

2021 ANNUAL TOWN MEETING DELIBERATIVE SESSION MINUTES

TOWN OF PITTSFIELD

January 30, 2021

Moderator Cedric Dustin III was unable to attend the First Session of the 2021 Town Meeting. The Supervisors of the Checklist appointed Assistant Town Moderator Stephen Adams to serve as Moderator Pro Tem in his absence. Pro Tem Town Moderator Stephen Adams called the First Session of the 2021 Town Meeting to order at 10:02 a.m. on Saturday, January 30, 2021 in the Pittsfield Middle High School Gymnasium. He welcomed those in attendance and asked Gerard LeDuc, Commander of the American Legion Post 75 to lead the *Pledge of Allegiance*.

After explaining the rules of procedure, Pro Tem Moderator Adams read the introduction to warrant:

To the inhabitants of the Town of Pittsfield in the County of Merrimack, in said State, qualified to vote in Town affairs:

You are hereby notified to meet for the first session of the annual meeting, to be held in the Pittsfield Middle High School Gymnasium at 23 Oneida Street in said Pittsfield on Saturday, January 30, 2021 at 10:00 a.m. This first (deliberative) session, for the transaction of all business other than voting by official ballot, shall consist of explanation, discussion, and debate of each warrant article as allowed by law. In the event of inclement weather, the snow date for the first session will be Saturday, February 6, 2021 at 10:00 a.m. at the same location.

You are also notified to meet for the second session of the annual meeting, to be held in the Pittsfield Middle High School Gymnasium at 23 Oneida Street in said Pittsfield on Tuesday, March 9, 2021, to vote on the 2021 annual town meeting warrant articles by official ballot. The polls will open at 7:00 a.m. and will close at 7:00 p.m.

Article 1:

To choose by ballot the following officers:

- one Cemetery Trustee for a three (3) year term
- one Library Trustee for a three (3) year term
- two Planning Board members for a three (3) year term
- two Board of Selectmen members for a three (3) year term
- one Supervisor of the Checklist for a one (1) year term
- one Town Clerk/Tax Collector for a three (3) year term
- one Trustee of the Trust Funds for a three (3) year term
- two Zoning Board of Adjustment members for a three (3) year term

Article 01 was read by Pro Tem Moderator Adams.

No Discussion.

2021 ANNUAL TOWN MEETING DELIBERATIVE SESSION MINUTES

Article 2 - proposed Pittsfield Zoning Ordinance amendment #1

Are you in favor of the adoption of amendment #1 as proposed by the Planning Board for the town zoning ordinance as follows:

ADD to Article 3. Zoning Districts, 3. Use Regulations, (6) Table of Uses and Districts:

MANUFACTURED HOUSING:

Urban & Commercial (N)

Suburban, Rural, & Lt. Industrial/Commercial (Y)

The purpose of amendment #1 is to prohibit placing manufactured housing (mobile homes) in the concentrated downtown area.

(Recommended by the Planning Board 5-0-0)

(Recommended by the Board of Selectmen 5-0-0)

Article 02 was read by Pro Tem Moderator Adams.

Mark Riel asked if the proposed ordinance included modular homes. Selectman Carl Anderson responded that it does not include modular homes. The ordinance refers to manufactured homes as defined by the state, which includes single wide and double wide mobile homes that can stand on their own frame.

No further discussion.

Article 3 - proposed Pittsfield Zoning Ordinance amendment #2

Are you in favor of the adoption of amendment #2 as proposed by the Planning Board for the town zoning ordinance as follows:

Amend "Accessory dwelling unit" as defined in RSA 674:71, means a residential living unit that is within or attached to a single-family dwelling, and that provides independent living facilities for one or more persons, including provisions for sleeping, eating, cooking, and sanitation on the same parcel of land as the principal dwelling unit it accompanies.

"Detached dwelling unit" in RSA 674:73, units shall comply with the requirements of, and any municipal ordinances or regulations adopted pursuant to, RSA 674:72, IV through IX.

3. Requirement/Limitations

- a. Building Permit is required.
- b. Only one (1) accessory dwelling unit shall be allowed per principal single family dwelling unit and/or lot.
- c. The accessory dwelling units shall be no greater than 1,000 sq. ft.

