



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
August 1, 2016

Selectmen Present: Susan Silverman, Nancy Carney, Chris Holman

Ms. Silverman called the meeting to order at 7 p.m.

PRIMARY:

***** APPROVE MINUTES**
- July 25, 2016

Mr. Holman made a motion to approve the minutes. Ms. Carney seconded. Ms. Carney - Yes, Mr. Holman - Yes, Ms. Silverman - Yes. Approved – 3-0

***** APPROVE MANIFESTS**

Mr. Holman made a motion to approve the manifests. Ms. Carney seconded. Ms. Carney - Yes, Mr. Holman - Yes, Ms. Silverman - Yes. Approved – 3-0

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

7:30 JB MACK

JB Mack and Liz Kelly from SWRPC met with the Selectmen and community members. JB Mack shared that originally he was called in to talk about the Transportation Alternatives Program (TAP) grant opportunity but when he talked with Mr. Holman about it, there wasn't enough time to submit a grant. Ms. Silverman thought this was the reason for Mr. Mack to come in. Mr. Mack was willing to talk more about rail trails to assist the town. Mr. Mack shared that a funding source could be applied to more than the rail trails. The TAP grant was available to communities every 2 years and it was too late to apply this year. The goal of the program was to improve non-motorized transportation routes and on-road and off-road trail facilities. The set up for this year was a project value of \$400,000 with towns having to contribute 20% (\$80,000). Mr. Mack mentioned if the rail trail passed through several town, there was a possibility of going in with the other towns – all have to get it. Mr. Mack shared that there were 6 applications from local towns this year (Harrisville, Hinsdale, Keene, Jaffrey, New Ipswich and Peterborough). Ms. Silverman shared that she sees that as an issue – joining up with other towns. Mr. Mack stated that it has to be a priority for the other towns. Ms. Silverman stated that in looking at the numbers, \$80,000 was a lot and it was a “nice to have” and not a “necessity”. Mr. Holman agreed and stated that tax payer money shouldn't be used. Look at having a fundraiser between now and 2 years when the grant would be available. Mr. Holman shared that he had met with a Troy Selectmen and 2 community members from Swanzey and explained how to raise \$80,000. Ms. Silverman asked what would be done. Mr. Mack stated it was for capital improvements. The town should do an inventory assessment of the trails and some planning as these grants are not for that. Mr. Mack shared that SWRPC has funding so they could do some planning work. Liz Kelly shared that students from KSC and Franklin Pierce were recruited by SWRPC and created plans for the Ashuelot and the Cheshire rail trails. The students took GPS points along the trails, which created useful reports and provided really good data to develop a plan. Mr. Mack stated this was something they could assist with. The students put this information together and Swanzey took advantage of the data. Ms. Kelly mentioned using rail trail for tourism and signage along routes for way finding.

Mr. Holman shared that the Troy Recreation Program had 50 kids and brought them to Rockwood Pond for swimming and Mr. Holman mentioned having a bike rack to secure bikes would be useful. Someone asked if funds could be used for paving. Mr. Mack stated that the Recreational Trails Program (RTP) doesn't pay for paving. Ms. Silverman stated that paving creates another level of issues. Mr. Mack replied it required maintenance. Ms. Silverman shared it also creates runoff. Mr. Holman agreed with Ms. Silverman's concerns regarding paving. Ms. Silverman stated she wasn't sure how prepared with volunteer rescue if someone needed it. Ms. Carney shared that the town doesn't have a rescue truck but they do this all of the time.

Ms. Carney stated that other towns have one so Fitzwilliam doesn't need one. Mr. Mack shared that other towns in northern Maine say it is really good economically for the towns.

Ms. Silverman asked to focus on the grant program and that it was too late to get into this year but available again in 2 years. Offers time to find out what is out there. Mr. Mack offered to help the town create a task force if there was enough interest and work with SWRPC and KSC to understand resources to be accessed and make a determination to get a better sense of costs, including maintenance. Mr. Mack shared that we needed to do this planning work before putting in a grant and SWRPC could provide guidance on this. Mr. Mack stated that SWRPC dealt with regional issues and would be happy to facilitate the process and they could assist if multiple towns wanted to come together and do a collaborative grant together. Carol Beckwith mentioned that there was a group interest in getting the rail trails rehabbed and mentioned the trails in Winchendon. Mr. Mack stated it was probably Recreational Trails Program funding or the Transportation Alternatives Program grant. Steve Reinhart asked if a master plan had been thought of 10 years out and working backwards. Mr. Mack stated that a plan hasn't been worked on. Ms. Silverman asked to keep in mind it goes through our town and benefits us but wasn't our property and she struggled with the fact that it was a minimum grant of \$400,000 with 20% funded in other ways. Mr. Mack shared that the minimum project value would be at least \$400,000 and the town or multiple towns would have to come up with \$80,000. Clare Rose Howard shared that it made sense to repair the trails that connect and mentioned the possibility of prorating the cost. Ms. Silverman asked if there were other questions about the process. Susanne Grey requested the Selectmen reach out to the Economic Committee and other volunteers if the Selectmen decided to put a task force together to look at it as Mr. Mack suggested. Dorothy Zug asked why the rail trail ended at the Winchendon line and was there any below Winchendon that was a good connection and could we work to get that connected. Mr. Mack shared that he doesn't know much about the Winchendon trail. Ms. Carney shared that they did work south – Winchendon to Gardner and haven't done much work north to Fitzwilliam. Mr. Mack stated to be fair there wasn't a whole lot of reason to go towards Fitzwilliam due to the land.

