



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

MEETING MINUTES OF Tuesday, April 12, 2022

CALL TO ORDER

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

Carl said he wanted to take a moment to thank Jim Allard for sitting as previous Chairman on the Board and doing a really great job. Board members thanked J.C. Allard for his service as Chair. Carl said as newly elected Chair he will strive not to necessarily to do everything right, but to try not to be terribly wrong.

MEMBERS PRESENT

Carl Anderson, Chairman
J.C. Allard
Carole Richardson
Jim Adams

MEMBERS ABSENT

Gerard LeDuc, Vice-Chairman

OTHERS PRESENT

Cara Marston, Town Administrator

PUBLIC INPUT - regarding agenda items only

None.

AGENDA REVIEW

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

NEW BUSINESS

ACTION ITEMS

1. Traffic Control Ordinance – discussion on signage & amendments

a. Two-Hour parking in front of 21 Main Street

Carol motioned to approve (1) one marked 2-hour parking spot in front of 21 Main Street subject to Paul Metcalf adding a one-way sign to enter and a one-way sign to exit the driveway of the business.

Jim: Second.

Discussion: J.C. said he was reluctant on his vote due to crowding and traffic issues from delivery

trucks on Main Street during business deliveries.

Motion carried 4-0-0.

b. Locke Road speed limit

Carole motioned to approve a 20-mph speed limit for Locke Road.

J.C.: Second.

Discussion: None.

Motion carried 4-0-0.

c. No-Through trucking on Water Street/Lyford Hill Road/Leavitt Road

Jim motioned to remove the No-Through trucking signs on Water Street/Lyford Hill Road/Leavitt Road.

J.C.: Second.

Discussion: None.

Motion carried 4-0-0.

ADDED ITEM – Temporary No-Through trucking on a section of Dowboro Road

Carole motioned to approve a temporary No-Through trucking sign from Tan Road to the Epsom Town line on Dowboro Road.

Jim: Second.

Discussion: None.

Motion carried 4-0-0.

6:15 p.m.- scheduled discussion on new business item #2 – input will be allowed from the interested parties until 7:15 p.m. or the end of the discussion on that item, whichever comes first

2. Consideration of how to address the dog waste & cigarette butts in public areas downtown

Carl opened the public comment with several town committee members and concerned citizens to discuss the dog waste and cigarette butt issue in the public areas downtown.

Donna Keeley gave a brief history of how the volunteer group started and what they have been doing to remedy the issue. It was noted that things have improved since implementing dog waste bags and butt dispensers, but there were still a few issues left to address.

Donna stated she felt taxpayers and the town administration should come together for a remedy and that it shouldn't just be left up to volunteers because the beautification of the downtown area is an important issue for everyone in the community.

Some of the topics discussed were purchasing more professional looking receptacles for cigarette butts, shared responsibility of garbage receptacle pickup and the disposal of dog waste bags during winter months, current dog leash and litter laws, increasing fines for the littering in town, purchasing and posting commercial style signs, and who would be responsible for the upkeep of Lyman Park, Dustin Park, Drake Field, and the native plant garden on Main Street.

John and Mary Pat Christakos added that they walk around town daily and although things seem to have improved with the volunteers putting materials out for citizens to use, there are still a few residents that aren't following the ordinance and continue to leave dog waste and litter. Mary Pat noted how she had recently found dog waste on the tennis courts as well.

Tracy Huyck, owner of Pittsfield's Main St Variety, expressed some of her frustration with the dog waste and cigarette butt litter along Main Street and in front of her business.

Carole Richardson asked about a proposed fence that had been agreed upon for the recently planted garden at 36 Main Street noting the current issues with dog waste and litter in the newly planted area.

Donna Keeley said she is working on what type of fencing might help and where the cost would come from to get it done since the garden has already been paid for by the Carl Wallman Trust through a charitable foundation.

Animal Control Officer Ann Taylor and Chief Joe Collins with the Police Department noted there were laws and fines in place for enforcement and have no problem enforcing the law, but they would need picture or video evidence of the perpetrators in the act before ticketing.

Sandi Adams suggested each department have a line-item budget for Public Health & Safety so that a small contribution from each department can be made for keeping the downtown area clean. Sandi also suggested a fun "No Littering" campaign on getting the word out such as CYA (Carry Your Ashtray) or posting positive images of responsible citizens cleaning up the dog waste or litter downtown.

