



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
April 16, 2019
9:00 A.M.

Selectmen Present: Daniel Baker, Robyn Bates, Charles Kenison

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

PRIMARY:

***** APPROVE MINUTES**

- April 3, 2019
- April 11, 2019

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

Ms. Bates made a motion to approve the April 11th minutes. Mr. Kenison seconded. Mr. Baker – Abstained, Ms. Bates - Yes, Mr. Kenison - Yes. Approved – 2-0

***** 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.**

9:15 MEET WITH FIREWARDS

John Holman, Bill Prigge, and Edwin Mattson, Jr., met with the Selectmen for an update. Mr. Baker shared that it was his intent that everyone with the information and with authority get a resolution and move forward. Mr. Baker asked the FireWards what they needed from the Selectmen.

***** NON-PUBLIC SESSION RSA 91-A:3 II (a)**

At 9:20 a.m. Ms. Bates made a motion to go into non-public session under RSA 91-A:3 II(a). Mr. Kenison seconded and the motion passed 3-0. Roll Call vote: Mr. Baker – Yes, Ms. Bates - Yes, Mr. Kenison - Yes.

At 10 a.m. Mr. Kenison 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.

10:30 MEET WITH FITZWILLIAM NEWSLETTER REPRESENTATIVES

Janet Wilkinson and Barbara Young met with the Selectmen to discuss the financial picture of the newsletter. Ms. Wilkinson shared that they were working on a very skinny budget and losing approximately \$100 per month. It was discussed asking for donations on the Fitzwilliam Facebook page and Ms. Young was doing a campaign. It was noted that they have looked at a few newsletters to find out how they manage. Ms. Wilkinson shared that they were looking for a boost to stay afloat for three months while they continue to raise funds and were looking to see if the Town would help them float with approximately \$2,500 (3 months of operations). They were \$95 short last month. Their biggest expense was \$600 for printing. They have been short for a while. Ms. Bates asked how much they were in the hole. Ms. Wilkinson stated there were not in the hole and were trying not to be and that's why they were asking for funds. It was noted that Rindge was funded by the Economic Development Committee and printed four times a year. Ms. Young shared that they have had as many as 80 advertisers and now down to 40. Hancock was supported by the Town. Ms. Wilkinson shared that the newsletter has been done for 40 years. Ms. Favreau

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shared that the Annual Town Reports were mailed out and the Town had a bulk mail permit. When the Town stopped mailing them out, the newsletter continued to use that permit and the Town gives \$250 yearly. Discussion was held on charging for articles in the newsletter, why the Town doesn't pay for articles, voting to bring under the Town but couldn't happen until Town meeting. Mr. Baker stated the Town could pay for their articles. Ms. Favreau mentioned that it hasn't been budgeted for. Mr. Baker suggested meeting with the Selectmen to discuss how they want to handle the newsletter. The Selectmen mentioned that it was important for the Town. Ms. Bates mentioned that would be in the interim to get to Town meeting. Ms. Wilkinson shared that it would be expensive for the Selectmen to pay for their articles.

Mr. Baker mentioned having a digital version available on-line. Ms. Young stated this was volunteer work. Ms. Favreau asked when it was sent to the printer did they paste it by hand. If there was a way to do a pdf file, Ms. Favreau could upload to the website. Ms. Young mentioned this was a lot of free labor. Ms. Bates asked if there was any way to streamline so not so labor intensive. Ms. Young shared that they send out invoices and there was a lot of bookkeeping. Ms. Young mentioned that even if people prefer to have the newsletter on-line, they have to allow the Post Office to put a copy in each mailbox. Otherwise, it would cost \$1.50 per copy. Mass mailing was \$200. Rates would be raised to \$7 an inch which was still cheap. Ms. Young asked if it was appropriate to approach the Library Trustees to mentioned paying for their newsletter articles. Mr. Baker mentioned looking at being a 501(c) 3 organization. Ms. Wilkinson shared that they consulted an attorney and his advised that they were under the radar for so many years, that they stay there. Ms. Wilkinson mentioned they don't ever put in public opinions. Mr. Baker suggested it may be worth looking at. The Town would want advice on that before taking it on. Ms. Young shared that their increase would have people dropping off. Advertiser can't be their only income base. Ms. Favreau asked if they had talked to the Economic Committee. Ms. Wilkinson asked Skip Hagstrom to mention this to the committee. They have an article going in this month.

