

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

MEETING MINUTES OF Tuesday November 28, 2017

CALL TO ORDER

Call to order at 6:04 p.m. by J.C. Allard, Chairman

MEMBERS PRESENT

J.C. Allard, Chairman
Gerard LeDuc, Vice-Chairman
Carole Richardson
Carl Anderson
James Adams

OTHERS PRESENT

Cara Marston, Town Administrator
Ammy Ramsey, Recording Secretary

PUBLIC INPUT – regarding agenda items only
None.

AGENDA REVIEW

Gerard: None.
Jim: None.
Carole: Has a question regarding the street lighting under action.
J.C.: None.
Carl: Zoning issues and the escrow from Berry Avenue under action.

PUBLIC HEARING – 6:15 p.m. – proposed sale of town property – 33 Main Street (was #37)

J.C. stated that we are having the second public hearing for the proposed sale of 33 Main Street. He apologized for not being here two weeks ago for the first public hearing.

Larry Konopka asked if the board could explain the two proposals being brought forward tonight. J.C. explained that there is only one proposal for the public hearing this evening. J.C. also stated that there was another proposal that was brought to the board at the last meeting from Larry Berkson. The item for this evening is a proposal from Mr. Gamble.

Bill Miskoe stated at the last public hearing Larry Berkson gave the board a proposal and the board voted to accept that proposal and forward it to the Planning Board and Conservation Commission for their review and recommendations. Bill would like to see the board allow

Larry Berkson's proposal to move forward before they make a final decision on Mr. Gamble's proposal. J.C. inquired with Cara concerning the Planning Board and Conservation Commission's response. Cara stated that they received a response from the Planning Board but have not received one from the Conservation Commission, Cara mentioned they have met and discussed it, and will send the recommendation after their next meeting. Carl stated that two weeks from today the board has already decided to make a decision on Mr. Gamble's proposal. Bill Miskoe asked if it was possible to delay the decision. J.C. stated that would be a decision to delay. Bill feels that Larry Berkson's proposal has some long-term benefits to the town and should be considered.

Bill Tahnk asked if someone could describe the degree to which Mr. Gamble's proposal will impose on the library land that was just deeded to them. Bill Miskoe stated that part of the back of the building was demolished to leave access to the library land for passage and visual reasons. Bill also stated that Mr. Gamble's proposal involves building back onto the back of the building for egress and handicapped access. Bill also feels that it would be detrimental to the library if that happens and thinks Mr. Gamble can build on to the west side of the building to avoid that. Mr. Tahnk understands he can do that but asked what the proposal states.

Mr. Gamble stated his intention is to put in a coffee shop on the first level and the upper two levels would be apartments. He would build onto the back to make the coffee shop to make it handicapped accessible and also have a second egress for the apartments above. Mr. Tahnk asked if there will be room to drive in the back, Mr. Gamble informed Mr. Tahnk that there would be and stated that there is 17 feet behind the building and showed Mr. Tahnk a set of plans. Mr. Tahnk asked Mr. Gamble when he proposed to do the work, Mr. Gamble stated he plans on buttoning the building up for the winter and begin construction in the spring and the project is proposed to be finished in a year and a half after construction begins.

Mr. Tahnk asked if he could read a statement from the library board of trustees. The letter stated that they support the proposal for the Historical Society Building Committee for their proposal to construct a new building next to the library. Together they would form a new cultural spot for the downtown area on Main Street, along with providing a meeting room and parking that the library needs. Carl stated that there seems to be some misunderstanding about an encroachment on the library's land, but feels that is not the case because there is 17 feet of land behind the building and there is no easement or right of way between 33 Main Street and the library's land.

Diana Westgate agrees with the library trustees and their view of having the historical society next to them and that it would be better for the town instead of another coffee shop.

Dan Schroth stated he would like to see the proposal for the Historical Society, that they have done many great things over the years.

Carl Anderson stated that he was confused again because there is no proposal from the Historical Society for this property. We have a proposal from Larry Berkson to demolish the building and then give the land to the Historical Society. But we do not have anything from the Historical Society stating what they would commit to or are prepared to do. Mark Riel stated that the Historical Society is in favor of Larry Berkson's proposal and would move pretty quickly. Mark stated there are funds committed to build a new building on that site but the building would be where the old flower shop was.

