



BOARD OF SELECTMEN
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BOARD MEETING MINUTES
September 24, 2018
7:00 p.m.

Selectmen Present: Nancy Carney, Daniel Baker, Charles Kenison

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

PRIMARY:

***** APPROVE MINUTES**
- September 17, 2018

Mr. Baker made a motion to approve the minutes. Ms. Carney seconded. Mr. Baker – Yes, Ms. Carney - Yes, Mr. Kenison - Abstained. Approved – 2-0

***** APPROVE MANIFESTS**

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

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

7:15 MEET WITH THE RECREATION COMMISSION – Reviewed other Agenda items before this meeting.
- Meadowood

7:30 MEET WITH CHIEF DISALVO – Reviewed other Agenda items before this meeting.

***** CONSTRUCTION PERMIT**
- Map 3, Lot 32-3

Map 3, Lot 32-3 – Mr. Kenison made a motion to approve the Permit for Map 3, Lot 32-3. Mr. Baker seconded. Mr. Baker – Yes, Ms. Carney - Abstained, Mr. Kenison - Yes. Approved – 2-0

***** REVIEW AVITAR ASSOCIATES LUCT RECOMMENDATIONS**
- Map 4, Lot 43-5
- Map 7, Lot 33
- Map 11, Lot 2-3

Ms. Carney reviewed the letter from Mark Stetson, Assessor Supervisor with Avitar regarding LUCT recommendations.

Map 4, Lot 43-5 - Due to a sale in April 2018, this parcel no longer has sufficient acreage under common ownership to qualify to remain in current use. Mr. Stetson gave an estimated market value of \$35,000 for the 4 acre area and a land use change tax of \$3,500 was warranted.

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

Map 7, Lot 33 – The owner wanted to remove a 1 acre area of the 57 acre parcel. Mr. Stetson gave an estimated market value of \$30,000 for the 1 acre area and a land use change tax of \$3,000 was warranted. Discussion was held on the value of the 1 acre area and how additional acreage, if removed from current use, would be assessed.

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

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Map 11, Lot 2-3 - Due to a sale in July 2018, this parcel no longer has sufficient acreage under common ownership to qualify to remain in current use. Mr. Stetson gave an estimated market value of \$6,000 for the 4.02 acre area and a land use change tax of \$600 was warranted.

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

REVIEW LETTER FROM NH DIVISION OF HISTORICAL RESOURCES

- Accept grant and appoint legal signer

Ms. Favreau reported that the Town had been awarded the Moose Plate Grant. The Selectmen needed to make a motion to approve acceptance of the grant and to appoint a legal signer. Ms. Favreau reviewed the agreement and the documents required.

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

Ms. Carney asked Ms. Favreau if she wanted to be the legal signer. Mr. Kenison made a motion to have Ms. Favreau act as the legal signer. Mr. Baker seconded. Mr. Baker – Yes, Ms. Carney – Yes, Mr. Kenison - Yes. Approved – 3-0

7:15 MEET WITH THE RECREATION COMMISSION

- Meadowood

Cindi Beede, Recreation Director and Recreation Commission member Bonnie Jones met with the Selectmen to discuss Meadowood. Ms. Beede reported they did another site visit and they have decided that at this point they do not want to pursue the acquisition of Meadowood. They do not feel they have time to get ready for Town Meeting and they are very concerned about the contamination. Ms. Favreau discussed the well contamination. Ms. Carney shared that when they were in the process of finding the first contaminate, a couple of wells were replaced and in the process they found additional contaminates. Ms. Carney wasn't sure if it was affecting the Assembly Hall water. Ms. Beede shared that Commission members felt the money to upgrade would be high and Troy has a nice facility just down the road. Ms. Jones didn't feel it should just be the Recreation Commission making the decision and asked for the deadline. Ms. Favreau shared it would need to be on the Warrant for Town Meeting. Discussion was held on uses, value and costs. Ms. Beede shared they had a contractor that wouldn't give a bid but thought it would be expensive. Ms. Beede mentioned some of the issues that they have discovered at this point. Ms. Carney would like to be on the conservative side and do more asking around. Ms. Carney shared that when they took the fire station, they determined what needed to be done later on. Mr. Baker noted that the Town doesn't have the infrastructure in place to expand. Ms. Beede stated it was a wonderful gift. Mr. Kenison asked about talking to Meadowood Association. Ms. Beede mentioned if they could make the pole barn a permanent structure that would be a great place. Ms. Beede reported that the Recreation Commission felt at this time it seemed daunting and voted not to pursue at this time.

