



BOARD OF SELECTMEN
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BOARD MEETING MINUTES
October 17, 2016

Selectmen Present: Susan Silverman, Nancy Carney, Chris Holman

Ms. Silverman called the meeting to order at 6:30 p.m.

PRIMARY:

***** APPROVE MINUTES**
- **October 10, 2016**

Ms. Carney made a motion to approve the minutes. Mr. Holman seconded. Ms. Carney - Yes, Mr. Holman - Yes, Ms. Silverman - Yes. Approved – 3-0

***** APPROVE MANIFESTS**

Ms. Carney made a motion to approve the manifests. Mr. Holman seconded. Ms. Carney - Yes, Mr. Holman - Yes, Ms. Silverman - Yes. Approved – 3-0

***** REVIEW SIGNATURE FOLDER –** The Selectmen reviewed and signed.

6:30 MEET WITH CONSERVATION COMMISSION AND RICK VAN DE POLL
Re: Prime Wetlands Study

Rick Van de Poll met with the Board of Selectmen, members of the Conservation Commission and Town residents to review the Final Report of the Prime Wetlands Study, review the next steps for the town and answer any questions. Once received, Ms. Favreau would post the PowerPoint presentation on the Town's website.

***** CONSTRUCTION PERMIT**

Map 14, Lot 31-1 - Ms. Carney made a motion to approve the Construction Permit for Map 14, Lot 31-1. Mr. Holman seconded. Ms. Carney - Yes, Mr. Holman - Yes, Ms. Silverman - Yes. Approved – 3-0

***** OCCUPANCY PERMIT**

Map 4, Lot 43-8 – Ms. Carney made a motion to approve the Occupancy Permit for Map 4, Lot 43-8. Mr. Holman seconded. Ms. Carney - Yes, Mr. Holman - Yes, Ms. Silverman - Yes. Approved – 3-0

Bruce Vaal stopped in during the Board of Selectmen's meeting. Ms. Silverman asked how the Selectmen could assist him. Mr. Vaal asked for the minutes and notes of the Selectmen's meetings from August 1st to date and stated they needed to be available within a week. Ms. Silverman explained how minutes were taken at the Selectmen's meetings and how changes were made. Mr. Vaal asked Ms. White for the minutes from August 1st to date and asked how to get the minutes and notes of the Planning Board and Zoning Board meetings. Ms. Favreau stated the minutes were available on the website, once approved by the Selectmen. This was done as a courtesy and wasn't required by law. Mr. Vaal also asked about the letter from the Planning Board and wanted to know if it was available. Ms. Silverman stated the letter was received from the Planning Board on October 10th and the Selectmen responded to the Planning Board. A copy of the letters were given to Mr. Vaal. Mr. Vaal asked about the availability of the minutes from the Planning and Zoning Boards. Ms. Silverman explained the meeting schedule and the process. Ms. Favreau shared that the minutes were available and he needed to call the Land Use Office.

*** **REVIEW QUOTES FOR NEW FLAGPOLES**

Ms. Favreau shared that a new quote for \$1,000 more was received. Ms. Silverman reviewed the notes on the quote for 2 - 25' internal shaft flagpoles. The cost was \$1,648 and would require new footings. Ms. Favreau shared that when she called to request the additional quote, the salesperson asked why the town wanted commercial flagpoles, as the others were more than adequate. Mike Grab also mentioned to Ms. Favreau that the original flagpoles that were quoted were more than adequate.

Mr. Holman asked if funding was available. Ms. Favreau shared the cost would come from the General Government Building fund.

Mr. Holman made a motion to purchase the least expensive flagpoles. Ms. Carney seconded. Ms. Carney - Yes, Mr. Holman - Yes, Ms. Silverman - Yes. Approved – 3-0

Mr. Holman asked about posting this information in the newsletter. Ms. Silverman wanted to mention that we are doing it.

*** **REVIEW WARRANT ARTICLES PER LAST WEEKS DISCUSSION**

Ms. Carney shared that the original Warrant Article for the Fire Department to purchase equipment was created in 1969. Ms. Carney stated that she had asked in previous years if it was an Expendable Trust or Capital Reserve and was told it was an Expendable Trust. Ms. Favreau shared that she found that it wasn't changed to an Expendable Trust. Ms. Carney noted the need to do a Warrant Article to change to a vehicle and discussion was held on changing to equipment vs. vehicle, keeping the description broad and changing Capital Reserve to be equipment and vehicles.

