



BOARD OF SELECTMEN
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BOARD MEETING MINUTES
May 15, 2017
7:00 p.m.

Selectmen Present: Nancy Carney, Daniel Baker

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

PRIMARY:

***** APPROVE MINUTES**
- **May 8, 2017**

Mr. Baker made a motion to approve the minutes. Ms. Carney seconded. Mr. Baker – Yes, Ms. Carney - Yes.
Approved – 2-0

***** APPROVE MANIFESTS**

Ms. Carney made a motion to approve the manifests. Mr. Baker seconded. Mr. Baker – Yes, Ms. Carney - Yes.
Approved – 2-0

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

7:15 MEET WITH LIBRARY TRUSTEES

Barbara Green, Library Trustee and Kate Thomas, Librarian met with the Selectmen to discuss the invoice for tree removal. Ms. Thomas reported she wasn't aware of the tree in the middle of the two properties that needed to be taken down with a crane. Ms. Thomas stated she didn't know the Library would be billed for the tree removal and reported the cost was more than 50% of their maintenance budget. Ms. Carney shared a crane was needed because of the size of the tree. Mr. Baker asked what they usually budgeted for. Ms. Thomas shared that everything was separate. Ms. Thomas stated it was a big unexpected expense. Discussion continued on the Town paying for the tree removal, Library trust funds, 2 trees in the right of way, not knowing the exact property that the tree that was in the middle of two properties was on, and the Library budgeting for building maintenance. Ms. Carney explained the way the tree in the middle of the two properties was split, if it would have fallen it would have hit the Library and the house next door. Ms. Favreau stated the 2 trees in the right of way were questionable but the tree in the middle of the properties was the Library's responsibility.

Ms. Favreau shared the Town has a \$1,000 deductible and she had submitted for the tree, town hall damage and Library fence damage. Ms. Thomas stated the Library belongs to the Town. Ms. Thomas shared deducting \$1,000 would be helpful to them. Ms. Thomas noted it was hard to reach a solution right now and shared that the invoice hasn't been paid. Ms. Carney stated the Selectmen would get back to them. Ms. Thomas shared the letter stated once the trees were removed, the Selectmen would discuss what kind of trees would be planted. Ms. Carney shared the Selectmen haven't had that discussion yet. Ms. Thomas would like the new trees planted inside of the fence and therefore the stumps wouldn't need to be removed. Ms. Green shared the Library Trustees needed to have more discussion.

Ms. Carney shared they look to keep native trees here and now that the Selectmen were working with an arborist, they can guide the Selectmen on the replacement trees that would be the best fit. Ms. Carney shared the Selectmen would look at the report next week. Mr. Baker asked if they wanted to put the trees on the Library property, would they be the Library's responsibility to pay for. Ms. Thomas stated the letter indicated the Selectmen would take care of this. Mr. Baker shared the Selectmen would work with the arborist to get the right type of tree. Mr. Baker asked if it was reasonable to pay the invoice, since the work was done. Discussion was held on who was responsible for payment. Ms. Favreau shared that she hasn't talked with Mr. Cuomo about the two trees in the right of way. The Town could pay for those trees and the Library would be responsible for the other.

Mr. Baker shared they could then work on the new plantings. Discussion was held on the type of material to be used to repair the fence and being in the historic district. Ms. Carney stated the Selectmen would get back to them after having a discussion with Mr. Cuomo and suggested they have a conversation with the neighbor. Ms. Thomas thought it might be helpful to have the property line surveyed.

The Selectmen thanked Ms. Green and Ms. Thomas for meeting with them.

7:45 MEET WITH THE CEMETERY TRUSTEES

Mike Grab and Greg Mattson met with the Selectmen to discuss their recommendation for the garage. Mr. Grab shared the 2 bids were close in price. Mr. Grab reviewed the specs and materials to be used by each bidder. Steve Filipi's bid totaled \$15,000 and David Streeter's bid totaled \$14,680. Mr. Mattson shared that the work would begin after Memorial Day. Mr. Grab shared that the tree work would be done first and construction of the garage would begin July 1st. The Trustees felt both bids were good. The Trustees recommended going with David Streeter.

