



**BOARD OF SELECTMEN**  
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**BOARD MEETING MINUTES**  
**March 5, 2018**  
**7:00 p.m.**

**Selectmen Present:** Susan Silverman, Nancy Carney, Daniel Baker

Ms. Silverman called the meeting to order at 7 p.m.

**PRIMARY:**

**7:15 MEET WITH DAVE DRASBA – SCULLY ARCHITECTS**

Dave Drasba met with the Selectmen to discuss what assistance the Selectmen would need from him regarding the steeple project. Mr. Drasba stated the focus of the proposal was to arrive at a cost estimate – not including a design drawing. They do a tier approach. Mr. Drasba shared that with the Town's project they don't have a lot of choice over what is done or not done, if applying to LCHIP. The project needed to be done within the National Parks Standard for rehabilitation. There is a minimum in their work that needs to be specified. To get to the point of getting numbers from a steeplejack – he put together an approach. Mr. Drasba reviewed the approach he prepared and discussed what was included. Mr. Drasba stated that with this document multiple proposals could be received that were slightly different.

Mr. Drasba reviewed the course of action, which he had broken out into 6 tasks and included an estimated cost for each task. The estimated cost of the 6 tasks was \$32,000 - \$52,000. Mr. Baker asked about the standard construction cost. Mr. Drasba shared it was 10% on the low end and could be as high as 20%. Mr. Drasba thought the project would be at \$300,000 and he shared that Scully Architects would do the project based on an hourly rate. Mr. Drasba noted the LCHIP portion was dependent upon how much assistance staff needed and acknowledged there were a lot of pieces. Ms. Favreau shared that she was unable to attend the LCHIP workshop. Mr. Drasba asked about the application deadline. Ms. Favreau shared it was June 22<sup>nd</sup> and May 18<sup>th</sup> was the deadline for the intent to apply. Ms. Carney shared that she would attend the workshop. Mr. Drasba stated he didn't think we would have firm numbers by June and shared the June application date would need to include a firm budget. Mr. Drasba noted the budget could be tweaked until they do their site visit in the fall. Ms. Silverman asked what would be the potential from LCHIP if the project was \$300,000. Mr. Drasba shared they would go up to 50% of the cost. The cost awarded was partly driven by how many other applications were received. Mr. Drasba noted that LCHIP was a good source to help fund the project.

Mr. Drasba shared that steeplejacks were capable of taking the project and running with it and he was of the opinion that the steeple would need to be removed in order for the repair work to be done. Mr. Baker stated that he was trying to figure out what the Town was getting for \$25,000 and how much guidance the Town needed - whether it was narrow or broad. Mr. Drasba shared that he was proposing what needed to be done at each level. There are things that we might not know if a fix or repair – could do an allowance. It was a matter of keeping track of that and how the steeplejacks were going to charge for the unknowns. Mr. Drasba stated he was providing a broad guidance and he noted that 3 people could come in with proposals that could be close but they wouldn't be comparing apples to apples. Mr. Drasba shared the steeplejacks were all experienced and he can't argue with that. Ms. Favreau asked if LCHIP had any requirements on the number of bids. Mr. Drasba shared that LCHIP doesn't require bidding. Mr. Drasba was proposing to put together a manual, talk to the steeplejacks, and review their proposals. The order could be changed up and interview again. Mr. Baker shared that he would like Mr. Drasba there and it would make sense for the steeplejacks to come in.

Mr. Baker asked what Mr. Drasba needed to get the ball rolling. Mr. Drasba stated he would do a contract for the Selectmen to sign off on. Ms. Silverman asked for Mr. Drasba's timeframe for that. Mr. Drasba shared that LCHIP would need to be involved before taking the steeple down, in case they were against it. Ms. Favreau asked about the structural engineer. Mr. Drasba would like to have his engineer look at it as there is one beam that needed to be replaced. Mr. Drasba wanted to look at whether April was doable and he would get back to the Selectmen tomorrow. The Selectmen agreed that they needed to get on the steeplejacks work list.

The Selectmen thanked Mr. Drasba for meeting with them.

# BOARD MEETING MINUTES

## March 5, 2018

### 7:00 p.m.

Ms. Carney thought it would be good to print out some of the Town Hall pictures and have them out for Town Meeting. It's important to explain that we have an architect, a plan and are in the process of getting bids.

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**APPROVE MINUTES**  
- February 20, 2018

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

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**APPROVE MANIFESTS**

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

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**CONSTRUCTION PERMIT**  
- Extension – Asher Construction  
- Extension – Thomas Parker

**Map 4, Lot 43-1 – Extension Request** - Ms. Favreau shared that she had Asher Construction complete a new application because it has been several years. Ms. Favreau wasn't sure if the Selectmen wanted to go out and measure as it's within 5 feet of the setback. Ms. Favreau asked for it to be staked. Mr. Baker asked about using our Code Enforcement Officer.

Ms. Carney made a motion to approve the extension request for Map 4, Lot 43-1. Pending site review. Mr. Baker seconded. Mr. Baker – Yes, Ms. Carney - Yes, Ms. Silverman - Yes. Approved – 3-0

**Map 11, Lot 2-3 – Extension Request** – Ms. Carney made a motion to approve the extension request for Map 11, Lot 2-3. Mr. Baker seconded. Mr. Baker – Yes, Ms. Carney - Yes, Ms. Silverman - Yes. Approved – 3-0

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

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**REVIEW LCHIP AND MOOSE PLATE GRANT LETTER OF INTENT**

The Selectmen agreed to submit a letter of intent for both.

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**CHANGE OF USE**  
**Map 11, Lot 02-02**

Ms. Favreau shared that the house sold and no longer meets the 10 acres for current use.

