



**BOARD OF SELECTMEN**  
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**BOARD MEETING MINUTES**  
**June 3, 2020**  
**7:00 P.M.**

**5:15 SITE WALK WITH PLANNING BOARD – KEMP BROOK ROAD**

**Selectmen Present:** (via conference call) Daniel Baker, Robyn Bates, Charles Kenison

**Guests:** Dana Pinney, Kim Heald, Robert Ford, Jean Ford, Sheena Royce

Mr. Baker called the meeting to order at 7 p.m.

**PRIMARY:**

**PUBLIC COMMENT**

Dana Pinney shared that Ms. Favreau had requested information and the information was provided, as well as information for the cover letter. Mr. Pinney also shared that because they haven't had a chance to speak with Attorney Renelle L'Huillier, they needed to be extra careful because the process for bonding was very time orientated. The Volunteer Broadband Task Force felt that the RFPs needed to be sent out certified and they also needed to be returned by certified mail.

Mr. Pinney shared that it would be helpful to have a session with Attorney L'Huillier regarding timelines, etc. Mr. Baker stated that the agreement has been sent and signed but he didn't know if Ms. Favreau had spoken with Attorney L'Huillier.

**\*\*\* APPROVE MANIFESTS**

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

**\*\*\* APPROVE MINUTES  
- May 28, 2020**

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

**\*\*\* REVIEW SIGNATURE FOLDER – The Selectmen reviewed and would sign**

**7:30 MEET WITH SHEENA ROYCE, RECREATION DIRECTOR**

Sheena Royce, Recreation Director met with the Selectmen to discuss plans for summer camp. Ms. Royce shared that Governor Sununu gave the go ahead last week and there was a document on reopening. Ms. Royce shared the reopening document was what the Recreation Commission was anticipating. Ms. Royce has been working on plans, activities, games, etc. Ms. Royce recapped what the summer camp environment would look like.

Mr. Baker asked if there was anything in the reopening guidance that she can't do. Ms. Royce stated there wasn't and shared it wasn't that comprehensive. The guideline was trying to keep groups to 10 or less, hand washing, cleaning and asking questions if the kids have travelled or have any symptoms. Ms. Royce noted the 10 or less would include the counselor. The camp would be limited to 40 kids. Mr. Baker asked what the numbers had been in previous years. Ms. Royce shared that last year there were 40 kids. Ms. Royce also shared that Keene was going to do a summer camp and they decided to do it virtually. Mr. Baker asked what the remedy was for having over 40 kids, could an extra counselor be hired. Ms. Royce shared that they have hired the counselors from previous years. Ms. Bates asked if it was only for kids from Fitzwilliam or was kids from Troy allowed. Ms. Royce shared that priority was Fitzwilliam residents and then Troy at a higher rate. Ms. Bates stated that she was an advocate to expand with priority given to kids from Fitzwilliam. Ms. Royce appreciated that and shared that a decision would be made based on numbers seen at registration. Mr. Baker asked if there were physical limits on space. Ms. Royce felt there was adequate space between the soccer field, pole barn and the tennis court. The space could easily

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accommodate up to 60 with just the soccer field and pole barn area. Mr. Baker mentioned that paving at the pole barn would be done by the highway department and asked Ms. Royce to remind the Selectmen a week or so ahead of the start of summer camp. Ms. Royce shared that summer camp begins on July 2<sup>nd</sup>. Mr. Baker would send an e-mail to the Road Agent and asked that Ms. Royce follow-up with Ms. Favreau, if the paving wasn't done.

Ms. Bates asked if Ms. Royce needed a motion to go forward with the plan for the summer program. Ms. Royce shared that she needed permission to open registration and permission to hire counselors and the director.

Ms. Bates made a motion to approve the Recreation Director to open up registration as well as hiring the four counselors and the director. Mr. Kenison seconded. Mr. Baker – Yes, Ms. Bates - Yes, Mr. Kenison - Yes. Approved – 3-0

Ms. Royce asked if the Selectmen were aware of any hand sanitizer that Municipalities' could get. Mr. Baker stated that the Selectmen's office was trying to get dispensers and hand sanitizer as the Selectmen were going to reopen the Town Hall. Mr. Baker asked Ms. Royce to get with Ms. Favreau to combine orders. Mr. Kenison mentioned contacting Fire Chief Adam Dubriske.

