



BOARD OF SELECTMEN
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BOARD MEETING MINUTES
August 30, 2016

Selectmen Present: Susan Silverman, Chris Holman, Nancy Carney arrived at 12:20 p.m.

Ms. Silverman called the meeting to order at 11 a.m.

PRIMARY:

***** APPROVE MINUTES**
- **August 22, 2016**

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

***** APPROVE MANIFESTS**

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

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

***** CONSTRUCTION PERMIT**

Map 42, Lot 1-13 – Mr. Holman made a motion to approve the permit for Map 42, Lot 1-13. Ms. Silverman seconded. Mr. Holman - Yes, Ms. Silverman - Yes. Approved – 2-0

Map 12, Lot 45-7 – Mr. Holman made a motion to approve the permit for Map 12, Lot 45-7 and waive the fee. Ms. Silverman seconded. Mr. Holman - Yes, Ms. Silverman - Yes. Approved – 2-0

11:15 MEET WITH DOROTHY ZUG
Re: Complete Streets

Dorothy Zug brought in a summary from the National Complete Streets Coalition for the Selectmen to review and asked if they had any thoughts or questions. Ms. Silverman shared that she hadn't had an opportunity to review. Ms. Zug reviewed the comments she received from the committees and people she had spoken with regarding Complete Streets. Ms. Zug shared that Sara Carbonneau, Director of Planning & Community Development with the Town of Swanzey suggested getting a group together that wanted to work on the project. Ms. Zug mentioned that she has a meeting with Henry Underwood of SWRPC and that he was active on the effort in Troy. Suzanne Gray shared that Ms. Zug had gotten information on the design consideration and what they have done in Swanzey and Troy and that it wasn't about changing every street. Troy designated streets for the town to consider, it was a long study, and when working on streets, there was a list of what should be considered. They put together a group of people to work on this and reported back to the Planning Board and the Selectmen. Ms. Zug shared that a policy is put together with assistance from SWRPC and in Troy SWRPC worked with the Planning Board.

Ms. Zug also shared that she was working on a project (temporary shelter) in Troy. Ms. Zug mentioned the cost of a snow plow at \$60,000 was unrealistic but Troy purchased a 2009 for \$8,650. Ms. Silverman asked if it was new or used. Ms. Zug didn't know but would find out. Ms. Silverman noted that Troy had a very different layout of their village and Fitzwilliam has a little village in the depot, common, Bowkerville, Stateline and are separated. Troy was all around the common and spirals out. Fitzwilliam was very different and we need to look at the different clusters that have their own identity there and to look at what fits for Fitzwilliam. Ms. Zug thought that we were more like Swanzey. When SWRPC works with you there is a policy and plan. Ms. Zug shared that each town was unique. Ms. Silverman mentioned the master plan and the value and look that it wanted to maintain. Ms. Zug also shared that Swanzey did some connector streets and rural streets would be left alone. Funding was provided by Cheshire Medical – promoting healthier communities. Mr. Holman stated that SWRPC only does

2 towns per year and asked if they had been chosen yet. Ms. Zug stated SWRPC had sent out letters of interest to a couple of towns but hasn't heard back and she was told if Fitzwilliam wanted to do it there were other funds that were available. Ms. Zug shared that Mari Brunner, Planner with SWRPC would like to talk with the Selectmen. They would like a confirmation that Fitzwilliam was interested. Ms. Silverman shared that Ms. Carney was on a call and she would like to discuss this when Ms. Carney was present and the Selectmen's next meeting would be held next Wednesday and this would be put on the agenda. Ms. Silverman also shared that the town has other projects that she doesn't want to lose sight of and we would be better off taking a slower route. Ms. Silverman wanted to have thoughtful and participatory conversation and doesn't want it to be a rush job. Mr. Holman shared that we needed to have good leadership. Ms. Zug replied that she was willing. Mr. Holman stated that he wanted other leadership based on her inability to properly handle the dog waste station and her misrepresentation. Ms. Zug shared that it wasn't her project. Ms. Silverman stated the long term plan was good and to get enough different people from those areas. Ms. Zug stated there was one person from each group that she had spoken with that was willing to be part of this project. Ms. Silverman would like people from other demographics. If leadership doesn't allow those comments to come up to the top from a broader engagement of the town – leadership makes decisions based on half information. Mr. Holman asked if anyone on the committee was attending the NH Biker and Walker Conference. Mr. Holman shared that it would be helpful as they provide a lot of good information and it's through the state. Mr. Holman stated that he got a lot of good information when he attended. Ms. Zug stated that she didn't know about that but mentioned she had attended the Complete Streets meeting in Troy. Mr. Holman stated this was at the state level. Mr. Holman recommended collecting information through on-line apps from people who were biking, walking, etc.