2021 ANNUAL TOWN MEETING DELIBERATIVE SESSION MINUTES

- d. Detached Accessory Dwelling Units are allowed. These detached ADU's maybe combined with or part of garages or storage areas.
- e. If an Accessory Dwelling Unit is Attached, an interior door shall be provided between the principal dwelling and the ADU, but it is not required to remain unlocked.
- f. Maximum number of bedrooms allowed in the ADU is two (2).
- g. Water supply and sewage disposal must comply with all town and state regulations.
- h. Adequate off-street parking must be provided.
- i. OWNER OCCUPIED: Owner of the property must occupy either principal dwelling or ADU.

The purpose of amendment #2 is to provide expanded housing opportunities and flexibility in household arrangements, accessory dwelling units/detached accessory units shall be permitted within or attached to an existing single-family home or as a separate housing unit on the single-family home's lot.

(Recommended by the Planning Board 5-0-0)

(Recommended by the Board of Selectmen 5-0-0)

Article 03 was read by Pro Tem Moderator Adams.

No Discussion.

Article 4 - proposed Pittsfield Zoning Ordinance amendment #3 (inserted by voters' petition)

Are you in favor of an amendment to the town zoning ordinance to restore the court-case citations that the 2020 annual town meeting removed via 2020 warrant article 2 at the request of the board of selectmen? (By petition)

(Not Recommended by the Planning Board 4-1-0)

(Not Recommended by the Board of Selectmen 5-0-0)

Article 04 was read by Pro Tem Moderator Adams.

No Discussion.

Article 5 - proposed Pittsfield Zoning Ordinance amendment #4 (inserted by voters' petition)

Are you in favor of an amendment to the town zoning ordinance to permit two storage containers per lot throughout the town and to exempt storage containers throughout the town from the current requirements that all storage containers in any zoning district must be on a lot only temporarily and must have a permit from the zoning ordinance administrator? The proposed amendment makes these changes by (1) deleting article 14, section 3, paragraphs (c), (e), and (f), as shown below; (2) by deleting from article 14, section 3, paragraph (d), the words shown below in strikethrough; and (3) relettering old paragraph (d) as new paragraph (c) as shown below with underlining and

2021 ANNUAL TOWN MEETING DELIBERATIVE SESSION MINUTES

strikethrough. The paragraphs below use underlining and strikethrough only to show what is added or deleted; the underlining and strikethrough are not included in the text of the revised paragraphs.

~~(c) No more than one STORAGE CONTAINER shall be on the LOT if the LOT is in the Urban District, the Suburban District, or the Rural District.~~

~~(d) (c) No more than two STORAGE CONTAINERS shall be on the LOT if the LOT is in the Commercial District or the Light Industrial/Commercial District.~~

~~(e) The sum of the time during which one or more STORAGE CONTAINERS are on any one LOT during any 15 month period shall be no more than 12 months.~~

~~(f) The owner of the LOT where the STORAGE CONTAINER will be put shall tell the zoning ordinance administrator the date when the STORAGE CONTAINER is proposed to be put on the LOT. The zoning ordinance administrator shall issue a permit for the STORAGE CONTAINER, and the permit shall state the date when the STORAGE CONTAINER is proposed to be put on the LOT.~~

(By petition)

(Not Recommended by the Planning Board 4-1-0)

(Not Recommended by the Board of Selectmen 5-0-0)

Article 05 was read by Pro Tem Moderator Adams.

No Discussion.

Article 6 – Municipal Operating Budget

Shall the town raise and appropriate as an operating budget, not including the appropriations by special warrant articles and other appropriations voted separately, the amounts set forth on the budget posted with the warrant or as amended by vote of the first session, for the purposes set forth therein, totaling **\$4,782,825**?

Should this article be defeated, the default budget shall be **\$4,714,812** which is the same as last year, with certain adjustments required by previous action of the town or by law; or the governing body may hold one special meeting, in accordance with RSA 40:13, X and XVI, to take up the issue of a revised operating budget only.

Estimated tax impact is \$7.97 per thousand dollars of assessed value.

