



BOARD OF SELECTMEN
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BOARD MEETING MINUTES
June 2, 2022
8:30 A.M.

Selectmen Present: Brian Doerpholz, John E.F. Craig, Martin Nolan

Guests: in person - Dana Pinney

Mr. Doerpholz called the meeting to order at 8:30 a.m.

PRIMARY:

***** APPROVE MANIFESTS**

Mr. Craig made a motion to approve the manifests. Mr. Doerpholz seconded. Mr. Doerpholz – Yes, Mr. Craig – Yes, Mr. Nolan - Yes. Approved – 3-0

***** APPROVE MINUTES**

- May 25, 2022 - Public and Non-Public

Mr. Doerpholz made a motion to approve the minutes of May 25, 2022, both public and non-public. Mr. Craig seconded. Mr. Doerpholz – Yes, Mr. Craig – Yes, Mr. Nolan - Yes. Approved – 3-0

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

8:30 MEET WITH DPW DIRECTOR GLENN SMITH

- **Mowing**
- **Vacant positions**

Mr. Doerpholz wanted to discuss mowing as they are short a person. Mr. Doerpholz mentioned that mowing on the common wasn't done for Memorial Day until the day after but it wasn't terrible. Mr. Doerpholz asked how they were going to tackle this. Mike Grab had mentioned to the Selectmen last week that Sarah Williams could work an additional 5 hours. Mr. Smith shared that All State isn't paving yet but they would do both roads on June 22nd – Holman Road and Collins Pond Road. Mr. Smith heard that the Selectmen were thinking about going back to a contractor. Mr. Doerpholz mentioned that the contractor would do all or nothing. Mr. Smith thought that would be a good idea to hire a contractor as he hasn't had time to call and set up interviews. Mr. Doerpholz asked if we could hold off until we hire someone. Mr. Smith shared that he thought we could hold off. Mr. Smith stated that things are going along as planned and he is having Richard Williams fill in as needed. Mr. Smith shared what work the DPW guys were doing. Mr. Smith mentioned that they are working on getting pricing for the parts that are needed for the tow behind sweeper. Mr. Doerpholz asked if Mr. Smith was interested in another model. Mr. Smith shared that there is a special attachment that would be needed in order to have the sweeper in the front. The tow behinds are simple but they take a beating. Mr. Smith wants to get replacement parts for the tow behind for now but he mentioned that at some point it would need to be replaced as replacement parts get hard to find. Mr. Smith was asked if we needed to get multiple parts now while we can find them. He (Smith) shared that it was a good idea. Mr. Smith also shared that it saves the Town money by the DPW being able to sweep roads.

Mr. Smith was asked about when he would be putting down more gravel. He (Smith) shared that they would hold off on adding any more gravel until needed. The road is holding up well. Mr. Smith mentioned that ditching has been done on Webber Lane and Collins Pond Road. The pavement is so soft on the bad portion and some pavement is breaking up. Mr. Smith is getting a quote from All State.

Mr. Doerpholz asked for the status of the two vacant positions. Mr. Smith found out that there would be 2 positions open for the cemetery. Ms. Williams would be leaving her cemetery position once the part-time position was filled. Mr. Smith wasn't aware that it would be this year. Mr. Smith wanted to start the interviews for the part-time position. Mr. Doerpholz shared that

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we would be down a person. Mr. Nolan thought that it could be handled with volunteers and he mentioned that as the season goes on, the need for mowing slows down.

After discussion, the Selectmen agreed to hire a mowing contractor for the summer. Mr. Smith wanted to sit down with Ms. Favreau to discuss a time to start interviews for the DPW open positions. Mr. Doerpholz asked that we contact a couple of contractors and set the parameters for what they mow and for how long. Ms. Favreau shared that there is extra money because the DPW secretary position hasn't been filled. Ms. Favreau was asked about hiring a contractor, and a part-time cemetery person if the cost would come from the cemetery and the DPW budget. Ms. Favreau agreed that it would. She (Favreau) shared that \$3,600 was paid for the last mowing contractor and that included fall cleanup. After discussion, everyone was in agreement to hire a mowing/cleanup contractor through October.

After additional discussion, Mr. Doerpholz made a motion to contact Howe's Landscaping to take care of the Town properties for the summer. A list of what is to be maintained will be provided. Mr. Craig seconded. Mr. Doerpholz – Yes, Mr. Craig – Yes, Mr. Nolan - No. Approved – 2-1

Dana Pinney asked if a regular push mower could be used around the stones by someone with less experience with the zero turn mower. Mr. Smith would have candidates do hands-on before hiring.

