



BOARD OF SELECTMEN
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BOARD MEETING MINUTES
February 11, 2020
9:00 A.M.

Selectmen Present: Daniel Baker, Robyn Bates, Charles Kenison

Guests: Dana Pinney

Mr. Baker called the meeting to order at 9:04 a.m.

PRIMARY:

PUBLIC COMMENT – No comment

9:15 MEET WITH VOLUNTEER BROADBAND TASK FORCE

Dana Pinney gave an update to the Selectmen. Mr. Pinney shared that the Volunteer Task Force members were preparing the RFI to be sent out to providers via certified mail and they had met this morning prior to Mr. Pinney meeting with the Selectmen. The Fitzwilliam Volunteer Broadband Task Force is what they titled themselves and they would not get involved with the Community Facebook page. They might put out reminders of meeting notices, only. Mr. Pinney has a projector and screen that he would set up prior to the meeting on Tuesday evening. Ms. Bates asked about using the sound system prior to the Town meeting. Mr. Baker stated it was used on Memorial Day and it was fine. Mr. Pinney gave an overview of some of the questions to be included in the RFI. The RFI was ready to go out as soon as the Selectmen approved. The survey should go out at the same time. The response time for the RFI was 60 days. The Volunteer Task Force would collate the data as information comes in. Mr. Pinney shared that the survey was in paper form. He has checked with the post office to find out their mailing options. Postage would be \$178. Mr. Pinney spoke with staff to the newsletter, it would be free. The Volunteer Task Force recommended adding an insert to the newsletter. Mr. Pinney shared that bulk mail wasn't forwarded and shared seasonal residents wouldn't get the newsletter. Mr. Pinney shared that the Volunteer Task Force members didn't expect to receive all of the surveys back. February 27th was the March newsletter deadline. Survey Monkey would be used to tabulate the results. Mr. Pinney asked if the Selectmen agreed, they would get ready for the March newsletter. Ms. Bates shared that it wasn't a problem if they would get the information to the Selectmen to review.

Mr. Pinney discussed the weight of the paper to be used for the survey. There would be an expense to print the survey double sided. Ms. Favreau suggested that extra copies of the survey be done to put at the Library and the Town Clerk's office. Mr. Pinney shared that that the Volunteer Task Force would make it easy for residents to return the survey.

Ms. Favreau would do an update tab on the Town's website. Mr. Pinney had asked Ms. Favreau to be on the Selectmen's agenda for a few months should members of the Volunteer Task Force need to meet with the Selectmen for approval. The Selectmen asked to receive information ahead of time to have an opportunity to review prior to meeting with the Volunteer Task Force members. Mr. Pinney shared that getting started required the RFI for the bonding process. If not enough need, we wouldn't qualify for a bond. Speed test and speak easy could be used to get the speed information that would be needed for the survey. Mr. Pinney shared that if someone doesn't respond, they would be considered as unserved, according to the legislation. Mr. Pinney noted that it was too early to contact a bond attorney and to find out what the process was to get them involved. Ms. Bates asked if we would be able to get a quote on the attorney fees for bonding. Mr. Pinney shared that if Consolidated Communications was chosen, they would pay for the bond attorney. A list of bond attorneys could be obtained. Mr. Pinney shared that there was an attorney that has been involved with broadband and he suggested that there wasn't any harm in reaching out to the attorney to find out what she would need. It is anticipated that there would be 25 towns that would be interested in Broadband. Mr. Baker suggested asking for an estimate of cost and to use the same process the Selectmen used when hiring Attorney Manzelli to represent the Town on another matter. Mr. Pinney suggested that the Selectmen write down their questions to ask on Tuesday evening. Mr. Pinney handed out templates to the Selectmen that were used by other towns. Mr. Pinney shared that he had contacted Mr. Snowden, Westmoreland, asking if this should be sent out now and Mr. Snowden thought it was good to get the process started. Mr. Pinney wasn't able to get an address for Argent and was

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trying to get an accurate address. Mr. Pinney has two addresses and Mr. Pinney suggested sending to the two addresses since the mail had to go out certified. Ms. Bates thought it would be better to send to both addresses and suggested keeping a list of the addresses used for the RFI. Mr. Pinney shared the letters that he drafted and would e-mail to Ms. Favreau to print on letterhead and send out certified mail. Mr. Baker asked to put on the letter that it was sent by certified mail. Mr. Baker offered to help set up the space. Mr. Pinney asked that if the Selectmen had a phone conference with a bond attorney, Volunteer Task Force members would like to be in attendance.