Ms. Wilkinson wanted to confirm that the Selectmen were open to the newsletter charging for their articles. Mr. Baker asked them to come back with a proposal. Ms. Wilkinson asked if the Selectmen would be okay with being billed \$350 per month. Mr. Baker mentioned the Selectmen would need to vote. Ms. Favreau stated it wasn't budgeted for. Ms. Bates asked if it could be spread out across the departments. Ms. Wilkinson shared that currently no department pays for articles. Ms. Bates stated that whatever department puts in an article, they should be billed. Mr. Baker shared that the Selectmen would vote on and communicate with all of the departments that there would be a fee each month until June. It was noted that there were 1,245 newsletters going out to Fitzwilliam alone, with another 40 going out to subscribers. Mr. Baker summarized that they would come back with their proposal and give a number to be charged and each department would share in the cost. Ms. Favreau asked if the newsletter was on single sheets and mentioned that it just needed to be scanned and could be put on the Town's website. Ms. Favreau shared that if it becomes too costly to mail out, it could be digital or people could pick up at the Post Office, Town Hall or the Transfer Station.

The Selectmen thanked them for coming in.

11:00 MEET WITH MEADOWOOD TASK FORCE

Members of the Meadowood Task Force – Dorothy Zug, Ed Goodell and a member of the Meadowood Board – Winston Wright, met with the Selectmen, along with JB Mack of SWRPC to give an update of their progress to-date. Ms. Zug read the purpose of the Task Force and shared that they have met a couple of times and have organized three committees - Contamination/ Pollution Committee, Dam Committee, and a Building Committee – East Side. Ms. Zug reported that the Task Force have their first recommendation and that was to start the Brown's Field Application. Ms. Zug asked the Selectmen to fill out the application and submit. Mr. Mack shared that SWRPC has a Brown's Field Advisory Committee and they have an EPA grant to offer to Town's to assess properties that they are looking at for redevelopment or repurposing. Brown Field is a site that has real or perceived contamination and reuse or redevelopment was reduced because of that. The Assessment Program was designed to investigate the property to identify what the Town would be getting into. This could be done before purchasing the property, if there was an arrangement with the current owner. Mr. Mack described the different phases. First phase – Phase One Assessment – involves just studying the records on file of the property, looking at the site and interviewing people that are knowledgeable with the site. The report was put together as Phase One Report. Don't see any environment issues, or some issues are seen that they recommended be looked into in a Phase Two. Phase Two Assessment - already know that there are some contaminates, suggests that they are attenuating or dissipating over time but that doesn't mean it isn't a risk to be evaluated. Mr. Mack's expectation with the property would be to go into a Phase Two. Mr. Mack shared that members of their organization could compete for limited funds that they have to pay for the assessments. Mr. Baker asked about the timing. Mr. Mack shared that the grant timeline continues until there are no longer any funds. They have a review process made from the application and it is important that there was some kind of plan in place on what to use the property for as SWRPC wanted to be assured that there was good faith that the Town would use the property. Mr. Wright shared that testing was done every two years. Mr. Goodell shared that until 2017 testing was for VOCs – they have been decreasing over time. PFOA and PFAS – cancer causing substances – are being looked at because they were used by the Fire Department. PFAS was discovered at Meadowood – found in two wells. Mr. Goodell shared how many tests were done and what was found. Testing was also done of two private wells - PFAS was not found. The last report was in 2017 and the next testing was set for November 2019. Mr. Baker asked if this work was done and paid for by SWRPC. It was noted that this was public

