



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

MEETING MINUTES OF Thursday September 3, 2020

ITEM 1. - CALL TO ORDER

Call to order at 7:03 P.M. by Matt St. George, Vice Chair of the Planning Board.

ITEM 2. - ROLL CALL

Matt St. George – Vice Chair

Carl Anderson - Ex officio Alternate

Ray Ramsey – replacing Daren Nielsen

MEMBERS ABSENT

Adam Gauthier – Chair

Clayton Wood

Jim Adams – Ex officio Alternate

OTHERS PRESENT

Bonnie Theriault, Administrative Assistant

MEMBERS OF THE PUBLIC APPEARING BEFORE THE BOARD

Louie Houle – Community Development Committee

Ralph O'Dell – Chairman of the Master Plan Committee

ITEM 3. - PUBLIC INPUT

Vice Chair Matt St. George opened Public Input at 7:04 P.M. and closed Public Input at 7:05 P.M.

ITEM 4. - PLANNING BOARD MEMBER REPLACEMENT

Carl motioned to appoint Ray Ramsey on the Planning Board to fulfill Daren Nielsen's term until the March 2021 election.

Matt St. George: Second.

Discussion: None.

Motion carried 2-0-0. Matt St. George – yes, Carl Anderson – yes.

ITEM 5. - APPROVAL OF MINUTES OF THE AUGUST 6, 2020 MEETING

Ray Ramsey motioned to approve the August 6, 2020 meeting minutes.

Matt St. George: Second.

Motion carried 2-0-1. Matt St. George – yes, Ray Ramsey – yes. Carl Anderson abstained.

ITEM 6. - MASTER PLAN UPDATE RALPH O'DELL

Matt St. George invited Ralph O'Dell to address the Planning Board with updates on the Master Plan. Ralph O'Dell said that the Master Plan was moving right along and a final meeting is scheduled for September 14th, 2020 at 7:00 P.M. and he will come back later with the final Master Plan when they were finished. Ralph O'Dell suggested presenting the meeting to the public, possibly up at the lecture room, so that folks in the community can see what is in the final plan.

Ralph O'Dell also brought to the Board's attention that attendance was becoming an issue on the Master Plan Committee. He said that he was looking through past attendance and trying to see what the stipulation of attendance was for municipal law, and with only one more meeting to go, he was bringing the issue to the Planning Board (who sets up membership of the Master Plan Committee) to see what could be done if the issue arises in the future.

The Planning Board thanked Ralph O'Dell for the updates and for bringing the attendance issue to their attention. The Planning Board said that they would present any findings at a meeting in about a month.

ITEM 7. – SELECTMEN'S REPORT

a. Discussion of potential purchase of U3-83 – 36 Main Street

Carl Anderson explained that lot U3-83 – 36 Main Street was up for sale and was brought to the Select Board for purchase at \$15,000.00 before being listed to the public. The Select Board met and discussed the possibility of purchase to use the parcel of land for the Town until a permanent decision is made to sell or keep since it is located on Main Street and the Town is focused on improvements in this area right now.

Select Board members are requesting the Planning Board and Community Development Committee give an opinion before turning it over to the Select Board for a final decision. Carl Anderson stated that Louie Houle from the Community Development Committee was here tonight to give input on whether to go ahead with the purchase or not and hopefully both Boards can come to an agreement to advise the Select Board on a recommendation. Money to purchase the property would be coming from funds that were set up years ago to purchase and revitalize down town properties.

Louie Houle addressed the Board saying that they are constantly hearing that improvements need to be made in the Town. Louie stated that the Town has been working on improvements for some time by fixing up the sidewalks in Town, removing trees in Dustin Park and replacing them with new trees to make it look better, and that they also went and applied for a grant to fix up some of the businesses on Main Street. It was a 50/50 grant that was awarded for a total of \$10,000.00 worth of painting and work towards the buildings on Main Street.

Due to COVID-19 some projects were delayed, but some of the businesses have been able to continue updating building fronts on Main Street. The old bowling alley on Factory Hill was recently painted, Main Street Bar & Grill, Epping Well and Pump, along with Ping Garden have also finished or started upgrades. Across the street from the lot, Paul Strickhart has bought 33 Main Street and is doing extensive renovations and improvements to the Berry House turning it into a Bed & Breakfast. It would be much nicer for someone to rent a room and look out to see a park type setting, at least for now.

