



**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 22, 2016**

**Selectmen Present:** Susan Silverman, Nancy Carney, Chris Holman

Ms. Silverman called the meeting to order at 6:30 p.m.

**PRIMARY:**

**6:30 MEETING WITH MICHAEL DUGAS, DOT**  
**Re: Intersection Rt 12 & 119**

Michael Dugas, P.E., Project Manager and Michelle Marshall, Design Engineer with NHDOT met with the Selectmen and town residents to present and discuss alternatives for improving the safety of the intersection of Routes 12 & 119.

Ms. Silverman opened the meeting and shared that the meeting tonight was a follow-up to the previous meetings held in 2013 and 2012. Numerous options have been developed over the years and she asked Mr. Dugas to review those options and shared that once Mr. Dugas was finished with his presentation, there would be time for comments, questions and answers.

Mr. Dugas gave a brief project history, including problems, priorities and how best addressed and the next steps. Mr. Dugas shared that there would be time to discuss Frank Bequaert's other issues in the area.

Mr. Dugas talked about the current intersection, speed limit, traffic volume (6,000 vehicles per day) on Route 12 North and South, sight lines from Rt 119, driveways, and the number of crashes over the last 10 years (37 crashes, 11 of those resulted in minor injuries). Mr. Dugas mentioned that Mr. Mike's was granted restricted access because of the close proximity to the intersection.

Mr. Dugas shared that the intersection was cut from the 10 Year Plan in 2009 and that many projects were also cut.

Mr. Dugas reviewed the plans that were presented in 2012. Alternative one proposed relocating and reconstructing Rt 119 so that it would meet Rt 12 at a 90-degree angle. The intersection would have a traffic signal. This option would impact multiple properties and would cost an estimated \$2 million. This was no longer an option.

Alternative two proposed relocating Rt 119 W approach to Jaffrey Road extension and improving the alignment of the approach of Rt 119 E. This alternative was less costly and had very little property impact. Mr. Dugas noted that south and north bound turns could lead to traffic congestion.

Alternative three proposed the installation of traffic signals. The traffic volume warranted this and Jaffrey Road extension would be discontinued as there would no longer be a need to have a cut off.

Mr. Dugas reviewed the feedback that was received regarding the 3 plans presented in 2012. Mr. Dugas' notes from the 2012 meeting are attached and would remain a part of the official minutes.

Mr. Dugas reviewed the 2 roundabout plans and the speed reduction plan (which didn't have a design) that were presented in 2013. Minimal property impact was looked at as well as determining what would be gained by taking property. The roundabouts presented was an elongated "peanut" design and an oval shape design. Mr. Dugas stated that roundabouts are expensive to build and would cost an estimated \$1.5 million. It would also be difficult to keep traffic flowing during construction.

The speed reduction plan – traffic calming – didn't have a design when presented in 2013. Mr. Dugas reviewed the plan and the traffic flow. Mr. Dugas stated that unless speed reduction was accompanied by change in the look of the highway, it has very little affect. The cost would be an estimated \$500,000.

Mr. Dugas shared that \$9 million was intended to be spent across the state and the lower cost alternative would be looked upon more favorably for this area.

Mr. Dugas' notes from the 2013 meeting are attached and would remain a part of the official minutes.

Mr. Dugas shared that March 2017 could be the beginning of an incremental design and a simpler option would make this date more feasible.

Ms. Silverman asked Mr. Dugas to explain how traffic would move on the different plans into Mr. Mike's. Mr. Dugas reviewed the traffic pattern on all plans and explained the plan legends.

Ms. Silverman opened the floor to comments, questions and answers.

Richard MacDonald asked for the cost of traffic signals. Mr. Dugas stated the cost would be \$200,000.

Will Hunter asked how long the data would be looked at to determine if a success. Mr. Dugas stated it takes 3 years to look at crash data, which allows time for traffic to get accustomed to the change.

Ms. Silverman asked if the plan would have a beacon. Mr. Dugas stated it doesn't.

Coni Porter commented – the cost of traffic lights plus the required maintenance, over time makes lights more expensive over roundabouts. Mr. Dugas stated there are few things done yearly for maintenance.

Coni Porter asked if one lasted longer than the other. Mr. Dugas stated that he didn't know.

Someone asked for the cost of the roundabout in Swanzey. Mr. Dugas stated it cost \$1.1 million and the traffic volume was 14,000 cars per day.

Coni Porter asked if traffic lights were safer than roundabouts. Mr. Dugas stated not necessarily. Someone mentioned they are more comprehensive and the drawback to traffic lights was that they stop trucks.

Susan Massin commented on the traffic into Mr. Mike's lot that there are no traffic patterns on how to move. Mr. Dugas stated the District Engineer was the one to work on that problem at Mr. Mike's. Mr. Dugas shared that the possibilities are limited.

Someone commented on making a left and not a right out of Mr. Mike's onto Rt 119. Mr. Dugas explained the proximity to the intersection.

Ms. Silverman asked why there wasn't a second driveway into Mr. Mike's. Ms. Carney shared it would put it too close to the intersection.

Ms. Silverman commented when Mr. Mike's expanded, they went through Site Plan Review. Terry Silverman commended that he would like to have another Site Plan Review.

Dorothy Zug shared that she preferred the "peanut" design.

Matt Buonomano asked when announced are the pedestrian and bicycle impact considered. Mr. Dugas stated they are always considered. At the intersection no facilities to tie into. At a traffic light could add a sidewalk. Mr. Buonomano stated it's heavily used without a crosswalk.

Ms. Silverman stated we have been told - no crosswalk without a sidewalk. Mr. Dugas stated with traffic lights you have to have a pedestrian button with an access path/ramp.