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knowledge. Mr. Wright shared they have a five year permit and this is year five. This would be the last test by the State. Meadowood has paid approximately \$100,000 for the testing. Mr. Mack shared that it was dependent upon what the results of the testing were and if ground water exceeded State levels – they could. Mr. Baker shared that one reason the Task Force was working on this is it's important. Mr. Baker asked if the Town does the grant – Phase One and Two. Who would tell us the property was suitable? Mr. Mack shared testing would be to determine where the VOCs were going to and identify other risks, and a remedial action plan – for what the purpose of their plan would be. Risk assessment would be more severe – dependent upon whether children were playing there or used for parking. An agreement would need to be developed with the State of how the Town would manage the property. There wouldn't be a risk for the Town to be liable to the State or the Federal level. If Phase One wasn't done, it could expose the Town to liability. What doesn't go away was the risk to the abutters. Mr. Mack mentioned insurance was available but no State or Federal laws to prevent a lawsuit from the abutters. Mr. Goodell shared that was a piece they just don't know. There was a bill in the House to lower the acceptable levels and we don't know what way that would go. Mr. Baker agreed that testing should continue, and Phase One and Two should be done and noted the Town could still face a lawsuit from that property. We would have to look at some insurance product. Mr. Mack stated that environmental scientist should be able to assess the risks. Ms. Zug mentioned that the application included a change of use. She reviewed the description for the change of use. The Selectmen didn't have any issue with the description. Ms. Zug would leave the application which gave a summary of the property. Mr. Baker asked if the Task Force had any recommendation. Ms. Zug shared the Task Force agreed to do Phase One and Mr. Wright got a verbal approval from the Meadowood Board. Ms. Zug also shared that the Task Force needed a nomination from the Selectmen or did they want Meadowood to give a nomination? Mr. Baker mentioned that this would need to go before the Town for voting in March. It can't be brought forward without a full assessment of the property to be part of the recommendation. Ms. Bates and Mr. Kenison agreed. Mr. Baker asked if it would be best to come from the Selectmen or the Task Force. Mr. Mack shared it would be stronger coming from the Selectmen. It allows the Town to get support from the community. The Advisory Committee wouldn't throw money at something the community doesn't want. Mr. Baker shared that the cost of an environmental assessment was a concern, as well as the cost to update the property. Mr. Goodell shared that the cost of future use should be considered. Ms. Favreau asked if it was both the Meadowood building and the land across the street. Mr. Mack shared that they would purchase both properties. Ms. Zug shared that they don't have a recommendation from the Task Force as of yet. Ms. Zug shared that contamination was on the east side of Bowkerville Road - on the Fire training side of the road.

Ms. Zug asked if the Selectmen wanted to complete the application. Mr. Baker applauded the Task Force for making it more comprehensive than in the past. Ms. Zug had a copy of a letter the Town of Walpole wrote on support of a project. Mr. Pinney shared it was advantageous to have a study done and he asked what if all sorts of problems were found. Mr. Wright shared that the Meadowood Board was in the process of disbanding. Ms. Zug shared not to worry about that now. It was noted that the State won't pay for maintenance of a dam but funds were available to remove a dam. Mr. Baker asked for the timeframe. Mr. Mack mentioned that April 30th was the next Brown's Field meeting. Could be accepted into the program for phase one. They have 50,000 in their assessment funds. Mr. Mack shared that they have a couple of applications coming in and they do have a successful track record of getting the funds. Phase One costs \$2,000-\$6,000 – Phase Two could be \$20,000. Mr. Baker thought that Meadowood couldn't hold on much longer before dissolving. Ms. Zug shared they agreed to hold on until the next Town Meeting. Mr. Mack stated it would be a nominated at their meeting and in line to use their dollars. Ms. Zug had copies of the application for the Selectmen. Mr. Mack shared that if coming from the Selectmen, they don't need the letter. Ms. Bates asked if the Task Force was asking the Selectmen to endorse their recommendation to proceed. Mr. Mack shared that he felt Ms. Zug was asking the Selectmen to submit. If the Task Force submits – he would like the Selectmen to do a letter of support. Mr. Kenison asked for the timeline if not selected. Mr. Mack shared they try to have quarterly meetings. If the Town made a case at the next Advisory Meeting, they could try and see what happens.

