



BOARD OF SELECTMEN
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BOARD MEETING MINUTES
March 10, 2020
11:00 A.M.

Selectmen Present: Daniel Baker, Robyn Bates, Charles Kenison

Guests: Dana Pinney, Sheena Royce, Brian Voucher via conference call

Mr. Baker called the meeting to order at 11:04 a.m.

PRIMARY:

PUBLIC COMMENT

Dana Pinney gave a handout to the Selectmen for a newsletter article. Mr. Baker asked about the data collection. Mr. Pinney shared that Kim Heald would post another reminder on Facebook tomorrow. They have about 140 responses. Mr. Baker asked if Mr. Pinney had any extras of the newsletter insert to hand out at Town meeting. Mr. Pinney shared that he had a few. Ms. Favreau shared that the Selectmen could mention this at Town meeting tonight. Mr. Baker stated it helps our town with economic viability as there are a lot of people that work from home. Mr. Pinney mentioned that Carol Miller would meet with the Selectmen next week.

It was noted that the updated non-disclosure has been sent to Ms. Favreau. Mr. Baker stated the Selectmen would review today.

*** **APPROVE MINUTES** – Tabled until next week.

*** **APPROVE MANIFESTS**

Ms. Bates made a motion to approve the manifests. Mr. Kenison seconded. Mr. Baker – Yes, Ms. Bates - Yes, Mr. Kenison - Yes. Approved – 3-0

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

11:15 MEET WITH NEIL VINCENT
- RE: Business in neighborhood

Neil Vincent handed the Selectmen a complaint that he had filled out regarding what he felt was a definite violation of the Town's zoning ordinances. Mr. Vincent shared that when Monadnock Fire Arms first opened up he questioned whether it was done correctly, especially when he (Vincent) started to see that it was a full retail store. Mr. Vincent stated that it was to be a home occupation. The Selectmen reviewed the minutes of the Planning Board where they met and rendered a decision for Monadnock Fire Arms. It was classified as a home occupation, which doesn't require a site plan review. Mr. Jones had also met with the Planning Board to discuss the addition of the garage. The Planning Board rendered a decision to not require a site plan review. Mr. Vincent stated that if there were only 4-5 cars he would be happy. Mr. Vincent stated his complaint was that Monadnock Fire Arms was doing a retail business. Mr. Baker stated they were approved for an expansion of business. Mr. Baker stated that when it was expanded it did include retail.

Mr. Baker asked to understand the complaint and how the Selectmen could mitigate. Mr. Vincent originally wanted to know why he wasn't notified as an abutter and also how Mr. Jones was granted approval for this business. Mr. Vincent stated that retail wasn't allowed in a rural area and now he can't do anything about it. Mr. Vincent shared that he knew Mr. Jones was doing small retail and he (Vincent) was ok with that but he has a problem with the expansion to full retail. Mr. Vincent stated it doesn't follow our Town Code. Ms. Favreau reviewed the ordinance and noted that adequate parking must be provided. The ordinance also mentioned occasional business traffic.

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Mr. Vincent showed pictures of the damage vehicles are doing to his yard and included pictures of the inside of the business. Mr. Baker shared that the Selectmen would look into as they were not aware of this issue. Ms. Favreau thought it was more of an enforcement at this time. Mr. Kenison stated because Mr. Jones has a federal fire arms license order on-line and pick up from him. Mr. Vincent stated that it was more than a transfer. Ms. Favreau stated that an appeal of decision had a deadline but two years has elapsed. Ms. Favreau stated that Mr. Vincent was registering a complaint and the Selectmen could look into. Mr. Baker stated that it was being operated as retail and questions would be asked of the owner and also notifying him that a complaint has been received. The Selectmen need to look into what was approved by the Planning Board and let them know the gap between what was approved and what is actually happening. Mr. Vincent shared that Mr. Jones has put in a firing range and Mr. Vincent asked to get a plot plan of the property. Mr. Vincent believed that the firing range was on part of the land that was in current use. Mr. Baker asked if appropriate for the area. Mr. Baker stated that now they are aware of what is going on, the Selectmen needed to meet with the owner. Ms. Bates shared that if the Selectmen had any other questions, Ms. Favreau would contact him.

