



BOARD OF SELECTMEN
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BOARD MEETING MINUTES
December 9, 2020
6:00 P.M.

Selectmen Present: (in person) Daniel Baker, Robyn Bates, and (via Zoom) Brian Doerpholz

Guests: (via Zoom) Robert Ford, Jean Ford

Mr. Baker called the meeting to order at 6 p.m.

PRIMARY:

PUBLIC COMMENT

Ms. Bates mentioned the Merrifield property. ZBA has requested that a letter be sent from the Selectmen requesting that they contact the Land Use office to start the proper process. Ms. Bates reported that the unpermitted initial work has been removed and rebuilding has started.

Ms. Bates mentioned the camper on Route 119 W. Ms. Favreau shared that a Construction Permit was issued for the work and the contractor was living in the camper. Ms. Favreau noticed that the camper has been moved. The contractor came into the Selectmen's Office and stated that he was living in the home and not the camper. Ms. Favreau shared that an occupancy inspection was needed and she would have Justin Killeen, Code Enforcement Officer inspect.

*** **APPROVE MANIFESTS**

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

*** **APPROVE MINUTES**

- December 3, 2020
- December 3, 2020 Non-Public Sessions

Ms. Bates made a motion to approve the minutes of December 3, 2020 both public and non-public. Mr. Baker seconded. Mr. Baker – Yes, Ms. Bates - Yes, Mr. Doerpholz - Yes. Approved – 3-0

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

*** **UPDATE ON BOARD MEETINGS**

Ms. Bates shared that ZBA met last night. They had five hearings:

- Raciti property - struggled with the decision because they didn't feel they had enough information from the Planning Board. Pushed back to Planning Board for more definition.
- Aportia – Richmond Road – addition to an existing dwelling. Site plan revealed that they should have two applications – one to amend the variance WPOD and one for the special exception of the in-law addition.
- Jackie Wood – shed – doesn't need a Construction Permit Application. Roof is slanted to the water. The Conservation Commission recommended that they add a little gutter and dry well. The property owner argued and the ZBA asked that they add the gutter. This case was sent back to the Conservation Commission.
- The old liquor store building – change of use for an auto restoration and retail shop. The person interested in the property wanted to find out whether this would be approved before purchasing the property. The ZBA asked for a continuance. Ms. Bates shared that she didn't think it would be a good thing at the location.
- Herrick – rehearing – Motion was made to deny the rehearing.

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Mr. Baker shared that understanding ZBAs scope for review and looking at the five criteria is only in their wheelhouse. Ms. Bates as what she needed to do to assist. Mr. Baker stated the scope for looking at the cases is very narrow. Ms. Favreau would look for information at NHMA to share with Ms. Bates. Ms. Bates shared that she would appreciate having guidelines to define her role.

Mr. Doerpholz shared that at the CIP meeting the General Government Buildings request was presented and there was little discussion. CIP addressed the cemetery and Mike Grab, Cemetery Trustee, had two proposals. Both were around \$7,000 for the tree work at Pine Grove and stone work at the Village Cemetery. Mr. Doerpholz shared that CIP requested Mr. Grab to make one request under the Cemetery Trust.

Budget Committee - Mr. Doerpholz shared that Dana Pinney came in and mentioned the details of tonight's Broadband meeting. The Town Clerk's budget went down as there are fewer elections next year and the salary line item increased. Suzanne Gray presented the Land Use budget. There was a \$24,000 increase of which \$23,000 was for salary.

Mr. Baker mentioned that we may need to consult with the property owner who is adjacent to the back side of the cemetery, if the Highway Department removes the trees.

6:15 MEET WITH KEN BECKWITH - Presentation of flag for common

Ken Beckwith shared that when he was helping with the tree on the common, he noticed that the existing flag was worn and had some holes in it. The NH Society of Colonial Wars donated a flag in honor of James Reed for the common.

Mr. Baker made a motion to accept the flag. Ms. Bates seconded. Mr. Baker – Yes, Ms. Bates - Yes, Mr. Doerpholz - Yes. Approved – 3-0

It was asked how the NH Society of Colonial Wars knew about the condition of the flag. Mr. Beckwith shared that he is a member. Mr. Baker shared that we needed to do a better job of lowering flags to half-staff when appropriate. Ms. Bates made a suggestion that the highway department do this as they would be taking care of town owned property.