Ms. Zug asked if the Selectmen would like her to come back at their next meeting. Ms. Silverman shared that the Selectmen needed to have a discussion first. Ms. Gray stated that we don't want to push this without a thoughtful approach.

Discussion continued on the master plan and getting the community forum back together. Mr. Holman mentioned having Matt Buonomano lead the forum.

11:30 MEET WITH SUSAN MASSIN
Re: FairPoint

Susan Massin shared that she and Jim Talbert started a technology committee and brought in WiValley. Ms. Massin asked about the present status on fast roads. Ms. Massin called WiValley and asked if they could connect to fast roads. The cost would be \$1,800. Ms. Silverman shared that Terry Silverman had looked into it and the cost was also \$1,800. Ms. Silverman shared fast roads connections throughout the local area and that fast roads had offered that towns could hook into. Rindge connected – can build out if 200 residents sign up. Ms. Silverman shared that it was possible to build out from a hub. Mr. Holman shared that Carlotta Pini was on the committee. Ms. Silverman shared that Carole Monroe was the Executive Director with an office in Keene. Ms. Massin would reach out to them. Ms. Massin shared that fast roads had met the terms of the original grant and wasn't concerned with Fitzwilliam. Ms. Massin shared there was a lot of discussion with people that were dissatisfied with FairPoint. Ms. Silverman shared she wasn't sure if FairPoint had dug out from their buy out of Verizon. Ms. Massin shared that dissatisfaction with FairPoint was spread out around town and not one area. FairPoint technicians give a variety of reasons for their poor service. Ms. Massin shared that she read the minutes of the Troy Selectmen's meeting with FairPoint. They met to talk about the present state in Troy. Ms. Massin asked the Selectmen if they could do the same thing. One valuable outcome of this meeting was FairPoint brought up their contacts. On Fitzwilliam Community a lot of people want to have a meeting. Ms. Massin shared that on a professional level the Selectmen should talk with FairPoint. Ms. Massin stated from the standpoint of her business the upload speed wasn't as good. Ms. Silverman shared that her friend in Peterborough went to Comcast and she would ask how it was working out. Ms. Favreau shared her problems with FairPoint. Mr. Holman stated that Ms. Favreau had put on the town's website a speed monitoring app and suggested people pay attention to what their speeds have been at certain times. Mr. Holman shared that Troy appointed a liaison to FairPoint. Ms. Massin replied that she was willing and when she and Mr. Talbert met with FairPoint they were very receptive. Ms. Silverman stated that if Ms. Massin was willing to be the liaison, it would be helpful. Ms. Massin stated to go through the Selectmen and do it professional. Mr. Holman shared his connection problems. Ms. Massin shared that Argent was still in town and some people still use them for internet and are happy. Ms. Massin stated that HughesNet wasn't good because it's satellite. Ms. Silverman stated that she would like Ms. Carney to be here and be a part of the conversation and shared that she was interested in pursuing and would like Ms. Massin to help continue the pursuit.

Ms. Silverman shared that Fitzwilliam was getting a new BlueSky tower and it would have a WiValley antenna on top. To get from the box on the pole and connect to the house was \$1,800 and Ms. Massin stated the monthly cost would be higher.

Susanne Gray asked if it would be helpful to put something in the newsletter. Mr. Holman shared that after changes were made in Troy some people were not happy as they were having problems after the changes. Mr. Holman suggested we look at the feedback. Ms. Silverman shared that Ms. Massin as the liaison could consolidate the concerns. Ms. Massin shared that Fitzwilliam Community did a survey and she reviewed the results. Ms. Silverman stated the need to look at the infrastructure for business and do a survey to find out what they have and what they need. Ms. Massin asked if this information was needed before or after the meeting with FairPoint. Ms. Silverman asked to have it in conjunction with the meeting. Mr. Holman stated that Henry Underwood of SWRPC was willing to help Fitzwilliam do a survey. Ms. Silverman asked Ms. Massin to find out when the Selectmen could get a meeting with FairPoint and call businesses in town to find out what they would want.

Ms. Gray asked Ms. Massin if she could come to the Economic Committee meeting tonight and Ms. Massin replied that she wasn't available. Ms. Gray asked if Ms. Massin could give her some talking points and she would pass it along to the committee.