Louie Houle said that it's common practice for most towns, like Concord or Franklin, to purchase property, upgrade the property and resell for future funds. Louie Houle said that it just makes a lot of

sense as far as community development to purchase the lot and get it filled in with a few shrubs, trees, benches or possibly use as a Farmer's Market. Louie Houle stated that the Community Development Committee recommends the purchase of the lot so that people in Town can come up with ideas for use that would be part of the improvements on Main Street. Louie Houle thanked the Board members for listening to him.

Matt St. George asked if there were any comments. Ralph O'Dell said that he was in favor of the purchase, as was Ray Ramsey. The Board came to an agreement that the purchase would benefit the Town as far as upgrading the lot or reselling in the future.

Carl Anderson motioned to recommend the purchase of lot U3-83 – 36 Main Street.

Ray Ramsey: Second.

Discussion: None.

Motion carried 3-0-0. Matt St. George – yes, Ray Ramsey – yes, Carl Anderson – yes.

b. Discuss Solar Garden

Bonnie Theriault updated the Planning Board that Solar Garden wouldn't have their paperwork in on time for a permit over the weekend. There were lingering issues with getting the correct identifying information on the paperwork. The changes were listed at the last Zoning Board meeting, but had still not been updated. Bonnie Theriault also noted that Scott LaCroix had looked through the paperwork and the parcel information would still need to be updated with the correct information before permits could be issued.

Board members had concerns about the property owner thinking Pittsfield was the reason it was taking so long. The Board decided to notify the land owner of the paperwork issues that would need to be addressed before a permit would be given, and that it wasn't anything on their end holding things up.

ITEM 8. – MEMBERS' CONCERNS

a. Discuss changing the meeting weeks with ZBA – need to review Rules of Procedure and possible amendment

Matt St. George brought up the request to move Planning Board meetings to the 2nd and 4th Thursdays of the month and the Zoning Board switching to the 1st and 3rd Thursdays of the month. The request came from Adam Gauthier who is the Chair for the Planning Board but also on the School Board, so the current Planning Board meeting days conflict. Matt St. George said that they were still waiting for input from the Zoning Board members. A Public Notice will be posted if both Board's agree with changes.

Planning Board members decided they did not have an issue with switching the days. The Board decided to look through the RSA Rules and Regulations before the next meeting. The Board members also requested Bonnie Theriault to get any information pertaining to municipal law on Rules and Regulations or input from Central NH Regional Planning before the next meeting.

Carl Anderson motioned for Bonnie Theriault to work was the Administrative Assistant to get information for Board members as directed or that might be helpful for procedures and processes of any changes discussed.

Ray Ramsey: Second.

Discussion: None.

Motion carried 3-0-0. Matt St. George – yes, Ray Ramsey – yes, Carl Anderson – yes.

b. Discussion of preliminary planning board budget for FY 2021

Matt St. George opened for discussion the Planning Board budget for FY 2021. The Board members discussed the decline in training during COVID-19 and that they did not want to lose that expense going forward. Future costs of using Central NH Regional Planning for working with the Boards on regulations was also discussed. The Board members agreed to keep the projected Budget for 2021 the same as the budget for 2020.

Ray Ramsey motioned to approved the Budget from FY 2020 to use for FY 2021.

Carl Anderson: Second.

Discussion: None.

Motion carried 3-0-0. Matt St. George – yes, Ray Ramsey – yes, Carl Anderson – yes.

ITEM 9. – ADJOURNMENT

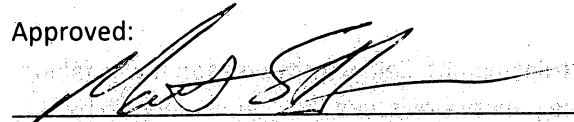
Carl Anderson made a motioned to adjourn at 9:10 P.M.

Ray Ramsey: Second.

Discussion: None.

Motion carried 3-0-0. Matt St. George – yes, Ray Ramsey – yes, Carl Anderson – yes.

Approved:



Matt St. George, Vice-Chairman



Date