Carol Langor asked if it was possible to have a light – asking for years – trucks would have to slow down too much. Mr. Dugas shared he wasn't sure how much of a problem that would be – long incline. Ms. Langor shared that companies that own trucks have said it would be an inconvenience. Ms. Langor stated that she was interested in being able to get across the street to Mr. Mike's by walking and asked which plan. Mr. Dugas shared that any roundabout plan slows traffic and a traffic signal would stop traffic. Ms. Langor commented on the roundabout in Swanzey and ask if a roundabout would be overkill.

Jim Rodgen commented that the "peanut" design had the least impact and the longest solution. Sight would still be a concern with a traffic light.

Someone mentioned the "peanut" design and that they have seen trucks drive over them. Mr. Dugas explained the roundabout area.

Ben Thomas asked if it had a comparative radius to Swanzey or Keene. Mr. Dugas shared Keene – 233 feet, “peanut” design – 300 feet end to end – 90 feet wide. Swanzey – 120 feet X 140 feet. Mr. Thomas asked if the “peanut” design would be similar to Keene. Mr. Dugas replied “yes”.

Senator Andy Sanborn shared that he was at the meeting to hear what people wanted so he would know what to advocate for. Senator Sanborn asked if the radius was similar to what was in Boscawen and asked if it was too tight. Mr. Dugas stated that Boscawen wasn't too tight – sharp edge curbing. Would use angled or round as it would be less destructive to tires. It is a similar size.

Sandy Lehtonen asked about the stats on accidents prior to having roundabouts and what were the stats now. Mr. Dugas shared they don't have much data – 2 lanes – Winchester Street – when first opened there were lots of crashes. When there were traffic lights – backups – fatal crashes. Roundabout – taken care of. Ms. Lehtonen asked if that was taken into consideration. Mr. Dugas stated on State highways it needs to accommodate size of truck – each roundabout is designed to accommodate location. Ms. Lehtonen asked if we have any roundabouts causing more accidents. Mr. Dugas stated that they don't have that much data. Crash history – not a lot of crashes.

Erik Durmer commented that the “peanut” design roundabout was a more comprehensive safety solution and asked when that 10 year design was and when was it formulated. Mr. Dugas shared his rendition was in 1990 - 10 Year Plan. Mr. Durmer commented that the state won't be back here again – cheaper alternative – cost wasn't borne by this town – whole state. It may take 2 budget cycles to get - whatever is there - we are stuck with - safety records for lights – more people stopped, pollution, can't be a good thing. Liked “peanut” design.

Richard MacDonald asked what the speed limit was. Mr. Dugas stated 50 mph. JB Mack reported that speed data was taken by SWRPC. Monitor was put up the hill north of the intersection and captured – 85% speed – northbound at 53.5 mph and southbound at 53.5 mph.

Frank Bequaert stated there were a lot of things to talk about that needed to be addressed and no one talked about moving the speed limit. Mr. Bequaert asked to have them talk after 7:30 p.m.

Ms. Silverman shared that she wanted to have people ask questions and be succinct.

Someone asked about the “peanut” design and how accessible for going in and out of businesses. Mr. Dugas shared its just shifted – can have right and left access.

Glenn Smith shared that he takes care of Rt 119 and stated his concern with the “peanut” design slows truck traffic and plow trucks going slow can't push snow – snow would sit there and cause visibility issues. Mr. Dugas stated that very often reach an agreement with the town for smaller trucks to clean roundabouts.

Ms. Silverman mentioned rescue vehicles and larger trucks.

Terry Silverman commented that roundabouts are an absolute failure. The “peanut” design would drastically change look of town, traffic pattern. Speed reduction can be added to. Not a pedestrian intersection with 10,000 cars coming through – would need to build a bridge.

Jayne Stacy asked what happened now and does the state, people or the town pick a plan. Mr. Dugas stated it would be nice if people picked a plan. In the end NHDOT who was the steward of the highways picks a solution that people could live with. Ms. Stacy asked if NHDOT could sit in her restaurant and watch traffic.

Ken Lehtonen commented that Mr. Bequaert mentioned moving the speed limit further to slow traffic and asked if this could be done immediately. Mr. Dugas stated that speed limits are ignored and that enforcement was key. When roads change from rural to built-up - can look to see if changed. This is a different issue than the intersection. Enforcement is key to any speed limit.

Chief Leonard DiSalvo commented that their speed trailer was inoperable and he would be putting in a request in capital improvement.

Someone asked about flashing speed limit signs. Mr. Dugas stated that they lose effectiveness overtime.

Ms. Silverman commented that people driving from town use Rt 119. Drivers going on Rt 12 are not aware they are travelling through Fitzwilliam. Ms. Silverman thought reducing the speed limit would be key, whether different speed zones – hard to enforce. Ms. Silverman mentioned the speed limit going north out of Troy. Ms. Silverman also commented that an island slows people down and allows for when not as busy being able to make left and right turns – all businesses rely on being able to get in and out and she would hate to see that compromised. Ms. Silverman noted that after 3 years would be re-evaluated to see if a success. Mr. Dugas stated they would evaluate to see if it corrected the safety issue.

Nancy Carney commented as Fire Chief and shared that during the past 30 years she has seen a few accidents – most fatal occurred north and south of the intersection. Ms. Carney stated her concern was the fire trucks needing to get someplace in a hurry. The “peanut” design would make it very difficult – slows down emergency vehicles. The roundabout in Swanzey is tight and they drive over it with emergency vehicles. Ms. Carney noted that rotaries slow people down but for safety vehicles the “peanut” design would make it difficult to get to Rt 119 E or north and south.

JB Mack commented on the town’s capacity to enforce speeding among other duties and asked if it was a long term solution. Chief DiSalvo stated that he and his officers are on the road enforcing speed. Chief DiSalvo mentioned that the speed Mr. Mack reported seemed extremely high at the intersection. Ms. Silverman noted that Rt 12 was a state road. Mr. Mack stated the average speed was mid 40’s.