Linda Vogt stated the Parks & Recreation Committee would also be willing to contribute funds with some of their budget.

Derek Hamilton, Principal of PMHS, stated the school had some brief internal discussion on how to support efforts for cleanup at Drake Field and generally speaking would like to mirror whatever is being done at the town level. Mr. Hamilton said any trash receptacles at Drake Field could be maintained by PMHS staff.

Board members thanked the community for coming in and scheduled a Work Session meeting for Tuesday April 26, 2022 from 5:30 – 6:00 p.m. to go over input from the discussion and figure out the best way to move forward.

3. Application (renewal) for volunteer appointment consideration – BCEP Solid Waste District

Fred Hast shared a story about a brush fire when he was just 12 years old and how it became the beginning of his 71-year or so volunteer service in the Town of Pittsfield.

Board members noted that no one on the Board would ever question Fred Hast's volunteer service over the years and that the recent BCEP appointment was made based on a volunteer application that was submitted in early March and was considered after the Town elections.

Board members let Fred Hast know the Town Clerk currently notifies the Chair of each appointment committee around meeting time for application renewals and that it is up to the Chair of each committee to notify the committee members.

Fred Hast asked the Board to disregard his application for any other appointments including the BCEP Solid Waste appointment. Board members thanked Fred Hast for coming in.

4. 2022 non-union employee wage adjustment

Jim motioned to approve the Step 4 wage adjustment for part-time operator Jeff Knight.

J.C.: Second.

Discussion: None.

Motion carried 4-0-0.

5. Selection of date for auction of tax deeded parcel – 80 Thompson Road

Carole motioned to approve the Town Hall auction of tax deeded parcel 80 Thompson Road on Saturday June 4th, 2022.

J.C.: Second.

Discussion: None.

Motion carried 4-0-0.

6. Application for Property Tax Abatement – tax map R15 lot 31 – TY 2020 BTLA settlement & TY 2021

Carole motioned to approve the Property Tax Abatement settlement for Tax Map R15 Lot 31.

Jim: Second.

Discussion: None.

Motion carried 4-0-0.

7. Application for Property Tax Abatement – tax map R39 lots 29 & 29-2

Carole motioned to deny the Property Tax Abatement for Tax Map R39 Lot 29.

Jim: Second.

Discussion: None.

Motion carried 4-0-0.

Carole motioned to approve the Property Tax Abatement for Tax Map R39 Lot 29-2.

J.C.: Second.

Discussion: None.

Motion carried 4-0-0.

8. Application for Property Tax Abatement – tax map R16 lot 18-1

Carole motioned to approve the Property Tax Abatement for Tax Map R16 Lot 18-1.

J.C.: Second.

Discussion: None.

Motion carried 4-0-0.

9. Application for Property Tax Abatement – tax map U3 lot 13

Carole motioned to approve the Property Tax Abatement for Tax Map U3 Lot 13.

Jim: Second.

Discussion: None.

Motion carried 4-0-0.

10. Application for Solar Energy Systems Exemption – tax map R53 lot 4-3

Carole motioned to approve the application for Solar Energy Systems Exemption for Tax Map R53 Lot 4-3.

J.C.: Second.

Discussion: None.

Motion carried 4-0-0.

11. Application for All Veterans Tax Credit – tax map R17 lot 3-4

Carole motioned to approve the Property Tax Abatement settlement for Tax Map R17 Lot 3-4.

Jim: Second.

Discussion: None.

Motion carried 4-0-0.

ADDED ITEM – Application for current use map 31 lots 1, 11 and 12.

Jim motioned to approve the Current Use application for Tax Map 31 Lots 1, 11, & 12.

J.C.: Second.

Discussion: None.

Motion carried 3-0-1. Carl abstained.

ADDED ITEM – Sewer Warrant

Carole motioned to accept the 1st quarter Sewer Warrant for 2022.

J.C.: Second.

Discussion: None.

Motion carried 4-0-0.

ADDED ITEM – Public Hearing Date for Sewer User Ordinance 5 year Required Update

A public hearing date will be set for Tuesday, April 26, 2022.

ADDED ITEM – Personnel Performance Evaluation

Jim motioned to approve the performance evaluation as submitted for EMT Kristen Ahearn.

J.C.: Second.

Discussion: None.

Motion carried 4-0-0.

ADDED ITEM – Resignation of Corporal Justin Worthley

Jim motioned to accept the resignation of Corporal Justin Worthley with thanks for his service.

