MEETING MINUTES OF Tuesday, January 12, 2021

CALL TO ORDER
The meeting was called to order by Vice Chair Gerard LeDuc at 6:00 P.M.
All in attendance recited the Pledge of Allegiance.

MEMBERS PRESENT
Gerard LeDuc, Vice-Chairman
Jim Adams
Carl Anderson
Carole Richardson

MEMBERS ABSENT
J.C. Allard, Chairman

PUBLIC INPUT-regarding agenda items only
None

AGENDA REVIEW
Gerard: BCEP update
Carl: None
Jim: None
Carole: discussion on available budget for cutting trees

NEW BUSINESS

ACTION ITEMS

1. Sale of public works plow
Carl said Tom Marston bought the old public works plow that Brian recommended selling. Tom Marston is outfitting a plow truck and is interested in possibly purchasing two wing plows that are in a junk pile in the woods that have long since been abandoned by the Highway Department. Board members agreed that it would be best to just sell them and get rid of them since they have been sitting around rusting for years and are not worth the time/effort for a trade in. Carl motioned to offer the two wing plows to Tom Marston for $500.00 with the responsibility to remove them.
Carole: Second.
Discussion: None.
Motion carried 3-0-1. Jim Adams abstained.
2. 2021 Deliberative Session considerations
Board members discussed the meeting format for the Deliberative Session. Some towns may postpone their deliberative sessions until May so that it could be held outside while others are continuing as scheduled. Board members agreed to continue with the meetings instead of waiting. Cara said the Pittsfield School district has approved the high school gym for the Deliberative Session and March Voting Day. Board members also discussed the feasibility of a virtual meeting and also having a separate area for the Moderator to run the meeting from. A decision was made to speak with the Moderator to see what he would be comfortable with moving forward. The next Select Board meeting was scheduled for Monday January 25, 2021 at 6:00 p.m. (instead of the regular Tuesday night).

3. 2021 Annual Town Meeting Warrant review
Article 2 - proposed manufactured housing Zoning Ordinance amendment #1
Carl motioned to recommend Article 2.
Jim: Second.
Discussion: None.
Motion carried 4-0-0.

Article 3 - proposed ADU Zoning Ordinance amendment #2
Carl motioned to recommend Article 3.
Jim: Second.
Discussion: None.
Motion carried 4-0-0.

Article 4 – proposal to restore court-case citations Zoning Ordinance amendment #3 (inserted by voters’ petition)
Carl motioned to not recommend Article 4.
Jim: Second.
Discussion: None.
Motion carried 4-0-0.

Article 5 - proposed storage container Zoning Ordinance amendment #4 (inserted by voters’ petition)
Carol motioned to not recommend Article 5.
Jim: Second.
Discussion: None.
Motion carried 4-0-0.

Article 7 – cost items for AFT-NH Local #6214 bargaining unit
Jim motioned to recommend Article 7.
Carl: Second.
Discussion: None.
Motion carried 4-0-0.

Article 9 - Municipal Sidewalks improvement
Carl motioned to recommend Article 9.
Carole: Second.
Discussion: None.
Motion carried 4-0-0.
Article 10 – raising matching funds for a Fire Department grant
Carole motioned to recommend Article 10.
Jim: Second.
Discussion: None.
Motion carried 4-0-0.

Article 11 – cruiser replacement
Jim motioned to recommend Article 11.
Carl: Second.
Discussion: None.
Motion carried 4-0-0.

Article 12 – backhoe replacement
Carole motioned to recommend Article 12.
Carl: Second.
Discussion: None.
Motion carried 4-0-0.

Article 13 – add to the Police Cruiser Capital Reserve Fund
Jim motioned to recommend Article 13.
Carl: Second.
Discussion: None.
Motion carried 4-0-0.

Article 14 – add to the Fire Department Small Equipment Capital Reserve Fund
Jim motioned to recommend Article 14.
Carl: Second.
Discussion: None.
Motion carried 4-0-0.

Article 15 – add to the Fire Department Pumper Capital Reserve Fund
Carl motioned to recommend Article 15.
Carole: Second.
Discussion: None.
Motion carried 4-0-0.

Article 16 – add to the Fire Department Tanker Capital Reserve Fund
Jim motioned to recommend Article 16.
Carl: Second.
Discussion: None.
Motion carried 4-0-0.

Article 17 – add to the Fire Department Forestry Truck Capital Reserve Fund
Jim motioned to recommend Article 17.
Carl: Second.
Discussion: None.
Motion carried 4-0-0.
Article 18 – add to the Small Highway Truck Capital Reserve Fund  
Carole motioned to recommend Article 18.  
Carl: Second.  
Discussion: None.  
Motion carried 4-0-0.

