



**BOARD OF SELECTMEN**  
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**BOARD MEETING MINUTES**  
**June 26, 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**  
**- June 19, 2017**

Ms. Carney made a motion to approve the minutes. Mr. Baker 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.**

**\*\*\* OCCUPANCY PERMIT**  
**Map 6, Lot 45**

**Map 6, Lot 45 –** Ms. Carney made a motion to approve the Occupancy Permit for Map 6, Lot 45. Mr. Baker seconded. Mr. Baker – Yes, Ms. Carney - Yes, Ms. Silverman - Yes. Approved – 3-0

**7:15 MEET WITH MARK STETSON, AVITAR**  
**Re: Update**

Mark Stetson met with the Selectmen to give an update on the revaluation. Mr. Stetson stated they were at the point of sending out notices – July 5<sup>th</sup> and would have phone calls coming into their office starting July 17<sup>th</sup>. The contract requires 4 days of phone calls and the hearings would be scheduled for the following Monday. Mr. Stetson thought there would be a pretty good turnout. Mr. Stetson shared the Town was looking at a 7-8% increase. Older homes that are not well maintained are not holding their value. Mr. Stetson explained they like to look at a short period of time for sales and shared sales are picking up. Fitzwilliam had 72 sales and of those, 15 were in Woodbrook. Two of the 15 were properties that sold for over \$100,000. Discussion was held on sales at the lake and how water front assessments were made. Mr. Stetson shared well maintained older homes on Templeton Turnpike seem to be a much more desirable part of Town and the Depot area – dropped area class – not quite as desirable a neighborhood.

Mr. Stetson was hopeful to be able to coordinate access for the hearings to start on Monday, July 24<sup>th</sup>, which would be held at the Town Hall. Two people from Avitar would be doing the hearings and Adam would also be here and would look at properties, if needed.

Ms. Silverman discussed a renovation that was done without a Construction Permit and asked how Mr. Stetson would assess it. Mr. Stetson stated they call it as they see it and explained what they look for when determining whether a single family or duplex. Mr. Stetson also noted there was no clear definition of a bedroom. If you go into a home built in 1820 they wouldn't have a closet, so it needs to be a case by case decision. Mr. Stetson discussed how they define a bedroom and what they look at.

Mr. Stetson announced they were now picking up solar panels – found 15 for electric panels and 3 for hot water. Mr. Stetson reported he hasn't seen any exemption applications and thought they would come in next year. Mr. Stetson shared they were working on the reduction but thought it would be 10% every 10 years. Mr. Stetson explained the statute on solar exemptions and shared the assessing laws as written today, even though a homeowner was leasing panels, they were still liable. New valuations would go into effect in the fall with the December bill. Discussion was held on accessing solar panels, needing a Construction Permit, and the exemption forms. Mr. Stetson suggested waiting to look at the values of those homes before doing anything. Mr. Baker asked about holding on the assessment of solar until next year. Mr. Stetson shared he would check with the DRA.

Mr. Stetson asked about the status of Meadowood. Ms. Carney gave an update. Mr. Stetson stated the property was assessed on its status as of April 1<sup>st</sup>.

Ms. Favreau shared that she received a call from Attorney Mark Beliveau, who reported the Judge approved the sale of the property. There was a 30 day appeal process before the sale could go through. Mr. Stetson asked about the taxes. Ms. Favreau shared the Town agreed to abate a portion of the taxes.

Mr. Stetson discussed the property on Pierce Road and shared they did an estimated assessment. Mr. Stetson also mentioned a new house at the bottom of Templeton Turnpike, which was gated and he estimated it was a completed house because they were unable to get there. Mr. Stetson shared that if the house isn't completed, the owner would call and ask for a hearing.

Ms. Silverman shared with Mr. Stetson that the Selectmen had another visit from Ranger Solar, which was sold to NextEra Energy, a development company. They want to do a 30 megawatts project instead of 60. Ms. Silverman shared they are also working with Hinsdale and we were able to get their pilot agreement but it doesn't have Exhibit C – which was the final agreement. Ms. Silverman asked Mr. Stetson to review to find out what it would look like for Fitzwilliam. Discussion was held on the length of the agreement, efficiency of panels over time, technological changes, needing a guarantee for the Town - having a shorter renewal, replacement of panels, Avitar having experience in guiding Towns on solar agreements, and being fair on both sides.

