Deed Waivers

Ms. Marston asked if they saw the different grouping she arranged the waivers. She didn't know if they wanted to start with the waivers for properties that had payment plans which are being successfully honored.

Ms. Marston explained 185 Wildwood Drive has a payment plan which is being honored. Mrs. Richardson asked if it is noted on the letter. Mrs. Anthony said it says they are choosing to waive it and doesn't need to be more specific.

Motion. Mr. Anderson made a motion to grant the deed waiver for 185 Wildwood Drive. Mrs. Richardson seconded the Motion. There was no additional discussion.

A Roll Call Vote was taken: Mr. Konopka – Yes; Mr. LeDuc – Yes; Mr. Anderson –Yes; Mr. Allard – Yes; and Mrs. Richardson - Yes. Chairman Konopka declared the Motion passed.

Motion. Mr. LeDuc made a motion to grant the deed wavier for 151 Mountain Road. Mr. Anderson seconded the Motion. There was no additional discussion.

A Roll Call Vote was taken: Mr. Konopka – Yes; Mr. LeDuc – Yes; Mr. Anderson –Yes; Mr. Allard – Yes; and Mrs. Richardson - Yes. Chairman Konopka declared the Motion passed.

Motion. Mr. LeDuc made a motion to grant the deed wavier for 125 Concord Hill Road. Mr. Anderson seconded the Motion. There was no additional discussion.

A Roll Call Vote was taken: Mr. Konopka – Yes; Mr. LeDuc – Yes; Mr. Anderson –Yes; Mr. Allard – Yes; and Mrs. Richardson - Yes. Chairman Konopka declared the Motion passed.

Motion. Mr. LeDuc made a motion to grant the deed wavier for 86 Concord Hill Road. Mr. Anderson seconded the Motion. There was no additional discussion.

A Roll Call Vote was taken: Mr. Konopka – Yes; Mr. LeDuc – Yes; Mr. Anderson –Yes; Mr. Allard – Yes; and Mrs. Richardson - Yes. Chairman Konopka declared the Motion passed.

Motion. Mr. LeDuc made a motion to grant the deed wavier for 645 Tilton Hill Road. Mr. Anderson seconded the Motion. There was no additional discussion.

A Roll Call Vote was taken: Mr. Konopka – Yes; Mr. LeDuc – Yes; Mr. Anderson –Yes; Mr. Allard – Yes; and Mrs. Richardson - Yes. Chairman Konopka declared the Motion passed.

Motion. Mr. Anderson made a motion to grant the deed wavier for 107 Tilton Hill Road. Mr. LeDuc seconded the Motion. There was no additional discussion.

A Roll Call Vote was taken: Mr. Konopka – Yes; Mr. LeDuc – Yes; Mr. Anderson –Yes; Mr. Allard – Yes; and Mrs. Richardson - Yes. Chairman Konopka declared the Motion passed.

Motion. Mr. Anderson made a motion to grant the deed wavier for 277 Webster Mills Road. Mr. Allard seconded the Motion. There was no additional discussion.

A Roll Call Vote was taken: Mr. Konopka – Yes; Mr. LeDuc – Yes; Mr. Anderson –Yes; Mr. Allard – Yes; and Mrs. Richardson - Yes. Chairman Konopka declared the Motion passed.

Motion. Mrs. Richardson motion to table the rest of the tax deed waivers. Mr. Anderson seconded the Motion. There was no additional discussion.

A Roll Call Vote was taken: Mr. Konopka – Yes; Mr. LeDuc – Yes; Mr. Anderson –Yes; Mr. Allard – Yes; and Mrs. Richardson - Yes. Chairman Konopka declared the Motion passed.

INFORMATION ITEMS

Public Hearing on the sale of town property – Tuesday, August 16, 2016 – 6:15 p.m.

Chairman Konopka informed the Board the public hearing on the sale of town owned property would be next Tuesday, August 16, 2016.

Pittsfield Community Impact Awards 2016 – Thursday, August 18, 2016 – 6:00 p.m. (Dustin Park)

Chairman Konopka informed the Board the Pittsfield Community Impact Awards 2016 would be on Thursday, August 18, 2016 at 6:00 p.m.

Elections Training - Saturday, August 20, 2016

Mr. LeDuc informed the Board there would be an educational forum on elections on August 20, 2016.