**12:00 MEET WITH POLICE CHIEF LEONARD DISALVO
NON-PUBLIC SESSION – RSA 91-A:3 II(c)
Re: Personnel Matter**

Ms. Silverman shared with Chief Leonard DiSalvo that Ms. Carney was on a call and they may want to have another discussion. Chief DiSalvo handed the report from Saturday's incident to the Selectmen. Ms. Favreau would forward to Shaheen & Gordon.

At 12:19 p.m. Ms. Silverman made a motion to go into non-public session under RSA 91-A:3 II(c). Mr. Holman seconded and the motion passed 3-0. Roll Call vote: Ms. Carney - Yes, Mr. Holman - Yes, Ms. Silverman - Yes.

At 12:31 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.

At 12:31 p.m. Ms. Silverman made a motion to go into non-public session under RSA 91-A:3 II(c). Ms. Carney seconded and the motion passed 3-0. Roll Call vote: Ms. Carney - Yes, Mr. Holman - Yes, Ms. Silverman - Yes.

At 12:42 p.m. Mr. Holman 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.

At 12:42 p.m. Mr. Holman made a motion to go into non-public session under RSA 91-A:3 II(c). Mr. Holman seconded and the motion passed 3-0. Roll Call vote: Ms. Carney - Yes, Mr. Holman - Yes, Ms. Silverman - Yes.

At 1:01 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. Mr. Holman seconded and the motion passed 3-0. Roll Call vote: Ms. Carney - Yes, Mr. Holman - Yes, Ms. Silverman - Yes.

Ms. Silverman shared that she heard from Greg Mattson that J&J Auto had a truck in the garage at Meadowood and when he asked why they were in there, he was told they had permission. Chief DiSalvo shared that J&J had someone wiring lights on their truck and they asked Officer Clark if they could use the garage because it was raining. Officer Clark allowed them to use the garage. Ms. Silverman stated that any use of town property has to go through the Selectmen. Ms. Silverman shared that she discovered there was a bunch of lumber in one of the bays that belonged to the Highway Department. The Selectmen didn't know it was there. Ms. Silverman also stated they are town buildings and the Selectmen need to be aware of their use. Ms. Silverman asked Chief DiSalvo to talk to his officers. Ms. Carney shared that it wasn't just the Police Department. Ms. Silverman shared that it was an erosion of doing things and the Selectmen would have a larger discussion.

Ms. Silverman discussed the repair to the door, bids received, and the cost of replacing the door – insulated or non-insulated. Ms. Silverman shared that the Selectmen would repair the door.

Mr. Holman mentioned adding to the job description – assessing his officers – have them be part of an evaluation process – some way to bring that information back. Chief DiSalvo shared that he looked at the position differently.

Ms. Silverman thanked Chief DiSalvo on a nice job done on the car show. People have said nice things about it. Chief DiSalvo shared that he got e-mails from people looking forward to next year. Ms. Silverman shared for next year to have 3 judges to do first, second and third place, then have a people's choice award as well. Chief DiSalvo shared with judging you need to have a certification and that people are serious if taken to that level. Ms. Silverman shared that she wasn't thinking of taking it to that level and maybe we don't have awards for best car – maybe look at most distance travelled, newest, oldest, etc. Chief DiSalvo shared that people have asked that vendors be brought in. Ms. Silverman asked Chief DiSalvo to work with Ms. Carney to work out the prizes - newest, oldest, and furthest travelled. Mr. Holman suggest getting people to sponsor the event.

Ms. Silverman mentioned the incident with Stephanie Scherr and her dog. Ms. Carney shared according to the Town ordinance the person pays the vet bill. Ms. Carney explained what happened. The dog that attacked wasn't leashed or under voice control. Chief DiSalvo stated the incident was handled and documented. Ms. Silverman asked what the regulations were and to put something in the newsletter and the website.

The Selectmen thanked Chief DiSalvo for meeting with them.

After discussion, the Selectmen approved the part-time position of a Police Training Instructor.

*** **REVIEW INFORMATION ON TAX DEEDED PROPERTY**

Mr. Holman asked if we end up having to do a warrant article to sell, would we have to send a letter to Mr. Rettig. Ms. Favreau shared that a letter would have to be sent and Mr. Rettig had so many days to respond. The letter would need to be sent certified. Ms. Silverman asked if it was 3 years and she reviewed the information that Ms. Favreau had gotten. Ms. Favreau shared that we have to notify Mr. Rettig of the town's plan to sell and he has 30 days to respond. Discussion continued on whether a vote was needed at town meeting, explaining at town meeting, if brought up in public could someone add an addendum, sealed bids, creating a warrant article to allow the Selectmen to sell tax deeded property, notification to owner and time limit for them to respond whether they would repurchase, and wanting to get properties back on the tax roll.