Ken Lehtonen asked if a bridge over Rt 12 had been looked at. Mr. Dugas replied “no” and stated it would be the expensive option and would take a lot of property for the volume.

Chris Holman commented that when he worked as a Commissioner at SWRPC 20 years ago, a plan was presented that was no longer an option because of the impact on businesses and he was glad that Ms. Silverman clarified that you could go back on the option to slow traffic down with medians. Mr. Holman stated that sometimes it’s difficult to get money and get people to come and talk. Mr. Holman shared that medians in the meantime would be a viable option.

Sandy Lehtonen commented on the roundabout in Peterborough that has grooved pavement and asked if that could be part of an option.

Ms. Silverman asked Mr. Bequaert if he wanted to wind things down. Mr. Bequaert stated that our next steps would be to work with Mr. Dugas. Mr. Bequaert had hoped to go away from this meeting with a more concise option but noted this wasn’t a representative audience. Mr. Dugas shared that there was clearly support for a couple of options and asked if the Selectmen could help. Ms. Silverman stated that Mr. Bequaert could work with the Selectmen and she thanked Mr. Bequaert for his work in getting the meeting set up. Ms. Silverman shared emergency vehicles and snow plows carry weight in determining an option.

Ms. Silverman shared the Selectmen welcome other comments in their office and would look into doing a survey.

Someone asked what the timeframe was. Mr. Dugas stated the sooner the better – would like some consensus by the end of September. Mr. Dugas suggested starting by eliminating a couple options. The “peanut” design and the speed reduction plans seemed to be the most supported plans.

Ms. Silverman shared that information would be put on the website.

Mr. Bequaert stated that all money is safety money that the Federal Government gives to the State – they do an analysis on the cost and how it affects safety. The cost of the speed reduction plan was \$500,000 and the “peanut” design was \$1.5 million. Mr. Bequaert stated that the chances for the “peanut” design was slim and the more practicable plan was the speed reduction. If the “peanut” plan was selected it wouldn’t be seen for many years and someone from town would have to become the advocate for it. Mr. Bequaert shared that he was an advocate for the speed reduction plan, which you can add onto. Mr. Bequaert offered to talk to anyone that was a fan of the “peanut” design and tell them what they would need to do.

Ms. Silverman thanked Mr. Bequaert and everyone for attending.

## **8:00 MEET WITH LIBRARY TRUSTEES**

- **Locke Collection**
- **Salary requirements**

Ms. Silverman thanked Nick Noyes and Barbara Green, Library Trustees for meeting with the Selectmen.

**Locke Collection** – Nick Noyes stated the concern they have was with the value of the Locke Collection. They have Brenda Reichel quotes on the value but they need to get further verification. Barbara Green shared those were values to sell the items. Ms. Silverman asked if they needed to have more of an insurance value. Ms. Silverman also asked if the Trustees have a full inventory of the collection. Mr. Noyes replied that they do. Ms. Silverman shared that it was a wise thing to do and it would cost money but something we need to do. Ms. Silverman stated it would be helpful to have photographs and an inventory in an archival way. Ms. Green shared it was suggested to them to do that. Mr. Holman asked if they had a budget to do this and how soon did they want to do it. Ms. Silverman suggested finding a couple of auction houses that would have knowledge because of the nature of the objects – may have to seek out people that have that specialty. Ms. Green suggested using an independent appraiser that has contacts in other areas. Ms. Silverman asked if they could find one or two possible people or companies that could give them a verifiable value and get an estimate of the cost and this could be put in the Library’s budget in the fall. Ms. Silverman would like to see it go into next year’s budget as we just finished paying legal costs. Ms. Carney asked about appraisals. Ms. Green stated they don’t necessarily need to go to more than one place as they know who to go to. Ms. Green shared they had gotten information on what credentials to look for. Ms. Silverman stated the need to have a handle on what it was going to take. Ms. Green shared that she doesn’t want to put this off until next year.

Ms. Favreau asked if they were talking hundreds or thousands of dollars. Mr. Noyes stated they didn't know. Ms. Silverman stated while the Selectmen do control the budget it was already more or less a dedicated budget. Ms. Green shared she doesn't think it should take too much longer.

Mr. Noyes shared a \$300 check was received from James Baldwin for the sale of the clarinets. Ms. Silverman agreed with the Trustees that it needed to be done and she doesn't want to put off too long. Ms. Green shared that she doesn't think there was too much difficulty there. Mr. Noyes shared he wasn't sure about including the Bulgarian Collection. Ms. Silverman and Ms. Green thought it should be included. Ms. Silverman asked if there was something in the Locke Collection that needed special attention. Ms. Green shared it was their concern and there were some things that needed special attention. Ms. Green mentioned the map and Ms. Silverman shared that she has some acid free paper that would keep the map together and she would bring one in. Ms. Silverman asked if they had time to create the archive. Ms. Silverman mentioned that once the value of the collection was known and how the items should be cared for, there may be a need for some restoration or preservation. Mr. Noyes shared some work was done on the necklace, it was made out of human hair and ivory. Ms. Green shared the collection wouldn't be of much use to the town if stored away. Everyone agreed that more discussion was needed. Mr. Noyes shared that high on his list was the creation of a thick pamphlet on the collection.

Mr. Noyes shared that Ms. Favreau had already taken care of the insurance based on Ms. Reichel's short list. Ms. Green stated the short list only has about a dozen items. Ms. Favreau shared we have general content coverage for the Town Hall and asked if there were items not on the list to forward the information to her and she would send it to the insurance company. Mr. Noyes shared there was a lot on the list that were on a 3X5 card with the name on it.

