



BOARD OF SELECTMEN
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BOARD MEETING MINUTES
December 11, 2019
7:00 P.M.

Selectmen Present: Daniel Baker, Robyn Bates, Charles Kenison

Mr. Baker called the meeting to order at 7 p.m.

PRIMARY:

7:00 PUBLIC COMMENT

Dana Pinney discussed the lack of internet service in Town and noted the conversation on the Fitzwilliam Community page. Mr. Pinney shared that Chesterfield and Westmoreland have moved forward to address the issue in their towns. Senate Bill 170 allows municipal governments to issue bonds for building broadband infrastructures. Chesterfield took out a \$1.8 million bond and Westmoreland formed a committee. Mr. Pinney noted that Consolidated Communications won the bid in Chesterfield and the project would take approximately 12-24 months to complete. The project won't affect local taxes as Consolidated Communications agreed to the \$1.8 million bond for 20 years and would contribute approximately \$2.5 million in additional funding. Mr. Pinney shared that the principal and interest would be covered by Consolidated and they would get paid back from user fees of approximately \$11 per month. Mr. Pinney also shared that Henry Underwood of SWRPC was getting involved with broadband as well. Mr. Pinney shared that Westmoreland would bring before the voters in March. Westmoreland would take out a \$1.2 million bond. Mr. Pinney noted that both Broadband committees have invested in over 300 hours on this project.

Mr. Baker mentioned that the Economic Committee would be meeting with the Selectmen on January 2nd to discuss. Mr. Pinney shared that he would be willing to help facilitate a meeting with the Selectmen and representatives of the committees working on Broadband. Mr. Pinney shared that the presentation was good and was on the Fitzwilliam Community page.

***** APPROVE MINUTES**
- **November 13, 2019**
- **December 5, 2019**

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

***** APPROVE MANIFESTS**

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

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

7:05 MEET WITH CHIEF DISALVO AND CHIEF DUBRISKE – NON PUBLIC SESSION RSA 91-A:3 II(c)

At 7:12 p.m. Ms. Bates made a motion to go into non-public session under RSA 91-A:3 II(c). Mr. Kenison seconded and the motion passed 3-0. Roll Call vote: Mr. Baker – Yes, Ms. Bates - Yes, Mr. Kenison - Yes.

At 7:42 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. Kenison seconded and the motion passed 3-0. Roll Call vote: Mr. Baker – Yes, Ms. Bates - Yes, Mr. Kenison - Yes.

7:30 MEET WITH CHIEF DISALVO - NON PUBLIC SESSION RSA 91-A:3 II(e)

At 7:42 p.m. Ms. Bates made a motion to go into non-public session under RSA 91-A:3 II(e). Mr. Kenison seconded and the motion passed 3-0. Roll Call vote: Mr. Baker – Yes, Ms. Bates - Yes, Mr. Kenison - Yes.

At 7:56 p.m. Mr. Kenison 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. Ms. Bates seconded and the motion passed 3-0. Roll Call vote: Mr. Baker – Yes, Ms. Bates - Yes, Mr. Kenison - Yes.

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***** REVIEW LEGAL INVOICE**

The Selectmen reviewed. Ms. Bates asked if we had gotten approval for the additional spend. Ms. Favreau stated that we spent \$32,647 on attorney fees and that Attorney Manzelli hasn't paid any expert fees. Ms. Bates noted that we are 95% through the MOU and she would like to see what Chinook comes back with. Ms. Favreau shared that Mark Stetson was looking into Groton's wind farm. Mr. Stetson stated that once we enter into a PILOT Agreement, if someone came in to do a solar project, the Town would have to give the same terms to that company coming in. Ms. Favreau shared that Mr. Stetson was still doing research. Mr. Baker thought that you would start at the current year and not go back to the beginning of the original PILOT Agreement. Mr. Baker stated we have to know what we are doing before we do it.

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

***** REVIEW LETTER FROM SOUTHWEST REGION PLANNING COMMISSION**
Re: Rail Trail

The Selectmen reviewed and discussed. Ms. Bates noted they were asking for interest and asked if we stated we were interested, have we agreed to some type of payment. Mr. Baker stated that at the very least SWRPC would be looking for participation and he suggested finding out what the Conservation Commission and Planning Board thought of this. Mr. Baker thought it was just the Planning Phase. Mr. Kenison and Mr. Baker didn't understand why SWRPC hasn't contacted the SnoMoles. Mr. Baker asked Ms. Favreau to mention the SnoMoles to SWRPC. Ms. Favreau would follow-up with the SWRPC.

***** REVIEW LETTER OF RESIGNATION – RECREATION DIRECTOR**

Mr. Baker review the resignation letter of Cindi Beede as Recreation Director. Mr. Baker asked Ms. Favreau to send a letter of thanks. Ms. Favreau shared that Ms. Beede was going to announce her resignation to the Recreation Commission at their meeting last night. Ms. Favreau would work with the Recreation Commission on posting for the position.

***** TOWN HALL RENTAL APPLICATION**

Mr. Baker reviewed the Application for Rental of Town Property request from Chinook Solar for the rental of the upper hall for a public meeting on the solar project. Ms. Favreau shared that the Budget Committee meet on Thursday evenings. Ms. Bates stated we needed to give Chinook another meeting date option. Mr. Baker asked Ms. Favreau to have Chinook contact her to review the calendar.