11:45 MEET WITH SHEENA ROYCE – RECREATION DIRECTOR

Sheena Royce, Recreation Director, met with the Selectmen to discuss a few ideas that she had. Ms. Royce would like to have a Town-wide clean up. Ms. Royce thought that April 18 – 22 would be a good time as Earth Day was April 22nd. She would reach out to the Girl Scouts and the church. Ms. Royce has spoken with Gene Cuomo, Road Agent and he would have the Highway Department pick up the filled bags. Ms. Royce shared that she would pick up the bags to hand out.

Ms. Royce wanted to update the Selectmen on what she has been working on. The litter pickup, and working with a company in Keene for a craft night. The company was willing to do a program here for adults and Ms. Royce was looking at March 27th. The craft would be an Easter bunny or hello sign. The cost would be \$30. Ms. Royce thought about holding the event at the Library or the upper Town Hall. Ms. Royce was looking at doing something monthly – specific to adults. Ms. Royce wanted to try a variety of things to include everyone.

The Selectmen offered the first floor meeting space instead of the upper Town Hall. Ms. Bates made a motion to approve March 27th for the craft night. Ms. Kenison seconded. Mr. Baker – Yes, Ms. Bates - Yes, Mr. Kenison - Yes. Approved – 3-0

Ms. Royce discussed things that would be brought up at the Recreation Commission meeting tonight. Ms. Royce discuss having T-ball or a baseball program; created an on-line survey asking Fitzwilliam and Troy if any interest; has approximately 30 people that have responded with 29 supporting. Ms. Royce shared that it was a small sample but validated the interest. Ms. Royce felt there was definitely enough to support T-ball - 4-5 age category – 18, another 15 – 6-12 age range as just a sampling. Ms. Royce e-mailed Bob Norton, Recreation Director in Troy asking to post on Troy's recreation page. Ms. Royce has posted on the Fitzwilliam recreation page. Mr. Baker asked if we would have to join a league. Ms. Royce didn't think we would have to and mentioned that there are a couple of commission members that know what we would need to do. This year if we could pull it off – to start with T-ball, keep the price low (same as basketball - \$25). Mr. Baker asked for the demographics. Ms. Royce shared that the first graders have been split into 2 classes, kindergarten has about 20+ and preschool has 20 students.

Ms. Bates asked about funds for start up to purchase equipment. Ms. Royce thought \$200 could cover it. Ms. Royce thought that at \$25 per child it would pay for start-up. Ms. Favreau shared that it would go through the recreation revolving fund. Ms. Favreau also shared that it was self-funding, except for the summer recreation program. Mr. Baker mentioned that there was some equipment in the shed. Ms. Royce shared that Swanzey has a very involved program. The Selectmen would like to see anything that creates involvement in town. Mr. Baker noted that Ms. Royce would just need to be mindful of expenses. Ms. Favreau shared that \$7,871 was in the recreation revolving account.

Ms. Royce has also been thinking about rebranding and bringing back the Charles Wallace 5k. Commission member Robyn Andersen has experience with events like this. The event is always held on the Summer Solstice (June 20th) and they are struggling with a cause. Ms. Royce thought about having a food truck with the 5k to make this a big event. Ms. Royce thought about holding the race at 5:45 p.m. when the Summer Solstice starts. Ms. Royce shared that she thought of combining food trucks with this event and that she would never have thought of the food trucks had it not been mentioned at the last Selectmen's meeting she attended. Ms. Bates asked about entertainment. Ms. Royce envisioned a kick off to summer. Mr. Baker asked if she (Royce) would bring her ideas to the Selectmen and after discussion with the Recreation Commission to bring a plan back to the Selectmen. The calendar needed to be checked to make sure we don't double book the common.

Ms. Royce was working on recruitment for the summer recreation program. Ms. Royce has received a resume from someone at Mt. Caesar who was interested in the summer recreation director position. Ms. Royce mentioned that she has met with Mike Brown from Monadnock who is an ELO advisor (extended learning). He reached out to Ms. Royce to see if there was an opportunity for one of his students to use as a summer project to earn credit. Ms. Royce was worried, logistically, how that would work but floated the idea that building a program from teenagers might be a better direction for the ELO program. Ms. Royce was thinking about a developing a program that would serve the high school students but wasn't sure where that would go but maybe combining with other towns.

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Ms. Royce also shared that someone from the Senior Center reached out to her and shared that all of their programs are for anyone in the Monadnock area. People have a hard time getting to the Senior Center and they were working on getting their programs more accessible to local towns by way of hosting in different towns or by providing transportation. Ms. Bates mentioned a senior BINGO and she also heard that some seniors would like to have the flu shot brought back to town. Ms. Favreau shared that our Health Officer spearheaded that for the Town.