Mr. Mack noted that Mr. Baker made a good point and that it would be in the best interest of the Town to hold off until the assessment was done. It might make a lot of sense to have the Meadowood Board hang on until the Town Meeting. Susanne Gray noted Meadowood's estimated costs. Ms. Gray shared that Mr. Holman only charged for the supplies to maintain the dam. Mr. Mack noted that if we need to apply for more grant money – we wouldn't get additional funds until October of 2020. Mr. Mack handed out additional information for the Selectmen to review.

Ms. Silverman shared her concern about what the use of the property would be. It would be important to start with what do we need, what can we afford and she mentioned that it was a huge property. She doesn't know why we would need that and questioned what the cost would be and would it be an appropriate space for recreation. Mr. Baker shared that originally the Recreation Commission was charged with this. They came back and stated that the costs were prohibited – environmental assessment. Mr. Baker shared that the Recreation Commission saw potential. Ms. Silverman shared that her question that didn't get answered was what happens if turned down at Town Meeting, what would Meadowood do and was that the Town's responsibility. Mr. Baker shared that once the 501(c) 3 charter was dropped, if it sat long enough the Town could take for tax deed. Ms. Silverman shared she thought it could be taken over by the State and she mentioned that those questions needed answering. Ms. Bates stated that just because the Selectmen were endorsing, doesn't mean committed. Ms. Silverman asked if contamination was found in other areas that we were not aware of, what would happen. Also an unknown was that they were still figuring out what this chemical does and remediation for that was invasive. Mr. Baker shared that it was good advice. Dana Pinney discussed the dam.

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*** CONSTRUCTION PERMITS Map 35, Lot 5

Map 35, Lot 5 – Ms. Bates made a motion to approve the Construction Permit for Map 35, Lot 5. Mr. Kenison seconded. Mr. Baker – Yes, Ms. Bates - Yes, Mr. Kenison - Yes. Approved – 3-0
The Selectmen agreed that an Occupancy Permit was needed.

Discussion centered on using a Construction Permit for all projects. Concern was the fees and releasing liability of the Town. Ms. Favreau shared that she has put information on Construction Permits in the newsletter. The Selectmen agreed to tighten up the Construction Permit, instructions, occupancy review and what constitutes a review. Ms. Favreau would research safety code and occupancy from other Towns. Mr. Kenison shared that the Fitzwilliam ordinances require an occupancy for every building. The Selectmen agreed that if an Occupancy Permit is required that we hire someone to check on setbacks.

Ms. Favreau shared that David Streeter called to discuss a camp at White's Grove. He explained the renovation and Ms. Favreau shared a Construction Permit wasn't needed. It was determined that once work began that there were some issues with rot on both the flooring and a couple of walls. Mr. Streeter shared that he talked with Ms. White and noted that he wasn't changing the footprint. Mr. Streeter shared that Mike Pelkey shut the job down because he didn't have a Construction Permit. Mr. Pelkey stated that no more work could be done until the Selectmen checked the project out. Mr. Baker shared the discussion the Selectmen just had and suggested that Mr. Streeter get a Construction Permit. The earliest that he could obtain a permit would be next week. Mr. Baker shared that he didn't see, based on conversation, that they wouldn't approve one. Mr. Baker also shared that based upon the strictest RSA, if Mr. Pelkey interprets it differently, the easiest path was getting a Construction Permit.

*** REVIEW NEWSLETTER ARTICLES

The Selectmen reviewed and signed. Mr. Baker asked to put in the new regulations on the number of unregistered vehicles and trash. Mr. Baker wanted that to be its own topic and enforcement was the key. Ms. Bates suggested making a procedure to put in the newsletter and give 30 days. Mr. Baker shared it needed to be an agenda topic. After sending a letter, send Chief DiSalvo out and in terms of enforcement, that's what the Selectmen need to determine. Mr. Baker noted that in the past a letter was sent and they were fined.

