



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

MEETING MINUTES OF Tuesday, December 17, 2019

CALL TO ORDER

Call to order at 6:00 p.m. by J.C. Allard, Chairman

MEMBERS PRESENT

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

MEMBERS ABSENT

Gerard LeDuc, Vice-Chairman

OTHERS PRESENT

Cara Marston, Town Administrator
Sabrina Smith, Recording Secretary

PUBLIC INPUT – regarding agenda items only
None.

AGENDA REVIEW

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

ACTION ITEMS

ADDED ITEM – HIRING PART TIME POSITION IN THE POLICE DEPARTMENT

J.C. invited Police Chief Joe Collins to address the Board. Chief Collins approached the Board and introduced Deputy Sheriff Devon Rego of Merrimack County. Chief Collins said that Sheriff Rego has applied for a part time position with the Pittsfield Police Department and he would like to hire him, starting tomorrow if possible.

Carl made a motion to hire Devon Rego at Step 9 pay, \$20.20 per hour.

Carole: Second.

Discussion: None.

Motion carries 4-0.

1. Encumbrances from 2019 Budget

Jim made a motion to approve \$374,994.28 encumbrances from the 2019 budget.

Carl: Second.

Discussion: None.

Motion carries 4-0.

2. 2019 Appropriation for donation to Floral Park Fence Fund - \$500 journal entry

Carl Anderson made a motion to accept \$500 donation for the Floral Park Fence Fund.

Jim: Second

Discussion: None.

Motion carries 4-0.

3. 2020 Municipal budget open items

Police Budget

Carl made a motion to change the bottom-line Police budget to \$995,005.00.

Jim: Second.

Discussion: None.

Motion carries 4-0.

BCEP Budget

Carole made a motion to approve the BCEP budget for \$216,906.00.

J.C.: Second.

Discussion: None.

Motion carries 4-0.

Housing Standards

Carole made a motion to eliminate the Housing Standards budget from future budgetary considerations.

Carl: Second.

Discussion: None.

Motion carries 4-0.

Carole made a motion to approve the default budget of \$4,088,382.00.

Carl: Second.

Discussion: None.

Motion carries 4-0.

Jim made a motion to approve the total revenues of \$2,477,868.00.

Carl: Second.

Discussion: None.

Motion carries 4-0.

4. 2020 draft Town Meeting Warrant

Article 5 – cost items for patrolmen & admin. assistants in the Teamsters bargaining unit

Jim made a motion to recommend approving the article for the cost items included in the collective bargaining agreement for salary and benefit increases.

Carl: Second.

Discussion: None.

Motion carries 4-0.

Municipal Sidewalks improvement Article

The Board discussed changing the method for the proposed budgeting for the sidewalk improvements, by adding more to the operating budget and reducing the separate warrant article.

Carole made a motion to add \$30,000.00 to the Public Works budget for sidewalk improvements.

Carl: Second.

Discussion: None.

Motion carries 4-0.

Carole made a motion to rewrite the draft article to raise and appropriate \$20,000.00 and have \$20,000.00 withdrawn from Municipal Sidewalk Capital Reserve Fund with no tax impact.

Jim: Second.

Discussion: None.

Motion carries 4-0.

Carole made a motion to recommend the Select board as agents to expend from the Municipal Sidewalk Capital Reserve Fund.

Jim: Second.

Discussion: None.

Motion carries 4-0.

Shaw Road Bridge Article

Jim made a motion to recommend the article for raising and appropriating the additional \$57,996.00 for funding the Shaw Road/Kelly Brook project.

Carole: Second.

Discussion: None.

Motion carries 4-0.

Ambulance Replacement & Equipment Fund Article

Carl made a motion to recommend the article for the increase to \$35,000.00 into the Ambulance Replacement & Equipment Fund annual deposit.

Jim: Second.

Discussion: None.

Motion carries 4-0.

Ambulance Replacement Article

Jim made a motion to recommend raising and appropriating \$250,000.00 for ambulance replacement.

Carl: Second.

Discussion: None.

Motion carries 4-0.