Ms. Royce shared that yoga has been changed to Wednesday night based on feedback received. Ms. Royce updated the Selectmen on on-line registration. She mentioned a program called Eventbrite which is an on-line platform – can have a specific webpage that would link to anything on-line that we have. Ms. Royce explained how it would work for us and the fees involved. Ms. Royce thought that we could absorb the fees or put into the registration fee. She noted that if an event was cancelled – then the registrant is given a 100% refund. Ms. Royce explained how the program works for payment to the Town. Ms. Royce felt it was cost-effective and meets the demand for on-line registration.

Ms. Royce asked about the hiking trails. Mr. Baker stated for now it would be a good idea for the Selectmen to understand what property was owned by the Town to get those cleaned-up. Ms. Bates mentioned that there was only one trail that couldn't be advertised. Mr. Baker mentioned the Widow-Gage trail. Mr. Kenison mentioned the Katie Metzger Forest. Ms. Royce asked who maintained those trails. It was noted that Paul Kotila, Chair of the Conservation Commission would be a resource for her. Discussion was held on the different trails. Ms. Bates shared that if Ms. Royce hears a lot of discussion about the trails, this would be something to bring to the Selectmen during budget time.

Mr. Baker shared that the ski area is underutilized and he would be interested in helping during the wintertime for something that children can do. Discussion was held on what could be done.

Ms. Royce mentioned fundraising and wondered, if we had an opportunity for a recreation center, why don't we have the funds to be able to do that. Ms. Royce wanted to know how she could fundraise to purchase a building or building a playground. Ms. Favreau shared that the recreation revolving fund was self-funding. Recreation donations could be accepted and if earmarked for a specific program, the donations would need to be spent for that. Mr. Baker suggested allocating funds for exploratory costs and put on a Warrant Article for voting at Town meeting. Mr. Baker shared that even if funds were raised for a building, there would still be on-going maintenance costs. Ms. Favreau shared that we already have a recreation account with a balance of approximately \$10,000. Ms. Royce shared that she didn't have any ideas but wanted to find out if this was possible and she mentioned having Friends of Recreation. Ms. Royce asked if there was an event and extra money was raised, where the funds would be held. Ms. Favreau would research to find out some information.

Mr. Baker made a motion to recess at 1:45 p.m. Ms. Bates seconded. Mr. Baker – Yes, Ms. Bates - Yes, Mr. Kenison - Yes. Approved – 3-0

Mr. Baker reconvened the meeting at 1:45 p.m.

***** REVIEW SIGN APPLICATION**
- KG Performance Solutions

The Selectmen reviewed and determined the sign didn't meet the Town's Sign Ordinance. The Selectmen asked that it be sent to the ZBA.

***** REVIEW CONSTRUCTION PERMIT APPLICATION**
- Map 07 Lot 28-12

Ms. Bates made a motion to approve the Construction Permit Application for Map 7, Lot 28-12 pending owner signature. Mr. Kenison seconded. Mr. Baker – Yes, Ms. Bates - Yes, Mr. Kenison - Yes. Approved – 3-0
The Selectmen agreed that an Occupancy Permit was needed.

***** DISCUSS APPRAISAL OF LAND**

Ms. Favreau shared that Paul Kotila was asking about the Buonomano property and wanted to know if the Selectmen wanted to meet with him again. The Selectmen asked to meet with Mr. Kotila.

***** REVIEW CONTRACT FOR TOTAL NOTICE – MORTGAGE RESEARCH**

The Selectmen reviewed the contract.

Mr. Kenison made a motion to approve the contract. Ms. Bates seconded. Mr. Baker – Yes, Ms. Bates - Yes, Mr. Kenison - Yes. Approved – 3-0

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***** DISCUSS TAX DELINQUENT PROPERTIES**

- **Map 34, Lot 17**
- **Map 15, Lot 30**

Ms. Favreau shared that the property taxes for Map 34, Lot 17 were up to-date except for 2012. Marion Wheeler had asked Ms. Favreau about this property because she doesn't have any information on it. Ms. Favreau determined that the timber tax wasn't paid and she would give this information to Ms. Wheeler.

Map 15, Lot 30 – Ms. Favreau shared that payments haven't been made and the Selectmen haven't determined whether to take for tax deed.