Mr. Baker made a motion to accept David Streeter's bid. Ms. Carney seconded. Mr. Baker – Yes, Ms. Carney - Yes. Approved – 2-0

Mr. Grab had concerns about the letter from the Board of Selectmen and noted that Terry Knowles had been contacted. Mr. Grab shared there were quite a few towns that don't have a Sexton and there isn't a State definition of a Sexton or a requirement to have one. Mr. Grab discussed the work of the Sexton and the issues they have run into. Ms. Carney asked if the Trustees could keep doing this work or did they want to hire a Sexton. Mr. Mattson shared his preference was not to hire a Sexton and that last year went well. The problems they found with their last few Sexton's was the accountability of what's been done, the conversations they have had with people and paperwork not being complete. Ms. Carney shared they have been doing the Sexton's work for a year and it wasn't going to slow down and she wanted to make sure they weren't taking on the burden if they didn't want to. Mr. Mattson shared he wanted to be fair to Tim Bidwell. Mr. Bidwell has been running the show – mowing and digging but he can't do the paperwork and the research. Mr. Mattson stated it was working out well. Mr. Grab shared it helps them keep better quality and control.

Mr. Grab discussed doing work off the clock as a Trustee and doing Sexton work. Mr. Grab mentioned the veteran's work he was doing last week and he doesn't feel that should be on the clock. Mr. Baker asked if that was normally a Sexton's work. Mr. Grab and Mr. Mattson both stated it was never the Sexton's job here but it probably was in some towns. In talking with Ms. Knowles, they learned there was discussion of doing away with the Sexton language in the RSAs. Ms. Carney stated she was caught off guard with they came in and discussed it previously. The Selectmen didn't have the correct wage scale in front of them. They wanted to make sure there wasn't an issue with supervision and to make sure they were paying fairly. The letter was to clarify the Selectmen's understanding that Mr. Mattson was going to weed whack, while Mr. Bidwell did the mowing because of the need to have a second person there. Mr. Mattson shared that Mr. Bidwell has been doing it. Ms. Carney wanted to make sure to be fair to Mr. Bidwell because he has been here a long time and now the Trustees were doing some of the work. Ms. Carney shared the Selectmen should have asked for time to look into this. Mr. Grab shared Ms. Knowles mentioned some town's handle payment to the Trustees via stipends, and the Trustees handle all of the mowing. Ms. Carney shared the Trustees don't get a stipend and maybe next year we look at putting in for a stipend at Town meeting. It's hard to delineate what was volunteer work and what was pay work. Mr. Mattson shared that he and Mr. Grab would be looking at the honor rolls this summer because they don't match. Ms. Favreau shared it was hard to determine what they were doing as Trustees and what they were doing as laborers. Mr. Baker asked them to separate it out for the Selectmen.

Ms. Carney thought with college and high school out there would be another pool of applicants and maybe there was a summer person to work with Mr. Bidwell and free up Mr. Mattson. Ms. Carney shared the Selectmen don't want the Trustees to be overworked with it. Mr. Mattson shared it was helpful to be up there and see things they have missed - i.e. veteran's markers, and being able to talk with the people that are in the cemeteries. Mr. Mattson noticed cave in issues with some of the tombs. Ms. Carney shared that was the Selectmen's thoughts and stated it was up to the Trustees. Ms. Favreau mentioned the laborer rate was \$11.49 per hour and asked if they would re-advertise. Mr. Mattson stated he was fine with that and shared the Trustees wanted to discuss further. The Trustees would get information together and would meet with the Selectmen to discuss.

The Selectmen thanked Mr. Mattson and Mr. Grab for meeting with them.

8:00 MEET WITH SUZANNE GRAY – ECONOMIC COMMITTEE

Suzanne Gray and Adrianna Stefanko met with the Selectmen to give an update on the work of the Economic Committee. Ms. Gray shared that last week the Economic Committee had a meet and greet. Ms. Gray announced that she was turning over the Chair position to Ms. Stefanko, as she was very busy during the summer and felt that the committee needed someone who would be here for events. Ms. Stefanko would also be the administrator of the committee; Steve Reinhart would handle the business brochure; and Marion Wheeler did the minutes and agenda. Ms. Stefanko would also write articles for the newsletter. Ms. Gray shared the committee was updating the brochure, which was printed every two years. They have more businesses to add on and printing costs were budgeted for. The brochure highlights Fitzwilliam and members are calling Fitzwilliam – The Gateway to the Monadnock Region. Ms. Gray talked about the changes to the new brochure. Ms. Carney shared that the

Railroad Depot was available for meetings. Ms. Carney also shared the Fire Association and the Recreation Commission were looking into putting a playground there. Money would need to be raised for this.

