



BOARD OF SELECTMEN
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BOARD MEETING MINUTES
August 26, 2020
6:00 PM.

Selectmen Present: Daniel Baker, Robyn Bates, Charles Kenison

Guests: (via conference call) Robert Ford, Jean Ford, Kim Heald,
(at the Town Hall) Dana Pinney, Suzanne Gray, Tim Halliday, Ed Goodell, Frederick Black

Mr. Baker called the meeting to order at 6 p.m.

PRIMARY:

PUBLIC COMMENT

Tim Halliday asked about the bids on the property being sold by the Town. It was noted that Realtor Anna Schierioth has questions regarding the escalation clause and she wanted to determine that before any action was taken. Mr. Baker stated that it would be on the Selectmen's next meeting agenda. The bid deadline was Friday.

***** APPROVE MANIFESTS**

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

***** APPROVE MINUTES**
- August 18, 2020

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

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

***** REVIEW CONSTRUCTION PERMIT APPLICATIONS**
- Map 24, Lot 3-8
- Map 28, Lot 4
- Map 28, Lot 34

Map 24, Lot 3-8 – Ms. Bates made a motion to approve the Demolition Permit with the condition of going through the proper channels of the ZBA or Planning Board if desirable to rebuild for Map 24, Lot 3-8. Mr. Kenison seconded. Mr. Baker – Yes, Ms. Bates - Yes, Mr. Kenison - Yes. Approved – 3-0

Map 28, Lot 4 – Mr. Kenison made a motion to approve the Construction Permit for Map 28, Lot 4. Ms. Bates seconded. Mr. Baker – Yes, Ms. Bates - Yes, Mr. Kenison - Yes. Approved – 3-0
The Selectmen agreed that an Occupancy Permit was needed.

Map 28, Lot 34 – Mr. Kenison made a motion to approve the Construction Permit with the suggestion that a porta potty be brought in for Map 28, Lot 34. Ms. Bates seconded. Mr. Baker – Yes, Ms. Bates - Yes, Mr. Kenison - Yes. Approved – 3-0
The Selectmen agreed that an Occupancy Permit was needed.

6:00 MEET WITH SUZANNE GRAY
Re: purchase of audio visual equipment for remote meetings

Suzanne Gray met with the Selectmen to discuss the Planning Board's challenges doing remote meetings. Ms. Gray mentioned that if they have a meeting, they must allow the public to dial in and with the size of the Planning Board and social

BOARD MEETING MINUTES - August 26, 2020

distancing, it is difficult to hear on one phone. The Planning Board has expressed that they want to meet in person, when reviewing documents, it is difficult to review if not in person. Lori Nolan was asked to look into a remedy. The Planning Board has been very busy and they have a big audience with abutters for the public hearings, so they wanted to find microphones. Ms. Gray shared that if this will be for a longer period of time, she wanted to make sure they would be getting something that could expand. Mr. Baker stated he was familiar with a centre console. Ms. Gray felt it made sense to discuss and she noted that the ZBA had the same issue. The cost is approximately \$350 per pod, with an expansion of 7 total pods. The cost to have 2 pods is approximately \$400 - \$600. This would extend the range. Ms. Gray shared these are wireless. The total cost of 7 pods was \$2,400. Mr. Baker asked if we were digital or analog. Ms. Gray mentioned that this system is easy to work over the internet. It was noted that the Town Hall doesn't have VoIP (voice over internet protocol).

Ms. Gray stated they are trying to connect through Zoom and this may be difficult with what technology we have at the Town Hall. It was noted that we have issues with bandwidth and trying to have people remote in over the phone. Ms. Gray mentioned getting documents out to review. Mr. Baker shared that he contacted someone at Liberty Mutual to see if they have a system. Ms. Bates asked how much it would cost to get broadband to the Town Hall and also asked if this would be covered under some of the grant money because of Covid-19. Ms. Gray stated the Land Use Office needs this because of Covid-19. Mr. Baker asked to have Ms. Nolan submit a request. It also needed to be determined whether it worked on an analog or digital phone and if internet capability was needed. Ms. Gray would ask Ms. Nolan to work on this. Mr. Baker mentioned that we could contact Consolidated Communications. Mr. Baker suggested asking if Massin Insurance has fiber optic at their building. It was noted that it goes from Massin's to Matthew Buonomano's home. Ms. Bates thought that the cost for Mr. Buonomano for each pole was \$1,200. The Selectmen thought it was a good idea.