Ms. Silverman shared that it was a big task and asked if the Trustees were up to it. Ms. Green shared it was very interesting. Mr. Noyes shared from Mrs. Stowe's notes he has learned how important the items are and how they fit into the big picture.

Mr. Noyes asked how the Selectmen felt about a testimonial on the website thanking Shaheen and Gordon for their work without mentioning Fitzwilliam. Discussion continued on how it would be written, signed, mentioning the town, or anonymous. Mr. Holman stated the town was currently working with them and maybe it wasn't a good time to do a testimonial. The Selectmen mentioned it was a very different area and they went with the firm based on how they handled the Library case. The Selectmen agreed that it wasn't needed.

Mr. Noyes shared there was so much to do and how would they put this on display. Mr. Holman stated it was premature until they got the value. Ms. Carney shared there was an alarm system at the Library and they could purchase glass display cabinets and put alarms on the cabinets. Mr. Carney mentioned changing out the collection from time to time. Ms. Silverman shared the story was as compelling as the items. Ms. Carney shared in the Rail Road Depot they have a cabinet for donations with a requirement to install an alarm system. Ms. Silverman liked the idea of changing out the collection to be viewed and having photographs and the history written out for the town. Ms. Carney shared there are places that sell glass display cases and maybe it could be put in the Library for people to see. Ms. Silverman mentioned when the appraisal was received then they could determine how the collection could be presented. It was something to think about later. Ms. Silverman stated that everyone agrees the priority was to get the value of the items, do an inventory and store the items properly. Ms. Silverman asked if the Trustees wanted assistance with this, hiring a part-time person to transcribe. Mr. Noyes shared that he has most of the transcription done. Ms. Silverman stated this was a big project and she didn't want the Trustee's worn out and maybe there was a part that they could hire an assistant for. Ms. Green stated they would keep that in mind.

**Salary requirements** - Ms. Favreau shared that effective December 1, 2016, the US Department of Labor was updating the salary threshold for exempt employees. The salary threshold would be raised from \$455 a week (\$23,660 per year) to \$913 a week (\$47,476 per year) in order to be a salaried employee. Ms. Favreau stated that Kate Thomas would no longer meet that threshold and she would have to become an hourly employee. Ms. Favreau shared her salary would be converted to an hourly rate. Ms. Green asked how Ms. Thomas would account for extra hours. Ms. Favreau stated Ms. Thomas would have to be paid for hours worked and if over 40, she would need to be paid overtime. Ms. Silverman shared the Trustees would need to account for this in their budget. Mr. Noyes asked if it shifted to an hourly rate on her current pay grade. Ms. Carney explained how this would work. Mr. Noyes asked about vacation. Ms. Favreau explained that Ms. Thomas was a full-time employee and was entitled to vacation. Mr. Noyes stated he understood and mentioned they were having a budget committee meeting tomorrow. Ms. Silverman shared that as Trustees to have a conversation with Ms. Thomas and Ms. Favreau would answer any questions she might have. Ms. Green asked the reason for the change. Ms. Carney explained the Federal Government changed the Labor Law.

Ms. Favreau shared she figured out that \$47,449 was left in the Library's budget and projected out over the next few months for salaries, health insurance and retirement leaving a balance of \$13,000. If the Library received \$5,000 per month, they would over spend their budget. Ms. Favreau would give the Library \$5,000 for a couple more months. Mr. Noyes stated the Library would go over their budget. Ms. Green asked if they had enough money in their budget. Ms. Favreau explained what she pays from their budget through the last day of the year and then she would cut the Library a check for the balance of what remained from their budget. Ms. Green asked about how the other money played into this. Mr. Noyes asked if Ms. Green meant their unanticipated monies. Ms. Favreau shared that this was the town money and discussion was held on cutting a check to the Library on the last day of the year, unspent money lapsing to the town's general fund, Library laws, the Library's budget being zero every year, and the Library spending some of their own money, in addition to the town's money.

Mr. Holman mentioned that if they haven't spent all of their budget, maybe they need to put money down on some projects. Ms. Silverman asked if they wanted, a check could be cut at the beginning of the year but she didn't think they wanted to handle their own payroll. Mr. Noyes agreed. Mr. Noyes stated if they received everything that they haven't spent and a check is cut at the end of the year – lets go with that, but the law says it has to be spent. Ms. Silverman stated the Trustees have requested money every month and Ms. Favreau was fine doing it monthly but can't do \$5,000. Ms. Favreau would pay \$5,000 in September but would need to keep track of the funding that was left in their budget.

The Selectmen thanked Mr. Noyes and Ms. Green for meeting with them.

Ms. Favreau shared if Ms. Thomas had any questions, she could come in and talk with her.

\*\*\*  
**APPROVE MINUTES**  
- **August 9, 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**

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

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

\*\*\*  
**DONATION FROM TRI STATE TRAIL RIDERS**

Ms. Silverman shared that a \$500 donation had been received from the Tri State Trail Riders in appreciation of the assistance the Fitzwilliam Fire and Ambulance Department gave to an injured motorcycle rider participating in their annual Turkey run event held in September 2014.

Mr. Holman made a motion to accept the donation. Ms. Silverman seconded. Ms. Carney – Recused herself, Mr. Holman - Yes, Ms. Silverman - Yes. Approved – 2-0

\*\*\*  
**REVIEW INSPECTION REPORT FROM GARY VOSS**

Ms. Silverman asked if the Selectmen wanted to discuss the inspection further. Ms. Silverman shared that the property had been secured and asked if it would be better to take it down. Mr. Holman stated the need to know the cost to tear down. Ms. Silverman shared that it needed to be voted on at town meeting and she didn't know if it had value to the town. Ms. Favreau reminded the Selectmen that people have 3 years to come back and repurchase the property and she wasn't sure if the town could tear down the building. Ms. Silverman shared the inspector said it was better to take it down. Ms. Silverman felt it was a nuisance. The Selectmen discussed the property at Stone Pond. Ms. Favreau shared that it was the same with the Aube property. Mr. Holman stated he would be more concerned with someone being on the property and that maybe we needed to look at signage. Ms. Favreau shared that Gene Cuomo was going to put a new lock on the property. Ms. Favreau would do some research and if needed, what a warrant article would look like.