Carole: Second.

Discussion: None.

Motion carried 4-0-0.

ADDED ITEM – Rescind Resignation of Code Compliance Officer Scott LaCroix

Scott LaCroix will no longer be available for the hours previously filled as Code Compliance Officer due to obligations elsewhere, but is confident he can still fill the position with some flexibility.

J.C. motioned to revoke the Board's previous acceptance of Scott LaCroix's resignation.

Jim: Second.

Discussion: None.

Motion carried 4-0-0.

INFORMATION ITEMS

1. Public safety preparation & planning for local event on May 25, 2022

Board members met with Emergency Management Director Deputy Chief Rob Freese, Fire Chief Peter Pszonowsky, and Chief Joe Collins to discuss concerns about public safety in an upcoming local event.

The ex-carne relics of Saint Bernadette are currently on tour to 34 areas in the U.S. for the first time and will grace Our Lady of Lourdes – St. Joseph Parish in Pittsfield, NH for four days beginning on May 25, 2022. Pilgrims will have the opportunity to participate in a candlelight procession, drink/wash in the water from the grotto where Mary appeared before Bernadette, and venerate the relics of Saint Bernadette during the visit to the area.

Chief Rob Freese said even though this is a church event the Emergency Management team, Fire Department, and Police Department are currently working with the church committee to make sure the town functions as best as possible through the 4-day event. In no way do they want to send a message that the event is unwelcomed in the town, but rather plan ahead to make sure everything is well covered from a public safety standpoint.

The relics will be visiting only a few areas in the Northeast; the closest to Pittsfield being churches located in NYC and New Jersey. Rob said they weren't sure how large of a group of pilgrims the relics would attract, but from a safety standpoint he has already ordered signage and talked with 911 about boosting network in the area.

Rob said they have been watching the tour along the way, which started in Miami on April 6th, to get a better idea of the type of pilgrimage to expect and from what he has seen it is a substantial group of people who are well mannered and organized, but there might need to be a lot of handicap access provisions in the planning since the relics are seen as healing items.

Rob said the Emergency Management, Fire Department, and Police Department developed questions for the church committee to look over that involve a plan for parking, traffic control, bathroom facilities, police/fire detail, and the possibility of protestors who aren't necessarily fans of this type of festivity and organization.

Rob said the church committee was very receptive to the discussion and was encouraged to put together a plan for next week's meeting that the Emergency Management team will look over before bringing it to the Board for any temporary traffic orders, parking orders, and/or the parade permit for the candlelight procession.

Board members thanked Deputy Chief Rob Freese, Chief Peter Pszonowsky, and Chief Joe Collins for coming in.

2. March 2022 monthly Wastewater Treatment Facility report

The Wastewater Treatment Facility report is good for the month. Joy Street was pumped out for the first time since the 1970s cleaning out all of the wet wells to make the mechanisms work better and the town is currently getting estimates on using a different alarm system that is wireless.

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. Dog & cigarette waste receptacles (11/2/2021)

Selectboard members will conduct a Work Session meeting on Tuesday April 26, 2022 from 5:30 – 6:00 p.m. to discuss the input received from community members and come up with a solution.

6. Fencing at 36 Main Street lot (11/9/2021)

Addressed with Action item #2 - Carole asked about the fence that had been agreed upon for the recently planted garden at 36 Main Street noting current issues with dog waste and litter in the newly planted area. Donna Keeley said she is working on what type of fencing might help and where the cost would come from to get it done since the garden has already been paid for by the Carl Wallman Trust through a charitable foundation.

7. Library Trustees & Strickhart family discussion of traffic flow at Library/Berry House (1/11/2022)

Library Trustees & the Strickhart family are working on price quotes for their cost for paving/plowing and will seek the Board's council on the public vs. private traffic flow into the proposed parking space.

8. Consideration of 1991 Case 680 backhoe (2/8/2022) &

10. 2022 Out of Service Equipment Bid Results (1991 Case 680L backhoe & 2002 Cat bucket) (3/22/2022)

Board members discussed and agreed to place an open bid with no reserve and select the successful bidder during the next Select Board meeting on Tuesday April 26, 2022.

9. 21 Main Street parking question (3/22/2022)

Addressed with Action item #1 - Board members voted to approve (1) one marked 2-hour parking spot in front of Metcalf Real Estate at 21 Main Street, subject to Paul Metcalf adding a one-way sign to enter and a one-way sign to exit the business.

