



**BOARD OF SELECTMEN**  
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**BOARD MEETING MINUTES**  
**September 8, 2020**  
**10:00 A.M.**

**Selectmen Present:** Daniel Baker, Robyn Bates, Charles Kenison

**Guests:** (via Zoom) Kim Heald, Robert Ford, Jean Ford, (in-person) Dana Pinney, John Fitzwilliam, Carole Beckwith, Carole Krunklevich, Suzanne Gray

Mr. Baker called the meeting to order at 10:00 a.m.

**PRIMARY:**

**PUBLIC COMMENT** – No comment

**\*\*\* MEET WITH THE COMMON COMMITTEE**

Carole Beckwith shared that the Common Committee met and the discussed having some trees cut. Ms. Beckwith discussed the types of trees that they would like planted. A maple tree from Maple Hill Nursery would cost \$250. They would add two maples, across from the Historical Society and would take \$250 from their budget and ask for donations for the second tree. Carole Krunklevich shared that the Lions Club donated the benches so they have money in their budget and wanted to spend it on trees. Ms. Favreau shared that there was \$532 remaining in their budget. Mr. Baker asked if they were checking with the power company for placement. Mr. Baker mentioned how broad a sugar maple can get. Ms. Beckwith stated that they take a while to grow. The landscaper at Maple Hill Nursery recommended a sugar maple. The trees need to be planted 30 feet from the power lines.

Ms. Bates asked what the Historic District Commission thought about the trees. John Fitzwilliam shared that the Historic District Commission doesn't get into plantings, only buildings. Mr. Kenison shared that he spoke to Bob Corrette and he mentioned planting elm trees. Mr. Baker mentioned that they are a slow growing tree.

Ms. Favreau shared that the Town received a liberty elm tree from a grant and she would check to see if that grant was still available. Mr. Kenison mentioned the Depot Common. Ms. Beckwith shared that she had contacted the Mattson's several time but didn't hear back. Ms. Krunklevich suggested putting in two trees this year and two next year. Ms. Bates asked about the Christmas tree this year. Ms. Beckwith shared that she would be putting an article in the newsletter and would include the trees for the common. Ms. Favreau suggested that if someone wanted to donate a tree, they could have it dedicated or in memory of someone.

Mr. Baker's recommendation was for two trees this year, spending \$250 and hoping to have a donation. Mr. Baker suggested keeping in mind the type of tree and the location. The Selectmen were in favor.

**\*\*\* 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 26, 2020**

Ms. Bates made a motion to approve the minutes of August 26, 2020. Mr. Kenison seconded. Mr. Baker – Yes, Ms. Bates - Yes, Mr. Kenison - Yes. Approved – 3-0

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

## BOARD MEETING MINUTES - September 8, 2020

### \*\*\* REVIEW CERTIFICATE OF OCCUPANCY

- Map 42, Lot 2-61
- Map 14, Lot 37

**Map 42, Lot 2-61** – Mr. Kenison made a motion to approve the Certificate of Occupancy for Map 42, Lot 2-61. Ms. Bates seconded. Mr. Baker – Yes, Ms. Bates - Yes, Mr. Kenison - Yes. Approved – 3-0

**Map 14, Lot 37** – Mr. Kenison made a motion to approve the Certificate of Occupancy for Map 14, Lot 37. Ms. Bates seconded. Mr. Baker – Yes, Ms. Bates - Yes, Mr. Kenison - Yes. Approved – 3-0

### \*\*\* REVIEW CONSTRUCTION PERMIT APPLICATION

- Map 33, Lot 30
- Map 15, Lot 14-2

**Map 33, Lot 30** – Mr. Kenison made a motion to approve the Construction Permit Application for Map 33, Lot 30, conditional upon meeting State regulations on fencing and gating. Ms. Bates seconded. Mr. Baker – Yes, Ms. Bates - Yes, Mr. Kenison - Yes. Approved – 3-0