\*\*\*  
**CONSTRUCTION PERMIT**

**Map 18, Lot 29** – Mr. Holman made a motion to approve the permit for Map 18, Lot 29. Ms. Carney seconded. Ms. Carney - Yes, Mr. Holman - Yes, Ms. Silverman - Yes. Approved – 3-0

**Map 6, Lot 32-1** – Mr. Holman made a motion to approve the permit for Map 6, Lot 32-1. Ms. Carney seconded. Ms. Carney - Yes, Mr. Holman - Yes, Ms. Silverman - Yes. Approved – 3-0

**Map 21, Lot 19-1** – Ms. Carney made a motion to approve the permit for Map 21, Lot 19-1. Mr. Holman seconded. Ms. Carney - Yes, Mr. Holman - Yes, Ms. Silverman - Yes. Approved – 3-0

**Map 7, Lot 7-35** – Ms. Carney made a motion to approve the permit for Map 7, Lot 7-35. Mr. Holman seconded. Ms. Carney - Yes, Mr. Holman - Yes, Ms. Silverman - Yes. Approved – 3-0

**Map 15, Lot 6-12** – Ms. Carney made a motion to approve the permit for Map 15, Lot 6-12. Mr. Holman seconded. Ms. Carney - Yes, Mr. Holman - Yes, Ms. Silverman - Yes. Approved – 3-0

**Map 3, Lot 31-01** – Ms. Carney made a motion to approve the permit for Map 3, Lot 31-01. Mr. Holman seconded. Ms. Carney - Yes, Mr. Holman - Yes, Ms. Silverman - Yes. Approved – 3-0

**Map 4, Lot 43-8** – Ms. Carney made a motion to approve the permit for Map 4, Lot 43-8. Mr. Holman seconded. Ms. Carney - Yes, Mr. Holman - Yes, Ms. Silverman - Yes. Approved – 3-0

**Map 42, Lot 1-15** – Ms. Carney made a motion to approve the permit for Map 42, Lot 1-15. Mr. Holman seconded. Ms. Carney - Yes, Mr. Holman - Yes, Ms. Silverman - Yes. Approved – 3-0

\*\*\* **DISCUSS APPOINTING SELECTMAN PRO TEM FOR PRIMARY ELECTION**

Ms. Silverman shared that changes to the 2016 Election Law allows a Selectman to appoint a Selectman pro tem. Ms. Carney stated that she would be at the Town Hall all day on September 13<sup>th</sup>. Mr. Holman shared that he was just hired for a position and he could give those dates now so he would be available. Ms. Carney shared the problem last time was that she was enrolled in a class on November 8<sup>th</sup> but she is now wait listed. Ms. Carney also shared that it wasn't an issue for her to be at the Town Hall both days. Ms. Silverman shared that starting next week she has classes on Tuesdays.

Mr. Holman mentioned changing the Selectmen's meeting from Monday, September 12<sup>th</sup> to September 13<sup>th</sup>, since 2 of the 3 Selectmen would already be at the Town Hall for the day.

\*\*\* **REVIEW EMAIL FROM INSURANCE ADJUSTOR**  
**Re: Towing and storage fees**

Ms. Favreau shared this with the Selectmen as an FYI. Ms. Silverman shared the original towing was \$150 and storage was \$550.

\*\*\* **REVIEW LETTER FROM DONNA HILL**  
**Re: Timber Values**

Ms. Silverman reviewed the request from Donna Hill asking for reconsideration of the timber values. The total was \$2,591.31 based upon the Timber Tax Assessment prepared by Charles Koch. Mr. Holman asked if Mr. Koch could have determined that kind of rot. Ms. Favreau shared that Ms. Hill thought the value should be at the very bottom. Ms. Favreau stated even if the assessment was changed it would only bring it down a half percent. Ms. Favreau shared that 10,000 board feet of cordwood was for Ms. Hill's personal use. Ms. Silverman asked Ms. Favreau to have Mr. Koch send Ms. Hill the assessment and ask Mr. Koch to look at the quality. Mr. Holman stated that Ms. Hill had an intent to cut and didn't say what it would be used for. The Selectmen agreed that logging was a difficult thing to tax and they don't want to set a precedent. The Selectmen would wait for Ms. Favreau to draft a letter.

\*\*\* **REVIEW CONSERVATION COMMISSION MINUTES**  
**Re: Contribution to land Conservancy is purchasing**

Ms. Silverman reviewed the Conservation Commission minutes which reflected approval to participate in the purchase of the Chamberlain property for \$6,000. Ms. Silverman shared it was in their purview to do but they were not really purchasing the land – giving it to the Conservancy. Mr. Holman asked if we should check with NHMA. Ms. Silverman stated they haven't told the Selectmen they are doing this. Mr. Holman thought if the amount was over \$5,000 it needed to come to the Selectmen. Ms. Silverman shared that what bothered her was not to give the information to the Selectmen.

Ms. Silverman asked about the dog waste station. Ms. Favreau shared the Conservation Commission was trying to get permission from the state.

Mr. Holman mentioned asking the Conservation Commission to write an article for the newsletter to inform the town what they were spending money on. Ms. Silverman stated as a courtesy to let the Selectmen know what was going on.

