



BOARD OF SELECTMEN
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BOARD MEETING MINUTES
July 23, 2020
9:00 A.M.

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

Guests: (via conference call) Dana Pinney, Robert Ford, Jean Ford, Kim Heald, Suzanne Gray, Barbara Young, Anna Schierioth

PRIMARY:

PUBLIC COMMENT

Mr. Baker shared that for those that haven't had time to drive by the Town Hall to come and look at the steeple. Mr. Baker explained the work being done on-site before installation.

*** **APPROVE MANIFESTS**

Mr. Kenison made a motion to approve the manifests. Mr. Baker seconded. Mr. Baker – Yes, Ms. Bates - Yes, Mr. Kenison - Yes. Approved – 3-0

*** **APPROVE MINUTES**
- **July 9, 2020**

Mr. Kenison made a motion to approve the minutes. Mr. Baker seconded. Mr. Baker – Yes, Ms. Bates - Yes, Mr. Kenison - Yes. Approved – 3-0

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

*** **REVIEW CERTIFICATE OF OCCUPANCY – BASEMENT ONLY**
- **Map 10, Lot 83-4**

Map 10, Lot 83-4 – Mr. Kenison made a motion to approve the Certificate of Occupancy for the basement only for Map 10, Lot 83-4. Mr. Baker seconded. Mr. Baker – Yes, Ms. Bates - Yes, Mr. Kenison - Yes. Approved – 3-0

*** **REVIEW CONSTRUCTION PERMIT APPLICATIONS**

- **Map 32, Lot 42**
- **Map 10, Lot 76**
- **Map 15, Lot 44-2**
- **Map 6, Lot 40-8**
- **Map 6, Lot 32-1**

Map 32, Lot 42 – Mr. Kenison made a motion to approve the Construction Permit for Map 32, Lot 42. Mr. Baker seconded. Mr. Baker – Yes, Ms. Bates - Yes, Mr. Kenison - Yes. Approved – 3-0

Map 10, Lot 76 – Mr. Kenison made a motion to approve the Permit for Map 10, Lot 76. Mr. Baker seconded. Mr. Baker – Yes, Ms. Bates – Abstained, Mr. Kenison - Yes. Approved – 2-0

Map 15, Lot 44-2 – Ms. Bates made a motion to approve the Permit for Map 15, Lot 44-2. Mr. Kenison seconded. Mr. Baker – Yes, Ms. Bates - Yes, Mr. Kenison - Yes. Approved – 3-0

Map 6, Lot 40-8 – Mr. Kenison made a motion to approve the Permit for Map 6, Lot 40-8. Mr. Baker seconded. Mr. Baker – Yes, Ms. Bates - Yes, Mr. Kenison - Yes. Approved – 3-0

Map 6, Lot 32-1 – Mr. Kenison made a motion to approve the Permit for Map 6, Lot 32-1. Mr. Baker seconded. Mr. Baker – Yes, Ms. Bates - Yes, Mr. Kenison - Yes. Approved – 3-0

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***** MEET WITH ANNA SCHIERIOTH REGARDING TOWN PROPERTY FOR SALE**

Mr. Baker shared that the Selectmen had asked Anna Schierioth to review two Town owned properties - Meadowood and the Rettig property. Ms. Schierioth inspected both properties and she reviewed the work that needed to be done before listing and to also have anyone going inside of the property to sign a waiver of liability.

Ms. Schierioth valued the Rettig property at \$39,000 and recommended to sell AS IS. Ms. Bates asked if we listed at \$40,000 would it hurt. Ms. Schierioth had thought of listing at that amount but had taken into consideration what was happening in the COVID-19 environment and wanted the market to determine the value. Ms. Bates asked if we list at \$39,000 and receive an offer for \$39,000 do we have to take it. Ms. Schierioth stated if cash or no contingency. Ms. Schierioth shared that if not approved, we could say that we don't want to wait for the potential buyer to be qualified for a loan. Ms. Bates asked Mr. Kenison about the previous interested buyer in a bid situation. Mr. Kenison stated they were looking at \$15,000. It was noted that there is carpet and demo damaged sheetrock work that needed to be done. An estimate of cost was \$1,200. Ms. Schierioth felt up to \$2,000 was worth the investment.

Mr. Kenison made a motion to spend up to \$2,000 on the Rettig property. Ms. Bates seconded. Mr. Baker – Yes, Ms. Bates - Yes, Mr. Kenison - Yes. Approved – 3-0

Ms. Schierioth mentioned getting a waiver on the restriction for the Meadowood property. She didn't value the property with the restriction. Ms. Schierioth shared that if someone wanted to purchase the garages and selling with the deed restriction, leave it to the buyer to deal with. Ms. Schierioth didn't recommend that it be a contingency on a sale. She valued the property at \$150,000. Ms. Schierioth recommended to clean out and get a septic and well inspection. Expose those deficiencies up front.