The Selectmen thanked them for coming in.

7:30 MEET WITH CHIEF DISALVO

Chief Leonard DiSalvo gave the Selectmen an update on the radio for the Charger. They had a loaner and a temporary fix was done. Chief DiSalvo asked for a quote to replace the radio, which would be \$4,791. Chief DiSalvo mentioned the new cruiser would be equipped with brand new everything and this was the last old radio. Thomas Powers mentioned to Chief DiSalvo that the radio should be replaced. Mr. Baker asked if Chief DiSalvo had money in his budget. Chief DiSalvo stated not in that line item but there were things that the Police Department didn't do, so the money was there. Mr. Baker noted if Chief DiSalvo didn't have money in his budget, he could purchase next year. Ms. Favreau shared that Chief DiSalvo could move money around. Ms. Favreau mentioned that a Police Department Vehicle and Equipment Repair Expendable fund should be created. The Selectmen agreed that a new radio needed to be purchased.

Chief DiSalvo mentioned that he had talked with Caroline Tremblay regarding the Fantasy Faire. Ms. Tremblay didn't know how many people would be attending. Chief DiSalvo shared that he didn't know if there would be enough traffic to have a special detail but it could be addressed next year. Ms. Tremblay wanted to treat the area like the antique show and shut down a small section of Templeton Turnpike. Chief DiSalvo would have someone there if it was an issue. Chief DiSalvo mentioned that there would be 26-28 vendors. Ms. Carney shared she wanted to make sure Chief DiSalvo was comfortable with what Ms. Tremblay was going to do. Chief DiSalvo stated that was a concern and people couldn't be directing traffic in the road. Ms. Favreau suggested having the vendors park behind the Town Hall. Chief DiSalvo would talk with Ms. Tremblay again. Chief DiSalvo discussed promoting the event but noted it would be an expense to add a special detail. Chief DiSalvo shared if there was an issue they would deal with it and address it next year.

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Chief DiSalvo mentioned the meeting at the school. Ms. Carney shared that she offered to the Principal, CPR, and Stop the Bleed. The cost would be \$15 per card. Ms. Carney mentioned that she is doing training for the before and after school programs. Training would be held in Swanzey. Ms. Carney shared with the Principal, that she was willing to do Stop the Bleed, CPR and First Aid. Chief DiSalvo shared that Officer Dan Moore goes to the school quite a bit. Chief DiSalvo mentioned that he has signed Officer Moore up for SRO training which touches on communicating with kids. Officer Moore is at the school a few hours a week. Chief DiSalvo discussed the school's new lock down procedure and Ms. Carney discussed when they have a fire drill. Ms. Carney mentioned the meeting on Thursday and Chief DiSalvo discussed the training and drills they do on lock down. Chief DiSalvo discussed tying into the schools radio and thought that the Fire Department could be tied in as well.

Ms. Carney asked if the Police Department was interested in setting up with EMS and the Fire Department to do an active shooter drill at the school. Chief DiSalvo stated it would make sense. Chief DiSalvo stated he felt the school was pretty safe and discussed what the school would be able to do with a grant.

Chief DiSalvo mentioned a couple of incidents that occurred over the weekend.

***** REVIEW APPLICATION FOR RENTAL OF TOWN PROPERTY**

Ms. Carney reviewed the Application for Rental of Town Property request from Caroline Tremblay for the Fitzwilliam Fantasy Faire on October 6, 2018 on the Town Common.

Mr. Baker made a motion to approve and to waive the fee. Mr. Kenison seconded. Mr. Baker – Yes, Ms. Carney - Yes, Mr. Kenison - Yes. Approved – 3-0

***** DISCUSS COST OF LIVING INCREASE**

Ms. Favreau had reviewed the national and local cost of living increases and reported the national was 100% and Cheshire County was 110%. Ms. Favreau shared that Social Security was predicting a 2.8% increase. Ms. Favreau explained what happens every year with departments submitting their budgets and then the Selectmen determining the COLA and then budgets have to be revised. Ms. Carney asked Ms. Favreau for a recommendation. Ms. Favreau mentioned 3% across the board on the wage scale. The Selectmen agreed. Mr. Kenison thought that 3% was a good number.