Ammy Ramsey asked why the Historical Society has not made a proposal or given any comments pertaining to this property, because she believes the selectboard has asked a few times for their intentions, if any. Mark stated that the board of directors of the Historical Society supports building in that location but did not have an overwhelming support of demoing the building, but supports Larry demolishing the building and donating the land to the Historical Society to build a new building. Ammy asked for forgiveness of sounding mean or rude but stated it seems shady that the Historical Society would accept a property after the building is torn down but not want to be known as the person or organization to do it. Mark Riel stated that the Historical Society is in favor of Larry's proposal to tear down the building. Ammy inquired about the Historical Society claiming tearing down the building instead of going about it through Larry Berkson. Mark stated that is because the Historical Society does not have the funds to tear down the building.

Mark Riel stated he is not against Mr. Gamble's proposal and feels that he has done great work to the other properties he has restored, but he feels that part of the tax undervaluation in this town is due to having so many apartments in town. So he does not feel this town needs more apartments or another coffee shop. He thinks that even though we are all in a hurry to make a decision we should look at the long term effects for the town. The cost for education, police, and fire are more than average and the services we would have to provide for that one building could become more of a burden.

Thomas Freese is not a resident of Pittsfield but has a business here and is on the board of the Historical Society. He was not on the building committee but knows they have looked at many properties and has done a good job. He would like to mention one reason why the Historical Society is in need of a new building. Thomas stated that storage is one of the biggest issues they have, because of the all the generous donations of items to the Society they have to hold a lot of items in storage. The storage is not ideal and in many locations. They really need a functional safe place for some one-of-a-kind items and many valuable pieces of Pittsfield's history.

Paul Richardson asked about the building being opened and how much the repair costs would be to fix it to be able for it to sit there for any period of time. Mr. Gamble stated he had it looked at before and it was estimated around \$180,000.00 to bring the building back with a new roof, siding, heating, plumbing, electrical, and the addition on the back. The time period would be around a year and a half from the start of construction to the end, but the roof would be done first and sealing up the back and it won't be a blue tarp situation.

Louie Houle asked if they received a letter from the Community Development Committee, and J.C stated they have not. Louie stated that the committee is in support of Mr. Gamble's proposal and also that they have been following his and Mr. Webber's efforts around town to bring back the buildings they have purchased from the town. He feels that we should not tear down every building in town. He also does not know enough about the Historical Society to give an opinion, but has heard many different stories but they are stories and not actual proposals.

Mr. Gamble wanted to mention that when this building was apartments it had 5 units and he is only proposing 2 apartments and a coffee shop and the reason he is doing the addition is because of egress from the apartments upstairs. The coffee shop is going to be a handicapped accessible shop because his brother is a handicapped veteran in a wheel chair and there is no place in town that he can wheel into and get a cup of coffee. He fought for our freedom and Mr. Gamble would like to do something for him and other veterans in town and offer them a cup of coffee.

J.C. thanked everyone for their comments and closed the public hearing at 6:37 p.m.; J.C. also stated that by law they will hold a vote at the next meeting in two weeks.

APPOINTMENT - Larisa Djuvelek-Ruggiero – Presentation on community transportation

Larisa presented the board with a photocopy of a power point presentation and explained that the Mid-State Regional Coordinating Council is a community transportation resource that the Town of Pittsfield can be a part of. She is here to raise awareness about the RCC and encourage the Town of Pittsfield to collaborate with them. Larisa gave some history information on how the RCC was created and why and how the regions around New Hampshire have been broken up. They assist communities in improving transportation. She informed the board of the different ways they can participate.

NEW BUSINESS

ACTION ITEMS

1. Clark's Pond Dam – review of draft Letter of Deficiency

J.C. announced that item number one is referring to a letter that they received from the state detailing the deficiencies that the town will need to correct. Cara stated that the letter has dates for deadlines and wanted the board to be aware of them. J.C. has a concern with the item with the dead line of December 1st and being able to meet that. Cara will check to make sure George has already completed that item. J.C. asked if any other board members have any concerns, because the state has given the board the opportunity to comment on their timeline. J.C. informed the public that the state has determined that there is a deficiency in Clark's Pond Dam that will be required to be addressed.

2. Sewer User Fee Warrant – 2017 Quarter #3

Carole: I make a motion to approve the 2017 Sewer User Fee Warrant for Quarter #3.

Carl: Second.

Discussion: None.

Motion carries 5-0

3. 2018 HealthTrust Medical Coverage

J.C. announced item number 3 is for the 2018 HealthTrust Medical Coverage, and confirmed with Cara that the rates are decreasing. Cara stated they are decreasing 10.8%.