Ms. Bates would like to use an attorney that has already been part of the process. Mr. Pinney shared that RSA 38:38, 39, 40 and 41 references what needed to be done by the Town. Mr. Pinney shared that satellite companies can't be part of the bond. Mr. Baker suggested sending out to those companies to get their information. Mr. Pinney explained that satellite companies have data caps and can't meet a 25/3. Mr. Baker felt that it was worth sending out an RFI to those companies. Mr. Baker shared that it was a financial risk with going with what options are available today versus in 5 years or so. We would be locked into the bond for 20 years. Mr. Pinney shared that because the Town owns the infrastructure for the first 20 years, ownership goes to the vendor. Mr. Pinney thought that was a good question to ask an attorney. Mr. Baker stated that we go on what's available and we look at what the risks are.

The Selectmen thanked Mr. Pinney for meeting with them and for the work of the Volunteer Task Force.

***** 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.**

***** REVIEW LETTER OF COMPLAINT**
- Explosions

Mr. Baker reviewed the complaint letter received regarding the use of Tannerite. Mr. Baker wanted to know if it was within the Town and State guidelines that the complainant asked for a valuation reduction. Mr. Baker stated that action has been taken by the Police Department. Mr. Baker asked that a letter be sent stating the person responsible for detonating Tannerite has been cited. Ms. Favreau would have Chief Leonard DiSalvo review the letter. Mr. Baker would like to note the response from the Police Department without getting into specifics. Ms. Bates asked if there were restrictions to times. Mr. Baker stated that this was a violation but he didn't know what RSA. Mr. Pinney explained how Tannerite was detonated and mentioned that it was legal. Mr. Pinney thought there was a point at which it disturbed the peace. Ms. Bates would like to add the language – even though not regulated at the State and Town level. Mr. Baker shared there was a violation but he didn't know the specifics.

Chief DiSalvo confirmed that the person was charged with disorderly conduct. The incident took place at 11:30 p.m. and it was 4 pounds that was detonated. Mr. Baker asked if the Selectmen could get the basics of the incident, the RSA and the violation. Chief DiSalvo shared that if someone does it at 7 p.m., there was nothing you can do. It was because of the time of night that the incident took place and being within 300 feet of a residence that determined the criminal charge.

***** SIGN OCCUPANCY PERMIT**
Map 15, Lot 29

Map 15, Lot 29 – Mr. Kenison made a motion to approve the Occupancy Permit for Map 15, Lot 29 on meeting the conditions included in the letter from Fire Chief Dubriske dated January 30, 2019 to Turn Key Lumber. Ms. Bates seconded. Mr. Baker – Yes, Ms. Bates - Yes, Mr. Kenison - Yes. Approved – 3-0

***** REVIEW SOUTHGATE INVOICE**

The Selectmen reviewed the invoice from Jay Southgate for structural work – copper roofing, weathervane and trim work. Also included was materials and consulting costs. Mr. Bates asked if this was added to the phases. Ms. Favreau shared there are a couple of invoices to be added to the phases. Mr. Baker shared that at Town meeting he would like to give information on how the construction was going and the segments of construction by phase that have been completed. Mr. Baker felt that pictures would be helpful. Ms. Favreau shared that we have saved a lot of money by having Town employees assisting with some of this work. Ms. Bates thought that was something the Selectmen could work on today since they were here for voting.

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

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***** REVIEW VETERAN'S CREDIT APPLICATIONS**

Mr. Baker reviewed the Application for Property Tax Credit/Exemptions for Map 29, Lot 1. A Veteran's credit was requested. Ms. Favreau shared that the Town has adopted the all veteran's credit.

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

Mr. Baker reviewed the Application for Property Tax Credit/Exemptions for Map 12, Lot 48-3. A Veteran's credit was requested.

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

***** REVIEW NOTICE OF SITE VISIT – CHINOOK SOLAR – FEBRUARY 20, 2020**

Mr. Baker shared it would be held at 3:30 on February 20th. They would meet at the Town Hall, weather permitting. Mr. Baker shared that a list of those attending was needed. The Selectmen would be attending and they would meet with Attorney Manzelli after the site walk.

Ms. Bates asked if this was a requirement. Ms. Favreau shared that it was an SEC requirement that they hold a county meeting. Ms. Favreau reviewed Attorney Manzelli's e-mail regarding the site walk and public hearing. Mr. Baker asked for the full schedule. Ms. Bates asked if any Planning Board member was attending. Mr. Kenison shared that there being a site walk wasn't known at last week's Planning Board's meeting. Mr. Baker shared that Ms. Favreau had forwarded Attorney Manzelli's e-mail. Ms. Favreau confirmed that the Public Hearing would be held at 6:00 p.m.

