



**BOARD OF SELECTMEN**  
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**BOARD MEETING MINUTES**  
**October 9, 2017**  
**7:00 p.m.**

**Selectmen Present:** Susan Silverman, Daniel Baker

**Selectmen Absent:** Nancy Carney

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

**PRIMARY:**

**\*\*\* APPROVE MINUTES**  
- **September 25, 2017**

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

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

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

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

**7:15 MEET WITH KRISTEN LEHMANN – DEPUTY TOWN CLERK**

Kristen and Steven Lehmann met with the Selectmen to introduce themselves. Ms. Lehmann was the Town's new Deputy Town Clerk. Ms. Silverman stated she appreciated Ms. Lehmann coming in to meet with the Selectmen and to discuss how to handle her training. Ms. Lehmann shared that she had met Ralph Heald and was receiving training from Marcy Johnson, Troy's Town Clerk. Ms. Lehmann also shared that she has received 2 days of training. The Selectmen would like to get Ms. Lehmann trained as quickly as possible. Ms. Silverman shared that the Town Clerk was still out and there was no word on her return. Ms. Silverman stated the importance of Ms. Lehmann getting up to speed as quickly as she could and they didn't expect her to take over the Town Clerk position as it was an elected position. Unfortunately, training was offered only in the spring and that made it difficult. Ms. Lehmann asked how long Fitzwilliam would get assistance from Troy. Ms. Favreau shared her impression from Ms. Johnson was that they would help train her. Ms. Lehmann shared it was easy for her to go to Troy but she wasn't sure what the expectation was. Ms. Lehmann stated there was a lot involved. Ms. Silverman did acknowledge there was a lot of training involved and asked Ms. Favreau about changing the number of hours. Ms. Lehmann stated the 8-10 hours was pretty firm and Ms. Wood had shared with her that she would work Tuesday and Thursday from 1 p.m. – 5 p.m. Ms. Lehmann shared the training would take a while and she wouldn't be up to speed in a couple of weeks. Ms. Lehmann stated it was very overwhelming. Ms. Silverman asked about the hours to train. Ms. Lehmann stated she couldn't do Wednesday night and shared Ms. Johnson's schedule.

Mr. Baker asked if the training could be accelerated, how long it would be. Ms. Lehmann shared that Ms. Wood had mentioned she would watch until the Holidays and it would take six months to a year to learn the position. Ms. Silverman asked if Ms. Lehmann could find a couple more hours to train with Ms. Johnson, since Ms. Wood's return date was unknown. Ms. Lehmann would look at her schedule. Ms. Lehmann stated she was concerned that the Selectmen's expectation was that after training she would be able to do the Town Clerk work. Ms. Silverman replied No, as the Selectmen knew the training was involved. Ms. Favreau shared she would contact the software company to ask about training.

Ms. Silverman stated the timeline would be different than what Ms. Wood had explained to her. Mr. Baker stated there was a different need. Ms. Silverman asked Ms. Lehmann to spend her work hours getting training in Troy and spending a couple of hours in Fitzwilliam on software training. Mr. Lehman asked what Ms. Johnson's approach would be and could she be asked

for her thoughts on the timeline and the process. The Selectmen agreed that it would be helpful. Ms. Lehmann asked if the software training would change the timeframe. Ms. Silverman stated it wouldn't but the intent was to get training earlier than the spring.

Ms. Lehmann asked if the Selectmen considered getting another person in addition to her. Ms. Silverman stated that unfortunately there was an election once a year and no provision in State Law. Ms. Silverman shared the Town Clerk's Office was separate from the Selectmen's Office and the Town Clerk was covered under State Law. Mr. Baker shared the Selectmen needed to talk with Ms. Lehmann regarding her availability before looking at other options. Discussion was held on the State Law governing the Town Clerk's Office, and the unusual situation. Ms. Lehmann shared that she viewed her role as assisting. Mr. Lehmann asked if there was a municipal organization to give guidance. Ms. Favreau shared there was and that she had contacted them.

Mr. Lehmann suggested Ms. Lehmann go and observe over the next 8 days to figure out how she fit into the puzzle, as he didn't think a month would harm or put off any solution the Selectmen would have. Ms. Lehmann was concerned that she doesn't want to be the single pillar in the room.

The Selectmen suggested touching base with Ms. Lehmann in a month and if she needed to meet with them earlier, to call Ms. Favreau.

Ms. Lehmann stated she was highly resist to gossip and would appreciate being notified if something came up with regard to Ms. Wood's timeframe. Mr. Lehmann shared they would go through his schedule to see what additional hours they could find. Ms. Silverman asked Ms. Lehmann to spend her 8 hours in Troy and if she found a few more hours, she could come to the Town Hall to get the software training.

The Selectmen welcomed Mr. & Mrs. Lehmann to town and thanked them for coming in.

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**REVIEW E-MAIL FROM BILL HARPER**  
**Re: Ben Tirey's recommendations for the upper tower structure**

Ms. Silverman mentioned the report looked like an engineer's narrative. Mr. Baker agreed. Ms. Favreau contacted Southgate Steeplejacks but they couldn't get here before December. Ms. Silverman asked about the revised estimate and timeline from Bill Harper. Ms. Silverman asked Mr. Baker if there was any way to prop up the portico. Mr. Baker stated it was sagging and asked Ms. Favreau to contact Mr. Harper as the Selectmen have concerns that it needed bracing before winter.