Carole wanted to mention the rates and stated that the rate for a single plan is \$721.72, a two person plan is \$1,443.44, and for a family plan is \$1,948.64 per month. Carl asked what percentage the town pays, Cara stated that the town pays 100%.

Jim: I make a motion to approve the 2018 Health Trust Medical Coverage.

Gerard: Second.

Discussion: None.

Motion carries 5-0

4. Postage machine lease contract

J.C. stated that item number 4 is for the lease contract for the town hall's postage machine.

Carl: I make a motion to approve the recommended Postage Machine Lease Contract (Formax lowest cost)

Carole: Second.

Discussion: None.

Motion carries 5-0

5. Resignation of police patrolman – Brandon Walker

Gerard: I make a motion to accept the resignation of police patrolman Brandon Walker.

Jim: Second.

Discussion: None.

Motion carries 5-0

6. Resignation of police part-time patrolman – Justin Swift

Gerard: I make a motion to accept the resignation of police patrolman Justin Swift.

Carole: Second.

Discussion: None.

Motion carries 5-0

7. Accrued leave time carry-over request – AFT-NH

J.C. stated a vote would need be done for this item. The board had some discussion pertaining to the hours that were accrued and the reasons why the leave time was not taken. They also discussed how to move forward with the issues of not being able to take the accrued time and if they can put stipulations on the proposal from the AFT so it doesn't become considered a past-practice. The board discussed different options for a motion and the reasoning behind those options.

Jim: I make a motion to approve the accrued leave time carry over request for the two officers due to the extraordinary circumstances of the decreased staffing, but not for the

highway department based on last year's request being granted and the time not being taken. This approval will not constitute a past practice.

Carl: Second.

Discussion: Gerard stated he does not like splitting it, but the highway department person requested the carry over last year that was granted for a reason and that reason was not followed through with.

Motion carries 5-0

8. Committee appointment request process

J.C. explained they received a request for an appointment by an individual to several, if not all, of the town committees and boards. The request comes from an individual and not from any committee. J.C. stated the board has not received any request from any committee or board stating they have a vacancy or a request to appoint this individual to be on a committee.

Jim asked if there is a process that the board follows to appoint a person to a committee (or board). Cara stated that a request like the one received comes in and then an email is sent to the committee chair of the group that the person is requesting to be a member of, requesting the chair review the request with the committee or board. After the committee reviews the information, if they have an opening, and would like the party to be on the committee, they would then request the selectboard (or applicable appointing authority) to appoint that party. Cara stated that this is the second request from this individual and she has not received a request for this appointment to be made from any of the boards or committees. Jim requested an explanation of the process be sent to the interested party. Carl suggested that the letter should also include that if this person is not appointed to a board or committee that there should be no threats made to the Town Administrator. Carole inquired about what action should be taken, Jim stated that a letter from the chair explaining the process should be sent.

Gerard: I make a motion to deny the request because there are no vacancies at this time.

Jim: Second.

Discussion: None.

Motion carries 5-0

9. Application for All Veterans' Tax Credit – 55 Fairview Drive

Carole: I make a motion to approve the All Veterans' Tax Credit for 55 Fairview Drive.

Gerard: Second.

Discussion: None.

Motion carries 5-0

10. Abatement for 2017 All Veteran's Tax Credit – 55 Fairview Drive

Cara explained that the applicant submitted all required paperwork on time but was waiting for paperwork from the V.A. for documentation of his service.

Carl: I make a motion to approve the abatement 2017 All Veteran's Tax Credit for 55 Fairview Drive.

Jim: Second.
Discussion: None.
Motion carries 5-0

11. Application for Veterans' Tax Credit – 11 Targhee Drive

Carole: I make a motion to approve the Veterans' Tax Credit for 11 Targhee Drive.

Carl: Second.

Discussion: None.

Motion carries 5-0

12. ADDED - Street Lighting

Carole asked if the street lighting is finished. Cara stated that they are not finished yet and have 11 more to do. Carole still has a concern with the intersection on Main Street and Carroll Street; she feels you still cannot see the crosswalk. There was some discussion pertaining to the street lighting concerns around town and how they can request to add some to address the concerns. There are some lights that are out and have been reported.

13. ADDED – 31 Berry Avenue

Carl stated that we still have \$15,000.00 of escrow that Mr. Webber put up for 31 Berry Avenue to make sure that certain things got accomplished in a certain time frame. Carl stated he drove by the other day and described all the things that have been done to the property.