\*\*\* **DISCUSS OCCUPANCY PERMIT**  
**Map 20, Lot 15**

Ms. Favreau reported Ms. Hodgkins shared that the existing building was still there and in the Notice of Decision from ZBA they gave them a year to take down the existing building. Ms. Hodgkins told Ms. Favreau the ground should be frozen before the building was taken down and it wasn't habitable. Ms. Carney agreed and stated they would do less damage waiting until winter to dismantle and get rid of it. Mr. Holman asked if this was a town policy or an RSA. Ms. Favreau shared it was a town policy and if not a livable structure, people have gotten around it. Ms. Silverman shared that some people haven't complied. Ms. Carney shared that she doesn't have a problem and would go inspect the cottage next week to make sure it wasn't livable. Ms. Favreau shared that Ms. Hodgkins stated there wasn't any water connected to it. Mr. Holman stated at the very least there should be a letter that mentions per ZBA it would be removed by April 1<sup>st</sup>.

\*\*\* **DISCUSS SEPTEMBER MEETING SCHEDULE**

The Selectmen discussed their September 5<sup>th</sup> meeting and agreed to meet on September 7<sup>th</sup> at 7 p.m. The Selectmen also agreed to cancel their meeting on September 5<sup>th</sup>.

The Selectmen would discuss whether to meet on Monday, September 12<sup>th</sup> or Tuesday, September 13<sup>th</sup> at a later date.

Mr. Holman asked if Rick Van de Poll would attend the Selectmen's September 19<sup>th</sup> meeting. Ms. Silverman would contact Mr. Van de Poll.

**OTHER BUSINESS**

**-Reminder August meeting schedule**

- August 30, 2016 – 11:00 am
- No meeting August 29, 2016

**-Review letter from Eversource regarding new 2.5 mile, 115-kV transmission line (Q166 line) from Fitzwilliam Substation to Monadnock Substation in Troy**

**-Review letter from NHDES regarding complaint at Sunset Grove Common Land (Beach)**

**-Review Shorelands Permit**

**-Review Letter regarding septic system**

**-Review letter from Tom Mattson – School District**

**-Review Letter from State of NH – Fuel Tank** – Ms. Carney asked what the location was. Ms. Favreau shared it was George Emerson Elementary School and they have 30 days to respond. Ms. Carney shared that she had talked to DES and they directed her to their website and the School District has 30 days to put in information. Mr. Holman asked if we should write a letter to the School Board. Ms. Silverman shared the state was going after the school system. Ms. Silverman stated permits weren't obtained.

**-Review Letter from State of NH – Meadowood well testing**

At 9:14 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 9:17 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. Mr. Holman seconded and the motion passed 3-0. Roll Call vote:

Ms. Carney - Yes, Mr. Holman - Yes, Ms. Silverman - Yes.

**ON-GOING BUSINESS**

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

Ms. Silverman made a motion to adjourn the meeting at 9:17 p.m. Mr. Holman 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



**STATE OF NEW HAMPSHIRE  
DEPARTMENT OF TRANSPORTATION  
BUREAU OF HIGHWAY DESIGN**

**CONFERENCE REPORT**

**PROJECT:** FITZWILLIAM  
X-A000(191)  
16211  
NH 12 & NH 119

**DATE OF CONFERENCE:** August 16, 2012

**LOCATION OF CONFERENCE:** Fitzwilliam Town Office

**ATTENDED BY:** NHDOT  
William Oldenburg  
Michael Dugas  
Steven Babalis  
Douglas Graham

(See Attached Attendees List)

**SUBJECT:** Public Informational Meeting

**NOTES ON CONFERENCE:**

W. Oldenburg explained that the intersection of NH 12 and NH 119 has been on the Department's radar for many years. The intersection was previously part of the Ten Year Plan but was removed when the Ten Year Plan was reduced in 2009. The Ten Year Plan initially had \$2,100,000 dollars allocated for the project's construction. The intersection is eligible for limited Highway Safety Improvement Program (HSIP) funding due to a Road Safety Audit that was undertaken in 2009 by the Southwest Regional Planning Commission and the Town of Fitzwilliam. He explained that the current Federal highway funding law, known by its acronym of SAFETEA-LU, created the HSIP to identify highway safety issues and provide for modest safety improvements that would achieve a significant reduction in traffic fatalities and serious injuries. New Hampshire receives \$5.5 million per year to implement modest safety improvements in locations where crash data indicates safety deficiencies. He stressed that the HSIP is intended to be data driven; locations identified to use these funds must have a crash history that demonstrates there is a safety need.

M. Dugas discussed the existing conditions at the site. NH 12 was constructed in the late 1950's with twelve-foot travel lanes and four-foot paved shoulders. NH 12 is posted for 35 mph in the vicinity of the intersection and 50 mph north of the intersection. NH 119 is posted for 30 mph.

Both NH 119 approaches are stop sign controlled. The two routes cross at a 138 degree angle. Jaffrey Road is located approximately 400' from the intersection and is used as a short cut between NH 12 north and NH 119 west. Mr. Mike's Mini Mart is located in the northeast quadrant of the intersection. The intersection has a flashing beacon.

NH 12 is a moderately traveled commuter route between Massachusetts and Troy. The predominant turn movement at the intersection is westbound rights from NH 119 onto NH 12 north and southbound lefts from NH 12 onto NH 119 east. The intersection meets traffic signal warrants.

Crash data from January 2006 to April 2009 showed a total of 19 crashes at the intersection. Seven of those resulted in injuries. Nine of those crashes involved rear end collisions.

Many safety concerns were identified in the road safety audit, including the following:

- The extreme skew of the intersection complicates access to and from NH 119.
- The large skew leaves turning vehicles exposed for excessive distances while maneuvering through the intersection.
- The skew makes it difficult for drivers to look left from the side streets.
- The undesirability of the intersection encourages drivers to avoid the intersection by traveling through private driveways and town roads.
- Vegetation inhibits sightlines looking north from the west NH 119 approach.
- The proximity of the Jaffrey Road intersection and Jaffrey Road extension creates additional conflict points in the intersection functional area.
- Turn restriction at the Mr. Mike's drive is occasionally ignored.