Ms. Carney asked Mr. Mack to talk about the Recreational Trails Program. Mr. Mack stated that the Transportation Alternatives Program was administered by DOT and the Recreational Trails Program was administered by DRED. It was an annual grant with federal funding from the transportation bill that was passed every year - FAST Act. There was more flexibility with funding - you can apply for an amount as low as \$8,000 and as high as \$80,000. This wasn't a program to do sidewalks and with Recreational Trails funding you have to do off-road trails and rail trails, trail improvements and signage. Ms. Carney asked if it included non-town rail trails – like snowmobile trails. Mr. Mack shared there was a 30% dedicated set aside for all terrain vehicles and the annual application time frame was in March. Mr. Mack shared that he noticed with the TAP program that DOT was allowing towns to go through at least 2 town meeting cycles to get their match. Ms. Silverman wanted to separate the two programs out and look at independently. Mr. Holman shared that \$16,000 or \$80,000 would need to be raised and asked Mr. Mack how to go about this and could we have donations made to SWRPC. Mr. Mack stated not SWRPC, a project sponsor – town, would need to be identified and that Swanzey was interested, they have more staff capacity and experience working on these grants and have expressed an interest in helping other towns. Mr. Holman asked about getting Keene involved and Ms. Carney stated the trails change dramatically at the Keene line. Mr. Holman also asked about doing the research on the trails and did SWRPC have the ability to work on now. Mr. Mack stated on regional rail trail planning would work with towns interested in improving their trails and helping prioritize where to focus on and because regional they are able to facilitate the process and setting up agendas and meetings to plan for trail development. This doesn't cost the town a dime and they want to work only with towns that are interested in doing this. Mr. Holman stated it couples nicely with the prime wetlands study and culvert inventory and was a smart idea to include trails.

Ms. Silverman stated at this point we need to digest and get a determination of the interest level and people may be interested in both. Ms. Silverman has a concern that the town takes on too much and with the prime wetlands study we need to focus on and pay attention to it. Ms. Silverman doesn't want to get off on too many "trails" and shared that we are a small town and the people in the room are the ones that work on these projects. Ms. Silverman would like the town to take on something more modest – recreational trails – get something successful before going onto other things as she wanted to be realistic. Terry Silverman asked if Mr. Mack could send a GIS map of the trails, to include wetlands. Ms. Silverman shared that it was discovered that the culvert at Scott Pond North of 119 was too small for it to be all one wetland and she doesn't want to create other issues. Mr. Mack stated that with the federal grant program there was a strict environmental process and wetlands are identified and you have to have an engineer that would have expertise in looking at. Steve Reinhart asked if there was a URL or web link that would give a bigger picture of the towns – to see a global snap shot. Mr. Mack shared that everyone has access to granite – mapping for the whole region. There was a link on the town's website. This would allow to talk more global and get more feedback. Skip Hagstrom shared that web soil survey was better than granite and it was free. Clare Rose Howard stated that it sounded really good for the town and asked if there was somewhere we could go to see the vision. Mr. Mack shared there were case studies that they can point our way on the rail trails. Mr. Mack would send information on the Recreational Trails Program and the Transportation Alternatives Program.

The Selectmen thanked everyone for attending.

CONSTRUCTION PERMIT

The Selectmen asked Ms. Favreau to contact Mr. Pierce to notify him that his sign was not in compliance and that he needed a preliminary consult with the Planning Board. The Selectmen would hold off approving the construction permit until these matters were resolved.

*** **RAFFLE PERMIT**

Raffle Permit – Fitzwilliam Police Association – August 27, 2016 at Meadowood Assembly Hall – Mr. Holman made a motion to accept. Ms. Carney seconded. Ms. Carney - Yes, Mr. Holman - Yes, Ms. Silverman - Yes. Approved – 3-0

*** **RENTAL OF TOWN PROPERTY**

Ms. Silverman reviewed the Application for Rental of Town Property request from Eleanor Luopa for the Fitzwilliam Garden Club for August 27, 2016 for their fall plant sale on the Town Common.

