



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

MEETING MINUTES OF TUESDAY, October 18, 2016

CALL TO ORDER

Call to order at 6:02 p.m. by Larry Konopka, Chairman

MEMBERS PRESENT

Larry Konopka, Chairman
Gerard LeDuc, Vice-Chairman
Carl Anderson
J.C. Allard

MEMBERS ABSENT

Carole Richardson

OTHERS PRESENT

Cara Marston, Town Administrator
Ammy Ramsey, Recording Secretary

PUBLIC INPUT – regarding agenda items only

None.

Larry: I need a motion to go into non-public for RSA 91-A:3 II A and C.

Gerard: So moved.

J.C.: Second.

Discussion: None.

Roll Call was done and all said I.

Motion carries 4-0

Board returned to public session at 6:15 p.m.

AGENDA REVIEW

J.C.: None.

Gerard: None.

Larry: Excavation Permit

Carl: None.

DEPARTMENT UPDATE

- 1. Peter Pszonowsky – Fire Chief & David Simpson – FD Community Wellness Coordinator**

Pete stated that there is an issue with the furnace and that is being handled.

Gerard asked if he could get a breakdown of the number of calls to present to the budget committee.

Larry asked if Pete could do a presentation like Chief Cain did last week with a description the staff and their duties.

PUBLIC HEARING

6:15 p.m. – Housing Standards Ordinance – fee increase proposed by Housing Standards Agency

Cara read a letter that was submitted by the Housing Standards Agency to the Selectboard on June 14, 2016 for the request to increase their fees. The fees will be increased by \$10.00 for inspections and \$5.00 for a re-inspection. The new increase will set the inspection fee at \$55.00 and re-inspection at \$25.00.

Bill Elkins: There was a rate increase for the inspections in 2013. In 2013 there was 8 line items in the town report, and in 2014 there was 12 line items in the town report. In 2015 we have 16 line items in the budget because there are additional costs like electronic communications. The increase is not because we are changing any employee's or their compensation, but it's because the operating expenses are increasing.

Adam Gauthier: What are the total expenditures?

Bill gave those figures and the reasons for the difference in between 2014 and 2015.

Mike Wolfe asked about the funds that are left over from a year that has more inspections then the other.

Bill explained that the funds go into the general fund.

Adam Gauthier also asked if the HSA received an explanation of the increase of charges.

Bill explained that there was some items that were not separated out from the town's budget, and it is now being separated.

Closed Public Input at 6:25 p.m.

Larry asked if the board could get some additional information about the numbers so the board can review them and bring this to the next meeting.

Carl proposed to bring this up for a vote tonight so that the HSA does not have to wait to be self-funded.

Carl: I make a motion to approve the rate increases that the HSA proposed.

J.C.: Second.

Discussion: Gerard stated that the increases have been because the town hall is showing the agency cost.

Cara explained that in the past several years the accounting has been adjusting to show what departments are actually costing the town. We used to clump costs together and now we are separating the costs per department. Carl stated that HSA is one department that funds itself and they should be able to increase their rates to support their costs.

Motion carries 4-0

NEW BUSINESS

ACTION ITEMS

1. Planning Board's proposed changes to Subdivision Regulations & Zoning Ordinance

Clayton gave a description of the proposed changes and some details on those. He explained that two of the changes are because of RSA's and the others are because of some issues that came about in town. Clayton explained that the subdivision regulations are being changed because they were confusing, and cleaning up the confusion would be beneficial to the town and the applicant.

2. Parking Ban waiver request

Cara stated that we do not currently have any provisions for the Parking Ban Waiver, the waiver that we had before expired in 2015. And we have a person with a handicapped plate that has requested a waiver. Larry asked how George and Chief Cain felt about this.

Chief Cain can see the need for a waiver but should have some criteria set. And then set a program to implement it.

There was some discussion on the form and setting the criteria.

Carl: I make a motion to approve the Parking Ban Waiver for 17 Depot St. number 4.

J.C.: Second.

Discussion: None.

Motion carries 4-0

3. Request to fill vacant supervisor position

Chief Cain: I am following up on the presentation I did last week and the vacancy that we have from Sgt. Walter retiring, I am requesting permission to fill the Sargent position.

Gerard: Looking over the paperwork that you presented last week I am in support of it.

Carl asked Chief Cain for clarification for the 21 percent pay increase. Chief Cain did clarify that increase. Carl did state that he is not in favor of that big of a percentage of pay increase.

Chief Cain gave the experience that the officer has already for the supervisor's position and other qualifications that he has. He stated that if we were putting someone in that

position that had no prior experience it would not be that much of an increase but feels that with this officers experience and rapport he already has with the others in the department it is a fair step up.

J.C.: When this situation first arose I looked at it as a way to save money, but as Gerard said with looking at the needs of the department justifies the need for two Sargents. I do agree with Carl about the amount of increase but feel we do need to go with Chief Cain's recommendation. Chief Cain has explained the officer's experience and the need for a second Sargent.

There was some further discussion and it was stated that there is still a savings of \$4,900.00 a year.