Ms. Carney made a motion to go by Avitar's recommendation. Mr. Baker seconded. Mr. Baker – Yes, Ms. Carney - Yes, Ms. Silverman - Yes. Approved – 3-0

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**REVIEW LETTER FROM MRS. BURNHAM**

The Selectmen reviewed and signed the letter that Ms. Favreau had created.

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**REVIEW LETTER WITH POSTCARD** – The Selectmen reviewed.

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**DISCUSS MEMORIAL DAY**

Ms. Favreau shared that Mike Grab sent her an e-mail and would like help with the Memorial Day event. Ms. Carney would ask Ren Doyle if he would assist. Ms. Favreau asked about John Greer. Ms. Carney shared that Mr. Greer was with the American Legion. Mr. Baker asked about Wayne Dunham, Jr. Ms. Carney would contact both Mr. Doyle and Mr. Dunham, Jr.

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**REVIEW LETTER FROM STATE OF NH** – The Selectmen reviewed.  
**Re: Oversize vehicle permitting software**

# BOARD MEETING MINUTES

March 5, 2018

7:00 p.m.

\*\*\* **REVIEW INVOICE**

The Selectmen reviewed the invoice for the flyer.

Ms. Carney made a motion to approve payment of half of the expense. Mr. Baker seconded. Mr. Baker – Yes, Ms. Carney - Yes, Ms. Silverman - Yes. Approved – 3-0

\*\*\* **ABATEMENT APPLICATIONS SENT TO AVITAR**

- **Map 32, Lot 56**
- **Map 11, Lot 02-02**
- **Map 13, Lot 06-02**
- **Eversource**
- **Fairpoint**

Ms. Favreau stated abatement applications have been sent to Avitar. The Selectmen reviewed and discussed.

\*\*\* **ABATEMENT APPLICATION**

- **WIVALLEY**

Ms. Favreau shared that she didn't send the WiValley abatement application to Avitar. They are requesting an abatement of \$2,322. Ms. Favreau shared it would be \$193 per month. The Town Hall gets free Wi-Fi and the Police Department was charged. Mr. Baker suggested the difference be the abatement. Ms. Favreau shared it would be \$959 per year. The Selectmen agreed that the abatement application be sent to Avitar to do an assessment. The Selectmen would make a decision at that time.

\*\*\* **VETERAN TAX CREDIT**

- **Lawrence Vincent**

Ms. Favreau shared that Lawrence Vincent was applying for a Veteran's Tax Credit. Ms. Favreau stated that Mr. Vincent doesn't qualify, as he listed that he resides at Map 28, Lot 25, which is an exempt property. Mr. Vincent owns Map 32, Lot 6 but doesn't live there. Ms. Favreau reported that she had asked Mark Stetson, Avitar for advice on this.

Ms. Carney made a motion to deny the application of Lawrence Vincent. Mr. Baker seconded. Mr. Baker – Yes, Ms. Carney - Yes, Ms. Silverman - Yes. Approved – 3-0

\*\*\* **NON-PUBLIC SESSION RSA 91-A:3 II(c) – Elderly Exemption**

At 8:00 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: Mr. Baker – Yes, Ms. Carney - Yes, Ms. Silverman - Yes.

At 8:02 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: Mr. Baker – Yes, Ms. Carney - Yes, Ms. Silverman - Yes.

\*\*\* **NON-PUBLIC SESSION RSA 91-A:3 II(c) – Hardship Abatement**

At 8:03 p.m. Ms. Carney made a motion to go into non-public session under RSA 91-A:3 II(c). Mr. Baker seconded and the motion passed 3-0. Roll Call vote: Mr. Baker – Yes, Ms. Carney - Yes, Ms. Silverman - Yes.

At 8:04 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: Mr. Baker – Yes, Ms. Carney - Yes, Ms. Silverman - Yes.

\*\*\* **NON-PUBLIC SESSION RSA 91-A:3 II(c) – Elderly & Disabled Tax Deferral**

At 8:04 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: Mr. Baker – Yes, Ms. Carney - Yes, Ms. Silverman - Yes.

At 8:10 p.m. Ms. Carney 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. Baker seconded and the motion passed 3-0. Roll Call vote: Mr. Baker – Yes, Ms. Carney - Yes, Ms. Silverman - Yes.

**BOARD MEETING MINUTES**  
**March 5, 2018**  
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\*\*\* **NON-PUBLIC SESSION RSA 91-A:3 II(c) – Elderly & Disabled Tax Deferral**

At 8:10 p.m. Ms. Carney made a motion to go into non-public session under RSA 91-A:3 II(c). Mr. Baker seconded and the motion passed 3-0. Roll Call vote: Mr. Baker – Yes, Ms. Carney - Yes, Ms. Silverman - Yes.

At 8:12 p.m. Ms. Carney 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. Baker seconded and the motion passed 3-0. Roll Call vote: Mr. Baker – Yes, Ms. Carney - Yes, Ms. Silverman - Yes.

**OTHER BUSINESS:**

- **Review Police Child Safe Program** – The Selectmen reviewed and discussed.
- **SW Region Planning Commission Dinner** – The Selectmen reviewed.
- **Review Planning Board Minutes**

Ms. Carney shared that the Fire Department was doing a course on stop the bleed. She would be doing a flyer and asked if she could put them on the benches at Town Meeting. The Selectmen agreed.

The Selectmen reviewed the Warrant to make assignments for Town Meeting.

Mr. Baker made a motion to adjourn the meeting at 8:25 p.m. Ms. Carney seconded and the motion passed. 3-0

Submitted by:

Sheryl White  
Secretary to the Board of Selectmen

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Susan Silverman, Chairman

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Nancy Carney, Vice Chairman

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Daniel Baker  
Board of Selectmen