



**BOARD OF SELECTMEN**  
P.O. BOX 725  
FITZWILLIAM, NH 03447  
(603) 585-7723 Fax: (603) 585-7744  
Email: fitzwilliamnh@fitzwilliam-nh.gov

**BOARD MEETING MINUTES**  
**March 27, 2017**  
**7:00 p.m.**

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

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

**PRIMARY:**

**\*\*\* APPROVE MINUTES**  
**- March 20, 2017**

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

**\*\*\* APPROVE MANIFESTS**

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

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

**\*\*\* BOARD REPRESENTATIVES ON COMMITTEES**

Ms. Silverman explained the process. Ms. Carney thought that since Mr. Baker had served on the ZBA in the past that he might want to be the Board's representative.

After discussion, the Selectmen agreed who would be the representative on the following committees/commissions:  
Ms. Carney - Planning Board; Mr. Baker - Historic District Commission, CIP and the Budget Committee; Ms. Silverman - ZBA.

Ms. Silverman shared that the Selectmen could rotate their attendance at the Budget Committee meetings or the Selectmen could attend. Ms. Carney stated that attending the Budget Committee meetings helped her. Ms. Silverman and Ms. Carney agreed that it was helpful to bring back to the Selectmen a summary of what transpired at the Budget Committee meetings.

**7:15 MEET WITH ROGER KEILIG**  
**Re: Lot Line Adjustment**

Roger Keilig met with the Selectmen to discuss his land donation to the Town. Mr. Keilig updated the Selectmen on his progress to-date. Mr. Keilig shared that the brook merges and ties in behind the former store and Paul Grasewicz had looked at the property. Ms. Silverman asked about the acreage. Mr. Keilig shared it was 1.4 and 5.6 acres. Ms. Silverman shared with Mr. Keilig that the warrant article allowing the Selectmen to accept land donations failed at Town Meeting. Ms. Silverman stated what that meant was the Selectmen wouldn't be able to accept his land donation until next year's Town Meeting. Mr. Baker asked if Mr. Keilig's property abutted the Town's property. Ms. Silverman stated it did and would be good for the Town. Ms. Silverman asked if it created a problem for Mr. Keilig. Mr. Keilig replied, timewise, it did. Ms. Silverman apologized to Mr. Keilig and asked how he wanted to proceed.

Ms. Silverman shared that Mr. Keilig's lot line adjustment needed to go to the Planning Board. Discussion was held on the timeframe and the possibility that voters could turn down the donation. Mr. Baker asked what the lot line adjustment was to accomplish. Ms. Silverman asked if Mr. Keilig had any interest in the store. Mr. Keilig replied that he did and he has had something in the works for a while. Mr. Keilig asked if the Town could sell the property. Ms. Silverman shared that Mr. Keilig

really needed to do the lot line adjustment and he could sell the other property at another time. Ms. Favreau stated it wouldn't be a lot line adjustment. Mr. Baker stated it would be a subdivision and would create a land locked property. Ms. Silverman asked if Mr. Keilig thought it would be easier to market his property. Mr. Keilig replied it would matter and he needed to do it in the same year he sold the other property. Mr. Keilig stated he needed to work with the buyers to see what could be done. Ms. Favreau shared Mr. Keilig could go to the Planning Board to get approval and it wouldn't be in effect until recorded at the Registry of Deeds and was approved by the voters at Town Meeting. Ms. Silverman shared it would be a nice thing for the Town but it was up to Mr. Keilig on how he wanted to proceed.

Mr. Keilig asked how much time the Planning Board needed. Ms. Silverman stated the Planning Board meets every Tuesday and he could do a preliminary appointment with them to let them know what he wanted to do or he could set it up as Ms. Favreau had talked about and get approval. Ms. Silverman shared that the Warrant was put together in January. Mr. Keilig stated the transaction couldn't happen until next year and that put a crimp in the process. Mr. Keilig shared that he needed time to think this through.

Ms. Silverman thanked Mr. Keilig for coming in.

\*\*\* **CONSTRUCTION PERMIT**  
**Map 3, Lot 31-1**

**Map 3, Lot 31-1** – Ms. Carney made a motion to approve the permit for Map 3, Lot 31-1. Mr. Baker seconded. Mr. Baker – Yes, Ms. Carney - Yes, Ms. Silverman - Yes. Approved – 3-0

\*\*\* **SIGN MEMORIAL DAY PARADE PERMIT**

The Selectmen reviewed the Memorial Day Parade Permit for May 29, 2017 from 8:15 a.m. – 10:00 a.m.

