



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

MEETING MINUTES OF Tuesday, November 9, 2021

CALL TO ORDER

Chairman James C. Allard called the meeting to order at 6:00 p.m. and asked everyone to please join him in the Pledge of Allegiance.

MEMBERS PRESENT

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

OTHERS PRESENT

Cara Marston, Town Administrator

PUBLIC INPUT - regarding agenda items only

None.

AGENDA REVIEW

J.C.: None.
Carole: None.
Jim: None.
Gerard: None.
Carl: None.

NEW BUSINESS

ACTION ITEMS

1. 2021 Equalization (assessment to sales ratio)

This is a statistical analysis of how property sales have been in the last year vs where the town was revalued; which indicates a booming market. Once the report is accepted it will be sent to DRA.

Carl motioned to accept the report for the 2021 Equalization.

Gerard: Second.

Discussion: 2021 equalization ratio was set at 82.8%

Motion carried 5-0-0.

2. Notification of application for Restaurant Beverage/Wine/Liquor license – 44 Main Street

Board members discussed sending notification to the Liquor Commission regarding a recent health inspection that was initiated by the applicant and also ask regarding the process of reapplying for a liquor license when relocating a business to a new property.

ADDED ITEM – Public Works Applicants

Supt. Noel Gourley introduced applicant Shaun Waites from Northwood as the top candidate after accepting applications for the last 2 ½ months for an equipment operator position at Public Works. Shaun Waites has been working for S & J Trucking Company for over 11 years running equipment and as a mechanic. Supt. Gourley said would be a great fit with the crew bringing his mechanical and equipment running skills.

Carl motioned to hire Shaun Waites as an equipment operator for Public Works at Step 10 starting November 29, 2021.

Carole: Second.

Discussion: None.

Motion carried 5-0-0.

Board members welcomed Shaun Waites to Pittsfield and thanked him for coming in.

Supt. Noel Gourley presented the Board with an application for seasonal part time help, Jeff Knight who brings over 30 years of experience and comes with a high endorsement. Supt. Noel said the position will be part time during the winter months for now.

Carl motioned to hire Jeff Knight for a part time/on call position at Step 4.

Jim: Second.

Discussion: None.

Motion carried 5-0-0.

ADDED ITEM – Fire Department Applicant

Chief Peter Pszonowsky presented the Board with an application for Jeremy Simms. Jeremy was part of the Pittsfield Fire Department back in the early 2000s as an explorer and became certified before moving down south. Jeremy Simms recently relocated back in Pittsfield bringing experience as a Fire Fighter Level 1 plus Forestry and will be retaking his EMT license.

Jim motioned to hire Jeremy Simms as a call member for the Pittsfield Fire Department.

Gerard: Second.

Discussion: None.

Motion carried 5-0-0.

COMMITTEE REPORTS

Carole said at a recent Budget Committee meeting a representative from the school suggested the Board members look into applying for money available due to COVID-19 to replace HVAC systems in the Town Hall. Cara said she would look into it further.

Gerard stated the regular BCEP meeting for November will be held on November 18 due to the holiday. A public hearing for the Final Budget will be held on December 16, 2021 with a snow day scheduled for December 17, 2021.

Board members agreed to adding the fence for the Natural Garden on Main Street to the old business in the meeting agenda for future discussions.

INFORMATION ITEMS

1. October 2021 monthly Wastewater Treatment Facility report

J.C. said the bad bacteria is low and the good bacteria stays high; the monthly report is good.

OLD BUSINESS

1. Perambulation of town lines (8/14/2018)
2. Zoning & RSA 155-B violations (8/27/2019)
3. Proposed Health Ordinance (8/11/2020)
4. Surveying of town owned property (4/27/2021)
5. Email regarding donation of a painted mural (10/12/2021)
6. Dog & cigarette waste receptacles (11/02/2021)

CHECK MANIFESTS

1. Accounts Payable

Gerard made a motion to approve Accounts Payable.

Carl: Second.

Discussion: None.

Motion carried 5-0-0.

MINUTES

1. November 2, 2021 – Public Session Minutes

Gerard motioned to approve the November 2, 2021 Public Session minutes.

Carl: Second.

Discussion: None.

Motion carried 5-0-0.

2. November 2, 2021 – Nonpublic Session Minutes

Gerard motioned to approve the November 2, 2021 Nonpublic Session minutes.

Carole: Second.

Discussion: None.

Motion carried 5-0-0.

PUBLIC INPUT

Chief Joe Collins said he wanted to bring a couple of things on radar that the Police Department would like to take care of if money is left over in their budget. The Police Department flooring will eventually need to be replaced. Chief Collins said he is still waiting on the final estimate but believes it will fall somewhere around \$5,000-\$6,000.

Another item the Police Department would like to look into is purchasing an AFIS (Automatic Fingerprint Identification System) machine. Board members discussed talking with adjacent towns to share in the cost and/or looking into applying for a grant to cover the \$17,000 - \$19,000 cost per machine.

NONPUBLIC SESSION

Gerard motioned to go into Non-Public session under RSA-91 A:3; II (e).

Carl: Second.

Discussion: None.

Motion carried 5-0-0.

When the Board returned to public session Gerard made a motion to seal the nonpublic minutes and the motion was seconded by Carl.

Discussion: None.

Motion carried 5-0-0. Roll call was done and all approved. The Board adjourned at 7:13 p.m.

Approved:



James C. Allard, Chair

Board of Selectmen Minutes

23 Nov 2021

Date



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

TUESDAY, NOVEMBER 9, 2021

REGULAR SESSION – 6:00 p.m. – call to order

PLEDGE OF ALLEGIANCE

PUBLIC INPUT – regarding agenda items only

AGENDA REVIEW

NEW BUSINESS

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CHECK MANIFESTS

1. Accounts Payable

MINUTES

1. November 2, 2021 – Public Session Minutes
2. November 2, 2021 – Nonpublic Session Minutes

PUBLIC INPUT

Public Input standards: The Board of Selectmen may accept the public's input that is addressed directly to the Chair in a courteous and respectful manner in a time frame of three minutes or less.

NONPUBLIC SESSION - The Board of Selectmen may enter into Nonpublic Session under RSA 91-A:3

Please note: The meetings of the Board of Selectmen are recorded, audio and video.