*** REVIEW CONSTRUCTION PERMIT APPLICATION - Map 7, Lot 7-23

Map 7, Lot 7-23 – Ms. Bates made a motion to approve the Permit for Map 7, Lot 7-23. Mr. Doerpholz seconded. Mr. Baker – Yes, Ms. Bates - Yes, Mr. Doerpholz - Yes. Approved – 3-0
The Selectmen agreed that an Occupancy Permit was needed.

*** DECIDE ON AMBULANCE BILLING INCREASE

Ms. Favreau shared that every year Certified Ambulance sends us what the Medicare increase is and gives us an opportunity to change our billing rates. The rate is up three tenths of a percent. Mr. Baker explained the billing process.

Ms. Bates made a motion to increase ambulance billing to the Medicare inflation increase of three tenths of a percent. Mr. Doerpholz seconded. Mr. Baker – Yes, Ms. Bates - Yes, Mr. Doerpholz - Yes. Approved – 3-0

*** DISCUSS CONSTRUCTION PERMIT – CAMPER – Discussed earlier under Public Comment.

*** REVIEW INVOICE FOR WORK ON TOWN HALL

Mr. Baker reviewed the invoices for Top Dawg. The work on the front doors of the Town Hall consisted of adding weather stripping, new closure and a threshold for a total of \$2,000. The cost to complete the clock room was \$6,382. Mr. Baker shared that the clock is working and he is waiting on a part for the bell. Mr. Baker noted that the drive shaft had to be extended and the hope is to have both the clock and the bell ready this week.

Ms. Bates made a motion to approve the two invoices for the clock room and the two doors. Mr. Baker seconded. Mr. Baker – Yes, Ms. Bates - Yes, Mr. Doerpholz - Yes. Approved – 3-0

*** REVIEW LEGAL INVOICE

Mr. Baker reviewed the invoice from Attorney Amy Manzelli in the amount of \$60 for follow-up with the Judge. Ms. Bates felt Attorney Manzelli should be limited on her work at this point.

Ms. Bates made a motion to approve the invoice in the amount of \$60. Mr. Baker seconded. Mr. Baker – Yes, Ms. Bates - Yes, Mr. Doerpholz - Yes. Approved – 3-0

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*** NON-PUBLIC SESSION - RSA 91-A:3 II(a) – COMPENSATION

At 6:45 p.m. Ms. Bates made a motion to go into non-public session under RSA 91-A:3 II(a). Mr. Baker seconded and the motion passed 3-0. Roll Call vote: Mr. Baker – Yes, Ms. Bates - Yes, Mr. Doerpholz - Yes.

At 6:55 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. Baker seconded and the motion passed 3-0. Roll Call vote: Mr. Baker – Yes, Ms. Bates - Yes, Mr. Doerpholz - Yes.

ON-GOING BUSINESS:

*** BUDGET WORK

*** AMBULANCE SERVICE

*** TOWN-WIDE ISSUES TO BE ADDRESSED AND THEIR ENFORCEMENT

- Unregistered vehicles
- Debris and junk in yards

INFORMATION:

*** **HB 1129 – optional town meeting** – Ms. Favreau reported that this isn't required. It hasn't passed the House yet and this bill was due to COVID-19. The Selectmen agreed to meet in January with the Town Clerk and Moderator.

Meeting Schedule: After discussion the Selectmen agreed to meet on Thursday, December 17th at 9 a.m., Tuesday, December 29th at 9 a.m. and Wednesday, January 6th at 7 p.m.

The Selectmen discussed requiring masks in the Town Hall and they agreed to meet on December 17th to discuss whether to keep the Town Hall open or closed. Ms. Favreau would contact Adam Dubriske and Carol Ann Rocheleau, Fire Chief/Emergency Management Director and Health Officer/Emergency Management Deputy, respectively.

Mr. Doerpholz asked who was coming in for CIP tomorrow night. Ms. Favreau shared that it was Fire, Ambulance and the Library. Ms. Favreau would send Mr. Doerpholz the schedule.

Ms. Bates made a motion to adjourn the meeting at 6:55 p.m. Mr. Baker seconded and the motion passed. 3-0

Submitted by:

Sheryl White
Secretary to the Board of Selectmen

Daniel Baker, Chairman

Robyn Bates

Brian Doerpholz
Board of Selectmen