



**BOARD OF SELECTMEN**  
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**BOARD MEETING MINUTES**  
**September 26, 2016**

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

**Selectmen Absent:** Chris Holman

Ms. Silverman called the meeting to order at 6:54 p.m.

**PRIMARY:**

**\*\*\* APPROVE MINUTES**  
- **September 19, 2016**

Ms. Carney made a motion to approve the minutes. Ms. Silverman seconded. Ms. Carney - Yes, Ms. Silverman - Yes.  
Approved – 2-0

**\*\*\* APPROVE MANIFESTS**

Ms. Carney made a motion to approve the manifests. Ms. Silverman seconded. Ms. Carney - Yes, Ms. Silverman - Yes.  
Approved – 2-0

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

**7:15 MEET WITH DOROTHY ZUG**  
**Re: Complete Streets**

Dorothy Zug and Suzanne Gray met with the Selectmen to discuss Complete Streets. Ms. Zug shared that she had visited with staff from Swanzey and Troy and reviewed their Complete Streets Policies. Ms. Zug had given copies of those policies to the Selectmen to review. Ms. Silverman shared with Ms. Zug that the Selectmen had met with Ms. Gray last week and asked that a small group comprised of Suzanne Gray, Ms. Zug and Chris Silvia look into what this would look like for Fitzwilliam. Ms. Silverman shared that she had called Barbara Brooks to determine her interest. Ms. Silverman reviewed what the Selectmen had asked the group to do. Discussion was held on stipulations with grant money, upkeep requirements, unanticipated costs, what could be done for houses built close to the road – would it require the town to buy easements if another 6 feet was needed in order to have a bike lane; and the fact that some roads are clear and some are not with regard to the right-of-way. Ms. Zug mentioned having a survey done would be very challenging and the statistics would be very complicated. Ms. Silverman shared that the Selectmen were not asking for something that complex.

Ms. Silverman reviewed the list of road work to be done over the next 3 years. In 2017 – East Lake Road, section that hasn't been done; 2018 – Rhododendron Road – part of; and 2019 – Jaffrey Road. Ms. Zug suggested that Mary Brenner of SWRPC come in and meet with the Selectmen to help them understand the process. Ms. Gray and Ms. Zug stated that they couldn't answer the questions that the Selectmen have. Ms. Gray also stated that she wasn't sure that as a town that we were not ready to consider this and what the Selectmen were asking them to do was something that SWRPC should be doing. Ms. Zug shared the Selectmen needed to support this. Ms. Gray shared that she wasn't feeling that the Selectmen support and that it was ok if not a lot of support – may not be the right time for it. Ms. Gray doesn't think it was going away. Ms. Carney shared that some people are in support of it and some are not. Ms. Silverman shared that the Selectmen discussed this last week and she doesn't understand how it would fit for Fitzwilliam. Ms. Carney asked if this was something that we bring to Town Meeting – get information or a Warrant Article to present. Ms. Gray shared that this was going in the same direction. Ms. Zug would like Ms. Brenner to meet with the Selectmen and shared if this is not the time for this project it was fine to table it. Ms. Carney asked if we find that after meeting with Ms. Brenner we don't go forward – was that okay with SWRPC. Ms. Carney doesn't want to lose SWRPC if we get them involved and decide not to do this year. Ms. Silverman stated that we are a member town. Ms. Zug stated that she would be glad to discuss this with Ms. Brenner, who was very

clear that the support of the Selectmen was needed. Ms. Zug and Ms. Gray shared they were fine to table this. Ms. Gray stated there were people in town that would support this and some believe it would increase property values and make the town more appealing. Ms. Gray asked the Selectmen to let her know when they were interested.

Ms. Silverman shared the Selectmen would discuss next week. Ms. Zug asked to be contacted after their discussion.

The Selectmen thanked Ms. Zug and Ms. Gray for meeting with them.

**\*\*\* REVIEW INFORMATION FROM NHMA**  
**- Draft letter of response – Planning Board case**

The Selectmen reviewed and signed the letter that Ms. Favreau had drafted regarding this matter.

**\*\*\* CEMETERY DEPARTMENT**  
**- REVIEW SAFETY POLICY**  
**- TREE CUTTING**

The Selectmen reviewed the Safety Policy and asked Ms. Favreau to write a letter to the Cemetery Trustees to let them know that they had done a great job of creating it. The Selectmen also asked for the Safety Policy to be added to the Personnel Policy.

Ms. Favreau shared that Greg Mattson came into the office and reported that a tree at the cemetery was leaning and needed to be cut immediately. John Holman gave a quote of \$600 or less. Mr. Mattson doesn't have time to get other quotes, as the tree needed to be cut immediately.