Ms. Gray shared that junk yards came up at the Planning Board's meeting and they wanted more information from the Selectmen. Mr. Kenison suggested having a joint meeting. Mr. Baker shared that there is a problem and the Selectmen have looked at what is out there but it hasn't been inventoried. We only have the State guidelines that are very vague and difficult to enforce. The Selectmen wanted something from the Planning Board that would give the Selectmen more authority. It was thought to get rid of 10-20 percent of the problem. Enforcement was difficult without specifics. This is information that Ms. Nolan learned from contacting other towns. Mr. Baker hoped that the Planning Board would work with the Selectmen. The Selectmen were trying to take care of the worst offenders. It seems that most communities have some sort of ordinance in place regarding this issue. Ms. Gray shared that Ms. Nolan found that it needed someone who would follow-up and be a champion to work on this. Ms. Gray asked how the Selectmen would get at the worst offenders. Mr. Baker shared if it was visible from the road, was a health hazard, entrapment, having 6 cars, etc. Mr. Kenison shared that the Selectmen were giving the Planning Board direction and they could still vote against it. Ms. Gray thought it was something the Planning Board realizes is an issue and explained what the process would be for bringing to Town meeting. The Selectmen would like it to come from the Planning Board as they write ordinances and the Selectmen would support.

Ms. Gray thanked the Selectmen for all of the work they have done this week.

6:20 MEET WITH VOLUNTEER BROADBAND TASK FORCE

Dana Pinney shared that the Economic Committee asked the Task Force to meet with them for an update on their progress. The Economic Committee is extending an offer to help. The Task Force would let them know that they welcome their help. The Task Force would be meeting with Attorney Renelle L'Huillier, they are waiting on the date/time. The Task Force has created a matrix and are comparing data from providers. The providers are very different from each other, with very different business models. The Task Force would like to have a discussion with Consolidated Communications for clarification. Mr. Baker asked Mr. Pinney to schedule the meeting and to let the Selectmen know and they would attend as their schedules allow. Mr. Pinney thought that a work session would be needed at some point. Mr. Pinney stated that the Task Force would like to bring in consultants to assist them in this process, if it becomes too difficult to determine the differences between the providers. The cost is approximately \$2,000.

Mr. Pinney shared that a link has been posted on the Fitzwilliam community page to the Task Force website. Mr. Pinney shared that once a provider has been selected, there would be some down time. The Task Force thought they could come back to the Selectmen in a couple of weeks. Discussion was held on having space to accommodate a provider other than Consolidated, who has a building on Upper Troy Road. The Selectmen felt they could annex a Town owned building to make this work.

6:45 MEET WITH EMERGENCY MANAGEMENT ADAM DUBRISKE AND CAROLE ANN ROCHELEAU

Mr. Baker discussed the property at 308 Rte 119 W and asked Carol Ann Rocheleau if the owner could renovate the property with a failed septic system. Ms. Rocheleau shared that someone would have to be there to prevent them from occupying the building. DES stated not to occupy.

Mr. Baker shared that guidelines had been set up when reopening the Town Hall. Mr. Baker shared what processes and equipment has been brought in, along with the use of plexiglass in the different departments. Mr. Baker shared that masks have been provided for everyone. It was noted that one thing that wasn't established was employees being required to wear

BOARD MEETING MINUTES - August 26, 2020

masks. Adam Dubriske, Emergency Management Director, stated that the plexiglass is to be used in conjunction with a mask, if proper social distancing can't be maintained. Director Dubriske stated that if Debbie Favreau and Sheryl White wanted to take their masks off if they are the only ones in the office that would be okay. If someone comes in then a mask needed to be worn.