Article 19 – add to the Dump Truck Capital Reserve Fund  
Jim motioned to recommend Article 19.  
Carl: Second.  
Discussion: None.  
Motion carried 4-0-0.

Article 20 – add to the Loader Capital Reserve Fund  
Carole motioned to recommend Article 20.  
Carl: Second.  
Discussion: None.  
Motion carried 4-0-0.

Article 21 – add to the Grader Capital Reserve Fund  
Carl motioned to recommend Article 21.  
Jim: Second.  
Discussion: None.  
Motion carried 4-0-0.

Article 22 – add to the Backhoe Capital Reserve Fund  
Jim motioned to recommend Article 22.  
Carl: Second.  
Discussion: None.  
Motion carried 4-0-0.

Article 23 – add to the Sidewalk Tractor Capital Reserve Fund  
Carole motioned to recommend Article 23.  
Jim: Second.  
Discussion: None.  
Motion carried 4-0-0.

Article 24 – add to the Floral Park Cemetery Fence Expendable Trust Fund  
Jim motioned to recommend Article 24.  
Carl: Second.  
Discussion: None.  
Motion carried 4-0-0.

4. 2021 Municipal budget updates  
Cara updated Board members on the 2021 Municipal budget. In calculating the default budget, Cara said that she found a couple of places to adjust based on formula errors. For example, the Executive budget had $2,000.00 put in instead of $200.00. There were also errors found in the formulas for the Election budget personnel wages as well as Fire Department and Highway budget personnel costs. All
adjustments resulted in decreases to the 2021 Municipal operating budget, $4,280,310. Carole motioned to approve the revised 2021 Municipal operating budget.
Carl: Second.
Discussion: None.
Motion carried 4-0-0.

Cara updated Board members on the revenue increases for motor vehicle permit fees and ambulance services, $2,234,949.
Carole motioned to approve the revised revenues for 2021.
Carl: Second.
Discussion: None.
Motion carried 4-0-0.

5. 2021 Default budget form
Carole motioned to approve the 2021 default budget.
Carl: Second.
Discussion: None.
Motion carried 4-0-0.

6. Transfer from Fire Department Small Equipment Capital Reserve - $5,000 (2020 warrant art#11)
Jim motioned to transfer $5,000 from the Fire Department Small Equipment Capital reserve.
Carl: Second.
Discussion: None.
Motion carried 4-0-0.

7. Transfer from Municipal Sidewalks Improvement Capital Reserve - $20,000 (2020 warrant art#7)
Jim motioned to transfer $20,000 from the Municipal Sidewalks Improvement Capital reserve.
Carl: Second.
Discussion: None.
Motion carried 4-0-0.

8. Transfer to Municipal Sidewalks Improvement Capital Reserve - $28,415 (2020 town collected)
Jim motioned to transfer $28,415 to the Municipal Sidewalks Improvement Capital reserve.
Carl: Second.
Discussion: None.
Motion carried 4-0-0.

9. BCEP Solid Waste waiver form – police department renovations
Jim motioned to approve the BCEP Solid Waste waiver form for Police Department renovations.
Carole: Second.
Discussion: None.
Motion carried 4-0-0.

10. 2020 Property tax abatement form – 240 Dowboro Road
Jim motioned to approve the recommended denial of tax abatement for 240 Dowboro Road.
Carole: Second.
Discussion: None.
Motion carried 4-0-0.
11. 2020 Property tax abatement form – 76 Winant Road
Carl motioned to approve the recommended denial of tax abatement for 76 Winant Road.
Carole: Second.
Discussion: None.
Motion carried 4-0-0.

ADDED ITEM – Police Department purchase approval
Chief Joe Collins requested to use funds left over from the 2020 Police Department budget to purchase an additional four radios and two tasers for police personnel.
Carole motioned to approve $7,500 for Police Department purchase of four radios and two tasers.
Carl: Second.
Discussion: None.
Motion carried 4-0-0.

COMMITTEE REPORTS
Carl announced a Planning Board meeting coming up on Thursday, January 14, 2021 at 7:00 p.m. for proposed zoning amendment warrant articles.

Carole announced a Public Budget Hearing for Thursday, January 14, 2021 at 7:00 p.m. which will be held in the Pittsfield High School gym.

Bob Schiferle said that a call option will be available for all who want to attend the Public Budget Hearing but still feel uncomfortable attending in person. Bob requested that all department heads attend the meeting in person to be able to answer any questions from the public since the call-in format doesn’t allow discussion. The public will be able to ask questions or comment via email before the meeting. The Budget Committee website has all of the documents and information available to the public to support the remote session.