**Map 15, Lot 14-2** – Ms. Bates made a motion to approve the Construction Permit Application for Map 15, Lot 14-2. Mr. Kenison seconded. Mr. Baker – Yes, Ms. Bates - Yes, Mr. Kenison - Yes. Approved – 3-0

### 10:15 MEET WITH FARRIS DEVELOPMENT Re: Construction and Fitzwilliam Water Department

### 10:30 MEET WITH SUZANNE GRAY Re: Land Use hours Potential Land Use Case

Suzanne Gray wanted to discuss the referral from the Board of Selectmen for an applicant that was demolishing one residence and moving into another on the same property. It is currently non-conforming and was grandfathered in. The ZBA understands why it was referred to them, however, Dan Sutton, Chair of the ZBA sent a letter explaining why a variance or special exemption wasn't required. It was suggested that a condition be added to the Construction Permit. Mr. Baker noted that we don't have a Construction Permit Application at this time and once received it could be stipulated that only one structure remain on the property.

### 10:45 MEET WITH VOLUNTEER BROADBAND COMMITTEE

Dana Pinney gave an update on the assessment of the various proposals. The Task Force would like to meet with the Board of Selectmen at their next meeting to present their findings. The Task Force has met with Consolidated Communications for clarification of their position. The Task Force met with the Economic Committee, who offered to assist the Task Force as needed. The Task Force met with Chris Lynch from Matrix Design and went over their proposal. This information will be incorporated into the Task Force's matrix. Mr. Baker asked if we didn't need to go back to them as the Task Force has gotten all of the information for clarification. Mr. Pinney shared the Task Force would be able to present the pros and cons of each proposal and to give their recommendation on what proposal to move forward with. Mr. Baker asked if the approach would be to consider the proposals they have in front of them and if there are questions to reach out to the consultant. Mr. Pinney shared that the Task Force didn't think they wouldn't need the services of the consultant.

Mr. Baker asked about the timeframe for the Task Force to present to the Board of Selectmen. Mr. Pinney shared that the Task Force would make themselves available to meet with the Board of Selectmen. Kim Heald shared that she believed that when the material would be presented to the Board of Selectmen, that it could be covered within an hour. Mr. Pinney shared that there are no deadlines looming. The Board of Selectmen can choose a provider from the proposals received or they don't have to. Mr. Pinney explained the bond requirement. Presentations to the public would need to begin in December. Mr. Baker asked if there was any type of risk assessment that would need to be prepared from a bond perspective. Mr. Pinney didn't think there would be, and shared that other towns have presented that there isn't any risk when they have chosen Consolidated Communication. Mr. Pinney shared that the Task Force was meeting with Attorney Renelle L'Huillier on Friday. Mr. Baker asked if Mr. Pinney had asked Consolidated Communication if they had fiber optic at the poles already. Mr. Pinney would ask today. Mr. Pinney discussed the timeline of public meetings and the Town meeting. Ms. Favreau shared that Town meeting would be held on March 9, 2020.

Mr. Baker shared that the Selectmen would plan on having a meeting for the Task Force to present their findings. Mr. Baker asked Mr. Pinney to let the Selectmen know whether a morning or evening would work best for the Task Force.

## BOARD MEETING MINUTES - September 8, 2020

### \*\*\* NON-PUBLIC SESSION – RSA 91-A:3 II(a) – Employee Matters

At 10:57 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 11:27 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.

A motion to recess was made, seconded and unanimously approved.

The meeting reconvened at 11:40 a.m.

### \*\*\* TOWN HALL RENTAL APPLICATION

Mr. Baker reviewed the Town Hall Rental Application of Jennifer Poole for September 18, 2020 in the Town Common. The Select Board approved with the condition that there be no more than 20 people and social distancing guidelines be followed.

Mr. Kenison approved the Town Hall Rental Application of Jennifer Poole. Ms. Bates seconded. The Selectmen waived the fee. Mr. Baker – Yes, Ms. Bates - Yes, Mr. Kenison - Yes. Approved – 3-0

### \*\*\* APPOINTMENTS

**Daniel Sutton – ZBA**

**Steve Reinhart – Elliot Institute**

Mr. Baker reviewed the recommendation from the Elliot Institute to appoint Steve Reinhart.