Director Dubriske stated that at this point in the State, it is the recommendation for gatherings of under 100. He (Dubriske) stated that we cannot require everyone to wear a mask. You can encourage them to. Director Dubriske also stated that as of this morning, in Fitzwilliam, Covid-19 is here. The Town has been good until now, it is starting to show up. Director Dubriske didn't think we needed to change anything but to strengthen a little and masks should be worn. He (Dubriske) shared that PPEs have been provided for the elections by the State. Mr. Baker stated that employees need to wear masks when serving the public. Director Dubriske shared that the Transfer Station was crowded last week and not many people were practicing social distancing. He (Dubriske) suggested giving the Transfer Station guys a reminder. Mr. Baker stated that the Town Hall, the Transfer Station and elections were covered. Director Dubriske stated that the public safety building will be kept as is. He (Dubriske) shared that school schedules would have half of the students going on opposite days and lunch would be delivered to the classrooms but they haven't figured out the recess time yet. Director Dubriske stated fire drills at the schools won't happen at this time and he didn't see schools staying in-person for long.

Ms. Rocheleau, Emergency Management Deputy Director asked about quarantine. Director Dubriske shared if a child has symptoms - would be kept isolated until picked up and the school would be closed down and disinfected. He (Dubriske) gets the feeling from talking to school administrators that they would be closing down if students become infected.

7:00 MEET WITH POLICE CHIEF LEONARD DISALVO - MEET WITH FREDERICK BLACK – SPEEDING ROCKWOOD POND ROAD

Ed Goodell and Fred Black met with the Selectmen to discuss speeding on Rockwood Pond Road. Mr. Black stated that there is a propensity to drive 40-50 mph. There is a sign from where it changes from paved to gravel. Mr. Baker stated that the missing signs have been ordered. Mr. Goodell shared that he rides a bicycle and he is very careful due to the speeders. Mr. Baker asked if there was a specific time of day when it's worse. Chief DiSalvo shared that the average speed is 20.1 mph and the highest speed is 27 mph. The speed trailer has been set up. Mr. Black asked if the speed limit could be reduced to 20 mph. Ms. Bates shared that the speed limit just can't be changed, there needed to be a public hearing. It was asked what was needed to change the speed limit from 25 mph to 20 mph. Mr. Baker explained the process. Mr. Baker shared that the speed limit has been reduced on Richmond Road and Rhododendron Road. The Selectmen wanted data to see if the reductions are working.

Mr. Baker wanted to look at more data and shared that the Selectmen are willing to work with people to curb speeding. Mr. Baker asked them to get back to the Selectmen after a month or so to see if it is working. It was mentioned that it would be helpful to get a plate number of the speeder. Chief DiSalvo would put the speed trailer on Rockwood Pond Road and collect the data.

*** ACCEPT STATE GRANT REIMBURSEMENT

Ms. Favreau shared this is the 20% reimbursement from the State and she hasn't heard from FEMA.

Mr. Kenison made a motion to accept the \$5,034.85. Ms. Bates seconded. Mr. Baker – Yes, Ms. Bates - Yes, Mr. Kenison - Yes. Approved – 3-0

*** SIGN APPOINTMENT FORMS

- ZBA - Constance Porter
- Conservation Commission – Paul Kotila

Mr. Baker shared that the ZBA recommended Constance Porter as a member of the ZBA for a 3 year term. Mr. Kenison made a motion to appoint Constance Porter to the ZBA for a 3 year term. Ms. Bates seconded. Mr. Baker – Yes, Ms. Bates - Yes, Mr. Kenison - Yes. Approved – 3-0

Mr. Baker shared that Paul Kotila was interested in continuing to serve on the Conservation Commission. Mr. Kenison made a motion to appoint Paul Kotila to the Conservation Commission for a 3 year term. Ms. Bates seconded. Mr. Baker – Yes, Ms. Bates - Yes, Mr. Kenison - Yes. Approved – 3-0

*** REQUEST FROM RECREATION DIRECTOR

Mr. Baker shared that Sheena Royce mentioned a couple of things that needed attention. There is a small area under the water spigot that has rotted. Mr. Baker stated this was noted when the Selectmen looked at the Town owned buildings. Also mentioned was the tennis court. Ms. Royce has been unable to get the tennis net into the pole and thought that water or debris is impacting the pole. Mr. Baker stated the Highway Department guys could take care of the issues.

