MEETING MINUTES OF Tuesday, December 22, 2020

CALL TO ORDER
The meeting was called to order by Chairman J.C. Allard at 6:00 P.M. J.C. said that he appreciates everyone being here on a day right before Christmas when everyone is really busy but there is a lot of Town business to take care of tonight. J.C. then asked everyone to join him in the Pledge of Allegiance.

MEMBERS PRESENT
J.C. Allard, Chairman
Gerard LeDuc, Vice-Chairman
Jim Adams
Carl Anderson
Carole Richardson

PUBLIC INPUT-regarding agenda items only
None

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

NEW BUSINESS
ACTION ITEMS

1. Consideration of granite stone donation for Clough Road culvert
Jim said Dan Schroth contacted him before the last storm asking if he could reface the culvert on Clough Road. Dan said it looks like there is a crack on one side and has offered to pour left over granite from the Strickhart property to fill it for no charge if the public service crew would be able to move the rocks out of the roadway until he can get to it. Jim said that he called Noel Gourley to see what he thought and if the Board approves it wouldn’t be a problem to do when it’s convenient for both Dan and the Town.

After a brief discussion, the Board members agreed to the service and said they appreciate Dan’s expertise and help. The Board would also like to request no political signage during renovations because the Board members received several complaints the last time a political sign was posted.
2. Recommendation of appointment of Deputy Forest Fire Warden – Tim Ahearn
Carole motioned to appoint Tim Ahearn as Deputy Forest Fire Warden.
Carl: Second.
Discussion: None.
Motion carried 5-0-0.

3. Taxpayer submission of information on clean energy sources
J.C. noted that the Board already has this information on hand due to being involved in a vote on the net metering bill and thanked the citizen for the information.

4. Landowner authorization of agent form – Town’s solar project
Carole voted to approve the landowner authorization of agent forms for the Town’s solar project.
Jim: Second.
Discussion: None.
Motion carried 5-0-0.

5. BCEP Solid Waste waiver form – police department renovations
J.C. gave permission for Gerard to sign the BCEP Solid Waste waiver form for drop off materials from the renovation construction that the Department of Corrections has been doing

6. Review of employee evaluations
Gerard made a motion to approve the employee evaluations for Yvonne MacGlashing, Joseph Anderson, James Girard and Justin Bishop with step increases.
Jim: Second.
Discussion: None.
Motion carried 5-0-0.

**ADDED ITEM – Emergency paid sick leave requests**
Gerard motioned to accept COVID-19 sick leave for 5 employees.
Jim: Second.
Discussion: None.
Motion carried 5-0-0.

7. Encumbrances from 2020 budget
Gerard motioned to approve the encumbrances from the 2020 budget in the amount of $338,886.70
Jim: Second.
Discussion: None.
Motion carried 5-0-0.

8. Sewer User Fee Warrant – 2020 Quarter #4
Carole motioned to approve the sewer user fee warrant.
Gerard: Second.
Discussion: None.
Motion carried 5-0-0.
ADDED ITEM – Timber Tax Warrant for Map R39 Lot 29
Carole motioned to approve the Timber Tax Warrant in the amount of $32.21 for Map R39 Lot 29.
Jim: Second.
Discussion: None.
Motion carried 5-0-0.

ADDED ITEM – BCEP Budget
Gerard updated the Board members that twelve additional people were added to the census numbers for this next year’s BCEP budget.
Gerard motioned to approve the BCEP budget in the amount of $221,504.00
Carole: Second.
Discussion: None.
Motion carried 5-0-0.

ADDED ITEM – Public Works Dept. Backhoe – revised budget amount
Gerard motioned to approve $101,300.00 for the backhoe replacement.
Jim: Second.
Discussion: None.
Motion carried 5-0-0.

ADDED ITEM – Fire Department Software
Gerard motioned to approve $4,300 out of the 2020 Fire Department budget for software purchase.
Carole: Second.
Discussion: None.
Motion carried 5-0-0.

Gerard motioned to reduce line 3-19 in the 2021 Fire Department budget to $3,000.00.
Carole: Second.
Discussion: None.
Motion carried 5-0-0.

ADDED ITEM – Email about Citizen Proposed Warrant Article & Right to Know Request
An email was received from Mr. Jim Pritchard asking if charges were assessed to him for postage for mailing notifications of a Public Hearing to the owners in a commercial zone, a zone that has less than 100 parcels, as he did not receive the notification of the charges within the set number of days per statute. Mr. Pritchard feels that there was an error occurred in communication when setting the special hearing. Jim Prichard said he never received the Town’s notification of acceptance within the 5 days of submitting his proposed warrant article. It was confirmed that the Planning Board has also set another hearing for January 14, 2021. The required notices will be sent out for this hearing date.

Cara also noted the request from Jim Pritchard under the Right-To-Know Law, for access to all documents pertaining to parcels of land that have had permits for storage trailers or containers or sign permits in the Town of Pittsfield. He has asked if he could bring in his own flatbed copier (his copier has batteries if plugging into the Town Hall electrical socket is an issue) to copy the documents instead of paying an exorbitant expense for printer copies. Board members agreed that it was Jim Pritchard’s right to look at the documents but had concerns about using the Town’s original documents on a home copier. Board members asked Cara to go through and try to make a list of the parcels she readily knows of so they could be shared with Mr. Prichard but did not agree to allowing
personal copiers in the Town Hall.

