



BOARD OF SELECTMEN
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BOARD MEETING MINUTES
May 8, 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**
- **May 1, 2017**

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

***** APPROVE MANIFESTS**

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

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

7:15 MEET WITH CHIEF DISALVO – NON-PUBLIC SESSION - RSA 91-A:3 II(c) – Personnel Matter

At 7:16 p.m. Ms. Silverman made a motion to go into non-public session under RSA 91-A:3 II(e) – Legal Matter. Ms. Carney seconded and the motion passed 3-0. Roll Call vote: Mr. Baker – Yes, Ms. Carney - Yes, Ms. Silverman - Yes.

At 7:33 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.

At 7:33 p.m. Ms. Carney made a motion to go into non-public session under RSA 91-A:3 II(c) Personnel Matter. Ms. Silverman 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. Mr. Baker 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 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 8:05 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.

Chief DiSalvo reported he had asked Ms. Favreau if there was a policy on special details out of town. Ms. Favreau couldn't find a policy but found a letter that noted a change to the policy, not allowing special detail to leave town. Chief DiSalvo shared there was money to be made by the Town - \$74/hour = \$48-Officer, \$16-administration, and \$10-for the cruiser. Chief DiSalvo stated the Police could mandate that any road work needed a detail but Chief DiSalvo doesn't want to go there because it is a huge deal. Chief DiSalvo shared Officer Joseph Filipi and Sergeant Kevin Stone wanted to meet with the Board of Selectmen to discuss changing it. Ms. Silverman stated the Selectmen needed to review. Chief DiSalvo wanted to bring it to the Selectmen to discuss. Ms. Carney asked if there were a lot of details. Chief DiSalvo shared there wasn't. Ms. Carney asked if it could be limited to surrounding towns only. Chief DiSalvo shared the department has details for the next few days.

The Selectmen thanked Chief DiSalvo for meeting with them.

*** **DISCUSS COVERAGE AT TRANSFER STATION**

Ms. Favreau reported Chris Rocheleau called and mentioned that Bill Haase was going to be out this week and their usual fill-in person hasn't showed up for his last two shifts. Mr. Rocheleau shared with Ms. Favreau the highway workers could fill-in and he knew someone who could also fill-in. Ms. Favreau and the Selectmen agreed the highway workers would fill in this week.

*** **CONSTRUCTION PERMITS**

Map 7, Lot 13

Map 28, Lot 14

Map 14, Lot 37

Map 7, Lot 13 – Ms. Carney made a motion to approve the permit for Map 7, Lot 13. Mr. Baker seconded. Mr. Baker – Yes, Ms. Carney - Yes, Ms. Silverman - Yes. Approved – 3-0

Map 28, Lot 14 – Ms. Carney made a motion to approve the permit for Map 28, Lot 14. Mr. Baker seconded. Mr. Baker – Yes, Ms. Carney - Yes, Ms. Silverman - Yes. Approved – 3-0

Map 14, Lot 37 – Ms. Carney made a motion to approve the permit for Map 14, Lot 37. Mr. Baker seconded. Mr. Baker – Yes, Ms. Carney - Yes, Ms. Silverman - Yes. Approved – 3-0

*** **REVIEW PROPERTY TAX PAYMENT AGREEMENTS** – The Selectmen reviewed.

*** **REVIEW TAX COLLECTOR'S DEEDS**

- **Map 8, Lot 42**

- **Map 15, Lot 46**

The Selectmen reviewed the Tax Collector's deeds.

*** **REVIEW LETTER FROM CINDI BEEDE, RECREATION DEPARTMENT**

- **Non-resident request to attend Summer Recreation Program**

- **Purchase Requisition**

- **Fitzwilliam Summer Rec Facebook page privacy changes**

The Selectmen reviewed the letter from Cindi Beede regarding a non-resident request to attend the Summer Recreation Program. The Recreation Commission would like to extend the offer to participate in the camp to non-resident Emerson students at a rate of \$500. Fitzwilliam residents would pay \$210. The registration deadline for Fitzwilliam residents is May 26th, after which time, registration would be open to any non-resident Emerson student. Participants would be capped at 48.

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

Ms. Silverman reviewed the purchase requisition submitted by Cindi Beede for the purchase of 2 tennis nets at a cost of \$182 each.

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

The Selectmen reviewed and discussed the Summer Rec Facebook page privacy changes.