Close Town Hall for Payroll Training

Mr. LeDuc asked how far they have gotten on the training of payroll. Ms. Marston responded they will be closing on August 29, 2016. She will put it in the newspaper.

OLD BUSINESS

Sale of town owned tax-deeded property – 31 Berry Avenue (7/26/16)

Motion. Mr. Anderson made a motion to accept the offer to purchase on 31 Berry Avenue by Ray Webber, III in the amount of \$20,000, Mr. Webber agrees to put up a bond and get the exterior improved by their specifications by June 1, 2017, and to authorize the Town Administrator to sign the documents.

Mrs. Richardson seconded the Motion. There was no additional discussion.

A Roll Call Vote was taken: Mr. Konopka – Yes; Mr. LeDuc – Yes; Mr. Anderson –Yes; Mr. Allard – Yes; and Mrs. Richardson - Yes. Chairman Konopka declared the Motion passed.

APPLICATIONS and WARRANTS

Sewer User Fee Warrant – 2016 Quarter #2 - \$102,202.49

Motion. Mr. LeDuc made a motion to approve the Sewer User Fee Warrant for 2016 Quarter #2 in the amount of \$102,202.49. Mr. Anderson seconded the Motion. There was no additional discussion.

A Roll Call Vote was taken: Mr. Konopka – Yes; Mr. LeDuc – Yes; Mr. Anderson –Yes; Mr. Allard – Yes; and Mrs. Richardson - Yes. Chairman Konopka declared the Motion passed.

CHECK MANIFESTS

Motion. Mr. LeDuc made a motion to approve Accounts Payable. Mr. Anderson seconded the Motion. There was no additional discussion.

A Roll Call Vote was taken: Mr. Konopka – Yes; Mr. LeDuc – Yes; Mr. Anderson –Yes; Mr. Allard – Yes; and Mrs. Richardson - Yes. Chairman Konopka declared the Motion passed.

Motion. Mr. LeDuc made a motion to approve Payroll and Direct Deposits. Mr. Anderson seconded the Motion.

Mr. LeDuc asked about the overtime hours for the Police Department and Fire Department. Ms. Marston would have to go through and total things up but she knows it includes the Balloon Rally. They are under budget for the Balloon Rally coverage.

A Roll Call Vote was taken: Mr. Konopka – Yes; Mr. LeDuc – Yes; Mr. Anderson –Yes; Mr. Allard – Yes; and Mrs. Richardson - Abstained. Chairman Konopka declared the Motion passed.

MINUTES

Motion. Mr. LeDuc made a motion to approve the minutes for July 26, 2016. Mrs. Richardson seconded the Motion. There was no additional discussion.

A Roll Call Vote was taken: Mr. Konopka – Yes; Mr. LeDuc – Yes; Mr. Anderson –Yes; Mr. Allard – Abstained; and Mrs. Richardson - Yes. Chairman Konopka declared the Motion passed.

Motion. Mr. LeDuc made a motion to approve the minutes for August 2, 2016. Mr. Anderson seconded the Motion. There was no additional discussion.

A Roll Call Vote was taken: Mr. Konopka – Yes; Mr. LeDuc – Yes; Mr. Anderson –Yes; Mr. Allard – Abstained; and Mrs. Richardson - Yes. Chairman Konopka declared the Motion passed.

Motion. Mr. LeDuc made a motion to approve the non-public session minutes for August 2, 2016. Mr. Anderson seconded the Motion. There was no additional discussion.

A Roll Call Vote was taken: Mr. Konopka – Yes; Mr. LeDuc – Yes; Mr. Anderson –Yes; Mr. Allard – Abstained; and Mrs. Richardson - Yes. Chairman Konopka declared the Motion passed.

PUBLIC INPUT

Mr. Gauthier asked how many easements they are doing with the Safe Routes to School. Ms. Marston believes it is six. Mr. Gauthier asked if the money for those are coming out of the grant. Ms. Marston responded it will and they have more than enough.

Mr. Gauthier asked what the total cost for the cameras was. Chairman Konopka responded one was \$4,700 and the other was \$3,400. Chief Cain explained if they got the additional cameras the second quote would be \$4,400.

Mr. Carter asked when the next Planning & Steering Committee meeting is. The next meeting will be Monday, August 15, 2016 at 7:00 p.m.