Gerard: I make a motion to grant permission to Chief Cain to promote Officer McCormack to the Sargent's position at step 7.

J.C.: Second.

Discussion: None.

Motion carries 3-1 Carl opposes.

4. Request to post vacant full-time position

Chief Cain is requesting that he be able to post the position to start the 30 -45 day process to collect the applications and resume's so that in the case after the budget process the position is still budgeted for we already have the applications and not have to wait an additional 30 – 45 days.

Gerard: I make a motion to authorize Chief Cain to post for a full-time position.

J.C.: Second.

Discussion: None.

Motion carries 4-0

Added item - Excavation Permit

Cara explained that Pennichuck is doing some excavation on Fairview Drive for a water line project. They need to get in the road and George is aware of the project. They have done the test piece and are in need of the permit to do the work.

Chief Pszonowsky stated that he spoke with Pennichuck and explained to them that because the Brock home has a sprinkler system if there is a cut in service a fire watch will need to be in place. Pennichuck is aware that if there is additional costs to the department they will be responsible for those costs.

Carl spoke with the project manager and discussed some of the concerns of the project and the sign that relates to the company doing the work.

Gerard: I make a motion to approve Excavation Permit for Fairview Drive.

Carl: Second.

Discussion: None.

Motion carries 4-0

COMMITTEE REPORTS

Gerard: A reminder that the public hearing for the Aqueduct is on Saturday here at the town hall at 10:00 a.m.

INFORMATION ITEMS

1. Meeting with Budget Committee on 2017 municipal budget – Tuesday, October 25, 2016

Cara stated that the meeting will be held at the elementary school next week for start of the review for the 2017 Municipal Budget. And will be held with the Budget Committee.

OLD BUSINESS

2. Sale of town owned tax-deeded property (7/26/16)

Carl stated that the deed for 33 & 37 Main Street parcels has been deeded to Bill Miskoe and work is being done to the property. Carl further explained the details of the work. Chief Cain stated they had a detail there today to shut off the power.

CHECK MANIFESTS

1. Accounts Payable

Gerard: I make a motion to approve Accounts Payable.

J.C.: Second.

Discussion: None.

Motion carries 4-0

2. Payroll

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

J.C.: Second.

Discussion: None.

Motion carries 4-0

MINUTES

1. October 11, 2016 – Public Meeting Minutes

Gerard: I make a motion to approve the Public Meeting Minutes for October 11, 2016.

J.C.: Second.

Discussion: None.

Motion carries 4-0

2. October 11, 2016 – Non-Public Meeting Minutes

Gerard: I make a motion to approve the Non-Public Meeting Minutes for October 11, 2016

J.C.: Second.

Discussion: None.

Motion carries 4-0

PUBLIC INPUT

Noreen Rollins asked if the landlords are responsible for handicapped parking.

There was some discussion concerning if the landlords are responsible and that some buildings may not have space for handicapped parking.

Noreen also asked if it should be stated in the posting of applications to say that we are just collecting applications for a pool.

There was some discussion about how most organizations collect applications with no promise to hire.

Adam Gauthier asked about the handicapped parking as well because if we approve this it could set a precedent for all handicapped. Adam also inquired about the Fairview project and the requirements for that work and expressed his concerns.

J.C.: I make a motion to adjourn.

Gerard: Second.

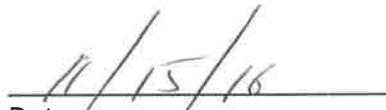
Discussion: None.

Motion carries 4-0

Meeting adjourned 7:30 p.m.

Approved:


Lawrence Konopka, Chairman


Date



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

TUESDAY, OCTOBER 18, 2016

6:00 p.m. – Call to order

PUBLIC INPUT – regarding agenda items only

AGENDA REVIEW

DEPARTMENT UPDATE

1. Peter Pszonowsky – Fire Chief & David Simpson – FD Community Wellness Coordinator

PUBLIC HEARING

- 6:15 p.m. – Housing Standards Ordinance – fee increase proposed by Housing Standards Agency

NEW BUSINESS

ACTION ITEMS

1. Planning Board's proposed changes to Subdivision Regulations & Zoning Ordinance
2. Parking Ban waiver request
3. Request to fill vacant supervisor position
4. Request to post vacant full-time position

COMMITTEE REPORTS

INFORMATION ITEMS

1. Meeting with Budget Committee on 2017 municipal budget – Tuesday, October 25, 2016

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. 114 Main Street – (under agreement 8/2/16)
 - c. 31 Berry Avenue – (under agreement 8/10/16)
3. Joy Street Pump Station concern (8/16/16, building/health to follow up)
4. Town equipment policy changes (tabled 9/20/16)
5. Consulting Services Contract for Municipalization of Pittsfield Aqueduct Co. (tabled 9/27/16)

CHECK MANIFESTS

1. Accounts Payable
2. Payroll

MINUTES

1. October 11, 2016 – Public Meeting Minutes
2. October 11, 2016 – Non-Public Meeting Minutes

PUBLIC INPUT

Board of Selectmen Meeting Agenda – 10/18/2016

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