

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

MEETING MINUTES OF Tuesday October 29, 2019

CALL TO ORDER

Call to order at 4:30 p.m. by J.C. Allard, Chairman

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

Gerard: None.
Jim: None.
Carole: None.
JC: None.
Carl: None.

NEW BUSINESS

ACTION ITEMS

1. 2019 Annual Property Tax Warrant - \$4,238,490.64

Carole asked if the school figures were clarified.

Cara confirmed that all of the increased school aid, a net of \$420,353, was in the revenues that were on the tax rate papers.

Jim made a motion to sign the 2019 annual property tax warrant.
The motion was seconded by Gerard. There was no further discussion.
Motion carried 5-0

2. 2020 Municipal Budget Review

4902 – Capital Outlay

The Board reviewed the lines in the Capital Outlay budget.

- **Emergency Management Grants**

There are lines for warrant article items that will be for emergency management grants written for an emergency response trailer, an emergency operations center kitchen/HVAC update, and a generator for the shelter – all of which will have in-kind matching and no proposed tax effects.

- **Fire grant – SCBA**

Due to the timing of the FEMA grant submission schedule the SCBA grant will be a warrant article again with the same proposed tax impact as 2019.

- **Lease-purchase of the public works F-250 truck**

This is year 4 of 5 for the lease-purchase that started in 2017, same amount of \$9,937, this will not be a separate warrant article.

- **Proposed Replacement of the 2008 International Dump Truck**

Superintendent George Bachelder & Asst. Supt. Brian Eldredge were present to discuss the replacement of the 2008 dump truck.

Before the discussion on the dump truck replacement, George stated he was proposing no changes to the amounts in the capital reserve budget over last year's amounts. The capital reserve funds are funds to be put away for future purchases of public works equipment.

George and Brian presented a proposed purchase of a Kenworth (diesel) dump truck and plow equipment for \$198,935. The rationale of switching from International to Kenworth is to get a truck that will last longer with a track record of less equipment failure and have a much higher value at its end of service life.

Carl clarified that this proposed purchase would use the entire amount of the existing capital reserve fund, currently at \$142,677, in addition to having to raise \$56,258 in the 2020 budget. Cara confirmed the amounts. He then stated that he was not inclined to deplete the capital reserve fund and would support purchasing a decent, newer (4 to 5 year-old) used truck with a good warranty instead, and leave \$50,000 in the reserve fund.

Carole asked for clarification of the status of the two International dump trucks that were looked at by J&J. Carl explained that the 2006 is in better shape and the 2008 needs a head gasket. Brian added that in addition to the head gasket, the throttle and the body are issues, too.

George also brought up the eventual need for a water truck. The Kenworth truck has a hook/lift system that a water tank can be added to in the future which can save time and future equipment costs with a multi-purpose body. Currently, a water tank is squeezed into 2008's body that is too small.

JC summarized that there are two issues being discussed; what will be the decision in March for the eventual purchase of a new dump truck and also how will we get through the winter with these two dump trucks.

ADDED ITEM – Repair of 2008 International Dump Truck

Carl made a motion to have the head gasket repaired in the 2008 dump truck.

The motion was seconded by Jim.

Gerard stated that he felt they should milk the operation of the truck as long as possible before repair.

JC stated the repair should be up to the department head.

It was noted that once the repair is started that it could open up to other potential issues.

Brian stated that the sleeves are okay and that the rest of the engine should make it.

Motion carried 3-2, with Gerard and JC opposed.

4240 – Building Inspection

There are no proposed increases to the budget other than the contractual wage & insurance increases. The code books have been purchased so this line can be decreased.

4241 – Housing Standards Agency

Nothing proposed as the 2019 town meeting voted to do away with the Agency.

4324 – BCEP Solid Waste District

Gerard will ask the District Members to come in and present their budget when it is finalized.

4339 – Hydrant & Dam Registration Fees

There are no proposed changes.