(majority vote required)

(Recommended by the Budget Committee 12-0-0)

(Recommended by the Board of Selectmen 5-0-0)

Article 06 was read by Pro Tem Moderator Adams.

2021 ANNUAL TOWN MEETING DELIBERATIVE SESSION MINUTES

A motion was made by Selectman Gerard LeDuc to approve Article 06 as read, seconded by Select Board Chairman James Allard.

There being no further discussion, Article 06 shall appear on the ballot as written.

Article 7 – cost items for AFT-NH Local #6214 bargaining unit

To see if the town will vote to approve the cost items included in the collective bargaining agreement reached between the Board of Selectmen and the Pittsfield Town Employees AFT-NH Local #6214, which calls for the following increases in salaries and benefits at the current staffing levels:

Budget Year	Wage Costs	Insurance Cost Sharing	Net Costs
2021	\$ 39,180	\$ 6,310	\$ 32,870
2022	\$ 44,020	\$ 10,302	\$ 33,718
2023	\$ 40,052	\$ 10,302	\$ 29,750

and further, to raise and appropriate **\$32,870** for the current fiscal year, such sum representing the additional costs attributable to the increase in salaries and benefits required by the new agreement over those that would be paid at current staffing levels.

Estimated tax impact is approximately \$0.10 per thousand dollars of assessed value.

(majority vote required)

(Recommended by the Board of Selectmen 5-0-0)

(Recommended by the Budget Committee 11-1-0)

Article 07 was read by Pro Tem Moderator Adams.

A motion was made by Selectman Gerard LeDuc to approve Article 07 as read, seconded by Select Board Chairman James Allard.

There being no further discussion, Article 07 shall appear on the ballot as written.

Article 8 – ability to call special meeting for cost items

Shall the town of Pittsfield, if article 7 is defeated, authorize the governing body to call one special meeting, at its option, to address article 7's cost items only?

(majority vote required)

Article 08 was read by Pro Tem Moderator Adams.

A motion was made by Selectman Gerard LeDuc to approve Article 08 as read, seconded by Select Board Chairman James Allard.

2021 ANNUAL TOWN MEETING DELIBERATIVE SESSION MINUTES

There being no further discussion, Article 08 shall appear on the ballot as written.

Article 9 - Municipal Sidewalks improvement

To see if the town will vote to raise and appropriate the sum of \$20,000 for the purpose of improvements to our municipal sidewalks and to authorize the withdrawal of \$20,000 to come from the Municipal Sidewalks Improvement Capital Reserve Fund created for that purpose. The balance collected in 2020 was \$28,415, which will be transferred to the Municipal Sidewalks Improvement Capital Reserve Fund in fiscal year 2021. The balance of the Municipal Sidewalks Improvement Capital Reserve Fund was \$10,025.59 on December 31, 2020.

There is no estimated tax impact.

(majority vote required)

(Recommended by the Board of Selectmen 5-0-0)

(Recommended by the Budget Committee 12-0-0)

Article 09 was read by Pro Tem Moderator Adams.

A motion was made by Selectman Gerard LeDuc to approve Article 09 as read, seconded by Select Board Chairman James Allard.

There being no further discussion, Article 09 shall appear on the ballot as written.

Article 10 – raising matching funds for a Fire Department grant

To see if the town will vote to raise and appropriate the sum of \$40,196 for the purchase of radios for the fire department, with a grant revenue offset of \$38,186 to come from an Assistance to Firefighters Grant from the Federal Emergency Management Agency, leaving \$2,010 required as matching funds and to authorize the withdrawal of \$2,010 from the Fire Department Small Equipment Capital Reserve Fund for the matching funds amount. The matching funds amount will be spent only if the grant is received.

This article is required to be written to show the entire appropriation and offsetting grant revenue, not just the net obligation, per the gross budgeting concept for transparency.

The balance of the Fire Department Small Equipment Capital Reserve Fund was \$3,054.30 on December 31, 2020.

There is no estimated tax impact.

(majority vote required)

(Recommended by the Board of Selectmen 5-0-0)

(Recommended by the Budget Committee 12-0-0)

Article 10 was read by Pro Tem Moderator Adams.