Ms. Royce asked if mowing had been contracted. She mentioned that the soccer field hadn't been mowed. Ms. Bates shared that a company was hired to do mowing. Mr. Baker wanted to know when Ms. Royce saw the soccer field. Ms. Royce shared that it was Tuesday. Mr. Baker stated the company was here today. Ms. Bates stated if not mowed, to let Ms. Favreau know as it was included in the bid.

Ms. Royce thanked the Selectmen for their time and support. Ms. Bates stated Ms. Royce was doing a good job and it was important for the kids to have an outlet.

Mr. Kenison asked to have Ms. Favreau e-mail a copy of the mowing contract to the Selectmen.

### \*\*\* REVIEW CONSTRUCTION PERMIT APPLICATION - Map 11, Lot 53

**Map 11, Lot 53** - Ms. Bates made a motion to approve the Permit for Map 11, Lot 53. Mr. Baker seconded. Mr. Baker – Yes, Ms. Bates - Yes. Approved – 2-0  
The Selectmen agreed that an Occupancy Permit was needed.

### \*\*\* FOLLOW-UP DISCUSSION – TOWN BEACH

Mr. Baker shared that the Selectmen closed the beach towards the end of March, early April and it was done when everything was being closed to keep safe distancing and the stay at home order was in place. Unfortunately, it didn't get into the newsletter until the day after Memorial Day. Mr. Baker had heard that it was upsetting to some residents. Mr. Baker stated if you look at the beach itself, in good conscience, and in keeping with social distancing, you couldn't have more than three people on the beach. Mr. Baker didn't think how the Selectmen, in good conscience, could keep it open. Mr. Baker asked if the Selectmen should close the beach, control it and post or do we post and if rules are broken, not a lot of enforcement. Ms. Bates stated that Mr. Kenison was of the opinion to let people be. Mr. Baker asked if the beach was closed and we do nothing to patrol, was there any liability for the Town. Mr. Baker felt if the Selectmen were going to do something that they needed to be up front with it. Ms. Bates stated if the beach was listed as closed, we need to follow it through. Mr. Baker stated that all of the Department Heads would be in next week and the Selectmen would be talking about re-opening. The Selectmen were in agreement to defer action until they have talked with all of the Department Heads.

### \*\*\* DISCUSS EMAIL – POLICE BODY CAMERA

Mr. Baker shared that an e-mail that was received regarding body camera's not being used by Fitzwilliam Police Officers. Mr. Baker felt it was as a result of all of the events going on in the Country. She was looking at it from the perspective that it would protect both the police and civilian so that everything was recorded. Mr. Baker wanted to hear from Chief Leonard DiSalvo as to his thoughts on it. Mr. Baker wanted to know what smaller towns were doing but he understands why they are being used in bigger cities. Ms. Bates stated for the record that the e-mail was received from Isabelle Handy on Saturday, May 30th. Ms. Bates stated that she understood where Ms. Handy was coming from. Ms. Bates noted it was an expense, maintenance cost and that the Selectmen don't really understand the full cost of having body cameras.

The Selectmen agreed to table any further discussion until their meeting with Chief DiSalvo next week. Mr. Baker asked Ms. White to e-mail Ms. Handy to let her know that the Selectmen had a brief discussion at their meeting this evening and that they would be meeting with the Police Chief to discuss next week. The Selectmen would send an official response to her after their meeting with Chief DiSalvo.

*Mr. Kenison arrived at the meeting.*

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Mr. Baker updated Mr. Kenison on their discussion of the beach. Mr. Kenison shared that he was okay with deferring, unless it put the police officers in a bad position with enforcement.

### \*\*\* DISCUSS INFORMATION REGARDING JUNKYARDS

The Selectmen reviewed the draft of guidelines for Yard Debris and Waste Clean-up submitted by Lori Nolan. The Selectmen felt she did a fantastic job. Mr. Baker stated the need to have a public hearing. Ms. Nolan had noted speaking with offenders to get their input. Mr. Baker mentioned that this would require an ordinance to define junk and yard debris and would also need to be brought up at Town meeting. A public hearing was needed to find out what that would mean and to get community input. Mr. Baker found it interesting that the visual was highly emphasized and how it would be handled. Mr. Kenison thought it was a great idea and asked about approaching Car Guyz to see if they would work with the Town. Mr. Baker mentioned Scrap-It. Mr. Kenison would approach Car Guyz. Mr. Baker felt if the Selectmen did some leg work and scheduled a public hearing, it would be a good next step. Ms. Bates stated they have only heard from a few residents and it would be good to hear from those that have an opinion on the issue.

