



BOARD OF SELECTMEN

P.O. BOX 725
13 Templeton Turnpike
FITZWILLIAM, NH 03447
(603) 585-7723 Fax: (603) 585-7744
Email: fitzwilliamnh@fitzwilliam-nh.gov

**Fitzwilliam Town Hall
13 Templeton Turnpike, Fitzwilliam, NH 03447**

BOARD MEETING MINUTES

April 26, 2023

6:00 P.M.

Selectmen Present: Brian Doerpholz, Martin Nolan, Nancy Carney

Guests: Dana Pinney

AGENDA:

A. Call to Order

Mr. Doerpholz called the meeting to order at 6 p.m.

B. Public Comment

Representative Richard Thackston shared with the Selectmen that he is our State Representative and to let him know if we needed anything. Representative Thackston also shared that he became aware that the State has a fund with approximately \$34 million and the purpose of the fund is to help property owners who are indigent to help them pay their taxes. Representative Thackston mentioned that no one ever requests this money. Last year, five million was put into the fund and they used 8 million. All of the money in the fund can be used. Representative Thackston shared how this fund was able to help someone in Troy. The application is difficult and is eight pages. Troy's Welfare Officer helped fill out the form. Representative Thackston shared that if Fitzwilliam has someone who owes back taxes, the fund is designed to keep people in their homes. The form is on the State's website - New Hampshire Homeowner Assistance Fund (HomeHelpNH.org). The Selectmen felt that it was a win-win. Representative Thackston wanted to make sure the Selectmen knew about this fund.

Mr. Nolan shared his concerns on the County endeavor that would cost us some big bucks – ambulance service. Representative Thackston shared that he has that concern as well. The problem with the County is we have almost no input. The County shared that the budget is up only 1%. Discussion was held on the ambulance getting passed and using Covid funds. Representative Thackston shared that we would own that problem, as we do with the Marlborough jail. All agreed that it would come down to needing legal assistance, once Covid funds run out. Representative Thackston shared that Troy is happy with the deal that was worked out with Fitzwilliam. Mr. Doerpholz shared that Fitzwilliam is happy as well.

Mr. Doerpholz mentioned RSA 674:22 – buried by contractors coming in and we have very little to stop the growth coming in as long as they follow the regulations. Representative Thackston shared the bills that were in the House and noted that there is a third of the legislature that wants to be able to take away all of the rights. He urged the Selectmen to send a letter, as he is concerned about there being no push back from the Towns.

C. 6:15 p.m. - Public Hearing to discuss the adoption of a Junk and Scrap Metal Dealer License Ordinance

Mr. Doerpholz opened the public hearing at 6:15 p.m. and the public hearing notice was read.

Those in attendance were: Dana Pinney

Mr. Doerpholz asked for any comments. Dana Pinney shared that he knows what brought this about, and he still says that for all public hearings, that not much effort, other than posting on a couple of walls, is done to get it out to the public. Mr. Pinney suggested adding public hearings to the newsletter and he noted that very few people are aware of these public hearings. It isn't very public – it is an oxymoron.

Mr. Doerpholz asked for other comments. Mr. Nolan felt that we needed to have an ordinance on this. He doesn't particularly care for regulations but felt we needed to be able to monitor. Mr. Doerpholz shared that our Junkyard Ordinance doesn't apply. There is an RSA to allow this.

There being no further public comment, Mr. Doerpholz closed the public hearing at 6:20 p.m.

Mr. Doerpholz made a motion to adopt the ordinance. Mr. Nolan seconded. Mr. Doerpholz – Yes, Mr. Nolan – Yes.
Approved – 2-0

BOARD MEETING MINUTES - April 26, 2023

Ms. Carney arrived for the meeting.