2021 ANNUAL TOWN MEETING DELIBERATIVE SESSION MINUTES

A motion was made by Selectman Gerard LeDuc to approve Article 10 as read, seconded by Select Board Chairman James Allard.

There being no further discussion, Article 10 shall appear on the ballot as written.

Article 11 – police cruiser replacement

To see if the town will vote to raise and appropriate the sum of **\$45,000** for the purchase of a police cruiser, to authorize the withdrawal of **\$15,000** to come from the Police Special Detail Fund created for this purpose, and to authorize the withdrawal of **\$30,000** to come from the Police Cruiser Capital Reserve Fund created for this purpose.

The balance of the Police Special Detail Fund was \$15,216.37 on December 31, 2020.

The balance of the Police Cruiser Capital Reserve Fund was \$30,002.58 on December 31, 2020.

There is no estimated tax impact.

(majority vote required)

(Recommended by the Board of Selectmen 5-0-0)

(Recommended by the Budget Committee 12-0-0)

Article 11 was read by Pro Tem Moderator Adams.

A motion was made by Selectman Gerard LeDuc to approve Article 11 as read, seconded by Select Board Chairman James Allard.

There being no further discussion, Article 11 shall appear on the ballot as written.

Article 12 – backhoe replacement

To see if the town will vote to raise and appropriate the sum of **\$101,300** for the purchase of a backhoe for the public works department, and to authorize the withdrawal of **\$101,300** to come from the Public Works Backhoe Capital Reserve Fund created for this purpose.

The balance of the Public Works Backhoe Capital Reserve Fund was \$119,171.00 on December 31, 2020.

There is no estimated tax impact.

(majority vote required)

(Recommended by the Board of Selectmen 5-0-0)

(Recommended by the Budget Committee 11-1-0)

Article 12 was read by Pro Tem Moderator Adams.

2021 ANNUAL TOWN MEETING DELIBERATIVE SESSION MINUTES

A motion was made by Selectman Gerard LeDuc to approve Article 12 as read, seconded by Select Board Chairman James Allard.

There being no further discussion, Article 12 shall appear on the ballot as written.

Article 13 – add to the Police Cruiser Capital Reserve Fund

To see if the town will vote to raise and appropriate the sum of **\$30,000** to be added to the Police Cruiser Capital Reserve Fund previously established. The balance of the Police Cruiser Capital Reserve Fund was \$30,002.58 on December 31, 2020.

(majority vote required)

Estimated tax impact is \$0.09 per thousand dollars of assessed value.

(Recommended by the Board of Selectmen 5-0-0)

(Recommended by the Budget Committee 12-0-0)

Article 13 was read by Pro Tem Moderator Adams.

A motion was made by Selectman Gerard LeDuc to approve Article 13 as read, seconded by Select Board Chairman James Allard.

There being no further discussion, Article 13 shall appear on the ballot as written.

Article 14 – add to the Fire Department Small Equipment Capital Reserve Fund

To see if the town will vote to raise and appropriate the sum of **\$1,000** to be added to the Fire Department Small Equipment Capital Reserve Fund previously established. The balance of the Fire Department Small Equipment Capital Reserve Fund was \$3,054.30 on December 31, 2020.

Estimated tax impact is less than \$0.01 per thousand dollars of assessed value.

(majority vote required)

(Recommended by the Board of Selectmen 5-0-0)

(Recommended by the Budget Committee 12-0-0)

Article 14 was read by Pro Tem Moderator Adams.

A motion was made by Selectman Gerard LeDuc to approve Article 14 as read, seconded by Select Board Chairman James Allard.

There being no further discussion, Article 14 shall appear on the ballot as written.

2021 ANNUAL TOWN MEETING DELIBERATIVE SESSION MINUTES

Article 15 – add to the Fire Department Pumper Capital Reserve Fund

To see if the town will vote to raise and appropriate the sum of **\$50,000** to be added to the Fire Department Pumper Capital Reserve Fund previously established. The balance of the Fire Department Pumper Capital Reserve Fund was \$200,902.67 on December 31, 2020.

Estimated tax impact is approximately \$0.14 per thousand dollars of assessed value.