INFORMATION ITEMS
1. December 2020 Waste Water Treatment Facility report

OLD BUSINESS
1. Perambulation of town lines (8/14/2018)
3. Proposed Health Ordinance (8/11/2020)
  Board members agreed to table due to a full schedule and look into the issue further in 2021.
4. Sewer User Fee study (10/27/2020)
5. Air purification for Town Hall (11/24/2020)
  Cara notified the Board members the duct work for the larger air purification system doesn’t reach the meeting rooms but will work for the lobby and Tax Collector/Administration offices. Board members discussed using the CARES Act money left over for the larger air purification system to take care of air purification where most of the public has access to and look into the smaller mobile machines for the meeting rooms at a later time.
  Carl motioned to approve $2,400 for air purification system for the lobby and Tax Collector/Administration Offices.
  Jim: Second.
  Discussion: None.
  Motion carried 4-0-0.
6. Review of elderly property tax exemption parameters (11/24/2020)
Board members agreed to table due to a full schedule and look into the issue further in 2021.

7. Right to know request, copying of town documents (12/22/2020)
Motion was made by Carole to approve the request from Mr. Pritchard to bring in his personal bed copier with batter power supply for the document review, to have the review be supervised since it involves the handling of original town documents and be done by appointment, as there is a large amount of information being requested to inspect.
Carl: Second.
Discussion: None.
Motion carried 4-0-0.

CHECK MANIFESTS
1. Accounts Payable
Carole made a motion to approve Accounts Payable.
Carl: Second.
Discussion: None.
Motion carried 4-0-0.

2. Payroll
Carole made a motion to approve Payroll.
Carl: Second.
Discussion: None.
Motion carried 4-0-0.

MINUTES
1. December 22, 2020 – Public Session Minutes
Carole motioned to approve the December 22, 2020 Public Session minutes.
Carl: Second.
Discussion: None.
Motion carried 4-0-0.

2. December 22, 2020 – Nonpublic Session Minutes
Carl motioned to approve the December 22, 2020 Nonpublic Session minutes.
Jim: Second.
Discussion: None.
Motion carried 4-0-0.

PUBLIC INPUT
None.

NONPUBLIC SESSION
Gerard motioned to go into Non-Public session under RSA 91-A:3; II (a), (c), & (e).
Carl: Second.
Discussion: None.
Motion carried 4-0-0.
When the Board returned to public session Gerard made a motion to seal the nonpublic minutes and the motion was seconded by Jim.
Discussion: None.
Motion carried 4-0-0. Roll call was done and all approved.
ADDED ITEM – Public Works fall 2020 step increases
Motion was made by Jim to grant Scott Jackson and Peter Elliott their 2020 step increases, retroactive to their anniversary dates in the fall.
Carl: Second.
Discussion: None.
Motion carried 4-0-0.

There was no further business and the meeting was adjourned.

Approved:

[Signature]
Gerard A. LeDuc, Vice Chair

[Date]
Date
TUESDAY, JANUARY 12, 2021

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

PLEDGE OF ALLEGIANCE

PUBLIC INPUT – regarding agenda items only

AGENDA REVIEW

NEW BUSINESS

ACTION ITEMS
1. Sale of public works plow
2. 2021 Deliberative Session considerations
3. 2021 Annual Town Meeting Warrant review
4. 2021 Municipal budget updates
5. 2021 Default budget form
6. Transfer from Fire Department Small Equipment Capital Reserve - $5,000 (2020 warrant art#11)
7. Transfer from Municipal Sidewalks Improvement Capital Reserve - $20,000 (2020 warrant art#7)
8. Transfer to Municipal Sidewalks Improvement Capital Reserve - $28,415 (2020 town collected)
9. BCEP Solid Waste waiver form – police department renovations
10. 2020 Property tax abatement form – 240 Dowboro Road
11. 2020 Property tax abatement form – 76 Winant Road

COMMITTEE REPORTS

INFORMATION ITEMS
1. December 2020 Waste Water Treatment Facility report

OLD BUSINESS
1. Perambulation of town lines (8/14/2018)
3. Proposed Health Ordinance (8/11/2020)
4. Sewer User Fee study (10/27/2020)
5. Air purification for Town Hall (11/24/2020)
6. Review of elderly property tax exemption parameters (11/24/2020)
7. Right to know request, copying of town documents (12/22/2020)

CHECK MANIFESTS
1. Accounts Payable
2. Payroll

MINUTES
1. December 22, 2020 – Public Session Minutes
2. December 22, 2020 – 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.