After discussion, Mr. Baker made a motion to take Map 15, Lot 30 by tax deed. Mr. Kenison seconded. Mr. Baker – Yes, Ms. Bates - Yes, Mr. Kenison - Yes. Approved – 3-0

***** DISCUSS PLANNING BOARD REVIEW OF MOU**

Mr. Baker shared that the Planning Board was asking that everyone get together for a final review of the MOU. Mr. Baker suggested everyone look at the MOU and get final comments. It was noted that there wasn't any continuity from the Planning Board throughout the process. Discussion was held on NextEra wanting the PILOT at the same time as the MOU, the Selectmen wanted it noticed that this would be the Planning Board and the Conservation Commission's final input into the MOU.

***** APPOINT BRIAN DOERPHOLZ – ALTERNATE LIBRARY TRUSTEE**

Mr. Baker made a motion to appoint Brian Doerpholz as an alternate Library Trustee. Ms. Bates seconded. Mr. Baker – Yes, Ms. Bates - Yes, Mr. Kenison - Yes. Approved – 3-0

***** DISCUSS APPLICATIONS RECEIVED FOR ROAD AGENT AND TREASURER POSITIONS**

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

At 2:58 p.m. Mr. Baker made a motion to go into non-public session under RSA 91-A:3 II(b). Mr. Kenison seconded and the motion passed 3-0. Roll Call vote: Mr. Baker – Yes, Ms. Bates - Yes, Mr. Kenison - Yes.

At 3:06 p.m. Ms. Bates 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. Mr. Kenison seconded and the motion passed 3-0. Roll Call vote: Mr. Baker – Yes, Ms. Bates - Yes, Mr. Kenison - Yes.

INFORMATION

Brian Voucher of WiValley discussed the reinstallation of their equipment with the Selectmen. Mr. Baker stated relocation to the inside was fine. The Selectmen would reconsider Mr. Voucher's proposal once the steeple has been reinstalled which won't be until this fall. Mr. Baker stated that from a historical standpoint, the look would need to be maintained. Mr. Voucher stated from this information, they would mount their information on the outside. Mr. Kenison asked if Mr. Voucher would be interested in seeing Jay Southgate about mounting equipment on the ground. Mr. Baker suggested coordinating the installation with Mr. Southgate. Mr. Voucher would be willing to work with the Town. Mr. Baker stated that he would pass the information to Mr. Southgate.

Mr. Voucher also discussed the RFI and shared that they are not regulated by the public utility commission and are not required to provide the information of who their customers are. Mr. Voucher explained that for every person they identify, that would be one more property that would be taken off of the Town's list of unserved. WiValley would prefer not to give that information to the Town, they feel they would be doing a service to the Town by not answering. Mr. Baker asked if a RFP was different. Mr. Pinney asked if Mr. Voucher would be willing to send a letter stating that they wouldn't be providing the information.

The Selectmen met with Lori Nolan to discuss getting information on NextEra's solar projects in northern NH. Ms. Bates reviewed the questions that she would like asked: do they adhere to their work hours of operation, did they adhere to the MOU terms, any pit fall to construction pre and post, did they adhere to sound requirements, and did they repair any local town roads that might have been damaged by heavy trucks. Mr. Kenison stated that it was hard to look at with the Planning Board because the MOU and PILOTS were difficult to determine. Ms. Bates stated that if Franklin or Ludlow doesn't want to talk to us that would be fine but if they were willing to discuss it would be helpful. Ms. Nolan asked if there were minutes from the town's. Ms. Favreau shared that she had a few minutes. Mr. Baker suggested that Ms. Nolan contact both Franklin and Ludlow. Mr. Baker would have Ms. Favreau discuss with Ms. Gray before Ms. Nolan begins her research. Ms. Nolan asked if she should contact the municipal offices.

Mr. Baker mentioned enforcement of Town ordinances of trash and unregistered vehicles. Mr. Baker mentioned there was a State RSA but we don't have a Town ordinance. The Selectmen wanted clarification on what that means for towns and should the Selectmen decide to move forward – how would they enforce. An inventory of every property in Fitzwilliam would be needed, noting the number of

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unregistered vehicles. Ms. Nolan shared there were a certain number of unregistered vehicles that were allowed. Mr. Baker stated that generally they have a bigger problem than could be handled in a month. The Selectmen want to go into this with their eyes open and look at towns that have already done this enforcement. The Selectmen would like to research first and find out if any of the towns were willing to meet with the Selectmen so they could find out if they encountered any pitfalls, where there legal costs, how did they handle the violations and how did they do their inventory. Ms. Nolan read in NHMA that this usually comes under police enforcement because in small towns they are driving around.