(majority vote required)

(Recommended by the Board of Selectmen 5-0-0)

(Recommended by the Budget Committee 12-0-0)

Article 15 was read by Pro Tem Moderator Adams.

A motion was made by Selectman Gerard LeDuc to approve Article 15 as read, seconded by Select Board Chairman James Allard.

There being no further discussion, Article 15 shall appear on the ballot as written.

Article 16 – add to the Fire Department Tanker Capital Reserve Fund

To see if the town will vote to raise and appropriate the sum of **\$24,000** to be added to the Fire Department Tanker Capital Reserve Fund previously established. The balance of the Fire Department Tanker Capital Reserve Fund was \$84,361.40 on December 31, 2020.

Estimated tax impact is approximately \$0.07 per thousand dollars of assessed value.

(majority vote required)

(Recommended by the Board of Selectmen 5-0-0)

(Recommended by the Budget Committee 12-0-0)

Article 16 was read by Pro Tem Moderator Adams.

A motion was made by Selectman Gerard LeDuc to approve Article 16 as read, seconded by Select Board Chairman James Allard.

There being no further discussion, Article 16 shall appear on the ballot as written.

Article 17 – add to the Fire Department Forestry Truck Capital Reserve Fund

To see if the town will vote to raise and appropriate the sum of **\$5,000** to be added to the Fire Department Forestry Truck Capital Reserve Fund previously established. The balance of the Fire Department Forestry Truck Capital Reserve Fund was \$16,055.03 on December 31, 2020.

Estimated tax impact is approximately \$0.01 per thousand dollars of assessed value.

(majority vote required)

2021 ANNUAL TOWN MEETING DELIBERATIVE SESSION MINUTES

(Recommended by the Board of Selectmen 5-0-0)
(Recommended by the Budget Committee 12-0-0)

Article 17 was read by Pro Tem Moderator Adams.

A motion was made by Selectman Gerard LeDuc to approve Article 17 as read, seconded by Select Board Chairman James Allard.

There being no further discussion, Article 17 shall appear on the ballot as written.

Article 18 – add to the Small Highway Truck Capital Reserve Fund

To see if the town will vote to raise and appropriate the sum of **\$25,000** to be added to the Small Highway Truck Capital Reserve Fund previously established. The balance of the Public Works Small Highway Truck Capital Reserve Fund was \$105,908.53 on December 31, 2020.

Estimated tax impact is \$.07 per thousand dollars of assessed value.

(majority vote required)

(Recommended by the Board of Selectmen 5-0-0)
(Recommended by the Budget Committee 12-0-0)

Article 18 was read by Pro Tem Moderator Adams.

A motion was made by Selectman Gerard LeDuc to approve Article 18 as read, seconded by Select Board Chairman James Allard.

There being no further discussion, Article 18 shall appear on the ballot as written.

Article 19 – add to the Dump Truck Capital Reserve Fund

To see if the town will vote to raise and appropriate the sum of **\$65,000** to be added to the Dump Truck Capital Reserve Fund previously established. There are currently **three dump trucks** in the Public Works Department that this Capital Reserve Fund supports. The balance of the Public Works Dump Truck Capital Reserve Fund was \$208,057.68 on December 31, 2020.

Estimated tax impact is \$0.19 per thousand dollars of assessed value.

(majority vote required)

(Recommended by the Board of Selectmen 5-0-0)
(Recommended by the Budget Committee 12-0-0)

Article 19 was read by Pro Tem Moderator Adams.

2021 ANNUAL TOWN MEETING DELIBERATIVE SESSION MINUTES

A motion was made by Selectman Gerard LeDuc to approve Article 19 as read, seconded by Select Board Chairman James Allard.

There being no further discussion, Article 19 shall appear on the ballot as written.

Article 20 – add to the Loader Capital Reserve Fund

To see if the town will vote to raise and appropriate the sum of **\$12,500** to be added to the Loader Capital Reserve Fund previously established. The balance of the Public Works Loader Capital Reserve Fund was \$55,758.31 on December 31, 2020.

Estimated tax impact is \$0.04 per thousand dollars of assessed value.