Mr. Baker made a motion to spend up to \$900 for the inspections. Mr. Kenison seconded. Mr. Baker – Yes, Ms. Bates - Yes, Mr. Kenison - Yes. Approved – 3-0

Ms. Schierioth shared that her commission would be 5% for both properties.

Mr. Baker mentioned a property that the Town had taken for tax deed that had an easement for septic for another property. The property with the house has a contract. Ms. Favreau suggested to wait until the potential buyers purchase the property and then send a letter asking if they were interested in purchasing the Town owned property with the septic for their house on it. This would need to go Town meeting for a vote.

The action plan is to do the work first and then list. Ms. Schierioth shared that she would get bids on the Rettig property. Mr. Baker stated the Town would handle Meadowood.

***** DISCUSS PLANNING BOARD REQUEST TO HIRE ATTORNEY REGARDING SOLAR PROJECT – Moved to non-public at the end of the Agenda.**

***** REVIEW RAFFLE PERMIT
- Associated Sportsman's Club**

Mr. Kenison made a motion to approve the Raffle Permit for the Associated Sportsman's Club. Mr. Baker seconded. Mr. Baker – Yes, Ms. Bates - Yes, Mr. Kenison - Yes. Approved – 3-0

***** REVIEW LETTER REGARDING SPEED LIMIT ON RHODODENDRON ROAD**

The Selectmen reviewed the letter from Leigh Corrette regarding a proposal to change the speed limit on Rhododendron Road. Ms. Bates wanted to hear from Mr. Kenison since he lives on that road. Mr. Kenison stated that he wasn't opposed to changing the speed limit to 25 mph. Mr. Baker shared that the State was approached to pay for an inch of resurfacing. Mr. Baker asked Ms. Favreau to draft a letter to the State asking for reimbursement of the cost of the inch of resurfacing. Mr. Baker stated there are sections on Rhododendron Road that are narrow.

Mr. Baker made a motion to reduce the speed limit to 25 mph, provisional upon meeting the State guidelines and approval of the Fitzwilliam Police Department. Mr. Kenison seconded. Mr. Baker – Yes, Ms. Bates - Yes, Mr. Kenison - Yes. Approved – 3-0

Ms. Bates noted that the letter also mentioned adding signs. It was asked if we would police and not put up additional signs. Ms. Bates reviewed the signs that were wanted. Ms. Bates suggested to reduce the speed limit and to police and ask the Police Department to talk with truckers that use the road. The Selectmen were in agreement to reduce the speed.

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***** DISCUSS QUESTION REGARDING VFW PROPERTY**

The Selectmen reviewed. There is a notation in the deed stating that in the event that it was no longer used for the purpose of the Charter, the land would be conveyed to Fitzwilliam. Ms. Favreau shared that there wasn't anything in the map and lot folder. It was thought that when the State moved Route 12, they conveyed the property to the Town. Mr. Baker didn't think that the Town was obligated to pay an attorney to research, it was up to the current owners to determine the interpretation. Ms. Bates thought it would be helpful to get our hands on the original deed. Ms. Favreau shared that the Town was asked if willing to remove the restriction or was the Town interested in the property. Mr. Baker stated that we have an obligation to the tax payer to investigate. Ms. Bates agreed. Ms. Favreau would research the Cheshire County Registry of Deeds.

***** DISCUSS E-MAIL FROM LIBRARY TRUSTEES**

The Selectmen reviewed. The Library Trustees would accept the single bid. Ms. Favreau has written a letter to the Library Trustees and would contact Wade Leventry.

***** ACCEPT MUNICIPAL AID GRANT MONEY**

Ms. Baker shared that Ms. Favreau has been tracking our COVID-19 expenses and submitted them to the State. March 1st to April 30th is the first reporting period. Ms. Favreau did submit the ambulance fees and they were approved. It was 25% of the expense and she would submit all of the expenses that the State didn't pick up to FEMA. Ms. Bates thanked Ms. Favreau for this. Ms. Favreau shared what expenses she included in the request for reimbursement. Paid time not worked was not allowed. They wouldn't pay for anything that was budgeted for. Ms. Favreau would put in the payroll cost for the cleaning of the Town Hall (sanitizing) as this wasn't budgeted for. Ms. Favreau reviewed the expenses that she would be submitting. Discussion was held on the Police Department's payroll costs and needing to be educated on keeping to. Ms. Bates questioned the overtime for the Administrative Assistant and asked if it was going to the COVID-19 reimbursement fund. Mr. Baker agreed that we needed to look into.

Mr. Kenison made a motion to accept the grant money. Mr. Baker seconded. Mr. Baker – Yes, Ms. Bates - Yes, Mr. Kenison - Yes. Approved – 3-0

***** LETTER FROM THE RECREATION DEPARTMENT**
- Fall Soccer
- Hiring of Soccer Coordinator
- Recommendation of new members

The Selectmen reviewed the request asking for approval of fall soccer and offering the soccer coordinator position to Jennifer Fritz.

The Selectmen agreed with the fall soccer.