Ms. Bates shared that Ms. Nolan has given the Selectmen a nice outline. Mr. Kenison would bring this up to the Planning Board. Ms. White would contact Ms. Nolan to confirm with Suzanne Gray that this discussion could be added to the agenda for the Planning Board's next meeting.

### \*\*\* NON-PUBLIC SESSION - RSA 91-A:3 II(c) - EXEMPTION

At 7:58 p.m. Ms. Bates made a motion to go into non-public session under RSA 91-A:3 II(c). Mr. Kenison seconded and the motion passed 3-0. Roll Call vote: Mr. Baker – Yes, Ms. Bates - Yes, Mr. Kenison - Yes.

At 8:02 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.

## INFORMATION

\*\*\* **ELLIOT CONCERTS – CANCELED** – Mr. Baker shared that the Concerts on the Common have been cancelled, due to the difficulty in managing the Covid-19 guidelines.

Mr. Kenison shared that there has been a complaint about the property on East Lake Road that someone was living there and it was a multi-family home. The Selectmen discussed what work the owner had been given approval to do. Ms. Bates shared that Dan Sutton asked for an update. The Selectmen agreed that the Health Officer needed to be brought in to inspect as there was no septic system.

Mr. Pinney mentioned the grass was high and in need of mowing near the Welcome to Fitzwilliam signs. Mr. Kenison stated that he has done it for the past couple of years and would take care of.

Mr. Kenison mentioned the Town owned property on Route 12. Mr. Kenison noted that property was selling quickly and with the Selectmen having permission to sell, he wanted to move forward. The Selectmen discussed the Meadowood building and the stipulation that it couldn't become a residence. Mr. Kenison asked that Ms. Favreau contact Town counsel to find out what the process would be to resolve and to determine the cost to remove the language from the deed. The Selectmen were in agreement to move forward.

Mr. Kenison mentioned that he noticed the police were out enforcing the No thru Traffic on Richmond Road. Ms. Bates asked that we put a notice out that the police department was out enforcing and ask Brandylynn Handy to write something up for the newsletter to include a police department update. This would also be posted on the Town's website.

## ON-GOING BUSINESS:

\*\*\* **STEEPLE PROJECT** - The Selectmen reviewed the questions from Jay Southgate. The Selectmen agreed that Mr. Southgate could use the firehouse, the brush truck would be relocated to the highway barn. The pediment (steel rod that holds the ball to the weathervane) needed to be straightened out. The liability insurance was still on file but the Selectmen would ask for a current copy. The road to the left of the parking lot - would be a staging area. The Selectmen needed clarity to determine if it was Templeton Turnpike or the road behind the Town Hall. Blocking off the area around the Town Hall for installation. The Fire Department wanted the temporary roof and Mr. Kenison felt it needed to be partially disassembled to transport. Mr. Kenison would ask some of the fire department crew to disassemble. The Selectmen were unable to find a company to take care of the lightening protection and agreed to let Mr. Southgate to use a company that he has worked with in the past.

\*\*\* **AMBULANCE SERVICE** - Mr. Kenison stated the contract has been approved by both DiLuzio and the FireWards. The Selectmen should have a copy at their next meeting. DiLuzio would be resubmitting charges that were charged to

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Fitzwilliam which actually belonged to Troy. Mr. Kenison shared that some of the equipment for Engine 1 has been received and is being installed. Ms. Bates asked about waiving the fee if DiLuzio was cancelled in route to a call. Mr. Kenison shared that Robert DiLuzio apologized for leaving that language out of the last contract.

\*\*\* **SOLAR**

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

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

**Meeting Schedule:** *To be determined on a weekly basis*

Ms. Bates made a motion to adjourn the meeting at 8:05 p.m. Mr. Kenison seconded and the motion passed. 3-0

Submitted by:

Sheryl White  
Secretary to the Board of Selectmen

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Daniel Baker, Chairman

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Robyn Bates

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Charles Kenison  
Board of Selectmen