Fire Department SCBA Grant Article

Carole made a motion to recommend raising and appropriating \$263,280.00 for a Fire Department grant to replace the SCBA.

Carl: Second.

Discussion: None.

Motion carries 4-0.

Establishing a Police Cruiser Article

Jim made a motion to recommend the article to establish and raise \$30,000.00 to put into a Capital Reserve Fund for a police cruiser.

Carole: Second.

Discussion: None.

Motion carries 4-0.

FD Small Equipment CRF Article

Carl made a motion to approve to raise and appropriate \$1,000.00 for the Fire Department small equipment capital reserve fund.

Jim: Second.

Discussion: None.

Motion carries 4-0.

FD Pumper CRF Article

Jim made a motion to recommend raising and appropriating \$50,000.00 into the Fire Dept. Capital Reserve Fund for a Pumper.

Carl: Second.

Discussion: None.

Motion carries 4-0.

FD Tanker CRF Article

Carole made a motion to recommend raising and appropriating \$24,000.00 into the Tanker Capital Reserve Fund.

Jim: Second.

Discussion: None.

Motion carries 4-0.

FD Forestry Truck CRF Article

Jim made a motion to recommend raising and appropriating \$5,000.00 to be added into the Fire Department Forestry Capital Reserve Fund.

Carl: Second.
Discussion: None.
Motion carries 4-0.

PW Small Highway Truck CRF Article

Jim made a motion to recommend raising and appropriating \$25,000.00 to be added to the Small Highway Truck Capital Reserve.

Carl: Second.
Discussion: None.
Motion carries 4-0.

PW Dump Truck CRF Article

Jim made a motion to recommend raising and appropriating \$65,000.00 to be added to the Dump Truck Capital Reserve Fund.

Carl: Second.
Discussion: Carole noted the article should have emphasis on that the fund is for three trucks.
Motion carries 4-0.

PW Loader CRF Article

Jim made a motion to recommend raising and appropriate the sum of \$12,500 to be added to the Loader Capital Reserve Fund.

Jim: Second.
Discussion: None.
Motion carries 4-0.

PW Grader CRF Article

Jim made a motion to recommend raising and appropriating \$30,000.00 to be added to the Grader Capital Reserve Fund.

Carl: Second.
Discussion: None.
Motion carries 4-0.

PW Backhoe CRF Article

Jim made a motion to recommend raising and appropriating \$17,000.00 to be added to the Backhoe Capital Reserve Fund.

Carl: Second.
Discussion: None.
Motion carries 4-0.

PW Sidewalk Tractor CRF Article

Jim made a motion to recommend raising and appropriating \$12,000.00 to be added to the Sidewalk Tractor Capital Reserve Fund.

Carl: Second.
Discussion: None.
Motion carries 4-0.

Floral Park Cemetery ETF Article

Jim made a motion to recommend raising and appropriating the sum of \$500 to be added to the Floral Park Cemetery Fence Expendable Trust Fund.

Carl: Second.

Discussion: None.

Motion carries 4-0.

Multi-year lease for solar array Article

Carl made a motion to recommend authorization for the Board of Selectmen to enter into a multi-year lease for a portion of town-owned property on Public Works Lane on tax map R41 lots 8 and 10-1 for a solar array.

Jim: Second.

Discussion: None.

Motion carries 4-0.

5. Property Tax Abatement (BTLA Settlement) – PSNH/Eversource, tax map U6, lot 28

Jim made a motion to approve the Property Tax Abatement.

Carl: Second.

Discussion: None.

Motion carries 4-0.

6. Property Tax Abatement – 35 Thompson Road, tax map R29, lot 3-1

Carl made a motion to approve the refund of \$30.14 for tax map R29, lot 3-1.

Carole: Second.

Discussion: None.

Motion carries 4-0.

7. Transfer of Perpetual Care Funds - \$1,200.00 to Cemetery Trust Funds

Carole made a motion to approve the transfer of \$1,200.00 to the Cemetery Trust Fund.

Jim: Second.

Discussion: None.