Jim motioned to deny the request of Jim Prichard to personally copy Town Hall documents, but instead to allow Mr. Prichard an appointment for access to any readily available documents at the Town Hall through a standard copy price.
Gerard: Second.
Discussion: None.
Motion carried 5-0-0.

COMMITTEE REPORTS
Carole said she spoke with Joe Darrah and he was wondering if anything was left in the Town budget from last year to take care of some of the trees that need to be cut down since he has some time from now until Spring to help with clean up. The Board members discussed using the $1,200 left in the budget for last year to take care of what they could and decided to increase the budget for next year to take care of the rest.
Carl motioned to move funds around within the Public Works Department to increase the tree removal budget to $10,000
Carole: Second.
Discussion: None.
Motion carried 5-0-0.

Carole also wanted to bring to everyone’s attention that the plowing in the last storm damaged 4-5 areas of cemetery fencing. Board members discussed talking with Public Works to see if they could plow in an opposite direction to try and limit the heavy snow from being pushed up against the fence.

INFORMATION ITEMS
1. Letter from Executive Councilor Gatsas

OLD BUSINESS
1. Perambulation of town lines (8/14/2018) no discussion

3. Proposed Health Ordinance (8/11/2020)
J.C. said he would take a look at modifying the proposed Health ordinance into more of a nuisance ordinance to take care of the issues many people in Town are concerned about.

4. Sewer User Fee study (10/27/2020) no discussion

5. Air purification for Town Hall (11/24/2020)
Jim motioned to use the $3,675.00 left over in the CARES Act deposit to purchase an air purification system for existing air ducts in the Town Hall.
Gerard: Second.
Discussion: None.
Motion carried 5-0-0.

6. Review of elderly property tax exemption parameters (11/24/2020)
Cara asked the Board members if they wanted to review the elderly property tax exemption parameters in order to get it into a warrant article for this year. Board members agreed to look into
the statute of other Towns around Pittsfield for comparison and discuss it further during the next Select Board meeting on January 12, 2021 at 6:00 p.m.

CHECK MANIFESTS
1. Accounts Payable
Gerard made a motion to approve Accounts Payable.
Carl: Second.
Discussion: None.
Motion carried 5-0-0.

2. Payroll
Gerard made a motion to approve Payroll.
Jim: Second.
Discussion: None.
Motion carried 5-0-0.

MINUTES
1. November 24, 2020 – Public Session Minutes
Gerard motioned to approve the November 24, 2020 Public Session minutes.
Carl: Second.
Discussion: None.
Motion carried 5-0-0.

2. November 24, 2020 – Nonpublic Session Minutes
Gerard motioned to approve the November 24, 2020 Nonpublic Session minutes.
Jim: Second.
Discussion: None.
Motion carried 5-0-0.

3. December 8, 2020 – Public Session Minutes
Gerard motioned to approve the December 8, 2020 Public Session minutes.
Jim: Second.
Discussion: None.
Motion carried 5-0-0.

4. December 8, 2020 – Nonpublic Session Minutes
Gerard motioned to approve the December 8, 2020 Nonpublic Session minutes.
Jim: Second.
Discussion: None.
Motion carried 5-0-0.

5. December 10, 2020 – Public Session Minutes
Jim motioned to approve the December 10, 2020 Public Session minutes.
Carl: Second.
Discussion: None.
Motion carried 3-0-2. Carole and Gerard abstained.
6. **October 20, 2019 – Item #1 Nonpublic Session Minutes**

Jim motioned to release item #1 in the Nonpublic Session minutes of October 20, 2019.

Carl: Second.

Discussion: None.

Motion carried 5-0-0.

**PUBLIC INPUT**

Carl Anderson welcomed Sergeant Di George back and said the Board was very happy to see him. Chief Collins wished the Board members a Merry Christmas.

**NONPUBLIC SESSION**

Gerard motioned to go into Non-Public session under RSA-A:3; II (a) & (c).

Jim: Second.

Discussion: None.

Motion carried 5-0-0.

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

Approved:

[Signature]

James C. Allard, Chair

Date

20 Jan 2021
TUESDAY, DECEMBER 22, 2020

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. Consideration of granite stone donation for Clough Road culvert
2. Recommendation of appointment of Deputy Forest Fire Warden – Tim Ahearn
3. Taxpayer submission of information on clean energy sources
4. Landowner authorization of agent form – Town’s solar project
5. BCEP Solid Waste waiver form – police department renovations
6. Review of employee evaluations
7. Encumbrances from 2020 budget
8. Sewer User Fee Warrant – 2020 Quarter #4

COMMITTEE REPORTS

INFORMATION ITEMS
1. Letter from Executive Councilor Gatsas

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)

CHECK MANIFESTS
1. Accounts Payable
2. Payroll

MINUTES
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2. November 24, 2020 – Nonpublic Session Minutes
3. December 8, 2020 – Public Session Minutes
4. December 8, 2020 – Nonpublic Session Minutes
5. December 10, 2020 – 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.