



BOARD OF SELECTMEN
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BOARD MEETING MINUTES
April 1, 2020
4:00 P.M.

Selectmen Present: Via conference call: Daniel Baker, Robyn Bates, Charles Kenison

Guests: Via conference call: Dana Pinney

Mr. Baker called the meeting to order at 4 p.m.

PRIMARY:

PUBLIC COMMENT – No Comment

*** **APPROVE MANIFESTS** - *tabled until the next meeting*

*** **REVIEW SIGNATURE FOLDER** - *tabled until the next meeting*

*** **DISCUSS LAND OF EILEEN ROY TAKEN BY TAX DEED**

Ms. Favreau shared that Mrs. Roy wanted to know if the parcel across the road was put up for sale. Mr. Baker reviewed what the Selectmen had decided to do at their meeting with Mrs. Roy. Ms. Favreau shared that it needed to be put out to bid or have it voted on at Town Meeting to sell to Mrs. Roy. Ms. Favreau shared that Mrs. Roy was getting ready to put her house on the market.

Mr. Pinney asked about subdividing the property. Mr. Baker shared that the Selectmen were going to try to coordinate with Mrs. Roy.

*** **REVIEW HIGHWAY DEPARTMENT COVID-19 GUIDELINES**

Mr. Baker asked if the Selectmen had a chance to review. Mr. Kenison stated that he was ok with the document. Mr. Baker was ok with it as well. Mr. Baker stated that the Highway Department was critical but there would be days that it would be raining and they would be in the Barn. Mr. Baker thought that on rainy days not everyone needed to be in the Barn in close proximity. Mr. Baker wanted to make sure the Selectmen were in agreement as this wasn't included in the guidelines. The Selectmen agreed.

*** **REVIEW OFFER ON CRUISER PURCHASE**

Ms. Favreau shared that the cruiser hasn't been put out to bid on Craigslist and this offer just came in. Ms. Favreau asked if it should be posted on the website and at the post office. The Selectmen agreed that it should be posted on Craigslist.

Ms. Favreau would respond to the offer and explain the process.

*** **LETTER FROM DOROTHY ZUG**

Ms. Favreau shared that Ms. Zug had asked that her mail be forwarded to her while she was away but because Mr. Bateman's name was listed first, the tax bill wasn't forwarded. Ms. Zug was asking for forgiveness.

Ms. Bates made a motion to abate interest in the amount of \$66.11 for Ms. Zug's penalty on her 2020 taxes. Mr. Kenison seconded. Mr. Baker – Yes, Ms. Bates - Yes, Mr. Kenison - Yes. Approved – 3-0

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DISCUSS INFORMATION FROM JUSTIN KILEEN

Re: Town Buildings

The Selectmen reviewed and discussed the information from Justin Killeen on repairs that were needed in 2020 on Town owned building. Mr. Baker suggested putting out to bid with local construction businesses. Mr. Baker shared that it would be masonry and carpentry work. Ms. Bates suggested that they would need to do a site walk with all of the bidders in order to see the list of items together. Mr. Baker asked if there were any other suggestions. Mr. Baker thought the work needed to be done by skilled masons and carpenters. The Selectmen agreed.

Mr. Baker shared that the estimate to replace the breaker and the electrical panel at the Town Barn, and the meter was \$1,500 to \$2,000. The reason for the cost range was because it was all conduit and some may need to be replaced. The estimate included replacing an emergency light that isn't working at the town barn. Mr. Kenison felt it was a good bid.

Mr. Kenison made a motion to approve the bid and get it moving. Ms. Bates seconded. Mr. Baker – Yes, Ms. Bates - Yes, Mr. Kenison - Yes. Approved – 3-0

Mr. Baker shared that they would get a formal bid in writing.

5:00 CONFERENCE CALL WITH FIREWARDS - *cancelled*

5:30 CONFERENCE CALL WITH DILUZIO

Robert DiLuzio met with the Selectmen via conference call to discuss the outstanding invoices. Mr. Baker stated that the Selectmen want to pay their bills and asked if there was some way to get this issue straightened out. Mr. DiLuzio stated they are providing the information to Troy and that he was willing to resolve the issue. Mr. DiLuzio explained that the contracts are with the Towns and this wasn't anything new since DiLuzio started paramedic services in 1998 and provided the billing. Mr. DiLuzio explained if the call generated with Fitzwilliam and Troy, Jaffrey, or Winchendon does the transport, Fitzwilliam would still be billed for the call. Mr. DiLuzio shared that information was released to the Town via the secured server and he (DiLuzio) explained the process. Mr. DiLuzio stated the language that was needed was: to release any information to the Town of Troy. This language needed to be added to the contract. Mr. DiLuzio needed to have permission for the run reports. Mr. DiLuzio shared that Nancy Carney could access both reports and she did what she needed to do. Mr. DiLuzio just needed to have the additional language added to the contract. Mr. Baker apologized that this was the first time that he has heard this.