Mr. Stetson shared he would come in sometime after the hearing process and discuss residential and commercial solar.

The Selectmen thanked Mr. Stetson for meeting with them.

**7:45 MEET WITH ROAD AGENT GENE CUOMO - Cancelled**

**8:00 MEET WITH FRANK BEQUAERT**

Frank Bequaert met with the Selectmen to discuss several issues. Mr. Bequaert mentioned that Steve Reinhart was interested in becoming the TAC representative for the Town. Mr. Bequaert asked that the Selectmen and the State begin communicating with each other so that discussion could happen before things happen. Mr. Bequaert discussed the intersection at Rt 119 W, Upper and Lower Troy Roads. Ms. Silverman shared that the Selectmen were working with Chief DiSalvo and Gene Cuomo to address the traffic flow coming into that intersection. Ms. Silverman explained to Mr. Bequaert the plan being considered and shared that no final decision had been reached.

Mr. Bequaert shared that he hasn't talked with Mike Dugas regarding the safety islands on Rte 12. Discussion was held on the location of the islands.

Mr. Reinhart spoke as a member of the Economic Committee and shared their goal was to make it as easy as possible for people to walk and visit with each business in town. Mr. Reinhart shared options Committee Members had come up with. Ms. Silverman shared there are businesses around the Town Common but they are not the only businesses in Town.

**8:15 MEET WITH TERRY SILVERMAN  
NON-PUBLIC SESSION RSA 91:A3 II(b) - Hiring**

Mr. Silverman discussed Bailey's Junkyard and shared Mr. Bailey had come in for a site plan review. Mr. Silverman stated that Mr. Bailey was in compliance with all State regulations. Mr. Baker noted the State did an inspection a couple of years ago and suggested the Selectmen sign the application.

At 8:24 p.m. Ms. Silverman made a motion to go into non-public session under RSA 91-A:3 II(b). Ms. Carney seconded and the motion passed 3-0. Roll Call vote: Mr. Baker – Yes, Ms. Carney - Yes, Ms. Silverman - Yes.

At 8:36 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.

\*\*\* **REVIEW LETTER TO ARTHUR LIBBY** - The Selectmen reviewed and signed.

\*\*\* **APPROVE FIREWORKS PERMIT**

**Fireworks Permit** for Gary Heald – 126 Dunton Road on July 4<sup>th</sup>. Mr. Baker made a motion to accept. Ms. Silverman seconded. Mr. Baker – Yes, Ms. Carney – Recused herself, Ms. Silverman - Yes. Approved – 2-0

Ms. Carney asked that a date be added to the Fireworks Permit form in order to know when it was submitted. The Selectmen discussed the number of dates for having firework displays and there being no policy on limiting. The Selectmen discussed and Ms. Carney agreed to have a discussion with Chief DiSalvo to review the Fireworks Permit and changes needed to the current form. Ms. Carney would update the Board of Selectmen.

**Fireworks Permit** for Charles Brutto - 611 Rt 119 W on July 1<sup>st</sup>, 2<sup>nd</sup>, 3<sup>rd</sup> and 4<sup>th</sup>. Mr. Baker made a motion to accept. Ms. Silverman seconded. Mr. Baker – Yes, Ms. Carney – Recused herself, Ms. Silverman - Yes. Approved – 2-0

**Fireworks Permit** for Sportsman’s Club Campground on July 8<sup>th</sup> or rain date of July 15<sup>th</sup>. Mr. Baker made a motion to accept. Ms. Silverman seconded. Mr. Baker – Yes, Ms. Carney – Recused herself, Ms. Silverman - Yes. Approved – 2-0

**Fireworks Permit** for Jim Parsons – 49 Richmond Road on July 4<sup>th</sup>. Mr. Baker made a motion to accept. Ms. Silverman seconded. Mr. Baker – Yes, Ms. Carney – Recused herself, Ms. Silverman - Yes. Approved – 2-0

\*\*\* **REVIEW UPDATED CONSTRUCTION, SIGN, DEMOLITION PERMIT APPLICATION**

Ms. Silverman shared that she and Ms. Favreau had reviewed and modified a Construction Permit that Ms. Favreau received from the Town of Peterborough. Ms. Favreau shared there was a checklist for the applicant and for the office. Ms. Silverman asked if the Selectmen liked it, they could adopt it and start using. Mr. Baker stated the Selectmen could adopt it first and show the ZBA. Ms. Silverman thought about sending a copy to various construction companies in town, as a courtesy. Mr. Baker asked about the minimum footage that would require a site visit. Ms. Silverman shared it could be added at the bottom – underneath the applicant’s signature: *The Board of Selectmen reserves the right to verify any information submitted – including setbacks.*

Ms. Carney asked if someone renovated more than 50% of their home does it require an occupancy permit. Ms. Carney also asked if we had a definition that if renovating more than 50% of a building it becomes a new building. The Selectmen agreed it made sense and wondered how it could be defined. Ms. Carney shared the NFPA has a definition.