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**NON PUBLIC SESSION RSA 91:A II (a) – PERSONNEL MATTER**

At 7:01 p.m. Mr. Baker made a motion to go into non-public session under RSA 91-A:3 II(a). Ms. Silverman seconded and the motion passed 2-0. Roll Call vote: Mr. Baker – Yes, Ms. Silverman - Yes.

At 7:08 p.m. Ms. Silverman 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. Baker seconded and the motion passed 2-0. Roll Call vote: Mr. Baker – Yes, Ms. Silverman - Yes.

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**REVIEW MINUTES FROM THE MONADNOCK REGIONAL SCHOOL BOARD MEETING OF 9-19-17**  
**Re: Discussion on funding formula/apportionments**

The Selectmen discussed and signed the letter.

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**REVIEW TIMBER TAX ASSESSMENT WORKSHEET FROM CHARLIE KOCH**  
**Re: Randy Bart, Map 12, Lots 34-1, 34-2, 34-3**

The Selectmen reviewed and discussed. Ms. Favreau asked the Selectmen if they wanted Charlie Koch to go back to the property to verify once the Report of Cut was received. The Selectmen would revisit once the Report of Cut was received.

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**REVIEW LETTER FROM AVITAR ASSOCIATES – LAND USE CHANGE TAX**

**Re: Map 3, Lot 34**  
**Map 11, Lot 29-5**  
**Map 15, Lot 11-2**  
**Map 15, Lot 11-3**  
**Map 15, Lot 11-4**  
**Map 14, Lot 8-6**  
**Map 14, Lot 8-5**

Ms. Silverman reviewed the letter from Mark Stetson, Assessor Supervisor with Avitar regarding Land Use Change Tax recommendations for the following properties:

**Map 3, Lot 34** – Mr. Baker made a motion to accept the recommendation of Avitar. Ms. Silverman seconded. Mr. Baker – Yes, Ms. Silverman - Yes. Approved – 2-0

**Map 11, Lot 29-5** – Mr. Baker made a motion to accept the recommendation of Avitar. Ms. Silverman seconded. Mr. Baker – Yes, Ms. Silverman - Yes. Approved – 2-0

**Map 15, Lot 11-2** – Mr. Baker made a motion to accept the recommendation of Avitar. Ms. Silverman seconded. Mr. Baker – Yes, Ms. Silverman - Yes. Approved – 2-0

**Map 15, Lot 11-3** – Mr. Baker made a motion to accept the recommendation of Avitar. Ms. Silverman seconded. Mr. Baker – Yes, Ms. Silverman - Yes. Approved – 2-0

**Map 15, Lot 11-4** – Mr. Baker made a motion to accept the recommendation of Avitar. Ms. Silverman seconded. Mr. Baker – Yes, Ms. Silverman - Yes. Approved – 2-0

**Map 14, Lot 8-6** – Mr. Baker made a motion to accept the recommendation of Avitar. Ms. Silverman seconded. Mr. Baker – Yes, Ms. Silverman - Yes. Approved – 2-0

**Map 14, Lot 8-5** – Mr. Baker made a motion to accept the recommendation of Avitar. Ms. Silverman seconded. Mr. Baker – Yes, Ms. Silverman - Yes. Approved – 2-0

\*\*\* **DISCUSS LETTERS REGARDING BUILDING WITHOUT A PERMIT**

**Re: Map 2, Lot 4  
Map 1, Lot 8**

**Map 2, Lot 4** – The Selectmen discussed. Ms. Favreau shared that Jeff Bodack had contacted Danica Melone, Land Use Assistant and stated the outhouse was under 50 square feet. Mr. Baker asked for a letter from Mr. Bodack stating it was less than 50 square feet. Ms. Favreau shared for assessing purposes Avitar would go out and measure. Ms. Silverman asked Ms. Favreau to contact Mark Stetson.

**Map 1, Lot 8** – The Selectmen discussed and asked Ms. Favreau to add additional language to Mr. Coyle's letter.

\*\*\* **NON PUBLIC SESSION RSA 91:A II (a) – EMPLOYEE EVALUATION**

At 8:06 p.m. Ms. Silverman made a motion to go into non-public session under RSA 91-A:3 II(a). Mr. Baker seconded and the motion passed 2-0. Roll Call vote: Mr. Baker – Yes, Ms. Silverman - Yes.

At 8:08 p.m. Ms. Silverman made a motion to leave non-public session. Mr. Baker seconded and the motion passed 2-0. Roll Call vote: Mr. Baker – Yes, Ms. Silverman - Yes.

**OTHER BUSINESS:**

- **REVIEW NHDES LETTER – VOLUNTARY TESTING AT FIRE STATIONS FOR PFAS COMPOUNDS** – The Selectmen reviewed.

**ON-GOING BUSINESS:**

Mr. Baker made a motion to adjourn the meeting at 8:11 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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Daniel Baker  
Board of Selectmen