Mr. Baker made a motion to give a 3% cost of living increase. Mr. Kenison seconded. Mr. Baker – Yes, Ms. Carney - Yes, Mr. Kenison - Yes. Approved – 3-0

***** REVIEW LONGEVITY PAY POLICY**

Ms. Carney shared that Ms. Favreau had done a lot of work on this policy. Ms. Carney reviewed the eligibility requirements to receive longevity pay. Ms. Favreau shared that the figures were a work in progress and that she had gathered a lot of longevity pay policies and created this draft. Ms. Favreau asked how the Selectmen felt about the figures. Mr. Kenison asked if we didn't currently have a policy. Ms. Favreau shared that we did not and mentioned that it has been discussed for a long time. Mr. Baker shared that he doesn't like that longevity pay is given even if someone was doing a crappy job but the wage scale was voted on because we are giving a merit increase. Mr. Baker stated that longevity pay was pay without performance. Mr. Baker asked if it could be made a do or not do. Ms. Favreau mentioned stating "you could be eligible" and being approved by the Selectmen. Mr. Baker shared it rewards people. Mr. Baker stated performance pay or any kind of increase should be what people should aspire to. Mr. Baker shared that he liked the concept. Mr. Kenison asked if it could be tied into their performance. Ms. Favreau would rework the policy.

OTHER BUSINESS:

- **REVIEW RESPONSE LETTER FROM CONSOLIDATED COMMUNICATIONS** – The Selectmen reviewed. Ms. Favreau would post on the Town's website.
- **REVIEW LETTER FROM JENNIFER CESAITIS TO THE MRSD SCHOOL BOARD RE: MONADNOCK FUNDING COMMITTEE** – The Selectmen reviewed.
- **REVIEW LETTER FROM NHLOTTERY RE: KENO** – The Selectmen reviewed and discussed. The Selectmen agreed to put on the Warrant.

Ms. Carney, as Fire Chief, wanted the Selectmen to know that she would be applying for a grant and has 30 days to submit. The funding was 95% federal and 5% local for a total of \$120,000 for new air packs.

Mr. Baker mentioned that he may not be able to attend the meeting next Tuesday but if available, would call in.

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ON-GOING BUSINESS:

- **STEEPLE PROJECT** – Mr. Baker shared that he had a conference call with Jay Southgate. Mr. Baker mentioned there was currently no plan and he asked Mr. Southgate to be the project manager and to look out for the Town to make sure the steeple was protected through the winter or taken off. Mr. Southgate tried getting a crane to take down the steeple but the person couldn't do it. Mr. Baker stated if we are not taking the steeple off, just doing bracing – we need to have it done and have a solid schedule for the steeple work. Mr. Baker shared that Mr. Southgate would be coming down to define the appropriate bracing for the steeple. Mr. Baker also shared that Mr. Southgate's schedule was late summer next year to begin work on the steeple. Mr. Baker had mentioned to Mr. Southgate that we needed to update our LCHIP Grant. Mr. Southgate would try to provide a rough estimate for the clock and bell tower. Ms. Favreau shared the work needed to be done in two years. Mr. Baker shared the work would take a year. Ms. Favreau would contact Dave Drasba to determine if we should apply for the grant again. Mr. Baker mentioned that Mr. Southgate might hire local contractors to do the bracing, which would be under Mr. Southgate's supervision. Ms. Favreau felt we should submit a whole new grant for the clock tower next year. Mr. Baker agreed as we have a lot bigger project. Ms. Favreau shared the deadline was two years from September and she would confirm.

Mr. Baker asked for any suggestions from the Selectmen. Ms. Carney would like a timeframe.

September Meeting Schedule: 7:00 pm – Monday, September 24, 2018

October Meeting Schedule: 9:00 am – Tuesday, October 2, 2018
7:00 pm – Monday, October 8, 2018
7:00 pm – Monday, October 15, 2018
7:00 pm – Monday, October 22, 2018
7:00 pm – Monday, October 29, 2018

Mr. Kenison made a motion to adjourn the meeting at 8:18 p.m. Mr. Baker seconded and the motion passed. 3-0

Submitted by:

Sheryl White
Secretary to the Board of Selectmen

Nancy Carney, Chairman

Daniel Baker

Charles Kenison
Board of Selectmen