



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

BOARD MEETING MINUTES
October 23, 2024
6:00 P.M.

Selectmen Present: Nancy Carney; Thomas Rothermel, Martin Nolan (6:15)

Absent: none

Guests: Dana Pinney, Mike Piquette

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

Call to Order

- Ms. Carney called the meeting to order at 6 pm

Public Comment:

- No public comment

Appointments

- **6:15 Meet with Road Agent Jonathan Pratt** - Mr. Pratt shared that Trunk or Treat at the school was a big success. Mr. Pratt also came before the Board with the cost of a new CV Series International Truck that would be ready by the end of December. The cost would be \$173,924. Will have a stainless-steel body, body is the spreader, 10ft plow either a single or double funnel. Duramax motor with an Allison transmission. This will be big enough for the main roads and still small enough for the back roads. You will not require a CDL to drive this truck. Mr. Pinney asked where these funds would come from, the Board shared they would come from the Expendable Trust. Mr. Pinney shared that there were not enough funds in the expendable trust as there was the issue from Town Meeting. Mr. Rothermel shared that this has been resolved from a legal standpoint. Mr. Rothermel made a motion to spend \$173,924 for this new truck, Mr. Nolan seconded; 2 in favor, 1 abstained. Mr. Pinney then shared that you could use the surplus money from the budget. Mr. Rothermel shared that the Selectboard will be reviewed.
- **6:45 Meet with Recreation Commission – Fallon Ball, Jennifer Cesaitis and Emily Jengo**
 - Pole Barn Improvements – Ms. Cesaitis shared that the Pole Barn has under-utilized space, improving this is the #1 priority – extending a second floor. Discussion was had about having an engineer come in to make sure that the load rate would be okay for the second floor, and they would need to make sure that there was proper egress and a sprinkler system. The Barn door needs to be replaced would like an overhead door for replacement.
 - Resurface the Basketball Court
 - Installation of Handicap accessible bathroom

The Committee's thoughts were that the cost of \$28,000 would cover these projects and that is what they would be asking for this year. The Board shared the \$28,000 is a bare minimum. To install a handicap accessible bathroom would need a septic design and system and they are not sure there is enough room there for this to happen.

Ms. Cesaitis went on to share the second priority to them would be to put a Ski Two on at the ski area the cost of that would be around \$10,000. The Board shared that there would also be liability factors. Parking would be an issue, volunteers. Ms. Cesaitis shared that this was supported by the Master Plan Survey.

The Board shared with the Recreation Commission that when they Purchase large expense items, they are required to bring it before the Board of Selectmen and have three (3) quotes (such as the shed). Ms. Favreau explained to the Recreation Commission how the Expendable Trust worked and they cannot expend without authorization from the Select Board.

Mr. Pinney brought up the maintenance of the ballfield and how it needed some attention. The Recreation Commission shared they had an issue with mowing this year. Mr. Rothermel shared that the ballfield was on his radar and would be taken care of.

Ms. Favreau shared that Budgets are due November 7th. Ms. Cesaitis shared that they would like to increase the Recreation Coordinators hours, they will meet with the Select Board on November 4th

Consent Agenda – Mr. Rothermel made a motion to approve the consent agenda, Ms. Carney seconded; motion passed 2-0

- Approve 10/16/24 public and non-public minutes
- Construction Permit

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New Business

- **Discuss Code Enforcement Department** - Discussed Code Enforcement Officer doing more hours. We need to adopt building codes. Would need to check with Justin to see if he would want to continue doing the Code Enforcement Officer with more hours. We need to review what we are charging for permits. The Board would like Ms. Sheats to investigate the IBC building codes, and to also look at other towns to see how they are charging for permits. If we could get a copy of their old prices and the current prices to review. Ms. Carney would like to see how other Towns are doing their Code Enforcement. What Department is the Code Enforcement Officer falling under. Ms. Sheats will check that as well.
- **Discuss Railing for Front Steps** – Mr. Rothermel brought in a sample of what the railing would look like and let the Board know that his sons would be working on.
- **Discuss Creating Computer/IT Expendable Trust** – Mr. Rothermel made a motion to start a Computer/IT Expendable Trust with \$10,000 this Trust is to be used for each department in Town; Ms. Carney seconded motion passed 2-0
- **Discuss Street Light Project** – Ms. Sheats shared that she can send the link to each Select Member and Affinity is willing to have a Zoom meeting and answer any questions we may have. The total cost is \$31,167. Ms. Favreau shared that we may be able to use ARPA Funds for some of this.
- **Budget Work**
 - Review Executive Budget

Continued Business

- Review ARPA Funds

Other Business – Information Only

- Information Regarding banner purchase
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Part A Non-Public Session - RSA 91-A:3 (a) Personnel

At 7:21 p.m. Mr. Rothermel moved to go into non-public session: Mr. Nolan seconded the motion; motion passed 3-0

At 7:35 p.m. Mr. Rothermel moved to go back to public session; Mr. Nolan seconded the motion; motion passed 3-0

ROLL CALL VOTE: Mr. Nolan – yes, Mr. Rothermel – yes, Ms. Carney – yes.

After returning to public session Mr. Rothermel moved to seal non-public minutes; Ms. Carney seconded; motion passed 3-0

Board discussed canceling the meeting on 10/30/24, Mr. Nolan made a motion, Ms. Carney seconded; motion passed 3-0

Will hold Selectmen's Meeting on November 4th starting at 10:00 a.m. Recess at 12:00 p.m. Meet with Department heads on Budgets starting at 2:00 p.m.

Adjournment

Mr. Rothermel moved to adjourn the meeting at 7:45 p.m.; Mr. Nolan seconded; motion passed 3-0

Submitted by:

Rhonda Sheats
Administrative Assistant

Martin Nolan, Chairman

Nancy Carney

Thomas Rothermel

Board of Selectmen