



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

**BOARD MEETING MINUTES**  
**August 7, 2024**  
**6:00 P.M.**

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

**Guests:** Dana Pinney; Mike Piquette; David Tighe; Barbara Young; Suzanne Gray; Charles Kenison

**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:**

- Suzanne Gray – Gave copies of a sheet with Code Enforcement, Office Assistant, and Legal Expense to each Board member along with Ms. Favreau and Ms. Sheats. Ms. Gray would like to do research on the legal expense and see what is. Ms. Favreau shared that she would have to pull all the legal invoices. Ms. Gray shared that she would come into the office and do so she did not take away from Ms. Favreau's time or her staff's.
- Mike Piquette – Shared with the Board that Turnkey will be in front of the ZBA next week.
- Dave Tighe – Shared that if Ms. Carney was going to be there it could be an issue, Ms. Carney shared it should not be as she abstained from the vote.

**Appointments**

- **6:00 Meet with Adam Dubriske** – Mr. Dubriske shared with the Board that the new Chief over in Jaffrey has increased the ambulance pay there by \$5.00 per hour. Mr. Dubriske shared that we have lost two full-time staff and 2 of our part-time staff. Mr. Dubriske shared that he has heard rumor that Winchester will be doing the same. Mr. Dubriske shared that he felt that the area Chiefs should get together and discuss situations such as these rather than trying to take staff from other Towns. Ms. Carney shared that Jaffrey is a private organization and they do not have to answer a municipality, unlike the other surrounding towns. The issue with such raises in the middle of budget season is that it will hurt the current budget, and we are not set up for such increases. Mr. Dubriske shared that at this time we will have shifts that are uncovered and he wanted to make sure the Board and Ambulance (Chief) Wito be bubbled to the top with this issue. Mr. Nolan shared that if County starts covering it will out way the cost. Ms. Carney asked Mr. Dubriske if he could see what other towns are doing and get back to the Board with some numbers. Discussion followed with Mr. Dubriske sharing maybe there is a possibility of raising rates, Ms. Carney shared that we are now using a new billing company, and they will be doing all our collections as well so hopefully that will help.

Mr. Dubriske then shared with the Board that he felt that the Board was holding the Fire Department to standard that you do not hold other departments to when it comes to fund raisers. The Fire Department/Ambulance does not feel they should have to ask for permission to put the funds in Danny Baker account because the funds were raised by fundraisers. Ms. Favreau shared that not all the funds were from fundraising, some funds were from donations to the Town of Fitzwilliam, for the Danny Baker Fund. Mr. Dubriske then shared the Danny Baker Fund with the Fire Department is now 501c Non-Profit, so if the Fire Department purchased a Lucas it would have to be accepted by the Town. The Danny Baker Fund held by the Town cannot be transferred to the Fire Department Account, Mr. Kenison suggested purchasing a Lucas for the Town out of that account. Need to also make sure that any checks that come in are not made out to the Town of Fitzwilliam for the Danny Baker account if they are to go into the Fire Department Account.

- **6:22 Meet with Jonathan Pratt Highway Director** – Mr. Pratt shared with the Board that he can purchase gravel from Gordon Services at \$17.00 yd. He ordered some on Friday was delivered on Monday and the gravel was of decent quality. Was the cheapest of the three quotes Mr. Pratt had received. Money is in the Highway budget, Mr. Pratt is going to order 2000 yds. Mr. Pratt then asked the Board their thoughts on **McCallister Rd**, there is \$59,000 budgeted, the residents on the road do not want to have it redone, so Mr. Pratt's thoughts were to turn it back into a gravel road, Board agreed. **Webb Hill Rd**, there are funds appropriated to reclaim base, topcoat, ditching and underdrain, Mr. Pratt's thought was to overlay 119 as well near depot.
- **7:06 Meet with Anthony Puntin – NH DOT** – Meeting with Mr. Puntin and Select Board per phone conversation regarding Stone Pond Project. Mr. Puntin shared with the Board that this is an 80/20 grant and all funds come out of the Town and are reimbursed all but 20% This project is to remove a dam/reconstruct dam, Bridge reconstruction/ and road reconstruction. There will be a municipal agreement shall we decide to do this with funding sources outlined. Ms. Gray shared that she was under the assumption that the DPW was going to be doing the work and there would be no exchange of funds. Ms. Young shared that she was under the assumption that we had already received the grant and the work was already started. Ms. Favreau has been working with Becky and she will be able to find out where we are.
- **7:38 Meet with Jonathan Pratt** – Mr. Pratt came before the Board sharing that he is borrowing a stripping machine and thought it would be in our best interest to purchase one of our own. He has looked at the cost of \$2,500. Ms. Carney asked him to get three quotes and bring them to the next meeting.
- **7:42 Carole Beckwith** – came before the Board and let them know that the fountain has been off as the pump needed to repair/replace. If this pump goes again will need to purchase a new pump which will cost \$200. Ms. Beckwith then shared that they would like to purchase a Princeton Elm and put it in between the Electrical Box and the Gate. She has also spoken with Susan Massin and here Dogwood Tree she planted is not doing well, she is looking at replacing it with Flowering Crab, Weeping Mulberry, Japanese Maple, or a Norway Maple. Mr. Rothermel shared that when she is deciding the factor of what may fall of the tree should be considered. Ms. Beckwith then shared what they have expended from their budget and what they have remaining. She also questioned the Towns help with removing the planters at the end of the season. Shared that they are happy with the benches, they do not appear to be sinking. She will be looking into covering an electrical box, will check with PLP. The Common members will also be looking into Pet Waste Eliminator systems and pickup after your pet signs. Ms. Beckwith believes that most members of the Common Committee's terms have expired, Ms. Favreau will look into this.