Mr. DiLuzio explained the intercept billing. Mr. Baker stated that the Town of Troy needed to be clear and currently Fitzwilliam was using our ambulance. Mr. DiLuzio stated that they could do an addendum or a new contract. Mr. Baker asked to make the contract retro-active and contact the Town of Troy to make sure they are doing the same thing. Mr. DiLuzio stated the collaboration between Fitzwilliam and Troy was a great thing.

Mr. DiLuzio would e-mail the information to Ms. Favreau. Mr. Kenison asked Mr. DiLuzio to send down the basic language so that he (Kenison) could discuss this with Mark Huntoon. Mr. DiLuzio stated the language would be the same for both towns and that he would send this to Ms. Favreau. Mr. Kenison stated that he would like to get this fixed.

Mr. DiLuzio stated the contract expired yesterday. Mr. Baker stated the Selectmen wanted to renew. Mr. Kenison asked to renew for another 3 months.

The Selectmen thanked Mr. DiLuzio for meeting with them.

Ms. Bates felt bad that the FireWards or Fire Chief Dubriske wasn't involved in the call because this was very simplistic. Mr. Baker stated that he has never heard this solution. Mr. Kenison offered to take this on personally and get it settled before the Selectmen's next meeting. The Selectmen agreed.

6:00 CONFERENCE CALL WITH BROADBAND VOLUNTEER TASK FORCE

Dana Pinney updated the Selectmen on the work of the Volunteer Task Force. Mr. Pinney shared that the survey closed last night at midnight. The data can be used with the other information received from Argent and Consolidated Communications. Maps have been made from the information received from Consolidated Communications. Mr. Pinney shared that they have what they need to prepare the RFP and the public benefit calculation. Task Force members are continuing their work and are making good progress. Consolidated Communications sent the number of served and unserved, as well as some speeds. Mr. Pinney stated that Fitzwilliam is 80% unserved with Broadband. Mr. Pinney would send the information to Ms. Favreau.

Mr. Pinney shared that he attended all of the town meetings and noted that it was done in different ways but the people were overwhelming in favor of Broadband and asked very few questions. This showed that the committees did a good job of informing the town prior to the meeting. Mr. Pinney shared they (Task Force members) have made a lot of contacts and have

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4 examples of RFPs to work from. Members were going to use Harrisville and Dublin's RFPs. Mr. Pinney stated there would be work once the proposals have been received and at that point the Selectmen would need to be involved for a brief period of time. The Task Force would start working on that now. They are having difficulty getting together to meet due to Covid-19. Members are working via phone and internet. Mr. Pinney shared that he provided a link from SWRPC regarding a meeting they had in February with Tammy St. Gelais, Director from the NH Municipal Bond Bank and Attorney Richard Manley, of the firm Lock and Lord, who does a lot of work with Ms. St. Gelais. Mr. Pinney mentioned that if the Selectmen would watch the 30 minute video it would give them a very good idea of the process. Mr. Baker asked if it was for review of the different bids or was it on the bonding side. Mr. Pinney responded that it was for the Bond Bank. Mr. Pinney also noted that Attorney Renelle L'Huillier, who has also done work for towns would be the two attorneys the Selectmen would want to work with. Mr. Pinney shared that if Consolidated Communications was chosen by the Town, they would pay the Bond Attorney. Mr. Pinney noted the cost was approximately \$1,000. Mr. Baker stated the bonding attorney should be hired now. Mr. Pinney explained what the bonding attorney would help the Town with in terms of the meetings that would be needed and the warrant article language. Mr. Pinney mentioned that towns have told him that Attorney L'Huillier was easy to work with and that she has made some mistakes but has now gone through the process. Attorney Manley has taught Attorney L'Huillier.

Mr. Pinney recommended having the attorneys call in and give a quick description of the process and their costs to the Selectmen. The Selectmen agreed. Mr. Baker suggested setting up the discussion with the two attorneys. Mr. Pinney asked if the Selectmen wanted him to schedule the meeting or Ms. Favreau. Mr. Baker asked that Ms. Favreau schedule a meeting within the next couple of weeks. Mr. Pinney again suggested that the Selectmen watch the webinar before their interviews with the attorneys. Ms. Bates asked Ms. Favreau to send the link.