Ms. Favreau mentioned to Ms. Nolan that the Selectmen would like to meet with Mr. Kotila.

Chris Holman asked about the Meadowood property being sold. Mr. Holman asked for a copy of the Charter. Mr. Baker stated that it was on the Warrant. Mr. Holman was worried that we could be creating a liability if ownership of the property changed. Mr. Baker shared that the Warrant Article gives authority to the Selectmen to sell and if approved, they would research before selling the property. Mr. Holman stated that it could be something in the creation of the non-profit and not necessarily in the deed. Mr. Baker noted that once authorized, the Selectmen would determine if and how to sell. The deed states that it can't be a residence. Mr. Baker discussed some of the repairs the property needed. Mr. Baker shared that it would be good for Mr. Holman to speak to at tonight's meeting. Ms. Bates wondered if it would be caught in the title search. Mr. Holman thought that if not in the deed it could be in the constitution of the non-profit.

Warrant Article 18 - Mr. Kenison explained that the FireWards have taken a more active role. Mr. Kenison was assisting in the purchase of a fire truck, and he discussed the inexperience of the Fire Chief to take on those duties. Ms. Bates explained the conversation that she has had with Brandylyn Handy regarding how the Police Department flows and the hope that the Fire Department could function in the same manner. Mr. Baker agreed that it was a nightmare coming into this and the committee that was organized to look into was pretty divided. The FireWards didn't really participate in that process. Mr. Baker has seen some progress, the big problem is to establish some good skills, management, discipline, and having effective people who could effectively run the department. Mr. Baker noted that if people don't handle conflict it comes to the Selectmen to handle. Mr. Baker was willing to wait another year, especially with the amount of work the Selectmen already have on their plates. Discussion was held on having different levels of authority, clear reporting, continue under FireWards as long as it is effective, direction and over sight, and could the FireWards look forward 5 years and establish long term goals, certifying personnel, purchasing necessary equipment, and determining sustainability. Mr. Kenison shared that he was willing to continue working with the FireWards. It was acknowledged that John Holman donates a huge amount of time to the Town. Mr. Kenison spoke about the fire truck that was available and he noted that it would last at least 10 years. Mr. Kenison mentioned the situation with Troy, since they are without an ambulance. He noted that some Troy members have been signed up with Fitzwilliam so that they can have driving privileges. Mr. Kenison discussed the topic of conversation that he has had with the FireWards about long term plans, procedures, composition of the FireWards and the Board of Selectmen and how that would affect the fire department. Bill Prigge would guide Mr. Kenison on how to lead the tabling of the Warrant Article.

Newsletter Endorsement – Mr. Kenison shared that Mr. Baker didn't want him to discuss with Chief DiSalvo. Mr. Baker stated that the Selectmen didn't authorize nor did he. Ms. Bates discussed perception and her worry that it could be preserved as something else in the community. Mr. Baker stated that he doesn't want to engage in the conversation. Ms. Bates stated that if it is being raised in town as a question, then the Selectmen need to find out who paid for the insert. Ms. Bates commended Mr. Baker on what he has done for the Town and the savings that he and Mr. Kenison have saved the taxpayers.

The Selectmen reviewed the Warrant Articles that they would speak to at tonight's Town meeting.

ON-GOING BUSINESS:

- *** **STEEPLE PROJECT**
- *** **PRIME WETLANDS PROJECT**
- *** **AMBULANCE SERVICE**
- *** **SOLAR**
 - **Notice of Public Meeting**
- *** **TOWN-WIDE ISSUES TO BE ADDRESSED AND THEIR ENFORCEMENT**
 - **Unregistered vehicles**
 - **Debris and junk in yards**

Meeting Schedule:

- 9:00 a.m. - Tuesday, March 3, 2020**
- 11:00 a.m. - Tuesday, March 10, 2020**
- 7:00 p.m. - Wednesday, March 18, 2020**
- 9:00 a.m. - Thursday, March 26, 2020**

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Ms. Bates made a motion to adjourn the meeting at 4:29 p.m. Mr. Baker seconded and the motion passed. 3-0

Submitted by:

Sheryl White
Secretary to the Board of Selectmen

Daniel Baker, Chairman

Robyn Bates

Charles Kenison
Board of Selectmen