



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

BOARD MEETING MINUTES
June 9, 2022
8:30 A.M.

Selectmen Present: Brian Doerpholz, John E.F. Craig, Martin Nolan arrived at 9:30 a.m.

Guests: 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. Approved – 2-0

***** APPROVE MINUTES**

- **June 2, 2022 - Public and Non-Public**

Mr. Doerpholz made a motion to approve the minutes of June 2, 2022, both public and non-public. Mr. Craig seconded. Mr. Doerpholz – Yes, Mr. Craig – Yes. Approved – 2-0

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

9:00 MEET WITH SUSAN SILVERMAN - cancelled
- **ARPA Fund Ideas**

***** REVIEW CONSTRUCTION PERMIT APPLICATION**

- **Map 34, Lot 19**
- **Map 8, Lot 7-3 – Construction and Demolition**

Map 34, Lot 19 – Mr. Doerpholz made a motion to approve the Construction Permit for Map 34, Lot 19. Mr. Craig seconded. Mr. Doerpholz – Yes, Mr. Craig – Yes. Approved – 2-0
The Selectmen agreed that a Certificate of Occupancy wasn't needed.

Map 8, Lot 7-3 – Mr. Craig made a motion to approve the Construction and Demolition Permit for Map 8, Lot 7-3. Mr. Doerpholz seconded. Mr. Doerpholz – Yes, Mr. Craig – Yes. Approved – 2-0
The Selectmen agreed that a Certificate of Occupancy wasn't needed.

***** DISCUSS HIGHWAY ROAD PROJECTS**

Mr. Doerpholz shared that DPW Director Glenn Smith wanted to take care of paving Webber Lane. The project cost is \$18,050. Mr. Doerpholz noted the quote from All State was \$320,000 leaving approximately \$30,000 for the balance of the year. Mr. Doerpholz thought that we needed to go through with the project. He (Doerpholz) noted that Mr. Smith asked the Selectmen to consider allocating some of the FEMA monies for future paving. Mr. Crag thought that we needed to move ahead with the projects but not to make any commitments for the FEMA monies.

Mr. Doerpholz made a motion to approve the expenditure of \$18,050 for Webber Lane and to approve the other projects. Mr. Craig seconded. Mr. Doerpholz – Yes, Mr. Craig – Yes. Approved – 2-0

BOARD MEETING MINUTES - June 9, 2022

Mr. Doerpholz shared that he had requested that Mr. Smith provide a list of roads that were to be paved. The Selectmen reviewed the list. Mr. Craig shared that the DPW has done a great job of ditching.

*** APPLICATION FOR USE OF TOWN HALL

Mr. Doerpholz shared that Beth Lorenz, Chair of the Economic Committee submitted an application for the use of the lower and upper Town Hall for the Farmer's Market, in case of rain.

Mr. Craig made a motion to accept and to waive all fees. Mr. Doerpholz seconded. Mr. Doerpholz – Yes, Mr. Craig – Yes. Approved – 2-0

*** REVIEW EMAIL FROM JUSTIN KILLEEN

- Code Issues
- Complaint

Mr. Doerpholz shared that Justin Killeen, Code Enforcement Officer had done a site visit to Turn Key Lumber and Roy Brothers. Mr. Killeen noted that the lights at Roy Brothers' casts light in all directions and at Turn Key Lumber the lights are pointed out and upward.

Mr. Doerpholz would like to send a letter to both companies, to include the regulations, asking that the lights be directed downward. Discussion was held on some of the lighting at Roy Brothers being for safety reasons. Mr. Doerpholz shared that they are in violation of the ordinance, so they may need to make adjustments with the lighting

Mr. Craig made a motion to send a letter to both companies noting that they are in violation of the ordinance and to include the ordinance for information. Mr. Doerpholz seconded. Mr. Doerpholz – Yes, Mr. Craig – Yes. Approved – 2-0

Ms. Favreau shared that she has forwarded the complaint to Mr. Smith, as this isn't the first time we have received a Transfer Station complaint. Mr. Doerpholz would like to make sure it has been addressed with them and not passed off. Ms. Favreau shared that several years ago the Transfer Station used to be open until 6 p.m. and at the request of the Transfer Station employees, the closing hour was changed to 5:45 p.m. to give them time to complete their duties. Mr. Doerpholz would like an answer from Mr. Smith and he would like Ms. Favreau share with Mr. Smith the history of the hours.

*** PER DIEM PAY – AMBULANCE

The Selectmen reviewed the e-mail from Fire Chief Adam Dubriske. Mr. Doerpholz shared that they are per diem personnel and don't fall under the category of being paid over time for Holidays. If a per diem person doesn't want to work on the Holiday, there is a possibility that because our employees have the day off there would be coverage.