*** **REVIEW APPLICATION FOR RENTAL OF TOWN PROPERTY**

- **Fitzwilliam Garden Club**

Ms. Silverman reviewed the Application for Rental of Town Property request from Eleanor Luopa for the Fitzwilliam Garden Club for May 20, 2017 for their spring plant sale on the Town Common.

Mr. Baker made a motion to approve the Application for Rental of Town Property request from the Fitzwilliam Garden Club for May 20, 2017 on the Town Common and to waive the fee. Ms. Carney seconded. Mr. Baker – Yes, Ms. Carney - Yes, Ms. Silverman - Yes. Approved – 3-0

*** **REVIEW APPLICATION FOR VENDOR'S PERMIT/LICENSE**

- **John Jeffrey**

Ms. Silverman reviewed the Application for Vendor's Permit for John Jeffrey. The Selectmen added conditions for signage. Ms. Favreau would draft a letter stating the signage regulations. The application would be sent to the Planning Board, should a site plan review be warranted.

***** REVIEW LAWN CARE BIDS**

The Selectmen reviewed the lawn care bids. JM Construction was the lower bid. Ms. Silverman asked if there was any reason not to go with the lower bid. Ms. Carney shared JM Construction had done a good job last year.

Ms. Carney made a motion to award the lawn care bid to JM Construction. Mr. Baker seconded. Mr. Baker – Yes, Ms. Carney - Yes, Ms. Silverman - Yes. Approved – 3-0

***** DISCUSS COST OF GLASS GLOBES FOR LIGHTNING RODS**

Ms. Silverman shared a glass blower she knows was willing to make the globes. The cost per globe would be \$45. Ms. Silverman mentioned Bill Harper knew someone who would make the globes for \$35 each. Ms. Silverman felt that amount was low, as a custom piece was being made and there was a need for an assistant. Ms. Silverman thought Mr. Harper stated there were 20 glass globes and we would want to have extras. Ms. Carney stated we should get what we need. Ms. Silverman wanted to bring the Selectmen up to date. The Selectmen agreed to go ahead and have the globes made.

***** DISCUSS CEMETERY ISSUES**

At 8:21 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 8:42 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.

***** REVIEW INSPECTION REPORTS FROM PAUL GRAZEWICZ - The Selectmen reviewed.**

***** NON-PUBLIC SESSION - RSA 91-A:3 II(a) – Employee Performance Evaluation**

At 8:44 p.m. Ms. Carney made a motion to go into non-public session under RSA 91-A:3 II(a). Mr. Baker seconded and the motion passed 3-0. Roll Call vote: Mr. Baker – Yes, Ms. Carney - Yes, Ms. Silverman - Yes.

At 9:04 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:

Ms. Carney asked whether or not the Fire Department got a COLA increase. Ms. Favreau shared they weren't given one last year. They weren't part of the wage study – they were done after. Ms. Favreau stated she didn't put them on the wage scale. Ms. Carney stated there were part of the wage study. Ms. Carney mentioned that when other towns were asked, they found out that most don't do – they are on their own. Ms. Carney shared they have certain levels and in the past have gotten a COLA increase. Ms. Carney asked if the Fire Department was part of the COLA increase for this year. Discussion was held on whether they were or not, and creating a problem when timesheets are turned in covering multiple months. Ms. Carney agreed that would be a problem. Mr. Baker suggested turning in all timesheets now and start the COLA on June 1st. Ms. Silverman and Ms. Carney discussed with Mr. Baker the wage study that was done. Mr. Baker stated a COLA was to keep up with the cost of inflation. Ms. Silverman shared going forward we should because if we don't keep coming up a little bit – when you do a wage study – there is a huge increase. The Selectmen agreed the Fire Department needed a COLA increase.

Mr. Baker made a motion to grant the Fire Department a COLA increase effective June 1st. Ms. Silverman seconded. Mr. Baker – Yes, Ms. Carney - Recused herself, Ms. Silverman - Yes. Approved – 2-0

Ms. Silverman made a motion to adjourn the meeting at 9:10 p.m. Ms. Carney seconded and the motion passed. 3-0

Submitted by:

Sheryl White
Secretary to the Board of Selectmen

Susan Silverman, Chairman

Nancy Carney, Vice Chairman

Daniel Baker
Board of Selectmen