*** **REVIEW LETTER FROM TOWN BUSINESSES**
Re: Intersection at Rt. 119 and Upper Troy Road

The Selectmen agreed to hold off discussion until next week.

*** **SIGN AVITAR ASSESSING CONTRACT**

Ms. Favreau shared this was needed by the State - update for next year to do the full re-evaluation. The Selectmen signed.

*** **REVIEW UPDATED QUOTE FROM SCULLY ARCHITECTS**

Ms. Silverman would like to wait and review once we hear back from Bill Harper. The Selectmen agreed.

*** **TRUSTEE OF ELLIOT INSTITUTE**
- **Letter of Resignation – Macreay Landy**
- **Appointment of new member**

Ms. Silverman shared that Macreay Landy had submitted his resignation as Trustee of the Elliot Institute. Ms. Favreau reported on the membership requirement - 2 members needed to be residents of Fitzwilliam and the 3rd member needed to be a resident of Cheshire County. Ms. Favreau shared that Bill Davis was concerned as he was having difficulty finding new members. Ms. Silverman asked Ms. Favreau to find out if Denise Nolan might be interested. Ms. Silverman mentioned asking someone from an adjoining town and someone who was interested in music. Mr. Holman mentioned Phil Croteau. Ms. Favreau would asked Heidi Wood if she knew of someone from Richmond that might be interested in serving. The Selectmen agreed it needed to be someone that was in the music field.

Ms. Favreau would draft a thank you letter to Mr. Landy.

*** **TOWN CLERK REQUEST TO ASK EMPLOYEE AND ELECTION PERSONNEL TO PARK IN REAR OF TOWN HALL**

Ms. Silverman shared the request of Heidi Wood, Town Clerk, asking that Town employees and Election personnel park in the rear of the Town Hall on November 8th. Ms. Favreau would send out a memo.

*** **VOTE TO ACCEPT DONATION FROM THE GAP MOUNTAIN LIONS CHARITIES**
- **Benches – Depot Common**

Ms. Favreau shared that the Selectmen needed to vote to accept the donation of 3 – 4' benches from The Gap Mountain Lions Charities.

Ms. Carney made a motion to accept the donation from the Gap Mountain Lions Charities for 3 benches for the Depot Common. Ms. Silverman seconded. Ms. Carney - Yes, Mr. Holman - Abstained, Ms. Silverman - Yes. Approved – 2-0

*** **NON-PUBLIC SESSION - RSA 91-A:3 II(e)**

At 8:52 p.m. Mr. Holman made a motion to go into non-public session under RSA 91-A:3 II(e). Ms. Carney seconded and the motion passed 3-0. Roll Call vote: Ms. Carney - Yes, Mr. Holman - Yes, Ms. Silverman - Yes.

At 8:59 p.m. Ms. Silverman made a motion to leave non-public session and seal the minutes as disclosure would adversely affect the reputation of the person other than a member of the board. Ms. Carney seconded and the motion passed 3-0. Roll Call vote: Ms. Carney - Yes, Mr. Holman - Yes, Ms. Silverman - Yes.

OTHER BUSINESS

REVIEW CIP SUBMISSION

REVIEW LETTER FROM STATE OF NH – MEADOWOOD GROUND WATER SAMPLING – The Selectmen reviewed and discussed.

Mr. Holman asked what was going to happen to the old Veteran name plates that were taken down. Mr. Holman wanted to give them to the Historical Society as a way to help them recoup some of their money. Ms. Silverman stated it wasn't a good idea as they were in kind of a mess. Mr. Holman thought it would be a good idea for them to use as a fundraiser. Ms. Silverman shared that it wasn't a good time for the Historical Society. Mr. Holman shared that he would pay money to have his grandfather's name plate.

Ms. Favreau and the Selectmen reviewed the articles for the newsletter - budget schedule, snow obstruction on roads, recommendation to NHDOT on feedback received - majority were in favor of the traffic calming islands. Mr. Holman asked that information on the new Veteran's Tax Credit be included.

ON-GOING BUSINESS

Mr. Holman made a motion to adjourn the meeting at 9:06 p.m. Ms. Silverman seconded and the motion passed. 3-0

Submitted by:

Sheryl White
Secretary to the Board of Selectmen

Susan Silverman, Chairman

Nancy Carney, Vice Chairman

Chris Holman
Board of Selectmen