D. Appointments

6:30 – Meet with John Holman and DPW Director, Glenn Smith

- Pricing for Culvert on Jaffrey Road
- Open Sealed Bids – due on April 24, 2023 at 2 p.m.
- Sign Grant Agreement

John Holman met with the Selectmen and DPW Director Glenn Smith to put in a proposal for the culvert work. Mr. Holman and Carl Hagstrom looked at Jaffrey Road and Rockwood Pond Road, it would be the same pipe the State uses and Mr. Holman explained how it is inserted. Mr. Hagstrom would do the wetlands permitting with DES. Mr. Holman shared that the cost would be \$21,000 for each culvert. The culverts are slid in and then concrete is added. Mr. Smith didn't realize that Mr. Holman would sleeve the pipe. Mr. Holman shared that the pipe is plastic and thick. One culvert is needed on Jaffrey Road. Mr. Doerpholz mentioned looking at Horseshoe Pond. Mr. Smith thought it was concrete because they need to bump out with a pole due to the beavers. Mr. Holman shared that it would take a month to order. Mr. Smith shared with Mr. Holman that the only issue that he sees is that Mary Kisinger has already talked with DES for grants. Mr. Smith thought we would only change the pipe and sleeving at Jaffrey Road and it would make it a little smaller. Mr. Holman shared that more water goes through the culvert at Rockwood Pond, than Jaffrey Road and shared that it is maintenance. Mr. Smith shared that if Mr. Hagstrom and Mr. Holman were going to handle this, it takes it off of his hands. Mr. Smith didn't know if some of the grant work can go towards this. Mr. Holman shared that if approved, he would let Mr. Hagstrom know to start. Ms. Favreau felt that we might need to get the grant before doing the work. Mr. Doerpholz thought that we could change the location for the grant. Mr. Smith thought that it was on the Red List.

Mr. Doerpholz motion to go with the proposal for both roads and use the bridge money from the State and the balance to come from the expendable trust. Ms. Carney seconded. Mr. Doerpholz – Yes, Mr. Nolan – Yes, Ms. Carney – Yes. Approved – 3-0

Mr. Holman shared that the first thing is for Mr. Hagstrom to start the wetlands permitting process. Mr. Holman noted that the pipe takes 3 weeks for delivery and he didn't think that he would need help from the DPW. Mr. Holman would let Mr. Smith know if he needed a piece of equipment.

Mr. Doerpholz opened the one bid that was received. The bid was from All States Asphalt in the amount of \$349,085. Mr. Smith would like to do a couple other projects and what didn't get on the list was Brigham Road South and Howeville Road. Mr. Smith thought with the bid coming in under the estimate, he would have funds to do the two roads. Mr. Smith shared that if in front of the Town beach, we paved a little strip and did the swale, that would help, as well as the causeway. Mr. Smith wanted to do Jaffrey Road as they did Rhododendron Road.

Discussion was held on the road work list. Mr. Smith wasn't sure how many culverts he would have left over. Mr. Smith was happy with the bid from All States. They have their own hot top plant, which helps pricing.

Mr. Doerpholz made a motion to accept the paving bid from All States Asphalt. Ms. Carney seconded. Mr. Doerpholz – Yes, Mr. Nolan – Yes, Ms. Carney – Yes. Approved – 3-0

The Selectmen reviewed the grant agreement for the purchase of the new truck for the DPW. Ms. Favreau would follow-up with the company for clarification.

Mr. Doerpholz made a motion to enter into an agreement for the NH Clean Diesel Program. Ms. Carney seconded. Mr. Doerpholz – Yes, Mr. Nolan – Yes, Ms. Carney – Yes. Approved – 3-0

Mr. Doerpholz made a motion to give Ms. Favreau authorization to sign the agreement, once she has confirmed that all the Selectmen needed to do was to take a vote for Certificate of Vote of Authorization. Ms. Carney seconded. Mr. Doerpholz – Yes, Mr. Nolan – Yes, Ms. Carney – Yes. Approved – 3-0