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

\*\*\* **REVIEW TAX LIEN**

The Selectmen reviewed and discussed. Ms. Favreau shared that she would issue a check to the Tax Collector and the money would be returned back to the Town. Once final, Jane Wright would meet with the Selectmen to discuss.

The Selectmen discussed the former Concord Industries building and shared with Mr. Baker that the new owners build trusses. Ms. Favreau updated Mr. Baker on the process and the reason it has taken so long was because the Court needed to approve the sale.

Ms. Favreau updated Mr. Baker on the process.

\*\*\* **DISCUSS SOCIAL MEDIA POLICY AND REVIEW DRAFT**

Ms. Silverman reviewed the Social Media Policy draft that Ms. Carney had adapted for Fitzwilliam. Mr. Baker shared that he had reviewed it and stated it was restrictive. Ms. Carney shared that Ms. Silverman suggested approving the policy and putting it into use and if needed, it could be amended. Mr. Baker asked if Ms. Favreau had requests to go beyond what we have. Ms. Favreau shared the Selectmen's office doesn't. Ms. Favreau also shared that she was the only administrator for the Town's website. Ms. Favreau stated the policy would affect any department. Ms. Silverman stated that we needed something. Mr. Baker stated it brought everything to the Selectmen to approve and it was very restrictive. Mr. Baker also stated that routine posts could be preapproved. Ms. Carney shared that comments could be approved by the administrator before it got posted to the website. Discussion was held on Selectmen's approval and approving posts by the administrator of the website. Ms. Carney shared the reason it had come up was the Fire Department was trying to recruit new members and they were trying to gather younger people who use social media. Discussion was held on putting a general caveat that the Selectmen reserve the right to approve departments approving their posts. Ms. Silverman shared that there was a provision in the policy draft that the Selectmen could appoint someone in the department to administer the website. Ms. Silverman reviewed other provisions in the policy draft. Ms. Silverman stated there were some protections in the policy draft and the best way was to vote to enact it or wait. Ms. Silverman thought it was better to have something than not.

Mr. Baker asked if the Selectmen met routinely with Department Heads. Ms. Silverman shared the Selectmen have met with Chief Leonard DiSalvo and Gene Cuomo on a frequent basis.

The Selectmen agreed to have Department Heads review the Social Media Policy draft and ask for their feedback.

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

At 7:57 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 7:59 p.m. Ms. Silverman made a motion to leave non-public session. 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) – Tax Exemption**

At 7:59 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 8:00 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. Ms. Silverman 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(a) – Employee Compensation**

At 8:00 p.m. Ms. Carney made a motion to go into non-public session under RSA 91-A:3 II(a). Ms. Silverman seconded and the motion passed 3-0. Roll Call vote: Mr. Baker – Yes, Ms. Carney - Yes, Ms. Silverman - Yes.

At 8:19 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.

**OTHER BUSINESS:**

- **REVIEW NHMA LEGISLATIVE BULLETIN**

Ms. Silverman shared she received a complaint. Mr. Baker asked what would be the advice to give. Ms. Silverman shared how Mr. Baker should handle any complaint that would come to him, individually.

Ms. Silverman shared the minutes were posted on the Town's website.

Ms. Carney stated she doesn't mind people recording a meeting or taking pictures but they need to notify people that it is being done. Discussion continued on announcing the need to notify at the beginning of a meeting if people are coming in to meet with the Selectmen. Ms. Silverman asked Ms. Favreau to draft a statement for her to read to be consistent.

Ms. Silverman asked if the Selectmen wanted to meet with Department Heads. The Selectmen agreed to meet with Mr. Cuomo next week to ask about his road projects, plans for the summer and hiring.

Ms. Silverman asked for input on the Social Media Policy draft by April 10<sup>th</sup>.

Ms. Silverman shared newsletter articles were needed by April 15<sup>th</sup>.

The Selectmen reviewed their meeting schedule for April and May. Ms. Carney shared she was unavailable on May 22<sup>nd</sup>. Ms. Silverman shared the meeting could be cancelled or rescheduled. The Selectmen agreed to meet on Tuesday, May 23<sup>rd</sup> at 9 a.m. and to cancel their meeting on Monday, May 22<sup>nd</sup>. The Selectmen also agreed to cancel their meeting on Monday, May 29<sup>th</sup>. The Selectmen would schedule a meeting should the need arise.

**ON-GOING BUSINESS:**

Ms. Silverman made a motion to adjourn the meeting at 8:37 p.m. Mr. Baker 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