(majority vote required)

(Recommended by the Board of Selectmen 5-0-0)

(Recommended by the Budget Committee 12-0-0)

Article 20 was read by Pro Tem Moderator Adams.

A motion was made by Selectman Gerard LeDuc to approve Article 20 as read, seconded by Select Board Chairman James Allard.

There being no further discussion, Article 20 shall appear on the ballot as written.

Article 21 – add to the Grader Capital Reserve Fund

To see if the town will vote to raise and appropriate the sum of **\$30,000** to be added to the Grader Capital Reserve Fund previously established. The balance of the Public Works Grader Capital Reserve Fund was \$133,910.16 on December 31, 2020.

Estimated tax impact is \$0.09 per thousand dollars of assessed value.

(majority vote required)

(Recommended by the Board of Selectmen 5-0-0)

(Recommended by the Budget Committee 12-0-0)

Article 21 was read by Pro Tem Moderator Adams.

A motion was made by Selectman Gerard LeDuc to approve Article 21 as read, seconded by Select Board Chairman James Allard.

There being no further discussion, Article 21 shall appear on the ballot as written.

2021 ANNUAL TOWN MEETING DELIBERATIVE SESSION MINUTES

Article 22 – add to the Backhoe Capital Reserve Fund

To see if the town will vote to raise and appropriate the sum of **\$17,000** to be added to the Backhoe Capital Reserve Fund previously established. The balance of the Public Works Backhoe Capital Reserve Fund was \$119,171.00 on December 31, 2020.

Estimated tax impact is \$0.05 per thousand dollars of assessed value.

(majority vote required)

(Recommended by the Board of Selectmen 5-0-0)

(Recommended by the Budget Committee 12-0-0)

Article 22 was read by Pro Tem Moderator Adams.

A motion was made by Selectman Gerard LeDuc to approve Article 22 as read, seconded by Select Board Chairman James Allard.

There being no further discussion, Article 22 shall appear on the ballot as written.

Article 23 – add to the Sidewalk Tractor Capital Reserve Fund

To see if the town will vote to raise and appropriate the sum of **\$12,000** to be added to the Sidewalk Tractor Capital Reserve Fund previously established. The balance of the Public Works Sidewalk Tractor Capital Reserve Fund was \$24,653.08 on December 31, 2020.

Estimated tax impact is \$0.03 per thousand dollars of assessed value.

(majority vote required)

(Recommended by the Board of Selectmen 5-0-0)

(Recommended by the Budget Committee 12-0-0)

Article 23 was read by Pro Tem Moderator Adams.

A motion was made by Selectman Gerard LeDuc to approve Article 23 as read, seconded by Select Board Chairman James Allard.

There being no further discussion, Article 23 shall appear on the ballot as written.

Article 24 – add to the Floral Park Cemetery Fence Expendable Trust Fund

To see if the town will vote to raise and appropriate the sum of **\$500** to be added to the Floral Park Cemetery Fence Expendable Trust Fund previously established. This sum is the amount of a Select Board Member stipend that was designated to be donated to this Trust Fund which is in the general fund's unassigned fund balance as an unspent appropriation and no amount is to be raised by taxation. The balance of the Floral Park Cemetery Fence Expendable Trust Fund was \$1,634.08 on December 31, 2020.

2021 ANNUAL TOWN MEETING DELIBERATIVE SESSION MINUTES

There is no estimated tax impact for this warrant article.
(majority vote required)

(Recommended by the Board of Selectmen 5-0-0)
(Recommended by the Budget Committee 12-0-0)

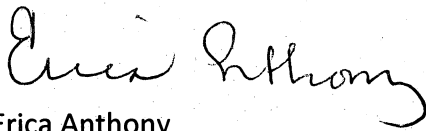
Article 24 was read by Pro Tem Moderator Adams.

A motion was made by Selectman Gerard LeDuc to approve Article 24 as read, seconded by Select Board Chairman James Allard.

There being no further discussion, Article 24 shall appear on the ballot as written.

Pro Tem Moderator Adams adjourned the meeting at 10:18 a.m.

Respectfully Submitted,



Erica Anthony
Town Clerk