Ms. Favreau shared that Police Chief Leonard DiSalvo met with the Director of Fleur De Lis about the Car Show and she brought up the no parking signs. Ms. Carney shared that the property line for the camp is the culvert. Having a cross walk was also brought up. It was noted that this was brought up a few years ago. Ms. Carney thought that it wasn't done because the cross walk doesn't go to a side walk. Mr. Doerpholz asked if they could meet the Town half way and have a gravel path. Ms. Carney shared that there is gravel on both sides. Mr. Smith would look into a contractor to paint the crosswalk. Mr. Smith would also get a quote for painting parking spaces in the parking lot on the Library side of the Town Hall.

BOARD MEETING MINUTES - April 26, 2023

7:00 – Non-Public – RSA 91-A:3 II(e) – Legal

At 7:00 p.m. Ms. Carney made a motion to go into non-public session under RSA 91-A:3 II(e). Mr. Doerpholz seconded and the motion passed 3-0. Roll Call vote: Mr. Doerpholz – Yes, Mr. Nolan – Yes, Ms. Carney - Yes.

At 7:29 p.m. Mr. Doerpholz made a motion to leave non-public session. Ms. Carney seconded and the motion passed 3-0. Roll Call vote: Mr. Doerpholz – Yes, Mr. Nolan – Yes, Ms. Carney - Yes.

At 7:30 p.m. Mr. Doerpholz made a motion to seal the non-public 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. Doerpholz – Yes, Mr. Nolan – Yes, Ms. Carney - Yes.

7:20 – Meet with Mike Grab – Non-Public – RSA 91-A:3 II(b) - Hiring

At 7:33 p.m. Mr. Doerpholz made a motion to go into non-public session under RSA 91-A:3 II(b). Mr. Nolan seconded and the motion passed 3-0. Roll Call vote: Mr. Doerpholz – Yes, Mr. Nolan – Yes, Ms. Carney - Yes.

At 7:54 p.m. Mr. Doerpholz made a motion to leave non-public session. Ms. Carney seconded and the motion passed 3-0. Roll Call vote: Mr. Doerpholz – Yes, Mr. Nolan – Yes, Ms. Carney - Yes.

At 7:54 p.m. Mr. Doerpholz made a motion to seal the non-public 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. Doerpholz – Yes, Mr. Nolan – Yes, Ms. Carney - Yes.

Non-Public – RSA 91-A:3 II(c) – Personnel

At 7:55 p.m. Mr. Doerpholz 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. Doerpholz – Yes, Mr. Nolan – Yes, Ms. Carney - Yes.

At 8:07 p.m. Mr. Nolan made a motion to leave non-public session. Mr. Doerpholz seconded and the motion passed 3-0. Roll Call vote: Mr. Doerpholz – Yes, Mr. Nolan – Yes, Ms. Carney - Yes.

At 8:07 p.m. Mr. Doerpholz made a motion to seal the non-public minutes as disclosure would adversely affect the reputation of the person other than a member of the board. Mr. Nolan seconded and the motion passed 3-0. Roll Call vote: Mr. Doerpholz – Yes, Mr. Nolan – Yes, Ms. Carney - Yes.

C. Consent Agenda

- Payroll and Vendor Manifests
- Minutes – March 30, 2023 – Public and Non-Public
- Minutes – April 5, 2023 – Public
- Minutes – April 13, 2023 – Public and Non-Public
- Construction Permit Application – Map 27, Lot 7 - renovate 2nd floor – add bathroom/move stairwell
- Construction Permit Application – Map 15, Lot 29 - add 30'X30' shed
- Construction Permit Application – Map 4, Lot 67 - roof mounted solar panels – 78.72 kw

Ms. Carney made a motion to approve the Consent Agenda. Mr. Nolan seconded. Mr. Doerpholz – Yes, Mr. Nolan – Yes, Ms. Carney – Yes. Approved – 3-0

- Construction Permit Application – Map 42, Lot 1-66 – Woodbrook – new RV to site

Mr. Nolan felt there needed to be an occupancy inspection. It was noted that occupancy inspections aren't usually done in Woodbrook. An RV was being brought onto the site.