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

At 10:30 a.m. Mr. Kenison made a motion to go into non-public session under RSA 91-A:3 II(b). Ms. Bates seconded and the motion passed 3-0. Roll Call vote: Mr. Baker – Yes, Ms. Bates - Yes, Mr. Kenison - Yes.
At 10:43 a.m. Mr. Baker 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. Bates seconded and the motion passed 3-0. Roll Call vote: Mr. Baker – Yes, Ms. Bates - Yes, Mr. Kenison - Yes.

INFORMATION

Mr. Baker asked about putting the old cruiser out to bid. Ms. Favreau shared that she has the information to post.

Brian Gill asked to meet with the Selectmen to give a couple of ideas for Richmond Road. Mr. Gill mentioned that flashing lights slow down traffic and asked if those could be installed on other roads, not just Richmond Road. Mr. Gill also mentioned having multiple signs that would require the driver to slow down in order to read the messages. Mr. Baker shared that the Selectmen couldn't go onto private property to post a series of signs. Mr. Gill thought that the speed limits were out of whack with how fast people drive. The speed limit was too low and there aren't enough signs. Mr. Baker shared that anytime they have done anything with the road, they include the Road Agent and the Chief of Police. Mr. Baker felt that enforcement was key. Mr. Gill felt that flashing lights would slow drivers down. Mr. Baker agreed that was true for most drivers.

ON-GOING BUSINESS:

***** STEEPLE PROJECT** – Mr. Baker shared that Mr. Southgate has posted pictures of the steeple work on his Facebook page. Mr. Baker asked that pictures and a graph showing construction completed to-date be used at Town meeting. Mr. Pinney offered use of his projector. Mr. Baker mentioned that three people wanted to go see Mr. Southgate's shop. Mr. Baker would plan a trip within the next couple of weeks.

Mr. Baker suggested getting bids on work that needed to be done. The Town hall – slate roof, every year inspected in the spring – Johnson Roofing, exterior painting, had been on a one-side per year schedule. Mr. Baker noted that Johnson Roofing had done some minor repairs. Mr. Baker thought Johnson was the most qualified and asked that he do an annual inspection. Ms. Bates asked about delaying the exterior painting until some of the outside projects were done - landscaping, foundation repair, rot, and ramp repair. Discussion was held on painting two sides of the Town Hall. Ms. Favreau asked if the Selectmen wanted to determine what sides they wanted painted or leaving it up to the painter. Ms. Bates suggested ranking of the top five – already ranked high, medium and low. Mr. Baker suggested getting bids on all of the High As. It was suggested to put the RFP out in the newsletter. Mr. Baker explained how liability insurance works. After discussion, the RFP requirement would need to list an independent contractor with liability insurance or a company with worker's compensation, and the Selectmen also wanted a portfolio of similar work done. The Selectmen would like to meet with Justin Killeen to review the RFP.

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Discussion was held on the repair work needed at the Library. Ms. Favreau shared this was a separate expendable trust fund. It was noted that the Library Trustees meet with the Selectmen to discuss what level they wanted the Selectmen involved with the Library repair work. Ms. Bates suggested that if the Warrant Article passes to meet with the Library Trustees to share that Mr. Killeen was doing Town owned buildings. Ms. Favreau suggesting asking if the Library wanted to be included, as the Selectmen were using Mr. Killeen for all Town owned buildings.

Other noted repairs: Highway Barn – electric panel; Transfer Station – door – reframing and replacement; Safety building – test water for salt – have Brandy get the test done; and Police and Fire Departments - changing the entrance, removal of trees in the leach field. An RFP would be done and the Selectmen would review to determine what work could be done.

Mr. Baker mentioned the deed restriction for Meadowood. Ms. Favreau would asked Bill Prigge about the restriction. The property was gifted to the Town.

Pine Grove – painting and fascia board replacement; Village Cemetery - bleach treatment on roof to kill the roof and sill work. Mr. Kenison suggested that we wait until we determine if it can be saved – sill work would need to be done first.

Recreation Pole Barn - asphalt work and siding work.

The Selectmen agreed that they would work with Mr. Killeen to determine the work to be done and to develop an RFP.

- *** **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:

7:00 p.m. - Wednesday, February 5, 2020
9:00 a.m. - Tuesday, February 11, 2020
7:00 p.m. - Wednesday, February 19, 2020
9:00 a.m. - Thursday, February 27, 2020

Ms. Bates made a motion to recess and reconvene later in the day. Mr. Kenison seconded. Mr. Baker – Yes, Ms. Bates - Yes, Mr. Kenison - Yes. Approved – 3-0

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

*** **APPROVE MANIFESTS**

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

Ms. Bates made a motion to adjourn the meeting at 5:15 p.m. Mr. Kenison 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