Ms. Carney made a motion to approve the Application for Rental of Town Property request from the Fitzwilliam Garden Club for August 27, 2016 on the Town Common. Ms. Silverman seconded. Ms. Carney - Yes, Mr. Holman - Abstained, Ms. Silverman - Yes. Approved – 2-0

*** **UPDATE TAX DEEDED PROPERTY**

At 8:09 p.m. Ms. Silverman made a motion to go into non-public session under RSA 91-A:3 II(c). Ms. Carney seconded and the motion passed 3-0. Roll Call vote: Ms. Carney - Yes, Mr. Holman - Yes, Ms. Silverman - Yes.

At 8:21 p.m. Ms. Silverman 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. Holman seconded and the motion passed 3-0. Roll Call vote: Ms. Carney - Yes, Mr. Holman - Yes, Ms. Silverman - Yes.

*** **REQUEST TO REFUND CONSTRUCTION PERMIT APPLICATION FEE**

Ms. Silverman reviewed the letter from Jessica Pietrowski of Sunrun requesting a refund of the construction permit fee as Jese Paquette had decided not to pursue the solar project.

Mr. Holman made a motion to deny the request. Ms. Silverman seconded. Ms. Carney - Yes, Mr. Holman - Yes, Ms. Silverman - Yes. Approved – 3-0

Ms. Silverman asked Ms. Favreau to let Ms. Pietrowski of Sunrun and Jese Paquette know that the permit was good for a year should Ms. Paquette decide to go forward with the project.

*** **REVIEW APPOINTMENTS FOR PRIMARY ELECTION** - The Selectmen reviewed and signed the appointments.

*** **REVIEW FIREWARDS RESPONSE TO 91:A REQUEST**

The Selectmen reviewed. The Fire Wards have responded to Lisa Jacobs.

*** **VACATION REQUEST**

The Selectmen reviewed the vacation request of Jane Wright, Tax Collector and approved. Discussion was held on the policy to request vacation time in advance.

The Selectmen asked Ms. Favreau to remind Department Heads of the policy to request vacation time at least 2 weeks in advance.

*** **DETERMINE BOND AMOUNT FOR BLUE SKY TOWERS**

Ms. Silverman reviewed the estimated cost for removal of the proposed Blue Sky Towers, LLC telecommunications facility prepared by ProTerra Design Group in the amount of \$24,243.

Ms. Silverman asked Ms. Favreau to get clarification when she looks into the bond. Ms. Silverman asked the Selectmen how they wanted to proceed. Ms. Carney would like to receive more information. The Selectmen agreed that they needed additional information on the costs in order to determine the bond amount.

*** **REVIEW CERTIFICATE OF COMPLIANCE STATEMENT FOR BAILEY'S JUNKYARD**

Ms. Silverman reviewed the Certificate of Compliance Statement for Bailey's Junkyard, which indicated that Donald Bailey was in compliance.

Mr. Holman made a motion to approve Bailey's Junkyard Renewal Application. Ms. Carney seconded. Ms. Carney - Yes, Mr. Holman - Yes, Ms. Silverman - Yes. Approved – 3-0

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

At 8:08 p.m. Mr. Holman made a motion to go into non-public session under RSA 91-A:3 II(c). Ms. Carney seconded and the motion passed 3-0. Roll Call vote: Ms. Carney - Yes, Mr. Holman - Yes, Ms. Silverman - Yes.

At 8:09 p.m. Ms. Silverman 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. Carney seconded and the motion passed 3-0. Roll Call vote: Ms. Carney - Yes, Mr. Holman - Yes, Ms. Silverman - Yes.

OTHER BUSINESS

Reminder - August meeting schedule:

- **August 9, 2016 – 10:00 am**
- **No meeting August 15, 2016**

At 8:23 p.m. Ms. Silverman made a motion to go into non-public session under RSA 91-A:3 II(e). Mr. Holman seconded and the motion passed 3-0. Roll Call vote: Ms. Carney - Yes, Mr. Holman - Yes, Ms. Silverman - Yes.

At 8:30 p.m. Ms. Silverman 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. Holman seconded and the motion passed 3-0. Roll Call vote: Ms. Carney - Yes, Mr. Holman - Yes, Ms. Silverman - Yes.

Mr. Holman reported that the Conservation Commission paid for a pilot project they never had permission for. Ms. Silverman shared that she went into the meeting during mid discussion and assumed that it would be put on the rail trail. Mr. Holman received a copy of an email sent to Dorothy Zug from the Society for the Protection of Rockwood Pond. Ms. Silverman stated the Conservation Commission voted to go ahead with the project but she didn't know how they thought that they could do this since it was private and state owned land. The Selectmen asked Ms. Favreau to contact the Conservation Commission and let them know that this was private and state owned land and the Selectmen agreed that the pet waste receptacle should go on the Town Common.

ON-GOING BUSINESS

- **Prime Wetlands Study – Report expected by the end of August**

Ms. Silverman made a motion to adjourn the meeting at 8:36 p.m. Ms. Carney seconded and the motion passed. 3-0

Submitted by:

Sheryl White
Secretary to the Board of Selectmen

Susan Silverman, Chairman

Nancy Carney, Vice Chairman

Chris Holman
Board of Selectmen