Mr. Doerpholz discussed what the previous discussion had been regarding coverage on weekends and that coverage by our volunteers would be available. Mr. Craig asked what the financial implication would be. Ms. Favreau shared that the cost was approximately \$2,300. Mr. Doerpholz noted that a change in policy would need to be done. It was asked what other towns were doing. Ms. Favreau asked if the Selectmen wanted her to talk with Mary Guild, Troy's Town Administrator to find out what they plan to do. Mr. Doerpholz noted that the agreement would also have to be rewritten, as over time hasn't been budgeted for.

*** UPDATES ON TOWN BUILDING PROJECTS

- Review LCHIP application
- Decide on vendor for town hall sign
- Review scope of work

Review LCHIP application – Mr. Doerpholz shared that LCHIP only pays 50% of costs and the Town would also apply for a Moose Plate Grant. Mr. Doerpholz suggested going with AL Johnson for replacement. Mr. Doerpholz noted that Ms. Favreau has put in \$80,000 in the application and he shared that it would be more than that and suggested that we needed to nail down a figure to put in the application. Ms. Favreau shared that she has a lot of photos from the steeple work and she could also include the new photos. Mr. Craig wasn't opposed to using AL Johnson for the roof repair but he felt that GDC was the expert in dealing with copper and slate, and their bid was \$235,000 plus \$28,000 for partial seams. The Selectmen reviewed the quotes.

Dana Pinney asked if we can change contractors if we are awarded LCHIP. Mr. Doerpholz asked Ms. Favreau if the contractor could be changed. Ms. Favreau felt it could. The Selectmen would need to make a decision to go with GDC or Therrien.

Ms. Favreau shared that the LCHIP Application needed to be submitted by June 22nd at 5 p.m. Mr. Craig would follow up with contractors.

BOARD MEETING MINUTES - June 9, 2022

The Selectmen reviewed the LCHIP application and made changes. The Selectmen would review at their next meeting.

Decide on vendor for Town Hall sign – Mr. Craig proposed that we move forward with the more expensive vendor, Engrave-It, whose estimate was \$185.00. PAN Design's estimate was \$76.00. PAN would prepare the changes on the sign and we would have to clean and install. Engrave-It would do all of the professional work.

Mr. Doerpholz made a motion to go with Engrave-It for the signs. Mr. Craig seconded. Mr. Doerpholz – Yes, Mr. Craig – Yes. Approved – 2-0

Review scope of work – Mr. Craig asked if the Selectmen could approve the revised scope of work for interior painting. Mr. Doerpholz felt it was more comprehensive and he would like to do it right.

Mr. Craig made a motion to approve the change in the scope of work for plaster repair and painting. Mr. Doerpholz seconded. Mr. Doerpholz – Yes, Mr. Craig – Yes. Approved – 2-0

Martin Nolan came into the meeting

*** NON-PUBLIC RSA 91:A3 II(a) – PERSONNEL

At 9:33 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 9:48 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 9:48 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. Nolan seconded and the motion passed 3-0. Roll Call vote: Mr. Doerpholz – Yes, Mr. Craig – Yes, Mr. Nolan - Yes.

INFORMATION

Mr. Doerpholz asked Ms. Favreau to obtain other bids for fire suppression systems. The Selectmen would discuss once bids have been received. At that time a decision of whether or not to change vendors would be made.

Discussion was held on the Planning Board's last meeting. Mr. Doerpholz shared that it was up to the Planning Board to determine whether or not the Inn's proposal needed to go to the ZBA. Mr. Craig has created a list of suggestions/questions. Mr. Doerpholz shared that if Mr. Craig would like to discuss, to ask Ms. Favreau to add this topic to the Selectmen's agenda.

Mr. Nolan shared that Ms. White provided all of the invoices so that he could review before signing the manifest. Mr. Nolan wanted to see more of the details of what he is signing. He isn't questioning anything that is being done but wanted to see where things were. Mr. Nolan had two questions – Stone Pond – they are used by the Police Department. Mr. Nolan shared that they had come in eight times for the same problem. The Selectmen were in agreement that they wanted to see the invoices before they signed the manifest. Moving forward the invoices would be attached to the manifest. Mr. Nolan also questioned United Site Services charging us for sanitizer every month at the Transfer Station. Mr. Doerpholz shared that the Transfer Station has had an on-going issue.

ON-GOING BUSINESS:

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

- Unregistered vehicles
- Debris and junk in yards
- Town website

Mr. Nolan made a motion to adjourn the meeting at 10:14 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