***** BUDGETS**

- **Discuss General Government Building** – Ms. Favreau did an update of the operating budget with expenditures to-date. Ms. Favreau shared that we would have a good amount left in the budget – heat and oil expense was down. Ms. Favreau hoped that if the Town's IT person came back with something we needed immediately for the Selectmen's office, we could purchase this year. Mr. Baker suggested that we put in some of Jay Southgate's invoices. Ms. Favreau stated that because we have a contract, a check could be written to Mr. Southgate for the balance of approximately \$10,000. Mr. Baker stated we need to go through the list of buildings and combine the needs and costs. Ms. Favreau stated we needed to write the Warrant Article – taking \$150,000 from surplus and determining the amount to be raised by taxation. Ms. Favreau shared that there was approximately \$200,000 unexpended in budgets. Ms. Favreau noted that we have \$606,000 and we have \$144,000 remaining to raise just for the steeple. Ms. Bates asked that we don't have to raise any money from taxation. Ms. Favreau shared that it was dependent upon what would be unexpended from department budgets. Mr. Baker discussed what should be explained to voters. Discussion was held on what fund the audit expense would be taken from. The goal would be to not drain surplus and not raise taxes.

Discussion was held on having one expendable trust for maintenance of Town owned buildings. Ms. Favreau shared her concern about including the Library as they are a separate entity. The Selectmen discussed the Meadowood building, the items being stored there, including the fire truck. Ms. Favreau needed to find the original warrant article to determine if the

Town could sell the building. Ms. Bates asked Ms. Favreau to find out if any other Towns have gone through a realtor to sell town owned property at her next Town Administrator's meeting. The Selectmen discussed maintenance needed on Town owned buildings and an estimate of the cost. The warrant article would be for a total of \$167,000 and it would indicate the amount and the fund.

Ms. Favreau explained the Selectmen's process for making their budget recommendations. Ms. Favreau would start working on the warrant.

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- **Discuss Cost of Living Increase** – Ms. Favreau shared that some departments think that 3% has been approved and they have included it in their budgets. Mr. Baker stated inflation was 1.9% with a budget rise of 3.2%. Ms. Bates mentioned that in the past couple of years, employees have gotten COLA and some also received STEP increases. It was noted that the Social Security increase was 1.6%. Mr. Baker wanted to give a merit increase and not do COLA. Discussion was held on merit and COLA increases. Mr. Baker would like some kind of merit increase and would go with 1.9% COLA. Ms. Favreau didn't feel a COLA should be given this year. Mr. Kenison thought that Town employees should be given a COLA. Ms. Bates was in favor of a 1.9% COLA. Ms. Bates stated due to budget and tax increases, she would be more speculative when it came to merit increases next year.

Mr. Baker felt the Town needed to stay competitive and he didn't feel our pay scales were overspent. Mr. Baker stated the need to do a COLA and a merit for those reasons. Mr. Baker noted that every year employees should get a raise if it could be budgeted for. Mr. Baker felt the COLA should be 2%. Mr. Kenison agreed. The Selectmen agreed to a COLA increase of 2% effective April 1, 2020. Ms. Bates asked that each department budget for what they expect to do for a merit increase.

ON-GOING BUSINESS:

- *** **STEEPLE PROJECT** – Mr. Baker suggested that we have Mr. Southgate purchase the knives. Ms. Bates would like to get the opinion of John Fitzwilliam on preservation. Mr. Baker would discuss this with Mr. Fitzwilliam and ask Mr. Southgate to hold off for a week. Mr. Southgate would like to put in an access hatch to exit the upper lantern, with safety hooks to allow for easier maintenance and painting of the steeple.
- *** **PRIME WETLANDS PROJECT**
- *** **AMBULANCE SERVICE**
- *** **SOLAR - REVIEW AMY MANZELLI E-MAIL**
- *** **TOWN-WIDE ISSUES TO BE ADDRESSED AND THEIR ENFORCEMENT**
 - **Unregistered vehicles**
 - **Debris and junk in yards**

Ms. Favreau shared that she heard from Suzanne Gray that Spicer's attorney had contacted Attorney Christine Filmore to notify her that it was his opinion that the Spicer's don't need to go to site plan review. Ms. Gray didn't know how to proceed and they still don't have a document that states all of the owners. Ms. Gray thought that at a minimum to get an opinion from Attorney Filmore. Mr. Baker stated that at the Planning Board's last meeting there was an opportunity to come to some kind of an agreement. It could have been controlled and the Planning Board could have stated that they wanted water mitigation, etc. The attorney walked out and said the Planning Board couldn't hold them to it. Mr. Kenison stated the state approval was based on a 28% impervious area, it doesn't include the shed. Mr. Kenison stated that would be the only way to deny. Mr. Baker and Mr. Kenison felt the Town would lose. Ms. Favreau recommended getting an opinion from Attorney Filmore. Mr. Baker wanted to hear from Ms. Gray on the issue of the owners. Mr. Kenison asked if Attorney Filmore recommended not moving forward until all four owners signed. The question was whether the Planning Board could do anything without a letter stating that all four owners were in agreement. The Selectmen agreed that clarification was needed from Attorney Filmore.

INFORMATION

- **Thank you note**
- **Highway Department Insurance Inspection**

Meeting Schedule:

9:00 a.m. - Thursday, December 5, 2019
7:00 p.m. - Wednesday, December 11, 2019
9:00 a.m. - Thursday, December 19, 2019

Ms. Bates made a motion to adjourn the meeting at 9:33 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

Charles Kenison
Board of Selectmen