Ms. Silverman asked about the Concord Industries property. Ms. Favreau would follow-up.

*** **STEEPLE REPAIRS**

- **Scully Architects – Next Steps**

Ms. Silverman reviewed the proposal from Scully Architects. The Selectmen and Ms. Favreau were concerned about the lack of pricing and being told that they wouldn't know the cost until they began the work. Ms. Silverman asked Ms. Favreau to contact Scully Architects and ask for an estimate of the cost with options on the scope of work to be performed.

Ms. Favreau shared she had asked Tim Bidwell about the cemetery shed and he said he didn't know and would ask Greg Mattson. One bid had been received from David Streeter and the Selectmen discussed the need for other bids.

*** **NOTICE FROM PRIMEX**

Re: Contribution Assurance Program

Ms. Favreau shared the rate would be locked in with a 9% cap if they stayed with Primex for 2 years.

Mr. Holman made a motion to stay with Primex for 2 years. Ms. Silverman seconded. Ms. Carney – Yes, Mr. Holman - Yes, Ms. Silverman - Yes. Approved – 3-0

*** **LIBRARY TRUSTEE RESIGNATION**

Ms. Silverman reported that Gail Landy had resigned as Library Trustee. The Selectmen asked Ms. Favreau to draft a thank you letter to Ms. Landy. Ms. Silverman asked Ms. Favreau to sit down with Mac Landy to go over the sign ordinance before he left or maybe he needed to sit down with Sandra Gillis. Mr. Holman mentioned that Mr. Landy could do an article in the newsletter. Ms. Silverman and Ms. Favreau mentioned that at one point they thought the sign permit process should be housed in the Land Use Office and the Selectmen would do the final approval. Ms. Favreau asked if the Selectmen wanted her to draft a letter to the Planning Board letting them know the change in the sign permit process. The Selectmen agreed. The Selectmen also asked Ms. Favreau to draft a thank you letter to Mac and Gail Landy and to put a special thank you in the September newsletter.

*** **REVIEW ESTIMATE FROM CHAMPION OVERHEAD DOOR**

Ms. Silverman reviewed the estimate from Champion Overhead Door for replacement of the door at Meadowood. The estimate received was for an insulated and an uninsulated door. Ms. Favreau shared that Chris Rocheleau doesn't feel an insulated door was necessary as the building wasn't heated. Mr. Rocheleau thought it would be impossible to match the existing siding. Ms. Silverman wanted to know the cost to box in. The Selectmen were concerned that a decision hasn't been made on what to do with the building. Discussion continued on the cost to box in, purchasing a large door vs. a smaller door, J&J Auto working on a vehicle in the garage and when questioned – stated they had permission, the number of cruisers being parked there, fixing in-kind, the need to have a realistic discussion on what to do with the building, sending out a memo to all departments notifying them that the use of the building had to be approved by the Selectmen, closing off the shorter bay instead of the higher bay, having so many town buildings, not wanting it to seem like owned by any one department, main building (heated) to be used by the police department, building wasn't secure, time to have discussion on what was the best use of the spaces, getting an inspector to look at the building, and the possible demolition of part of the building.

Ms. Silverman shared with Ms. Carney the discussion held on the overhead door and the building in general while she was on a call. Ms. Carney suggesting putting a door near the bay that houses the lumber. Ms. Silverman thought they might want to section off and determine the use of the building. Ms. Carney shared that Greg Mattson offered to mow the Meadowood property.

Mr. Holman made a motion to approve the purchase of a full size door. Ms. Carney seconded. Ms. Carney – Yes, Mr. Holman - Yes, Ms. Silverman - Yes. Approved – 3-0

*** **DISCUSS SEPTEMBER MEETING SCHEDULE**

The Selectmen agreed to meet on Tuesday, September 13th at 2:30 p.m. and to cancel their September 12th meeting.

**** **UPDATE ON REQUEST OF DONNA HILL**

Ms. Favreau shared that she had e-mailed Charles Koch and he responded that he would have a hard time believing that all of the wood would have red rot and that he would want to see the slips. Ms. Favreau drafted a letter to Ms. Hill denying her request. The Selectmen approved and signed.

OTHER BUSINESS

-2016 Dog Warrant

ON-GOING BUSINESS

-Prime Wetlands Study – Report expected by the end of August – Ms. Favreau would email Rick Van de Poll to schedule a time to meet with the Selectmen.

Mr. Holman made a motion to adjourn the meeting at 1:36 p.m. Ms. Carney 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