M. Dugas then discussed the three proposed alternatives:

Alternative one proposes relocating and reconstructing NH 119 so that NH 119 crosses NH 12 at a 90-degree angle. The intersection would be signalized and opposing exclusive left turn lanes would be installed. Multiple private properties would be impacted. This alternative would be similar to the project's initial intent when it was part of the 10-year plan and would cost approximately two million dollars, not including right-of-way.

Alternative two proposes relocating the NH 119 west approach to Jaffrey Road extension and improving the alignment of the NH 119 east approach. This alternative would have back-to-back exclusive left turn lanes on NH 12. Both NH 119 intersections would be stop sign controlled. The intersections would operate very well for existing and future traffic volumes. Jaffrey Road extension would require full reconstruction to support NH 119 traffic loads. All work would likely be able to be kept within the existing right-of-way. The estimated cost is approximately \$600,000.

Alternative three proposes installing signals at the existing intersection and closing off the NH 12 approach on the Jaffrey Road extension. The NH 119 approaches would be narrowed and have curb installed to discourage vehicles attempting to maneuver side by side. NH 119 approaches would have minor widening to better accommodate truck-turning movements.

W. Oldenburg reported that environmental and historic resources were evaluated at the intersection. Minimizing impacts to the resources will be a priority as the project develops. The next step in the design process will be determined from the meeting's comments. W. Oldenburg then opened the floor to questions and comments.

*Discussion:*

Comment: A resident noted that a large tree located on the north west quadrant of the intersection inhibits sightlines. The resident also noted that high travel speed is the primary concern at the intersection. The resident suggested installing a speed radar display similar to that used in Troy to help reduce speeds on NH 12.

Answer: W. Oldenburg responded that the Department discourages using speed radar displays because for some drivers, the devices have the opposite effect. Some drivers attempt to get the highest displayed speed possible ultimately creating a greater safety hazard.

Question: A resident asked who would pay for the signal's maintenance and operation cost.

Answer: W. Oldenburg responded that since the signal is on a state owned route and is not within a compact, the state would be responsible for all of the maintenance and operation cost.

Question: Numerous residents expressed support for roundabouts and inquired whether a roundabout alternative had been investigated. Additionally, some residents noted the Dublin oval-about as a potential example of a traffic calming measure.

Answer: W. Oldenburg responded that some investigation has gone into evaluating the effectiveness and impacts associated with a roundabout. He reported that due to the existing features of the intersection, a roundabout design would likely result in some property impacts. The Department will further evaluate roundabout concepts for review with the Town.

Comment: A resident raised concern about the sightline deficiencies approaching the intersection due to the NH 119 profile.

Response: M. Dugas reported that a traffic signal will help overcome the profile deficiencies because drivers along NH 119 will have a clear view of the traffic signal head approaching the intersection.

Comment: A resident suggested installing oversized signal heads at the intersection.

Response: M. Dugas reported that the Department already uses the largest approved signal heads that are 12 inches in diameter. W. Oldenburg added that the Department has also been enlarging traffic signs for similar reasons.

Comment: A resident suggested installing a strobe on the red signal head to help gain drivers' attention.

Response: W. Oldenburg responded that the Department does not install strobe lights are no longer permitted on traffic signals.

Question: A resident inquired to what a truck-climbing lane would look like on alternative three.

Answer: W. Oldenburg responded that adding a truck-climbing lane would result in added cost and property impacts. The truck-climbing lane would need to extend north beyond the crest of the hill to allow trucks to accelerate up to travel speed. Constructing a climbing lane is likely beyond the scope of the safety project.

Comment: A resident reported that trucks use Jaffrey Road as a route to the Town of Jaffrey.

Comment: A resident noted that in the past, a relocation of NH 119 was envisioned south of its existing location

Response: W. Oldenburg responded that relocating NH 119 would significantly exceed the scope of this project. He recommended contacting Southwest Regional Planning Commission to work toward investigating whether that could be added to the 10 Year Plan.

Comment: Many residents felt the greatest issue at the intersection is the speeds along NH 12. It was suggested to install transverse rumble strips similar to Exit 5 northbound off ramp. Additionally, many residents felt that a roundabout concept would address speeds on NH 12. It was also suggested to extend the 35 MPH intersection speed zone.

Response: W. Oldenburg reported that there are tools available to the Department to help reduce speeds. W. Oldenburg noted that speeds are high because of the wide and straight attributes of the roadway. To best reduce speed, the nature of the roadway needs to be changed and supported by strong police presence.

Comment: A resident expressed concern for pedestrians along NH 119. She suggested installing a sidewalk from the town common to the intersection.

Response: W. Oldenburg responded that if the Town requests to have a sidewalk installed, then it would be investigated. However, he added that what she is suggesting is outside the limits of the intersection. Crosswalks can be installed in conjunction with this project, but if there are not sidewalks to receive the crosswalk, then it is unlikely they will be installed. W. Oldenburg also noted that when sidewalks are installed, it is the responsibility of the town to maintain them after construction.

Comment: A resident whose home is on NH 119 expressed concern in regards to traffic queues extending past her home. She was concerned about noise created by the constant braking of vehicles.

Response: M. Dugas reported that installing a traffic signal would improve operations at the existing intersection, and alternative two would also have improved operations. Both would result in short queues on NH 119.

Comment: A couple of residents showed support for reflective markers embedded in the roadway to delineate turning paths.

Comment: A resident felt that the sight distance deficiencies could be partially attributed to vegetation growth encroaching on the roadway and insufficient roadside maintenance.

Comment: A resident was concerned that traffic queuing on NH 119 would lead to vehicles using the Crossroad private development as a shortcut to circumvent the queue.