Mr. Kenison made a motion to hire Jennifer Fritz as the Soccer Coordinator. Mr. Baker seconded and asked before notifying the Recreation Department regarding approval to get the details of what the stipend would look like. Mr. Baker – Yes, Ms. Bates - Yes, Mr. Kenison - Yes. Approved – 3-0

The Recreation Commission recommended members to serve on the Recreation Commission.

Mr. Kenison made a motion to approve the recommendation of the Recreation Commission. Mr. Baker seconded. Mr. Baker – Yes, Ms. Bates - Yes, Mr. Kenison - Yes. Approved – 3-0

The Recreation Commission was recommending a Take a Hike Challenge. At the end a raffle would be held. It was for youths, adults and seniors. The Recreation Commission asked for permission to spend up to \$200 for gift cards and prizes. Ms. Bates thought it was a great idea and that Sheena Royce was doing a great job.

Ms. Bates made a motion to approve the \$200 request. Mr. Kenison seconded. Mr. Baker – Yes, Ms. Bates - Yes, Mr. Kenison - Yes. Approved – 3-0

***** NON-PUBLIC SESSION - RSA 91-A:3 II(a) - EVALUATIONS**

At 11:05 a.m. Mr. Kenison made a motion to go into non-public session under RSA 91-A:3 II(a). Ms. Bates seconded and the motion passed 3-0. Roll Call vote: Mr. Baker – Yes, Ms. Bates - Yes, Mr. Kenison - Yes.

At 11:41 a.m. Ms. Bates 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. Mr. Kenison seconded and the motion passed 3-0. Roll Call vote: Mr. Baker – Yes, Ms. Bates - Yes, Mr. Kenison - Yes.

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***** NON-PUBLIC SESSION - RSA 91-A:3 II(c) – ABATEMENT**

At 10:13 a.m. Mr. Kenison made a motion to go into non-public session under RSA 91-A:3 II(c). Ms. Bates seconded and the motion passed 3-0. Roll Call vote: Mr. Baker – Yes, Ms. Bates - Yes, Mr. Kenison - Yes.

At 10:34 a.m. Ms. Bates 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. Mr. Kenison seconded and the motion passed 3-0. Roll Call vote: Mr. Baker – Yes, Ms. Bates - Yes, Mr. Kenison - Yes.

***** DISCUSS PLANNING BOARD REQUEST TO HIRE ATTORNEY REGARDING SOLAR PROJECT**

At 10:34 a.m. Ms. Bates made a motion to go into non-public session under RSA 91-A:3 II(e). Mr. Kenison seconded and the motion passed 3-0. Roll Call vote: Mr. Baker – Yes, Ms. Bates - Yes, Mr. Kenison - Yes.

At 11:04 a.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

***** REVIEW LETTER FROM NH DOT**

- **Response to Selectmen’s letter – Complaint from Property Owner – drainage concern**

***** Letter regarding Broadband** – Ms. Bates asked if it was our group or the Monadnock Broadband group. Mr. Baker stated it was the Monadnock Broadband group. Dana Pinney stated that members of various Broadband Committees and representatives agreed to send the letter expressing their disappointment.

***** Letter from Jeanne Dietsch** - The Selectmen reviewed regarding the noise complaint on Bowkerville Road. Mr. Baker asked that a letter be sent to Senator Dietsch indicating what the Town is doing. Ms. Bates asked that a copy of the letter be sent to Chief Leonard DiSalvo so he will know his areas of enforcement. Mr. Baker stated he talked with Chief DiSalvo and there have been no recent complaints.

Ms. Favreau shared that a property owner’s bank had paid the incorrect tax amount and when the homeowner received the lien letter, they didn’t contact the Town. They were asking that the Town remove the fees and penalties. The Selectmen asked that Ms. Favreau draft a letter stating that the property owners needed to go to their bank for reimbursement of the fees and penalties.

ON-GOING BUSINESS:

***** STEEPLE PROJECT** – Mr. Baker stated that on Friday, another truck will bring in the remaining components of the steeple. The crane would be here to offload the trailers and would do some work on site. For safety reasons, sections may need to be roped off. The crew would work to set components in a more user friendly area for the public. It would probably be mid to late August when the steeple will be erected on top of the Town Hall. Mr. Baker contacted the Keene Sentinel and WMUR.

Mr. Baker noted that Caleb Massin had contacted him about a specialized paint and that he was interested in bidding on painting the steeple. Mr. Baker mentioned the specialized paint to Jay Southgate. Mr. Southgate noted that painting was part of the proposal.

***** AMBULANCE SERVICE**

***** SOLAR**

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

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

Meeting Schedule: After discussion, the Selectmen agreed their next meeting would be Tuesday, August 4th at 9 a.m.

Mr. Kenison made a motion to adjourn the meeting at 11:46 a.m. Ms. Bates seconded and the motion passed. 3-0

Submitted by:

Sheryl White
Secretary to the Board of Selectmen

Daniel Baker, Chairman

Robyn Bates

Charles Kenison
Board of Selectmen