Ms. Carney made a motion to approve the new Construction, Sign, and Demolition Permit Application. Mr. Baker seconded. Mr. Baker – Yes, Ms. Carney - Yes, Ms. Silverman - Yes. Approved – 3-0

\*\*\* **JUNKYARD RENEWAL APPLICATION**  
**Map 11, Lot 48-1**

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

\*\*\* **REVIEW LETTER FROM CINDI BEEDE – RECREATION DEPARTMENT**  
**Re: Social Media Policy – Department-Sanctioned Use**

The Selectmen reviewed the letter from Cindi Beede regarding the Department-Sanctioned use in the Town’s new Social Media Policy. The Selectmen approved.

\*\*\* **REVIEW LETTER FROM HEIDI WOOD, TOWN CLERK**  
**Re: Opportunity to Purchase Accu-Vote Machine**

Ms. Silverman reviewed the letter from Heidi Wood regarding an opportunity to purchase a voting machine from Michigan as they were upgrading.

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

\*\*\* **REVIEW TOWN HALL WIND DAMAGE SETTLEMENT – PRIMEX**

Ms. Favreau shared Primex approved the wind damage to the Town Hall roof, railings and Library fence. Ms. Favreau would write a letter to the Library Trustees asking for a copy of the bill as repairs have begun.

\*\*\* **DISCUSS TIMBER TAX ABATEMENT**  
**Map 6, Lot 41**

Ms. Silverman shared that Ms. Favreau had reviewed the information submitted by Mr. Putney. Ms. Favreau stated the amount to abate was \$1,209.11.

Ms. Silverman made a motion to approve an abatement of the timber tax in the amount of \$1,209.11. Ms. Carney seconded. Mr. Baker – Yes, Ms. Carney - Yes, Ms. Silverman - Yes. Approved – 3-0

\*\*\* **UPDATE ON SOLAR SITING WORKSHOP**

Ms. Silverman gave an update on the Guide to Smart Solar Siting Workshop. Discussion was held on an escalation clause, which protects the Town, site plan review – could start a whole new evaluation, and having a decommissioning clause.

Ms. Silverman would like to look at doing a municipal solar project on Town owned property – possibly street lights. Ms. Favreau would look into whether there was a street light program and who was the sponsor.

Discussion was held on 3 phase power and where it was located in town, and if choosing street lights, might want to wait and see what the new rules are.

**OTHER BUSINESS:**

Mr. Baker asked about getting an update from West Rindge Builders. Ms. Favreau shared Bill Harper was meeting with the Historic District on July 20<sup>th</sup>. Ms. Silverman asked Ms. Favreau to contact Mr. Harper and schedule a time to meet with the Selectmen. Ms. Silverman shared that Mr. Harper was thinking about relocating the steeple to his workshop to make the repairs.

Mr. Baker asked what the Selectmen's responsibility was when hiring a key position like the Land Use Administrative Assistant. Mr. Baker stated he understood that overall the Board of Selectmen were responsible but wanted to know what he was approving. Ms. Silverman stated the Selectmen were approving a recommendation, otherwise they were getting into micromanaging. Ms. Favreau shared that maybe the Selectmen should look at the applications. Mr. Baker explained what hiring process he was used to and stated if the departments were responsible for hiring, then he doesn't want to be asked to approve. Ms. Silverman shared this was what happened in other departments and the Selectmen could look into the process. Ms. Carney agreed it was something to look into and asked how other towns do this. Mr. Baker asked that we check into what other towns do and to think about it.

Ms. Silverman made a motion to adjourn the meeting at 9:26 p.m. Mr. Baker seconded and the motion passed. 3-0

Submitted by:

Sheryl White  
Secretary to the Board of Selectmen

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Susan Silverman, Chairman

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Nancy Carney, Vice Chairman

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Daniel Baker  
Board of Selectmen