Response: M. Dugas reiterated that the safety improvement would also improve operations. Queuing at the intersection would be minimal and better than the existing conditions.

Submitted by:  
Steven J. Babalis, P.E.  
Preliminary Design Section

SJB  
Noted by M. Dugas cc: M.Dugas, D. Graham, W. Oldenburg

October 1, 2013

**STATE OF NEW HAMPSHIRE  
DEPARTMENT OF TRANSPORTATION  
BUREAU OF HIGHWAY DESIGN**

**CONFERENCE REPORT**

**PROJECT:** Fitzwilliam  
16211  
NH 12/ NH 119 intersection safety improvements

**DATE OF CONFERENCE:** September 24, 2013

**LOCATION OF CONFERENCE:** Fitzwilliam Town Hall

**ATTENDED BY:** Mike Dugas  
Trent Zanes  
Steve Babalis  
Paula Thompson – Fitzwilliam Town Administrator  
Approx. 20 residents

**SUBJECT:** Public informational meeting

M. Dugas began with a recap of the September 2012 public informational meeting. Alternatives that had been discussed included the following:

1. Realign the NH 119 intersection approaches to improve the angle of the crossing, thereby improving sight lines and turning paths. This option was shown to be costly and to severely impact the abutting properties.
2. Realign NH 119W along Jaffrey Road and slightly improve NH 119E to create two separate stop sign controlled 'T' intersections on NH 12: It was agreed that this design would create inefficient east/west traffic movements, and the 400' intersection spacing would be inadequate to provide safe deceleration distance and queue storage for the northbound and southbound left turns on NH 12. In addition, the NH 119 improvements could impact historic properties, and the design of NH 12 would do nothing to slow through traffic.
3. Install traffic signals in the existing intersection configuration: Traffic volumes are marginally high enough to support the installation of signals; however, the attendees generally felt that signals would do little to reduce speeds through the intersection on NH 12.

The outcome of the meeting was that none of the three alternatives was supported by those gathered. The consensus was that the Department should focus on identifying improvement alternatives that could calm NH 12 traffic and reduce speeds through the intersection.

As a means of refocusing the design effort, M. Dugas listed the key deficiencies that had been identified by the 2009 Road Safety Audit. The key deficiencies included the high speeds on NH 12, the skewed angle of the intersection, the sight distance obstructions created by vegetation and side-by-side vehicles on NH 119, poor traffic operations at the stop signs, and the congestion caused by the driveways near the intersection. The attendees confirmed that these issues remain, and that the high speed of traffic is the most serious concern. They felt that if we could effectively control speeds, other safety concerns would be lessened.

M. Dugas reviewed some new design alternatives meant to calm traffic along NH 12.

1. Alternative 1: Install speed reduction medians. Short medians would be installed on NH 12 north and south of the intersection to deflect the path of vehicles headed toward the intersection. A similar design is planned for NH 101

in Dublin. To be effective the medians would need to be curbed rather than simply painted. Unfortunately, the median south of the intersection would need to be roughly 1,200' south of NH 119 in order to not interfere with driveways. This placement would likely reduce its effectiveness in slowing northbound traffic. This alternative could be accomplished within the existing right of way, and could be used in combination with other intersection improvement alternatives.

2. Alternative 2: Provide two-way left turn lane near intersection to accommodate left turns at driveways. The existing NH 12 pavement width could be reallocated to provide a two-way left turn lane by narrowing the existing wide shoulders. The narrower shoulders and the turn lane could result in some traffic calming by showing that the nature of the road near the intersection (three lanes with narrow shoulders) is different than the high speed design that exists away from the intersection (two lanes with wide shoulders). It appears that this alternative could be accomplished within the right of way.

Several roundabout alternatives were developed and discussed. While a roundabout would certainly calm traffic and would provide satisfactory traffic operations, these alternatives would be much more costly than other options; this level of project cost would be difficult to justify in the Highway Safety Improvement Program. The concept study made it clear that in order to serve the skewed approaches of NH 119, a standard generally circular roundabout design would need to be large and would unavoidably impact private property. The need to avoid, or at least minimize, property impacts resulted in some 'unconventional' roundabout designs.

1. Roundabout alternative 1: Elongated 'peanut' design – this alternative would minimize property impacts and retain access to driveways. The northbound right turn would be difficult for trucks, as it is today. It is recommended that Old Jaffrey Road be made one way toward NH 119 to prevent its use as a shortcut.
2. Roundabout alternative 2: Create oval roundabout at NH 119 east intersection and relocate NH 119 west to Old Jaffrey Road where it would meet NH 12 at a stop sign controlled intersection. Some property impacts would be likely along Old Jaffrey Road and near the roundabout. The commercial driveway on NH 119 west would remain, but on the remnant segment of NH 119.
3. Roundabout alternative 3: Similar to alternative 2, but realign NH 119 west to meet roundabout. This alternative would avoid property impacts along Old Jaffrey Road, but would impact to two commercial parking lots on the west side of NH 12 at the intersection.
4. Roundabout alternative 4: Similar to alternative 2, but with the roundabout positioned at NH 119 west. NH 119 east would join NH 12 at a stop sign controlled intersection just south of the roundabout.

The alternative designs were generally well received, although the attendees understood that the high cost of the roundabouts as well as their unconventional design could be difficult obstacles to implementation. It was agreed that the DOT would continue to validate and refine Alternative 1, compile rough cost estimates for the range of alternatives, and post the drawings to the project web page (all agreed that Roundabout alternative 4 was not feasible and didn't need to be posted). M. Dugas asked the Town to provide whatever crash records they have for the intersection so that the project team can strengthen the case for safety investments.

Submitted by:

/s/ Steven J. Babalis

Steven J. Babalis, P.E.  
Preliminary Design Engineer