Ms. Bates would like to add more updates, i.e. steeple and State construction on the intersection. The Selectmen agreed. Ms. Bates shared the glass update was on the agenda and we could add that topic. Mr. Kenison suggested having Gene Cuomo, Road Agent put together some data on this. Ms. Bates wanted to educate people that it costs the Town money and that we are not just not doing it. Mr. Baker asked if just glass or should a recycling update be done. Mr. Baker agreed to add the steeple update and the road construction.

Ms. Bates made a motion to add the two items that Mr. Baker mentioned and add to the newsletter article. Mr. Kenison seconded. Mr. Baker – Yes, Ms. Bates - Yes, Mr. Kenison - Yes. Approved – 3-0
Mr. Baker shared that he was willing to assist with the steeple update article.

*** ZBA REQUEST FOR LEGAL ADVICE

The Selectmen apologized that they didn't realize that the ZBA had already contacted NHMA. Gretchen Wittenborg mentioned that she had written to Steve Filipi, who stated that the ZBA do this case right or they don't do this at all. Ms. Wittenborg mentioned that the Selectmen stated that the ZBA was to stick to the ordinance. This generated a lot of talk. Mr. Baker shared that he served on the ZBA and there were a number of ordinances that were ambiguous or didn't represent the Town against a specific request from a land owner. It was his understanding from the class that the ZBA was to take what was there and make it fit to whatever the condition. Mr. Baker mentioned that when Ms. Wittenborg mentioned "to stick to the ordinances", he didn't know what she meant. Ms. Wittenborg shared that she too wasn't sure what that meant. Mr. Baker stated that the ZBA has the purview to give relief. Ms. Wittenborg discussed how the ZBA handled cases. Mr. Baker wanted to understand what the ZBA was asking and mentioned Ms. Wittenborg's statement that NHMA wouldn't be appropriate for interpretation of our zoning ordinances. Ms. Wittenborg stated that NHMA couldn't pick a component out of our ordinances. Ms. Wittenborg stated the purpose of the letter was that they can't vote the case up or down. Ms. Wittenborg also stated it was because of how the Planning Board and the Selectmen handled 10 & 12 Spicer Rd. Mr. Baker mentioned that those are one piece of land. It was noted the ZBA has been trying to make sure that it is considered as two pieces of property. Mr. Baker stated you can't set a precedent on what was done. The ZBA doesn't set precedents, they act on each case.

Ms. Wittenborg shared that Land Use Law in NH has changed substantially since she joined the ZBA. Ms. Wittenborg mentioned the Erdstrom case and stated that when the Planning Board took legislation and adapted to their ordinance, they took the statute to the meanest interpretation. Ms. Wittenborg shared that the Erdstrom's application was well done and the ZBA always looks at property to get familiar with it. She noted the Erdstrom's wanted to build a structure that was 754 square

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feet, that was small and legislation gives expansion for that if they want to. Ms. Wittenborg shared that the ZBA was obliged to tell people that they were able to ask for what they need and the ZBA may give them a variance. The ZBA told the Erdstrom's that if they were concerned that it wasn't enough space, they may come back and ask for an expansion. Ms. Wittenborg stated she didn't know what the reasoning of the Planning Board was in writing their piece of the ordinances.

Ms. Wittenborg mentioned that there was a conflict on 10 Spicer that the building was going up before they ever heard of it. They weren't seen by the ZBA and had no site plan review. The Selectmen noted that the Construction Permit was approved. Mr. Baker mentioned that we have a number of situations where the ZBA needed guidance. The Selectmen wanted to make sure before expending funds that we use the resources we have already paid for. Mr. Baker stated as it related to the specific case, they can't provide any guidance and the Selectmen agreed that it required someone with more legal experience.