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

- Approve 7/24/24 public and non-public minutes
- Raffle Permit
- Sign Planning Board Member Appointment Form
- Construction Permits
  - Map 10, Lot 65
  - Map 3, Lot 32-4

- Map 10, Lot 68-2
- Map 30, Lot 6

### **New Business**

- Federal award Conflict of Interest Policy
  - a. Reviewed and signed
- Memo from Heidi Wood – Voting Machine
  - a. New voting machine costs \$7500, State pays \$3500, and the Town pays \$4000. Mr. Nolan made motion to take funds out of the ARPA account; Ms. Carney seconded, 2 in favor, 1 abstained, motion passed. Mr. Rothermel was wondering why we did not put this in the budget.
- Memo from Chief Disalvo – Radio Purchase
  - a. Chief Disalvo put in a request for 3 new radios as his are not working. (They are 20 years old) The cost for all 3 is \$17,098.08. Mr. Nolan made a motion to take the funds out of ARPA, Ms. Carney seconded, 2 in favor, 1 abstained, motion passed. Mr. Rothermel was wondering why we have not been budgeting money for radios. Feels we need to do better planning.
- Memo from the Cemetery – trailer purchase
  - a. Tabled until next meeting
- Sign Dog Warrant
  - a. Board reviewed and signed the warrant
- Veteran's Application
  - a. Reviewed and signed.

### **Continued Business**

- Set meeting dates for CIP
  - a. Will invite the members in to attend our next meeting and find out what day works for them
- Historic Society – Request to close Templeton Turnpike
  - a. Would like to close Templeton Turnpike from the Library to the end of the common. Ms. Carney shared we will need to remind the Highway Dept to put out cones.
  - b. Same day Mike Grab would like to put flags on the Common Lawn.
- Rugs – Mr. Nolan is concerned about that with the rain and then with winter coming on the floor being potentially slippery. Ms. Favreau shared that it has been fine. Mr. Rothermel will be in Keene tomorrow and will stop in at People's Linen to see if we can get an answer on if they still do rugs. Mr. Piquette shared that they make Sticky Sheets that can be put down and pulled up that will stop the mess.

### **Other Business – Information Only**

- Letter of thanks from Laurel Lake Association
  - a. Thanking the Town of the work on the Boat Landing
- Email: re complaint
  - a. Ms. Favreau sent email back with a complaint form to be filled out.
- Email: re minutes
  - a. Board reviewed email

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

At 6:33 p.m. Mr. Rothermel moved to go into non-public session: Ms. Carney seconded the motion; motion passed 3-0

At 6:59 p.m. Mr. Rothermel moved to go back to public session; Ms. Carney 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. Rothermel moved to seal non-public minutes; Ms. Carney seconded; motion passed 3-0

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

At 8:38 p.m. Mr. Rothermel moved to go into non-public session; Ms. Carney seconded the motion; motion passed 3-0

At 8:54 p.m. Ms. Carney moved to go back to public session; Mr. Rothermel 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. Rothermel moved to seal non-public minutes; Ms. Carney seconded; motion passed 3-0

**Adjournment**

- Mr. Nolan moved to adjourn the meeting at 8:55 p.m.; Ms. Carney seconded; motion passed 3-0

Submitted by:

Rhonda Sheats  
Administrative Assistant

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Martin Nolan, Chairman

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Nancy Carney

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Thomas Rothermel

Board of Selectmen