NON-PUBLIC SESSION IV

Motion. Mrs. Richardson made a motion to go into non-public session under RSA 91-A:3, II(a) & (e) at 8:56p.m. Mr. LeDuc seconded the Motion. There was no additional discussion.

A Roll Call Vote was taken: Mr. Konopka – Yes; Mr. LeDuc – Yes; Mr. Anderson –Yes; Mr. Allard – Yes; and Mrs. Richardson - Yes. Chairman Konopka declared the Motion passed.

Motion. Mr. LeDuc made a motion to come out of non-public session at 9:25 p.m. Mr. Allard seconded the Motion. There was no additional discussion.

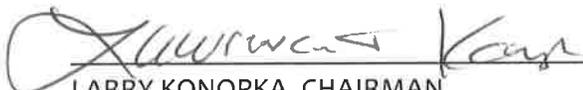
A Roll Call Vote was taken: Mr. Konopka – Yes; Mr. LeDuc – Yes; Mr. Anderson –Yes; Mr. Allard – Yes; and Mrs. Richardson - Yes. Chairman Konopka declared the Motion passed.

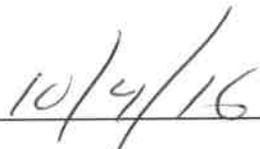
Motion. Mr. LeDuc a motion to adjourn. Mrs. Richardson seconded the Motion. There was no additional discussion.

A Roll Call Vote was taken: Mr. Konopka – Yes; Mr. LeDuc – Yes; Mr. Anderson –Yes; Mr. Allard – Yes; and Mrs. Richardson - Yes. Chairman Konopka declared the Motion passed.

Chairman Konopka adjourned the meeting at 9:25 p.m.

APPROVED:


LARRY KONOPKA, CHAIRMAN


DATE



MEETING AGENDA

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

TUESDAY, AUGUST 9, 2016

5:00 p.m. - Call to order – possibly meeting in non-public session

NON-PUBLIC SESSION

5:40 p.m. - Call to order – regular session

PUBLIC INPUT – regarding agenda items only

6:15 p.m. – Public Hearing – two proposed ordinances

1. Disorderly Residence Ordinance – new proposal
2. Animal Control Ordinance – proposed revisions

APPOINTMENTS

7:15 p.m. – Tax payment plan – possibly in non-public session

AGENDA REVIEW

NEW BUSINESS

ACTION ITEMS

1. Deed – 626 Suncook Valley Road – tax payment plan complete
2. Storage Container Permit – 41 Carroll Street
3. Appointment of the Inspectors of Elections
4. Town Planning Steering Committee appointment – Louis Houle
5. Town Planning Steering Committee appointment – Roland Carter
6. Town Planning Steering Committee appointment – Cara Marston
7. Town Planning Steering Committee appointment – Ralph O'Dell
8. Town Planning Steering Committee appointment – James Allard
9. Town Planning Steering Committee appointment – Clayton Wood
10. Website Committee Alternate appointment – Kathleen Connors
11. Website Committee Alternate appointment – William Provencal
12. Security System Upgrade Quote – Police Department
13. Security System Installation Quote– Town Hall
14. Safe Routes to School Project – draft temporary easement letter
15. LED conversion cost analysis offer
16. Tax Collector's Deed Notice – draft letter from Selectboard
17. Tax Collector's Deed Waivers

COMMITTEE REPORTS

INFORMATION ITEMS

1. Public Hearing on the sale of town property – Tuesday, August 16, 2016 – 6:15 p.m.
2. Pittsfield Community Impact Awards 2016 – Thursday, August 18, 2016 – 6:00 p.m. (Dustin Park)

OLD BUSINESS

1. Town hall basement (4/5/16)
2. Sale of town owned tax-deeded property
 - a. Five parcel combined offer - (5/24/16) (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
 - b. 114 Main Street (under agreement)
 - c. 31 Berry Avenue

APPLICATIONS and WARRANTS

1. Sewer User Fee Warrant - 2016 Quarter #2 - \$102,202.49

CHECK MANIFESTS

1. Accounts Payable
2. Payroll

MINUTES

1. July 26, 2016 - Public Meeting Minutes (tabled 8/02/2016)
2. August 2, 2016 - Public Meeting Minutes
3. August 2, 2016 - Non-Public Meeting Minutes

PUBLIC INPUT