Mr. Kenison made a motion to appoint Steve Reinhart to the Elliot Institute. Ms. Bates seconded. Mr. Baker – Yes, Ms. Bates - Yes, Mr. Kenison - Yes. Approved – 3-0

Ms. Favreau shared that Daniel Sutton and Paul Kotila were up for reappointment to the ZBA and the Conservation Commission, respectively.

Ms. Bates made a motion to reappoint Daniel Sutton to the ZBA. Mr. Kenison seconded. Mr. Baker – Yes, Ms. Bates - Yes, Mr. Kenison - Yes. Approved – 3-0

Ms. Bates made a motion to reappoint Paul Kotila to the Conservation Commission. Mr. Kenison seconded. Mr. Baker – Yes, Ms. Bates - Yes, Mr. Kenison - Yes. Approved – 3-0

### \*\*\* MEET WITH MARION WHEELER, TAX COLLECTOR

**Re: Properties eligible for deeding**

Marion Wheeler shared with the Board of Selectmen the list of properties that are eligible for tax deeding. Notices have been sent to the lien holders and mortgage companies. The notice was sent out last week. Mr. Kenison asked for the list to be separated out by those properties that are occupied primary residences. Mr. Baker explained the tax deeding process to Ms. Bates. Ms. Wheeler stated that October 8<sup>th</sup> was the deeding date.

Mr. Kenison suggested that all of the occupied properties receive a letter from the Board of Selectmen explaining that a payment plan was needed to avoid tax deeding.

Map 6, Lot 22 - Charles Carroll, approximately \$19,237 was owed. A letter from the Board of Selectmen would be sent.

Map 29, Lot 2 - Michael Connors, approximately \$17,824 was owed. A letter from the Board of Selectmen would be sent.

Map 4, Lot 40 - Thelma Dickinson Estate, approximately \$12,000 was owed. A letter from the Board of Selectmen would be sent.

Map 32, Lot 46 - Christopher Farris, approximately \$106 was owed. A reminder letter from the Board of Selectmen would be sent.

Map 29, Lot 20 - Matthew Grier, approximately \$41,000 was owed. Verification of occupancy was to be done.

Map 10, Lot 27 - Richard & Romana Lord, approximately \$9,000 was owed. A letter from the Board of Selectmen would be sent.

Map 17, Lot 17 - Kristina Panek & Michael Stohr, approximately \$50,000 was owed. A letter from the Board of Selectmen would be sent.

Map 12, Lot 11 - Craig & Lori Robidoux, approximately \$47,000 was owed. A letter from the Board of Selectmen would be sent.

Map 36, Lot 8 - Christopher Silvia, approximately \$11,000 was owed. A letter from the Board of Selectmen would be sent.

Map 15, Lot 4 - Noel Vianey, approximately \$21,000 was owed. A letter from the Board of Selectmen would be sent.

Map 42, Lot 1-76 - Estelle Bumbarger, approximately \$11,000 was owed. A letter from the Board of Selectmen would be sent.

## BOARD MEETING MINUTES - September 8, 2020

Map 42, Lot 1-4 - Estelle Bumbarger, approximately \$6,000 was owed. A letter from the Board of Selectmen would be sent.  
Map 21, Lot 9 - Joseph & Margaret Veale, approximately \$21,000 was owed. A letter from the Board of Selectmen would be sent.

Map 17, Lot 7 - Christopher Bateman, approximately \$17,000 was owed. A letter from the Board of Selectmen would be sent.  
Map 12, Lot 50-1 - Earl & Michael Hammond, approximately \$18,000 was owed. A letter from the Board of Selectmen would be sent.