Cara noted the Turner Group engineers working on the dam project have provided a memorandum confirming the construction estimate is still adequate. The project funds can be encumbered from this budget year, so no additional amounts need to be added to the 2020 budget to be able to do the project, which is planned to be next fall.

4583 – Patriotic Purposes

The Board briefly discussed the increase needed for the Memorial Day celebration. Carl will be writing a proposal for a Sanderson Grant.

Fund 02 – Waste Water Treatment Facility

The noted increases were for the Utility Partners contract and the increase in the cost of the slip lining. Once the fourth quarter is billed the user fees will be reviewed to make sure the billed amount is adequate to support the budget, as it has been almost seven years since the last rate increase in 2012.

Revenues

Jim clarified that the police grant revenue was for the speed/dwi patrol grants. Cara confirmed, yes.

Jim clarified that the ambulance revenue goes into the general fund. Cara confirmed that all but a voted \$30,000 annually (which goes to the ambulance replacement fund) is recorded into the general fund.

Carole noted that the zoning board of adjustment revenue has increased this year.

The Board will start their voting on the proposed 2020 municipal budget on November 19th. This will be an added meeting and will start at 4:30 p.m.

The Board briefly discussed proposing a zoning ordinance amendment to remove the case law citations out of the zoning ordinance. Town Counsel will be contacted to draft an article that can accomplish this legally, as there are so many references throughout the ordinance.

CHECK MANIFESTS

1. Accounts Payable

Gerard made a motion to approve Accounts Payable.

Motion was seconded by Jim. There was no discussion.

Motion carried 5-0

MINUTES

1. October 22, 2019 Public Meeting Minutes

Gerard made a motion to approve the October 22, 2019 Public Meeting Minutes.

Motion was seconded by Jim. There was no discussion.

Motion carried 5-0

2. October 22, 2019 Nonpublic Session Minutes – tabled until next meeting

PUBLIC INPUT

Budget Committee Chair Bob Schiferle noted that the next budget meeting would be on November 6th. The plan for that night is for the committee to do a quick overview of the tax rate and of the preliminary budget numbers.

NON-PUBLIC SESSION

Motion to go into Non-Public Session under RSA 91-A:3, II (a) made by Gerard, seconded by Jim. There was no discussion.

Motion carries 5-0. 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 divulgence of the information would affect adversely the reputation of any person other than a member of this Board, motion was seconded by Carl.

Discussion: None

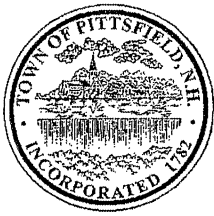
Motion carries 5-0. Roll call was done and all approved.

The meeting was adjourned at 8:06 p.m.

Approved:


James C. Allard, Chairman

26 Nov 2019
Date



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

NOTE CHANGE IN REGULAR MEETING SCHEDULE & MEETING TIME

Starting in the month of October, the Selectmen will be meeting weekly for work sessions on the 2020 budget, please look for the notice of additional posted meetings, as they may change until the budget is fully reviewed.

TUESDAY, OCTOBER 29, 2019

4:30 p.m. – call to order

PUBLIC INPUT – regarding agenda items only

AGENDA REVIEW

NEW BUSINESS

ACTION ITEMS

1. 2019 Annual Property Tax Warrant
2. 2020 Municipal Budget Review

COMMITTEE REPORTS

INFORMATION ITEMS

1. 2019 Tax Rate

OLD BUSINESS

1. Perambulation of town lines – (8/14/2018)
2. Memorial Day 2020 (6/11/2019)
3. Junkyard licensing (7/23/2019)
4. Town Hall exterior repairs (8/27/2019)
5. Zoning & RSA 155-B violations (8/27/2019)
6. Holden Engineering Contract Amendment #1 – Shaw Road over Kelly Brook project (9/24/2019)

CHECK MANIFESTS

1. Accounts Payable

MINUTES

1. October 22, 2019 – Nonpublic Session Minutes
2. October 22, 2019 – Public 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.