Mr. Pinney stated that at some point the Selectmen would need the Town's attorney to review the RFP and also the contract negotiations. Mr. Pinney noted that he wasn't sure how the future would work out due to Covid-19. If it slows down later this summer and meetings could continue, it might make sense to have all of this done before next March Town meeting. Mr. Pinney was concerned about getting into next January and February and the required meetings that needed to be held. The presentations could be done earlier and have a special Town meeting to vote on just the bond issue. Mr. Pinney shared that he saw an article written by Attorney Waugh that calling a special Town meeting to vote on an appropriation of funds would need 50% of electorates and a 2/3 vote would need to happen. The question would be an appropriation of money. Mr. Pinney noted that if those meetings are pushed out, it would be 2022. Mr. Baker stated that the Selectmen would need to look into to see if this was something they could pull off. Mr. Pinney shared the Selectmen would need to review the RFPs and chose a provider and then it would fall back to the Task Force. Ms. Bates was all for doing this if they could pull it off, due to the Broadband needs of children due to Covid-19. Mr. Pinney would follow up with Ms. Favreau

6:15 NON-PUBLIC SESSION - RSA 91-A:3 II(b) - Hiring

At 4:22 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 5:01 p.m. Mr. Kenison made a motion to leave non-public session. Ms. Bates seconded and the motion passed 3-0. Roll Call vote: Mr. Baker – Yes, Ms. Bates - Yes, Mr. Kenison - Yes.

Mr. Kenison stated he hasn't spoken with the FireWards but Fire Chief Dubriske shared that they were trying to do a meeting via conference call.

Ms. Favreau shared that she hasn't heard back from the other candidate. The Selectmen agreed to try calling the candidate after hearing from the Volunteer Broadband Task Force.

Ms. Bates suggested that Brandylyn Handy work with Lori Nolan to keep this DiLuzio meeting going. Ms. Favreau shared that Ms. Handy and Fire Chief Dubriske were fine but they were concerned with the FireWards being able to access.

At 5:47 Ms. Bates 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 6:19 p.m. Ms. Bates made a motion to leave non-public session. Mr. Kenison seconded and the motion passed 3-0. Roll Call vote: Mr. Baker – Yes, Ms. Bates - Yes, Mr. Kenison - Yes.

Mr. Baker discussed keeping the momentum going on doing phone interviews. Ms. Bates stated Thursday worked for her. Ms. Favreau shared the meeting has to be posted. Ms. Bates was fine with Mr. Kenison and Mr. Baker doing the interviews. Ms. Bates would sit in on the in-person interviews. The Selectmen would go through the resumes and do 3 more interviews. Mr. Kenison asked if the Selectmen needed to do a phone interview with people that have no qualifications. Ms. Bates agreed with Mr. Kenison if they don't hold the qualifications as the two candidates. Mr. Baker reviewed the remaining resumes. Ms. Bates suggested that those that are out based on their inexperience should get a letter. Ms. Bates stated that where they lived mattered. Mr. Kenison wasn't interested in interviewing the inexperienced applicants. Mr. Kenison thought they should phone interview the people with experience. Mr. Baker asked Ms. Favreau to schedule second interviews with the two candidates, send letters to the 4 with no experience, and schedule a phone interview with the applicant with experience.

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The Selectmen agreed to hold in person interviews Wednesday evening. Mr. Baker asked the Selectmen who their top person was. Mr. Kenison stated that both have qualities that are interesting. The Selectmen agreed to meet next Wednesday at 7:00 p.m.

INFORMATION:

Mr. Baker stated that next week the Selectmen needed to select a Chairman. Mr. Baker believes the position needed to be rotated. Ms. Bates shared that she doesn't have a problem asking Mr. Baker to stay as Chairman as he runs the meetings well and he is articulate. Mr. Baker stated that when he came on the Board, there was a rotation. Mr. Baker stated that he appreciated the comment. Mr. Baker shared that having a rotation gave everyone an opportunity to lead the Board. Mr. Baker asked for everyone to think about it for another week. Mr. Kenison didn't think now was the time to change chairs. Mr. Kenison wanted Mr. Baker to continue to serve as Chairman.

After discussion, Mr. Kenison made a motion to appoint Mr. Baker as Chairman for another year. Ms. Bates seconded. Mr. Baker – Yes, Ms. Bates - Yes, Mr. Kenison - Yes. Approved – 3-0

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: *To be determined on a weekly basis.*

Mr. Kenison made a motion to adjourn the meeting at 6:37 p.m. Ms. Bates 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