



BOARD OF SELECTMEN
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Fitzwilliam Town Hall
13 Templeton Turnpike, Fitzwilliam, NH 03447

BOARD MEETING MINUTES

July 24, 2024

6:00 P.M.

Selectmen Present: Martin Nolan, Chairman; Nancy Carney; Thomas Rothermel

Guests: Dana Pinney; Mike Piquette; David Tighe; Daniel Stark; Kathleen Stark; Grethen Wittenburg; Benjamin Thomas; and Jarred Brooks

Also Present: Debbie Favreau, Town Administrator; Rhonda Sheats, Administrative Assistant

Call to Order

1. Mr. Nolan called the meeting to order at 6 pm

Public Comment: No public comments

Appointments

- **6:15 Meet with Roxanne Monteverde** – The Select Board and Health Inspector, Carol Ann Rocheleau met with Roxanne Monteverde and her son Ryan regarding 5 Doyle CT. and the notice to vacate the structure. Ms. Rocheleau wanted to know what the plans were moving forward as the trailer is dangerous and inhabitable. Ryan shared that they are no longer living in the trailer and the bulk of the trash is gone. Discussion followed about how a plan needs to be made regarding this property and that Ryan needs to work with his mother as there are programs that he may be able to get into for some help. Ms. Rocheleau shared that there were concerns of him running the generator all the time especially with a/c connected to the generator, they are worried about safety. This property cannot continue the same cycle it had in the past. Ms. Rocheleau final comment “asking Ryan to work with his mother and asked his mother to work with him.
- **6:30 Meet with Water District** – The Select Board met with Benjamin Thomas from the Water District looking for updates. Mr. Thomas shared that they have had some engineering and hydrology testing done on property and it looks like Steve Filipi’s property is the best source for water, approximately 30 gallons per minute. Mr. Filipi is looking to sell 34 acres which is way more than the water district needs or can afford as the grants do not pay for land. They are currently looking to see what options they may have. Mr. Thomas shared that they have a funding package pending Governor Approval. Their next steps are a purchase and sales agreement, well test, permitting process. They will have to trench to the center of Town to tie into the existing system. Discussed with Mr. Thomas that there are meters that are not working, Mr. Thomas shared that they had lost their previous person that took care of that and now have hired Gordon Services to take care of this. There are currently 50 services on the system. Mr. Thomas wanted to know if the Town would ever want a Water-Sewer Department as the Village Water

District is having a hard time finding people to serve. Board asked if there were any plans for running new water lines so as to get these lines off from people's property. Mr. Thomas said there was but not sure when. He we should think about running the water all the way to Laurel Lake. Ms. Wittenberg shared that no one has the right to be on her property but her, in the past they have been trespassers. Mr. Pinney wanted to know how all these other Towns where getting these grants and why we were not. Ms. Favreau shared that this is what Ms. Sheats is working on and she has just completed a waste oil grant. Mr. Thomas shared that they have a person that is helping them with grants.

- **7:00 Meet with Jarrod Brooks** -the Board met with Mr. Brooks to see if he would be interested in serving on the CIP Board as a Member at Large. They spent time explaining what the responsibility of this Board was and Mr. Brooks is interested in serving this year.
- **7:15 Meet with Adam Dubriske** – Mr. Dubriske was out of Town so he called into the Select Board's meeting to discuss the radios for Engine 3 and Car 1. The single head radio is for Engine 3 and the Double head radio is for Car 1. Prices are for Kenwood and Motorola. Mr. Dubriske shared that he would be happy with the Kenwood's, he is confident in them, currently Troy is using them, Ms. Carney shared that Peterborough is also using them. Mr. Dubriske shared that Car 1 is necessary. He believes that the Police Department is down three handhelds and would like to see them get them replaced. Mr. Rothermel made a motion to purchase both Kenwood radios for the fire department at \$12,405 funds to come from the ARPA account, Ms. Carney seconded, the motion carried 3-0
Mr. Dubriske asked the Board if they would refund him funds, he has spent at this time on Fun Day. The total cost is \$3000. \$1000 for porter potty, \$1500 fundraiser blankets, and \$1000 for food expenses. The Fire Department has set up a new non-profit Danny Baker Fund and currently there are no funds. The Board explained that they would need receipts and they would discuss. Mr. Rothermel asked Mr. Dubriske who he should see for a sponsorship and he shared that it would be Brandy Mitchell.

Consent Agenda – Ms. Carney made a motion to approve the consent agenda, Mr. Nolan seconded, motion carried 3-0

- Approve 7/10/24 public and non-public minutes

Construction Permits

- Map 10, Lot 72-1

New Business

- Vote to authorize Waste Oil Grant Application
 - a. Ms. Carney made a motion to authorize the Waste Oil Grant; Mr. Nolan seconded; motion passed 3-0
- Review Administrative Financial Policy
 - a. Ms. Carney made a motion to approve, Mr. Rothermel seconded, motion passed 3-0
- Review Application for Vendor Permit
 - a. Permit for Southwest Advantage, Door to Door salesperson going Door to Door selling kids educational books. Mr. Martin made a motion to approve permit, Mr. Rothermel seconded passed 3-0
- Discuss purchase/rental of rugs for the town hall
 - a. Tabled until next meeting
- Review of legal invoices
 - a. Board reviewed ready to pay
- Voting Machine
 - a. Heidi Wood talked with Ms. Carney to let her know she needs a new voting machine. Ms. Wood will get some pricing together and come to the next meeting to present it to the Board.
- Diver
 - a. Mr. Rothermel shared with the Board that we need to be thinking about hiring a diver to go in the pond to make sure that our pump is not clogged and that it will run if needed

Continued Business

- Decide on purchase of Thermal Imager
 - a. Mr. Nolan made a motion to purchase the Thermal Imager in the amount of \$2,600 using funds from the ARPA account, Mr. Rothermel seconded, motion passed 3-0

Other Business – Information Only

- Letter from Ballard Truck Center
 - a. Board reviewed letter
- Newsletter article: re complaint
 - a. Article was regarding dog poop in the common, Board thought was a good idea, also would like to signs put out there saying “pickup after your dog” and maybe providing the bags for them to do so.
- CIP
 - a. Have CIP For Legal at \$25,000
 - b. Have CIP for Revaluation at \$20,000
- Painting of the Town Hall – will take out of the expendable trust instead of ARPA funds.
- Discussion on Meeting Room – is easier for Debbie and Rhonda in Selectmen’s Office

Part A Non-Public Session - RSA 91-A:3 II (b) personnel

At 7:53 p.m. Mr. Nolan moved to go into non-public session; Ms. Carney seconded the motion; motion passed 3-0

At 8:25 p.m. Mr. Rothermel moved to go back to public session; Mr. Nolan seconded the motion; motion passed 3-0 Roll Call vote: Mr. Rothermel -yes, Mr. Nolan - yes, Ms. Carney – yes
After returning to public session Mr. Nolan moved to seal non-public minutes; Mr. Rothermel seconded; motion passed 3-0

Adjournment

- Mr. Nolan moved to adjourn the meeting at 8:30 p.m.; Mr. Rothermel 2nd; motion passed 3-0

Submitted by:

Rhonda Sheats
Administrative Assistant

Martin Nolan, Chairman

Nancy Carney

Thomas Rothermel

Board of Selectmen