



**BOARD OF SELECTMEN**  
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**BOARD MEETING MINUTES**  
**November 27, 2017**  
**6:45 p.m.**

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

Ms. Silverman called the meeting to order at 6:45 p.m.

**PRIMARY:**

**\*\*\* APPROVE MINUTES**  
- **November 20, 2017**

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

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

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

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

**6:45 MEET WITH BILL HARPER**

Bill Harper met with the Selectmen to give a cost and breakdown of the column work and the steeple repairs. Mr. Harper handed the Selectmen copies of his spreadsheets for the column work and asked that they not be shared. Mr. Harper stated the columns from Worthington were \$12,000 including freight. Mr. Harper shared the new columns weigh 270# each and Ben Tyre was worried about the uplift because they are so light. Code requires they handle winds up to 90 mph. Mr. Harper explained what they would do to take care of the uplift – using chain, r-bar and 4 feet of no shrink construction grout. Mr. Harper reviewed the materials/cost breakdown. Mr. Harper stated the timeframe for receiving the columns was 6 weeks out. Ms. Silverman asked about being into January. Mr. Harper stated he would order the columns no matter what and have them shipped to his shop. If the weather was 28/26° at night – could wrap in concrete blankets – just can't pour on anything frozen. The grout would have hot water in it and a product called duraset. The work could be done but can't do below the mid 20°s. The total cost was \$74,000 of which \$11,700 has already been paid. Mr. Harper shared the hourly rate was \$65 and there was a 10% mark up.

Ms. Silverman shared that she was concerned with the timing of the column repairs. Ms. Silverman also shared that children have been climbing on the scaffolding. Ms. Silverman doesn't want to postpone. Mr. Harper suggested tearing down the staging and securing behind the Town Hall or tie wrap a construction fence around it. Ms. Carney shared that she would have a concern in not being able to use the front entrance. The Selectmen agreed putting up construction fencing would work. Mr. Harper would put up the fencing in a couple of days. Mr. Baker stated the biggest concern was being able to pour concrete. Mr. Harper mentioned an option that could be used if the ground was frozen – put tubing down 20 foot on center, using blankets and tubing – 2-3 runs for heat to thaw the ground. Mr. Baker thought the cost of the option should be included in the cost of the job. Mr. Harper stated the cost was \$1,500 per week plus the cost of fuel. Mr. Baker asked how much money would be needed for a deposit and to give an estimate of the cost doing the work in the winter.

Mr. Harper handed the Selectmen copies of his spreadsheets for the steeple repairs. Mr. Harper reviewed the materials/cost breakdown. Ms. Silverman asked about the timeframe. Mr. Harper shared that his current job wouldn't end until April but he could leave the job for a short period of time in order to have 4 guys in the beginning and leave 2 here and 2 at his current job site. Once the steeple was down, he would commit to having 4 guys here full-time. Mr. Harper stated April was realistic and some prep work could be done during the winter. The total cost was \$206,000.

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## November 27, 2017

### 6:45 p.m.

Mr. Harper asked for a check in the amount of \$7,128 payable to West Rindge Builders for the columns. Mr. Harper stated that he would track the material usage to show the Selectmen. Mr. Baker asked Mr. Harper to give them a cost to use the heating option for the ground work on the column repair.

The Selectmen thanked Mr. Harper for coming in.

After discussion, the Selectmen agreed to wait until spring to complete the column repairs but before the steeple repairs begin. Ms. Favreau asked to make the payment out of General Government Buildings. The Selectmen agreed.

#### 7:15 MEET WITH FIREWARDS

Firewards, Ed Mattson, Warren Hall, and Bill Prigge met with the Selectmen to review their 2018 budget. Ms. Silverman asked how many people they have. Ms. Carney stated there were 22 on the roster – 3 senior members. Some are fire, EMS, or both. Ms. Silverman asked how many were active. Ms. Carney stated it was dependent upon when calls come in. Ms. Carney thought there were probably 15 that were active. Ms. Carney shared they have 3 new members – have a 17 year old who filled one of the “Youth” firefighter positions. Ms. Carney noted that as of today, there have been 355 calls. Mr. Baker asked what they were concerned with most. Mr. Prigge stated help was biggest concern - in reasonable good shape for fire but ambulance is the question. Ms. Carney shared that they were looking into some options. Ms. Silverman asked for an overview. Ms. Carney shared that there were 3 emergency medical responders – lowest level – 1 lives in Fitzwilliam, 1 in Troy and 1 out on medical for a couple of weeks. Ms. Carney stated there were 5 EMTs. Mr. Prigge stated it was a very low number to run an ambulance service. Ms. Silverman asked for the alternative. Mr. Prigge shared that they are looking at the number of calls and the times of the calls. Ms. Carney explained how calls are handled. Mr. Prigge shared one consideration would be to have someone during the day – on-call or in service from 6 a.m. – 6 p.m., Monday – Friday – 60% of calls. Ms. Carney shared how ambulance calls were handled in the past when Fitzwilliam and Troy were together. Mr. Baker asked if they went back to rescue would they have access to a broader group. Ms. Carney replied “no”. Ms. Carney shared that they had met with DiLuzio to discuss the situation. Discussion was held on the number of calls, delay in relying on DiLuzio, parking a DiLuzio ambulance for the day, not always having an ambulance available, and hiring a couple of people to be on-call from 7 a.m. – 5 p.m.