BOARD MEETING MINUTES - August 26, 2020

It was noted that repairs needed to be made to the handicap ramp as it is being used as an entrance and exit to the Town Hall. The Selectmen would put plywood down until permanent repairs are made to the handicap ramp.

Ms. Bates made a motion for someone to put plywood down on the handicap ramp at the Town Hall. The cost is not to exceed \$500. Mr. Kenison seconded. Mr. Baker – Yes, Ms. Bates - Yes, Mr. Kenison - Yes. Approved – 3-0

*** REVIEW LETTER FROM AVITAR

Mr. Baker reviewed the letter from Avitar, notifying the Town that due to Covid they have ceased doing interior inspections for the remainder of 2020. The Selectmen asked what happens to the Town's contract with them. If continued into 2021 it would need to be prorated as well. Ms. Favreau would contact Avitar.

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

At 7:55 p.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 8:50 p.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.

Chief DiSalvo shared with the Selectmen what prizes have been received for the raffle that is taking the place of the car show this year.

Mr. Baker asked Chief DiSalvo to get the Selectmen information on competitive wages for them to review.

INFORMATION

Mr. Baker asked that Craig Chamberlain be sent a thank you note as he donated some white oak.

Mr. Kenison shared that the cemetery has hired a worker. Mr. Kenison asked about the turnaround time of the background check. Ms. Favreau shared that the paperwork would be sent in tomorrow.

Mr. Kenison mentioned that it is getting closer to Labor Day and we need to look at hiring someone for some projects as the Highway guys are getting behind. Mr. Baker shared that he has talked with John Holman and he was willing to assist. Brush cutting will be done now, mowing of the priority roads can be done up until October. Mr. Kenison mentioned ditching and grading could be contracted out. Mr. Kenison has talked with Mr. Holman and he could do ditching and mowing as necessary. Mr. Baker asked about the budget and asked Ms. Favreau to expense out. Ms. Favreau felt it should be fine as they are down a person. Mr. Baker didn't think there should be any big ticket items. Ms. Bates asked about sand and mentioned that she agreed with Mr. Kenison. The Selectmen would look at contracting for ditching; the highway guys would do some brush cutting, mowing; expectations for contracting would be set; and looking at the budget to determine what work the guys can do and contracting out the remainder.

Ms. Rocheleau mentioned having an ordinance against a perpetual yard sale. Ms. Favreau shared that the person has been contacted.

Ms. Rocheleau mentioned a camper and noted that people are there. The person has been there for 90 days. Ms. Favreau wasn't aware of any ordinance regarding a tent and would look into.

Mr. Baker stated he got a complaint that someone is piling trash upon a registered trailer. Chief DiSalvo stated there was a call for service and he would get the RSA.

Mr. Kenison asked about reducing the speed limit on Rhododendron Road. Ms. Bates asked Ms. Favreau to review the RSA and the Selectmen could approve at their next meeting to reduce the speed limit on Rhododendron Road and Rockwood Pond Road. Mr. Kenison mentioned that Rhododendron Road was approved and they wanted to discuss with Chief DiSalvo. It was noted that there was a public hearing for Richmond Road because it was being changed to a No Thru Road in addition to lowering the speed limit.

ON-GOING BUSINESS:

*** STEEPLE PROJECT

*** 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 to meet on Tuesday, September 8th at 10 a.m.

BOARD MEETING MINUTES - August 26, 2020

Mr. Baker made a motion to adjourn the meeting at 9:00 p.m. Mr. Kenison 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