Motion carries 4-0.

COMMITTEE REPORTS

INFORMATION ITEMS

OLD BUSINESS

1. Perambulation of town lines – (8/14/2018)

No discussion

2. Memorial Day 2020 (6/11/2019)

Sanderson Grant application letter was revised. Proposed budget for project \$2,000.00 with some left over.

3. Town Hall exterior repairs (8/27/2019)

No discussion

4. Zoning & RSA 155-B violations (8/27/2019)

The status of 36 Main Street will be sent to town counsel.

5. Holden Engineering Contract Amendment #1 – Shaw Road over Kelly Brook project (9/24/2019)

No discussion

CHECK MANIFESTS

1. Accounts payable

Carole made a motion to approve the accounts payable.

Jim: Second.

Discussion: None.

Motion carries 4-0.

2. Payroll

Carole made a motion to approve payroll.

Jim: Second.

Discussion: None.

Motion carries 4-0.

MINUTES

1. December 10, 2019 – Public Session Minutes

Carole made a motion to accept the December 10, 2019 Public Session Minutes.

Jim: Second.

Discussion: None.

Motion carries 4-0.

2. December 10, 2019 – Nonpublic Session Minutes

Jim made a motion to accept the December 10, 2019 Non-Public Session Minutes.

Carole: Second.

Discussion: None.

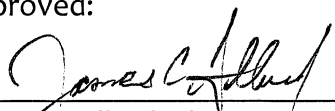
Motion carries 4-0.

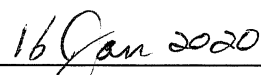
PUBLIC INPUT

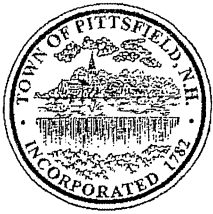
Bob Schiferle addressed the Board and said that he attended the public meeting for BCEP solid waste. He said that the town will need additional funds this year to prepare for the BCEP increase. He said that the increases will not only happen this year but will continue to increase for several years and that it would be good for the four towns to get together to discuss the significant budget increases that are coming.

Meeting was adjourned at 7:49 p.m.

Approved:


James C. Allard, Chair


Date



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

TUESDAY, DECEMBER 17, 2019

6:00 p.m. – call to order

PUBLIC INPUT – regarding agenda items only

AGENDA REVIEW

NEW BUSINESS

ACTION ITEMS

1. Encumbrances from 2019 budget
2. 2019 appropriation for donation to Floral Park Fence Fund - \$500 journal entry
3. 2020 municipal budget open items
4. 2020 draft Town Meeting Warrant
5. Property Tax Abatement (BTLA Settlement) – PSNH/Eversource, tax map U6, lot 28
6. Property Tax Abatement – 35 Thompson Road, tax map R29, lot 3-1
7. Transfer of Perpetual Care Funds - \$1,200.00 to Cemetery Trust Funds

COMMITTEE REPORTS

INFORMATION ITEMS

OLD BUSINESS

1. Perambulation of town lines – (8/14/2018)
2. Memorial Day 2020 (6/11/2019)
3. Town Hall exterior repairs (8/27/2019)
4. Zoning & RSA 155-B violations (8/27/2019)
5. Holden Engineering Contract Amendment #1 – Shaw Road over Kelly Brook project (9/24/2019)
6. Revisions to the Traffic Control Ordinance (12/10/2019)

CHECK MANIFESTS

1. Accounts Payable
2. Payroll

MINUTES

1. December 10, 2019 – Public Session Minutes
2. December 10, 2019 – 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.



MEETING SCHEDULE CHANGE

TOWN OF PITTSFIELD

BOARD OF SELECTMEN

TOWN OFFICE, 85 MAIN STREET

PITTSFIELD, NEW HAMPSHIRE 03263

The Board of Selectmen will be meeting at 6:00 p.m. on

Tuesday, December 10, 2019

Tuesday, December 17, 2019

at the Pittsfield Town Hall, 85 Main Street, Pittsfield NH 03263

this is a change in their regular meeting time to adjust for the December holidays