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

At 9:18 a.m. Mr. Doerpholz made a motion to go into non-public session under RSA 91-A:3 II(a). Mr. Craig seconded and the motion passed 3-0. Roll Call vote: Mr. Doerpholz – Yes, Mr. Craig – Yes, Mr. Nolan - Yes.

At 9:52 a.m. Mr. Doerpholz made a motion to leave non-public session. Mr. Craig seconded and the motion passed 3-0. Roll Call vote: Mr. Doerpholz – Yes, Mr. Craig – Yes, Mr. Nolan - Yes.

At 9:52 a.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. Craig seconded and the motion passed 3-0. Roll Call vote: Mr. Doerpholz – Yes, Mr. Craig – Yes, Mr. Nolan - Yes.

*** REVIEW CONSTRUCTION PERMIT APPLICATION - Map 42, Lot 1-41

Map 42, Lot 1-41 – Mr. Doerpholz made a motion to approve the Permit for Map 42, Lot 1-41. Mr. Craig seconded. Mr. Doerpholz – Yes, Mr. Craig – Yes, Mr. Nolan - Yes. Approved – 3-0
The Selectmen agreed that a Certificate of Occupancy wasn't needed.

*** DISCUSS QUESTIONS FROM ATTORNEY JOSEPH HOPPOCK - Ambulance Agreement

Mr. Doerpholz shared that Attorney Joseph Hoppock has some questions on the Ambulance Agreement. The Selectmen reviewed the questions raised by Attorney Hoppock. #1 – Purpose - Both Boards of Selectmen are the final authority. #2 – Location and Staffing - Weekends are covered by volunteers. #4 – Equipment – An inventory of existing equipment at start of the contract to be taken by each town, such equipment will remain in that town's ownership. #7 – Billing – if call in Troy, Troy bills, if call in Fitzwilliam, Fitzwilliam bills. #10 – Supplies – based on start date to the end of the calendar year. #11 – Fees – the Selectmen agreed with Attorney Hoppock.

*** DISCUSS TOWN BUILDING PROJECTS

Mr. Craig noted that he sent everything out to the Selectmen and any questions are to be sent to Ms. Favreau. Mr. Craig asked about the estimate for the Public Safety Building. Mr. Doerpholz shared that it is to be brought up to a 400 amp service. Ms. Favreau shared that the electrical company is one that Sorby & Son Heating recommended. Brandy Mitchell shared with Ms. Favreau that Sorby & Son Heating's schedule is filling up quickly. Ms. Favreau shared with Ms. Mitchell, that this project could move forward. Ms. Favreau shared that the \$17,432 doesn't include the \$3,500. Ms. Favreau would check with Ms. Mitchell to see if she had signed the acceptance of the proposal, if not, Ms. Favreau would sign.

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

At 10:12 a.m. Mr. Doerpholz made a motion to go into non-public session under RSA 91-A:3 II(e). Mr. Craig seconded and the motion passed 3-0. Roll Call vote: Mr. Doerpholz – Yes, Mr. Craig – Yes, Mr. Nolan - Yes.

At 10:17 a.m. Mr. Doerpholz made a motion to leave non-public session. Mr. Craig seconded and the motion passed 3-0. Roll Call vote: Mr. Doerpholz – Yes, Mr. Craig – Yes, Mr. Nolan - Yes.

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INFORMATION

Mr. Smith mentioned that Mr. Mattson-Whipple asked about using a correctional inmate to do some mowing. The Selectmen shared that they had asked Mr. Mattson-Whipple to get additional information.

Mr. Nolan mentioned that we needed to follow-up with New Hampshire Fire. The Selectman talked with Eric Moran to get the status on the fire suppression system in the steeple. Mr. Moran shared that he would follow-up with Glenn Wells as he wasn't involved with the project. Mr. Craig gave Mr. Moran an overview of the issue that we have been dealing with for over a year. Mr. Moran would follow-up with Mr. Wells and get back with the Selectmen or Ms. Favreau.

ON-GOING BUSINESS:

***** TOWN-WIDE ISSUES TO BE ADDRESSED AND THEIR ENFORCEMENT**

- **Unregistered vehicles**
- **Debris and junk in yards**

Mr. Doerpholz made a motion to adjourn the meeting at 10:41 a.m. Mr. Craig seconded and the motion passed. 3-0

Submitted by:

Sheryl White
Secretary to the Board of Selectmen

Brian Doerpholz, Chairman

John E.F. Craig

Martin Nolan
Board of Selectmen