Ms. Wittenborg didn't know how they got on the agenda. Mr. Baker mentioned it was the letter from the ZBA and the Selectmen didn't know they had already gone to NMHA regarding Spicer. That's why they were on the agenda. Ms. Wittenborg noted that by law, the ZBA doesn't need to go to the Selectmen to get approval for legal costs. Mr. Baker shared they wanted to approve legal expenses because they manage the budget. Ms. Wittenborg stated it doesn't align with the law and if the Selectmen ever decide against it, they would be reported to the Attorney General and members would resign. Mr. Baker questioned that the remedy for not approving a legal expense was the Attorney General. Ms. Wittenborg stated the ZBA was a separate legal entity but they can't be supervised or restrained by a section of local government. Mr. Baker stated that for him it was the expense side.

Ms. Wittenborg's concern was whether the ZBA could deal with the Spicer case at all. Ms. Bates stated the ZBA puts in a budget that contains legal expenses. Ms. Wittenborg shared that Planning Board noted that Terry Silverman has been setting the ZBA fees and RSAs state that the ZBA must set their own rates. Ms. Bates shared that she respected that and Mr. Baker's point that he felt strongly that the Selectmen approve the expense. As long as budget conscious, for the Selectmen, especially this year, spending was very important at this point. Ms. Wittenborg stated the ZBA could do fundraisers and set up a go fund me page. Ms. Wittenborg shared that Mr. Filipi had stated that the ZBA doesn't need their approval. Ms. Wittenborg mentioned the T-Mobile case. Mr. Baker stated that he agreed there was sufficient information that an attorney was needed.

Mr. Baker recommended approving legal fees on the Spicer case. Ms. Bates would second but didn't feel the Selectmen needed to do that and from a legality standpoint they don't have to. Ms. Wittenborg asked the Selectmen to go ahead and vote. Mr. Kenison suggested asking an attorney who has authority. Mr. Kenison shared that he did read that the Planning Board has a right to get legal advice. Mr. Kenison seconded. Mr. Baker – Yes, Ms. Bates - Yes, Mr. Kenison - Yes. Approved – 3-0

Ms. Wittenborg shared that she wanted to make the Selectmen aware of what happened at 10 Spicer. Mr. Baker agreed that we needed advice on this. Ms. Bates stated to Ms. Wittenborg that the Selectmen appreciated that.

*** REVIEW LETTER FROM STATE Re: Beach water testing

Ms. Favreau reported that NHDES has conducted a review of their freshwater beach sampling program. They have identified Laurel Lake as satisfying the "clean criteria" and they will no longer sample.

Ms. Bates asked if we could put a notice up. Ms. Favreau suggested that the Laurel Lake Association notify the Town if there are any testing issues. Mr. Baker asked Ms. Favreau to check with Fleur de Lis.

Ms. Bates didn't want the Town to take over the testing because it would be difficult to enforce the closing of the beach due to contamination. Ms. Bates thought that a notice should be put up. Ms. Favreau asked about the swimming at your own risk sign. Ms. Bates felt that putting a notice up stating that testing wasn't being done was warranted.

*** DISCUSS MAY MEETING SCHEDULE

After discussion, the Selectmen agreed to meet on Thursday, May 2nd at 9 a.m., Wednesday, May 8th at 7 p.m., Thursday, May 16th at 9 a.m., Wednesday, May 22nd at 7 p.m. and Thursday, May 30th at 9 a.m.

*** REVIEW INFORMATION REGARDING NRRRA GLASS PROGRAM

Ms. Favreau shared that NRRRA has a "Clean" Glass Program and the glass was currently stored in Keene. Ms. Favreau asked the Selectmen defer action until she has had an opportunity to discuss this with Gene Cuomo, Road Agent. The Selectmen agreed.