Ms. Silverman stated the need for redundancy and asked them to explore more with DiLuzio. Mr. Prigge would like to present more of the options that Ms. Carney has been working on. Ms. Carney shared from the fire side – automatic aid ensures that Fitzwilliam or Troy has someone at all times. Discussion was held on the difficult ambulance situation in local towns.

Ms. Silverman asked the Firewards to look into it further and come back to the Selectmen with a couple of options. Warren Hall shared one option would be to close the doors but they don't want to do that.

The Selectmen thanked the Firewards for meeting with them.

#### 7:30 MEET WITH CEMETERY TRUSTEES

Cemetery Trustees, Ed Mattson, Mike Grab and Greg Mattson met with the Selectmen to review their 2018 budget. Ms. Silverman mentioned they had no plans for capital outlay and their funding request was the same as last year. Ms. Silverman shared that the Selectmen wanted to check in to see how not having a Sexton has worked or hasn't worked. Mike Grab felt this year went well, paperwork being done, a lot of work was done and some small projects were done as well. Mr. Grab shared the quality of work was better. Mr. Grab mentioned that he has been in for a few hours this year cleaning stones, which would be a multi-year project. Greg Mattson shared that he has filled in and Tim Bidwell has worked a lot. Ms. Silverman shared that Mr. Bidwell was a great worker. Mr. Grab shared it would be difficult to find a good Sexton. Mr. Mattson shared that Mr. Bidwell doesn't want to be the Sexton – doesn't want to do paperwork – wants to work in the cemeteries. Mr. Mattson has let Mr. Bidwell take the lead in what he does and it was working well. Discussion was held on the difficulty of hiring a Sexton in the past.

Ms. Silverman shared that the Selectmen just wanted to see how it was working and noted it was important not to count on too few people – should someone be out – don't have a smooth system. Mr. Grab stated maybe sometime down the road things may change. Mr. Mattson shared that they plan for the week. Mr. Grab shared they haven't had any safety issues. Mr. Mattson shared the biggest comment is that people have been able to find them when they needed and haven't had to go looking for them. Mr. Mattson mentioned a major expense within the next 5 years would be working on the tombs.

Mr. Mattson asked about the Village shed and shared that he has someone that was interested in dismantling and upcycling it. After discussion, the Selectmen agreed to dismantle it. Mr. Mattson asked if the Trustees needed to talk with the Historical Society and the Selectmen agreed that they needed to. Mr. Mattson shared there were 2 sets of old skis in the shed that were

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used for the sleigh and he would like one set to go to the Historical Society and one to the Fire Department for the old hand truck.

Mr. Mattson stated a couple of trees would need to be taken down next year.

The Selectmen thanked the Cemetery Trustees for coming in.

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**CONSTRUCTION/DEMOLITION PERMIT**  
**Map 42, Lot 2-13**

**Map 42, Lot 2-13** – Ms. Carney made a motion to approve the Construction/Demolition Permit for Map 42, Lot 2-13. Mr. Baker seconded. Mr. Baker – Yes, Ms. Carney - Yes, Ms. Silverman - Yes. Approved – 3-0  
The Board agreed that an Occupancy Permit was needed.

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**PERMANENT SIGN PERMIT**  
**Map 15, Lot 36**

**Map 15, Lot 36** – Ms. Carney made a motion to approve the Permanent Sign Permit for Map15, Lot 36. Mr. Baker seconded. Mr. Baker – Yes, Ms. Carney - Yes, Ms. Silverman - Yes. Approved – 3-0

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**REVIEW MEMO FROM DRA**  
**Re: Assessing Course**

The Selectmen reviewed and discussed. Ms. Favreau would like to attend.

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**BUDGET DISCUSSION**  
**- Review Police, Animal Control and Conservation – Meeting with the Budget Committee this week**

**Police** – Ms. Silverman stated the budget was up. Mr. Baker shared it was up because of having to send officers to the Academy. Ms. Favreau asked if Chief Leonard DiSalvo would have coverage because he hasn't hired an additional part-time officer. Mr. Baker shared that he has some people to interview. Discussion was held on attending academy, mileage and taking a cruiser. Ms. Favreau shared health insurance was up because an officer is taking health insurance. Ms. Silverman noted that retirement was up but it's mandated. Ms. Carney noted that if looking at salary, insurance, and retirement that was where a lot of the increase was. Ms. Carney shared there are 3 full-time and 5 part-time, including the administrative assistant. Ms. Favreau shared that a cruiser has been put in for capital reserve.

**Animal Control** – Ms. Carney shared that it was the same as last year.

**Conservation** – Ms. Carney noted the budget wasn't up - just asking for a fund increase.

**OTHER BUSINESS:**

Gene Cuomo requested approval to purchase a tool box in the amount of \$1,159. The Selectmen approved the purchase.

Ms. Carney made a motion to adjourn the meeting at 9:03 p.m. Ms. Silverman seconded and the motion passed. 3-0

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

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Daniel Baker  
Board of Selectmen