Ms. Gray shared members of the Economic Committee have worked on a new mission statement. The current mission statement was developed before a committee was in place. Ms. Gray reviewed the new mission statement and asked for approval by the Selectmen. Ms. Gray would like the mission statement added to the Town's website. Members would also be working on goals. Discussion was held on reasons for growth, people finding out about the Economic Committee via the newsletter, the brochure giving an opportunity for members to talk with businesses and reaching out to people. Ms. Stefanko shared it was all about networking, businesses working with businesses – our community does have some challenges for small businesses and it helps reading articles in the newsletter. Committee members want to outline their goals and be more specific. Ms. Gray talked about an exercise that she lead at one of their CCC meetings (Create Connect and Collaborate) - trying to talk with people to keep their business in Fitzwilliam. Ms. Gray noted that some people were much more in-tune to that than others. Ms. Gray shared it was a long process and she was pleased with how far they have come.

The Selectmen thanked Ms. Gray and Ms. Stefanko for meeting with them.

***** CONSTRUCTION PERMIT**
Map 28, Lot 7
Map 20, Lot 15 – Extension Request
Map 15, Lot 6-15

Map 28, Lot 7 – Mr. Baker made a motion to approve the permit for Map 28, Lot 7. Ms. Carney seconded. Mr. Baker – Yes, Ms. Carney - Yes. Approved – 2-0

Map 20, Lot 15 – Extension Request – Mr. Baker made a motion to approve the extension request for Map 20, Lot 15. Ms. Carney seconded. Mr. Baker – Yes, Ms. Carney - Yes. Approved – 2-0

Map 15, Lot 6-15 – Mr. Baker made a motion to approve the permit for Map 15, Lot 6-15. Ms. Carney seconded. Mr. Baker – Yes, Ms. Carney - Yes. Approved – 2-0

***** WAIVER NEEDED - PAYMENT ARRANGEMENT MADE AND PAYMENT RECEIVED**
- Map 42, Lot 1-76 and Map 42, Lot 1-4

The Selectmen reviewed and discussed.

Ms. Carney made a motion to approve the deed waiver. Mr. Baker seconded. Mr. Baker – Yes, Ms. Carney - Yes. Approved – 2-0

***** REVIEW AMENDMENT TO THE AMBULANCE PROVIDER AGREEMENT** - The Selectmen reviewed and discussed.

***** REVIEW LETTER FROM HISTORICAL SOCIETY OF CHESHIRE COUNTY**
- PERMISSION TO PUBLISH IMAGE FOR THE BOOK – RAILROADS OF THE MONADNOCK REGION

The Selectmen reviewed.

Mr. Baker made a motion to allow the Historical Society of Cheshire County to use the picture. Ms. Carney seconded. Mr. Baker – Yes, Ms. Carney - Yes. Approved – 2-0

OTHER BUSINESS:

-SURVEY REQUEST FROM MONADNOCK ALLIANCE FOR SUSTAINABLE TRANSPORTATION – Tabled.

Re: Local Funding for Local Transportation Options

-REVIEW LETTER FROM NH DOT RE: TRAFFIC CALMING MEASURES ON RT 12 INTERSECTION WITH RT 119 – Reviewed. Ms. Favreau would make a copy for the Historic District.

Ms. Carney shared with Mr. Baker the options that Chief DiSalvo had come up with for the intersection at Upper and Lower Troy Roads.

-REVIEW NEWSLETTER ARTICLES – The Selectmen reviewed the newsletter articles and the June meeting schedule. The Selectmen discussed Open Hours on Friday's for the Selectmen's Office. The Selectmen would discuss at next week's meeting and asked Ms. Favreau and Ms. White to give them a Friday schedule.

-REVIEW CORRESPONDENCE AND AUDIT REPORT FROM VACHON CLUKAY & COMPANY PC – Ms. Favreau discussed the two recommendations from the Auditors.

Ms. Favreau asked about the evaluation schedule. The Selectmen agreed that an evaluation would be held next week and one on June 5th.

ON-GOING BUSINESS:

Mr. Baker made a motion to adjourn the meeting at 8:45 p.m. Ms. Carney seconded and the motion passed. 2-0

Submitted by:

Sheryl White
Secretary to the Board of Selectmen

Nancy Carney, Vice Chairman

Daniel Baker
Board of Selectmen