Mr. Doerpholz made a motion to approve the Construction Permit Application for Map 42, Lot 1-66. No Occupancy Inspection was needed. Ms. Carney seconded. Mr. Doerpholz – Yes, Mr. Craig – Yes, Mr. Nolan – Yes. Approved – 3-0

D. Continued Business

E. New Business

- Review Sign Permit Application – Map 9, Lot 11-2

The Selectmen reviewed and Mr. Nolan felt it was close to the road and his concern was during plowing. Mr. Doerpholz shared that there isn't anything in our regulations that states how far from the roadway the sign needed to be.

The Selectmen reviewed the Sign Permit Application.

Mr. Doerpholz made a motion to approve the Sign Permit Application. Mr. Nolan seconded. Mr. Doerpholz – Yes, Mr. Nolan – Yes, Ms. Carney - Yes. Approved – 3-0

BOARD MEETING MINUTES - April 26, 2023

- **Appoint Agriculture Commission Member**

Mr. Doerpholz shared that Briana Cashman was interested in serving on the Agriculture Commission.

Mr. Doerpholz made a motion to appoint Briana Cashman to the Agriculture Commission for a 3-year term. Ms. Carney seconded. Mr. Doerpholz – Yes, Mr. Nolan – Yes, Ms. Carney - Yes. Approved – 3-0

- **Accept resignation from Recreation Director**

Mr. Doerpholz shared that Katelynn Jagodzinski has resigned as Recreation Director, effective May 5, 2023.

Mr. Doerpholz made a motion to accept Ms. Jagodzinski's resignation. Ms. Carney seconded. Mr. Doerpholz – Yes, Mr. Nolan – Yes, Ms. Carney - Yes. Approved – 3-0

Ms. Favreau shared that Jen Cesaitis, Recreation Commission Chair would be in touch with her next week.

F. Other Business

- **Discuss the Selectmen's May Meeting Schedule**

After discussion, the Selectmen agreed to meet on: Wednesday, May 3rd at 6 p.m., Thursday, May 13th, May 18th, and May 25th at 1 p.m. and Wednesday, May 31st at 6 p.m.

- **Review Letter – The Honor the Bear Project**

The Selectmen reviewed the letter describing the project. They have asked for someone from the office to attend the ceremony. Mr. Doerpholz and Mr. Nolan would attend. The display would be up from May 20th at Noon until June 20th.

- Ms. Favreau mentioned that Jodi Mattson was interested in serving as a Commissioner of Plante Memorial Park.

Ms. Carney made a motion to approve Jodi Mattson as a Commission of Plante Memorial Park. Mr. Doerpholz seconded. Mr. Doerpholz – Yes, Mr. Nolan – Yes, Ms. Carney - Yes. Approved – 3-0

- Mr. Nolan shared that at the last Planning Board meeting, it was brought up that they would like the Selectmen to put any town owned property up for sale. Mr. Doerpholz shared that Suzanne Gray; Planning Board Chair has a list that he created for the Master Plan. Mr. Doerpholz shared that most property is land locked, wetlands or junk.

- Mr. Nolan met with Mike Rossi from TurnKey Lumber and they are interested in doing some building. They would be getting in a grinder and Mr. Rossi wanted us to be aware of the noise.

G. Non-Public - If Necessary Non-Public Session - RSA 91-A:3 II a, b, c, d, e, I

H. Adjournment

Mr. Doerpholz made a motion to adjourn the meeting at 8:30 p.m. Mr. Nolan seconded and the motion passed. 3-0

Submitted by:

Sheryl White
Secretary to the Board of Selectmen

Brian Doerpholz, Chairman

Martin Nolan

Nancy Carney
Board of Selectmen