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*** SIGN PROPERTY TAX PAYMENT AGREEMENTS

Mr. Baker reviewed the payment agreement. Ms. Bates asked if payment agreements were typically approved. Ms. Favreau shared that the Selectmen don't have to but if they are trying to make payments, the Selectmen usually approve. Mr. Baker reviewed the payment agreement. Mr. Baker asked what the payment amount would be to get them out of the three year window to be taken for tax deed. Ms. Bates shared that this was a good rule of thumb. The Selectmen would defer approval until they have the figure. The Selectmen asked Ms. Favreau to draft a letter.

Mr. Baker reviewed the payment agreement and shared that this would fall under the same three year window. Ms. Favreau shared that it would defeat the purpose of a payment agreement. Ms. Favreau shared that the Selectmen have tried to work with people as much as they could to eliminate taking the property.

Ms. Bates made a motion to accept the payment agreement. Mr. Kenison seconded. Mr. Baker – Yes, Ms. Bates - Yes, Mr. Kenison - Yes. Approved – 3-0

*** LIBRARY TRUSTEE RESIGNATION

Ms. Favreau shared that Barbara Green has resigned as a Library Trustee. The Selectmen asked that Ms. Favreau draft a letter of appreciation.

Ms. Bates made a motion to accept the letter of resignation. Mr. Kenison seconded. Mr. Baker – Yes, Ms. Bates - Yes, Mr. Kenison - Yes. Approved – 3-0

*** NON-PUBLIC SESSION RSA 91-A:3 II (e) – LEGAL

At 12:28 p.m. Ms. Bates made a motion to go into non-public session under RSA 91-A:3 II(e). Mr. Kenison seconded and the motion passed 3-0. Roll Call vote: Mr. Baker – Yes, Ms. Bates - Yes, Mr. Kenison - Yes.

At 12:31 p.m. Mr. Kenison 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.

*** NON-PUBLIC SESSION RSA 91-A:3 II (e) – LEGAL

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

At 12:34 p.m. Ms. Bates 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. Kenison seconded and the motion passed 3-0. Roll Call vote: Mr. Baker – Yes, Ms. Bates - Yes, Mr. Kenison - Yes.

*** NON-PUBLIC SESSION RSA 91-A:3 II (a) – LEGAL

At 12:34 p.m. Mr. Kenison made a motion to go into non-public session under RSA 91-A:3 II(a). Ms. Bates seconded and the motion passed 3-0. Roll Call vote: Mr. Baker – Yes, Ms. Bates - Yes, Mr. Kenison - Yes.

At 12:39 p.m. Ms. Bates 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. Kenison seconded and the motion passed 3-0. Roll Call vote: Mr. Baker – Yes, Ms. Bates - Yes, Mr. Kenison - Yes.

OTHER BUSINESS:

The Selectmen reviewed Mr. Streeter's Construction Permit. Ms. Bates made a motion to move forward with the Construction Permit. Mr. Kenison seconded. Mr. Baker – Yes, Ms. Bates - Yes, Mr. Kenison - Yes. Approved – 3-0
The Selectmen agreed that an Occupancy Permit was needed.

ON-GOING BUSINESS:

- **STEEPLE PROJECT** – Mr. Baker shared that Jay Southgate questioned whether or not the design should have two balustrades. Mr. Baker stated the design should include everything that was there and nothing that wasn't. The Selectmen agreed that it should contain everything that existed. Mr. Southgate felt that separating the clock tower would eliminate having to come up with something to cover the roof. He would leave the floor and take the clock out. Mr. Southgate has moved his timeframe to September to remove the tower. Mr. Baker shared that he was trying to move it up. Mr. Baker asked that Ms. Favreau respond to Mr. Southgate.
- **OCCUPANCY PERMIT GUIDELINES** – Discussed earlier.

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9:00 a.m. – Thursday, April 11, 2019
9:00 a.m. – Tuesday, April 16, 2019
7:00 p.m. – Wednesday, April 24, 2019
9:00 a.m. – Thursday, May 2, 2019

Mr. Kenison made a motion to adjourn the meeting at 12:45 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