Carl: I make a motion to return the \$15,000.00 to Mr. Webber.

Carole: Second.

Discussion: None.

Motion carries 5-0

14. ADDED – Zoning items

Carl stated that there are two things that should be heard by the board.

Carl stated that they received several complaints concerning 44 Loudon Road and a letter was sent to the property owner. Carl gave the board members a copy of the letter and read the letter, as well. Carl is hoping that will be all that it takes to get this concern taken care of.

Carl stated the other item concerns the board's decision made at the last selectboard meeting about 60 Rocky Point Road. There was a request from Jesse Pacheco for clarification of how it meets Article 4 Section 5 the Development of Nonconforming Conventional Lots. Carl read the article and went through and explained how the determination was made. Carl suggests that they respond to Jesse with this information and Jim agreed. There was some discussion pertaining to how the process worked 40 years ago when this subdivision was created and how this property and others are recorded at the registry.

Carl: I make a motion to respond to Jesse's request for clarification with that explanation.

Jim: Second.

Discussion: None.
Motion carries 5-0

COMMITTEE REPORTS

Gerard stated that B.C.E.P. will have a meeting on December 29th to finalize next year's budget and will have the budget public hearing on the 28th.

J.C. stated that tomorrow night there will be a CDC meeting as well as a Budget Committee meeting; Gerard stated that they will be hearing from the school on their budget.

Clayton stated the Planning Board has some amendments and a public hearing on Thursday and after that he will request to speak with this board about those amendments.

INFORMATION ITEMS

1. 2017 3rd quarter report to NH DES & US EPA for Administrative Order by Consent

J.C. confirmed with Cara that everything is going ok.

2. 2018 Town Meeting registered voters' petitioned warrant article (received 10/26/2017)

J.C. confirmed with Cara that this will be on the warrant.

3. Donation of Thanksgiving food basket from a local organization

Cara stated the donor of the basket did not wish to be publicly recognized but the board needed to know about the donation and Bonnie did send a thank you note to the donor. Carl suggested sending a letter of thanks, as well.

OLD BUSINESS

3. Voter petition for formation of a Village Water District (Special Town Meeting on 12/16/17)
J.C. encouraged that everyone attending tonight's meeting to talk and encourage your neighbors to come to the special town meeting on December 16, 2017.

This is a significant issue for the future of Pittsfield and this meeting consists of spending millions of dollars.

CHECK MANIFESTS

1. Accounts Payable

Gerard: I make a motion to approve Accounts Payable.

Jim: Second.

Discussion: None.

Motion carries 5-0

2. Payroll

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

Carl: Second.

Discussion: None.

Motion carries 5-0

MINUTES

1. November 14, 2017 – Public Meeting Minutes

Gerard: I make a motion to approve the November 14, 2017 Public Meeting Minutes with a change to page 2 the vote on item 2 is 3-1.

Carole: Second.

Discussion: Carole submitted her changes to Ammy.

Motion carries 5-0

PUBLIC INPUT

Paul Nickerson stated “kudos” to the lights in town; they look beautiful all over. There was some discussion on how they are brighter and will save money. Adam Gauthier asked if anyone has looked at the lighting at the crosswalk on Depot St. near Bell Brothers. The crosswalk is not at the intersection but a little before the intersection and may not be as lit up as well as others. Adam also mentioned the light that Carole was talking about on Carroll Street, and that the pole it would go on is leaning. Cara stated that was asked of Eversource a few times and we have been told it’s not bad enough yet to replace it. Paul asked how they figure out what to bill, it was mentioned that the lights are billed by the inventory of the type of fixtures & wattage.

NON-PUBLIC SESSION

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

Carole: Second.

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

When the Board returned to public session Gerard 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. Carl seconded the motion.

Motion carries with a 5-0 roll call (2/3 achieved) vote, all approved.

Jim: I make a motion to re-hire Dave Simpson at grade 4 step 0 (full-time FF/AEMT).

Gerard: Second.

Discussion: Gerard stated this was done because the Chief twisted their arm.

Motion carries 4-1 Carole opposes.

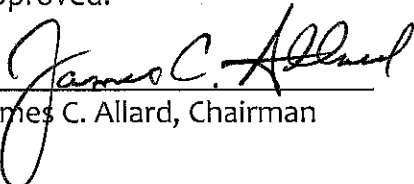
Carl: I make a motion to adjourn.

Carole: Second.

Discussion: None.

Motion carries 5-0

Approved:


James C. Allard, Chairman

16 Dec 2017
Date