11. Application for Sewer User Fee Abatement – 5 Leavitt Road (3/22/2022)

Carole motioned to approve the application for Sewer User Fee Abatement in the amount of \$26.07.

Jim: Second.

Discussion: None.

Motion carried 4-0-0.

CHECK MANIFESTS

1. Accounts Payable

J.C. made a motion to approve Accounts Payable.

Jim: Second.

Discussion: None.

Motion carried 4-0-0.

2. Payroll

J.C. made a motion to approve Payroll.

Jim: Second.

Discussion: None.

Motion carried 4-0-0.

MINUTES

1. March 22, 2022 – Public Session Minutes

J.C. motioned to approve the March 22, 2022 Public Session minutes.

Jim: Second.

Discussion: None.

Motion carried 4-0-0.

2. March 22, 2022 – Nonpublic Session Minutes

Carole motioned to approve the March 22, 2022 Nonpublic Session minutes.

Jim: Second.

Discussion: None.

Motion carried 4-0-0.

PUBLIC INPUT

None.

ADJOURNMENT

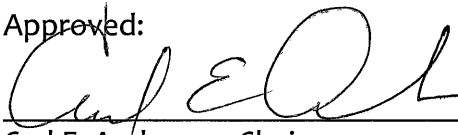
Carole motioned to adjourn at 8:49 p.m.

Jim: Second.

Discussion: None.

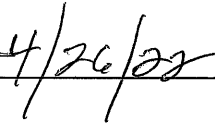
Motion carried 4-0-0.

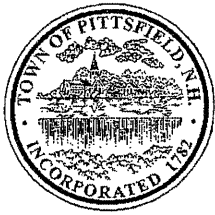
Approved:



Carl E. Anderson, Chair

Date





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

TUESDAY, APRIL 12, 2022

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

PLEDGE OF ALLEGIANCE

PUBLIC INPUT – regarding agenda items only

AGENDA REVIEW

6:15 p.m.- scheduled discussion on new business item #2 – input will be allowed from the interested parties until 7:15 p.m. or the end of the discussion on that item, whichever comes first

NEW BUSINESS

ACTION ITEMS

1. Traffic Control Ordinance – discussion on signage & amendments
 - a. Two-Hour parking in front of 21 Main Street
 - b. Locke Road speed limit
 - c. No-Through trucking on Water Street/Lyford Hill Road/Leavitt Road
2. Consideration of how to address the dog waste & cigarette butts in public areas downtown
3. Application (renewal) for volunteer appointment consideration – BCEP Solid Waste District
4. 2022 non-union employee wage adjustment
5. Selection of date for auction of tax deeded parcel – 80 Thompson Road
6. Application for Property Tax Abatement – tax map R15 lot 31 – TY 2020 BTLA settlement & TY 2021
7. Application for Property Tax Abatement – tax map R39 lots 29 & 29-2
8. Application for Property Tax Abatement – tax map R16 lot 8-1
9. Application for Property Tax Abatement – tax map U3 lot 13
10. Application for Solar Energy Systems Exemption – tax map R53 lot 4-3
11. Application for All Veterans Tax Credit – tax map R17 lot 3-4

COMMITTEE/DEPARTMENT REPORTS

INFORMATION ITEMS

1. Public safety preparation & planning for local event on May 25, 2022
2. March 2022 monthly Wastewater Treatment Facility report

OLD BUSINESS

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4. Surveying of town owned property (4/27/2021)
5. Dog & cigarette waste receptacles (11/2/2021)
6. Fencing at 36 Main Street lot (11/9/2021)
7. Library Trustees & Strickhart family discussion of traffic flow at Library/Berry House (1/11/2022)
8. Consideration of 1991 Case 680 backhoe (2/8/2022)
9. 21 Main Street parking question (3/22/2022)
10. 2022 Out of Service Equipment Bid Results (1991 Case 680L backhoe & 2002 Cat bucket) (3/22/2022)
11. Application for Sewer User Fee Abatement – 5 Leavitt Road (3/22/2022)

CHECK MANIFESTS

1. Accounts Payable
2. Payroll

MINUTES

1. March 22, 2022 – Public Session Minutes
2. March 22, 2022 – Nonpublic Session Minutes

PUBLIC INPUT - 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

Board of Selectmen meeting agenda – April 12, 2022