Map 27, Lot 15 - Joseph & Joyce Breuning, approximately \$21,000 was owed. Verification of occupancy was to be done.  
Map 15, Lot 30 - DAL Advisors LLC, approximately \$22,000 was owed. A letter from the Board of Selectmen would be sent.

### \*\*\* ROAD AGENT POSITION DISCUSSION

Mr. Baker discussed the Road Agent position and updated the Selectmen on what the Highway Department's schedule of expenditures would be. Approximately \$30,000 could be freed up and based on current spending, they should target roads that are in significant need of repair. Mr. Baker has reviewed the roads and would like to ditch, brush and shim, Holman Road, Old Troy Road, and Collins Pond Road. In order to do this, the lowest priority would be Collins Pond Road, there is low traffic on this road and they could just ditch. Collins Pond Road would be the last one to be shimmed or repaved. John Holman and his team would do those three roads for \$30,000. The thought is that we could get three years out of the repairs. The salt shed is full and there is a mountain of sand. The Town would need to contract out for plowing, sanding and salting. Mr. Baker mentioned that Bruce Vaal has obtained permission to crush stone and Mr. Vaal shared that he would give the Town a discount if purchasing from him. Mr. Baker shared that could save the Town money.

The \$30,000 would be from salaries and benefits. Ms. Bates asked if a Road Agent wouldn't be hired this year, if using the \$30,000. Mr. Baker shared that going through the budget, they could free up more money than that. In target areas of the budget \$30,000 was found and if a Road Agent was hired on December 15<sup>th</sup>, it wouldn't affect the budget as much. Mr. Baker felt it was the best use of funds to get some road work done. Mr. Kenison stated that there is money in the road repair budget as well as \$71,000 in the highway equipment purchase budget. Ms. Bates shared that there is money to do the road repairs and contracting out work. Discussion was held on the need for leadership, Mr. Baker spends 10-12 hours per week at the Highway Department. He is relying on the current group to provide priorities, and a schedule of work has been drawn up. Mr. Baker mentioned writing to the State DOT requesting funds for a top coat, due to the work done by the Town on Rhododendron Road.

A motion to recess was made, seconded and unanimously approved.

The meeting reconvened at 3:04 p.m.

### \*\*\* TOWN HALL RENTAL APPLICATION

Mr. Baker reviewed the Town Hall Rental Application to use the Town Common for a lemonade stand on 9/12, 13 & 14 from 11:00 a.m. – 3:00 p.m. on the Town Common.

Ms. Bates made a motion to approve the Town Hall Rental Application. Mr. Kenison seconded. Mr. Baker – Yes, Ms. Bates - Yes, Mr. Kenison - Yes. Approved – 3-0  
The Select Board agreed to waive the fee.

### \*\*\* NON-PUBLIC SESSION - RSA 91-A:3 II(a) – Evaluations

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

At 5:23 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.

## INFORMATION

\*\*\* **Notice from HealthTrust** – Ms. Favreau shared that a premium holiday based on surplus has been given to the Town in the amount of \$8,180

\*\*\* **Notice on the Wood property** – The Board of Selectmen reviewed the notice of the septic design.

Mr. Kenison gave an update on the changes to the Fire Department's Standard Operating Procedures to be more in line with the Town's.

Mr. Pinney shared that a provider chosen by the Town would need a 10X12 room space, except for Consolidated Communications, who has a building on Upper Troy Road.

## BOARD MEETING MINUTES - September 8, 2020

Mr. Pinney asked if the Upper Town Hall was big enough to handle a large crowd and being able to maintain Covid-19 guidelines. Broadband in other towns has brought in larger crowds to Town meetings. The Selectmen would discuss.

### 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 Wednesday, September 23<sup>rd</sup> at 7 p.m.

Ms. Bates made a motion to adjourn the meeting at 5:25 p.m. Mr. Kenison seconded and the motion passed. 3-0

Submitted by:

Sheryl White  
Secretary to the Board of Selectmen

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Daniel Baker, Chairman

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Robyn Bates

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Charles Kenison  
Board of Selectmen