Ms. Carney made a motion to approve. Ms. Silverman seconded Ms. Carney - Yes, Ms. Silverman - Yes. Approved – 2-0

**\*\*\* REVIEW ABATEMENT APPLICATION – DAVID PUTNEY**

The Selectmen reviewed the abatement information on David Putney's timber harvest as provided by Charles Koch.

Ms. Carney made a motion to approve the abatement of Mr. Putney's timber harvest, as per Charles Koch in the amount of \$2,489.26. Ms. Silverman seconded. Ms. Carney - Yes, Ms. Silverman - Yes. Approved – 2-0

The Selectmen and Ms. Favreau reviewed the new information given by Mr. Putney on his timber harvest. The amount to abate was \$1,822.99.

Ms. Carney made a motion to reconsider. Ms. Silverman seconded. Ms. Carney - Yes, Ms. Silverman - Yes. Approved – 2-0

Ms. Silverman made a motion to amend the abatement amount to \$1,822.99. Ms. Carney seconded. Ms. Carney - Yes, Ms. Silverman - Yes. Approved – 2-0

**\*\*\* REVIEW INFORMATION – MCMANUS FUND**

Ms. Silverman reviewed the information on the McManus Fund. Ms. Carney shared that it was set up by Marjorie McManus. Assistance can't go through the Visiting Nurses Association but can go through the town. Ms. Favreau reported that the balance in this fund was \$34,971.24. Ms. Favreau shared that the Selectmen could make the decision. Discussion was held on how requests could come to the Selectmen and receiving referrals from the Visiting Nurses Association. The Selectmen want to make the process easy. Ms. Favreau would contact Carol Ann Rocheleau to determine what the need was.

Ms. Favreau would ask Nick Noyes for information on other town trusts. Ms. Silverman shared that it would be good to have an inventory and the purposes of those funds.

**\*\*\* REVIEW NOTICE OF DECISION – FAIRPOINT TRANSFERRING CASE**

Ms. Silverman reviewed the court's order of September 8, 2016 – transferring cases to Merrimack Superior Court for consolidation.

**\*\*\* CHRISTMAS TREE LIGHTS ON TREE - TRIMMING ON THE COMMON**

Ms. Favreau shared that Bill Davis had come into the office and stated the Christmas tree was in need of trimming and the new lights needed to be rehung. Mr. Davis would like to hire the company that did it the last time. The cost would be approximately \$350. Ms. Favreau would have Mr. Davis contact Broad Oak Tree Service and would also have him discuss the work that the Selectmen would like to have done on the common.

\*\*\* **DECIDE OCTOBER MEETING SCHEDULE**

Ms. Favreau shared that Chris Holman does not want to have a Board of Selectmen's meeting on Halloween and also wasn't available next Monday but requested that the meeting be held on another day next week. The Selectmen agreed to hold their meetings: October 3<sup>rd</sup>, October 10<sup>th</sup>, October 17<sup>th</sup>, and October 24<sup>th</sup>. The Selectmen also agreed to cancel their October 31<sup>st</sup> meeting.

The Selectmen noted the need to appoint Ms. Favreau as Selectmen Pro Tem for the morning of November 8<sup>th</sup>.

\*\*\* **NON-PUBLIC SESSION RSA 91-A:3 II(e)** – No discussion.

**OTHER BUSINESS**

**-Decide on Attendance – SW Region Planning Commission Fall Meeting – October 11, 2016** – The Selectmen were not available.

Ms. Carney shared that the Budget Committee's first meeting would be held on October 20<sup>th</sup>. Ms. Favreau shared that budgets were due in the Selectmen's office on October 13<sup>th</sup> – 13 copies.

Ms. Carney also shared that the State Trailer would be at the Depot for fire training on October 5<sup>th</sup>.

Ms. Carney made a motion to appoint Dan Baker to the CIP Committee. Ms. Silverman seconded. Ms. Carney - Yes, Ms. Silverman - Yes. Approved – 2-0

Ms. Carney reported that the Fire Department would like to apply for a Fire Act Grant – looking to replace 25 year old hose, nozzles and all water appliances.

**ON-GOING BUSINESS**

**-Prime Wetlands Study – Rick Van de Poll will be meeting with the Selectmen and Conservation Commission on October 17, 2016 at 6:30 p.m.**

Ms. Carney made a motion to adjourn the meeting at 7:41 p.m. Ms. Silverman seconded and the motion passed. 2-0

Submitted by:

Sheryl White  
Secretary to the Board of Selectmen

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Susan Silverman, Chairman

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Nancy Carney, Vice Chairman  
Board of Selectmen