BOARD OF SELECTMEN
P.O. BOX 725
13 Templeton Turnpike
FITZWILLIAM, NH 03447
(603) 585-7723 Fax : (603) 585-7744

BOARD MEETING MINUTES – September 8, 2026, 11:00 a.m.

Present: Nancy Carney, Martin Nolan, Jennifer Cesaitis. Staff: Debbie Favreau, Rhonda Sheats

Members of the public:

Call to Order
Chair Nancy Carney called the meeting to order at 11:00 a.m.

Public Comment – none

Public Hearing – None

Appointments
11:00 a.m. Meet with Police Chief Leonard DiSalvo – Non – Public RSA 91-A: II (e) legal
11:34 a.m. Meet with Road Agent Jonathan Pratt – Discussed converting a highway department part-time position back to full-time, with a motion being made by Mr. Nolan and seconded by Ms. Cesaitis to hire a full-time person, which passed with unanimous approval 3-0-0. The discussion included updates about current projects and workload in the highway department. Discussed payloader maintenance issues, including a throttle sticking problem potentially related to the injection pump. Rims on payloader are also rusted and require seal replacement, which did not hold properly. Reported that trucks are in good shape overall and minor work is needed on plows. Mr. Pratt shared challenges in getting dealership quotes for a new payloader with John Deere being the only one to provide quotes around $160,000 while other dealerships requested in-person visits before providing estimates. Town also mentioned that the truck's rims were rusted and required seal replacement, though the seals didn't hold properly. Mr. Pratt will bring up both quotes from John Deere and Ms. Sheats will apply for a grant for new payloader.
12:00 p.m. Meet with Fire Chief Adam Dubriske – Non-Public RSA 91-A:3 II (a) Compensation

11:00 a.m. Nonpublic Session – Legal – Ms. Cesaitis made a motion, seconded by Mr. Nolan, to enter nonpublic session under RSA 91-A:3, II (e).and RSA 91-A:3 (a) Compensation Roll call vote: Ms. Carney, yes; Mr. Nolan, yes; Ms. Cesaitis, yes.
Public session reconvened at 11:34
Ms. Carney made a motion, seconded by Ms. Cesaitis, to seal the minutes because disclosure would likely adversely affect the reputation of a person other than a Board member. Motion passed 3-0-0.
Roll call vote to seal the minutes of the nonpublic session: Ms. Carney, yes; Mr. Nolan, yes; Ms. Cesaitis, yes.

11:42 a.m. Nonpublic Session – Personnel Compensation – Mr. Nolan made a motion, seconded by Ms. Cesaitis, to enter nonpublic session under RSA 91-A:3, II(a). Roll call vote: Ms. Carney, yes; Mr. Nolan, yes; Ms. Cesaitis, yes.
Mr. Nolan made a motion, seconded by Ms. Cesaitis, to seal the minutes because disclosure would likely adversely affect the reputation of a person other than a Board member. Motion passed 3-0-0.
Public session reconvened at 12:01 p.m.
Roll call vote to seal the minutes of the nonpublic session: Ms. Carney, yes; Mr. Nolan, yes; Ms. Cesaitis, yes.

12:03 p.m. Nonpublic Session – Compensation – Ms. Cesaitis made a motion, seconded by Mr. Nolan, to enter nonpublic session under RSA 91-A:3, II(a). Roll call vote: Ms. Carney, yes; Mr. Nolan, yes; Ms. Cesaitis, yes.
Public session reconvened at 1:01 p.m.
Mr. Nolan made a motion, seconded by Ms. Carney, to seal the minutes because disclosure would likely render a proposed action ineffective. Motion passed 3-0-0.

Roll call vote to seal the minutes of the nonpublic session: Ms. Carney, yes; Mr. Nolan, yes; Ms. Cesaitis, yes.

1:02 p.m. Nonpublic Session – Compensation – Ms. Cesaitis made a motion, seconded by Mr. Nolan, to enter nonpublic session under RSA 91-A:3, II(a). Roll call vote: Ms. Carney, yes; Mr. Nolan, yes; Ms. Cesaitis, yes.
Public session reconvened at 1:38 p.m.
Mr. Nolan made a motion, seconded by Ms. Carney, to seal the minutes because disclosure would likely render a proposed action ineffective. Motion passed 3-0-0.
Roll call vote to seal the minutes of the nonpublic session: Ms. Carney, yes; Mr. Nolan, yes; Ms. Cesaitis, yes.

Consent Agenda
Motion by Mr. Nolan, seconded by Ms. Cesaitis, to approve the August 26, 2026 minutes, manifests, and signature folder. Motion carried 3-0-0.

New Business
- **Accept Resignation** – Jarrod Brooks submitted a resignation for his full-time position from the Police Department, is stepping down to a part-time position. Mr. Nolan made motion to accept the change in position, Ms. Cesaitis seconded; motion passed 3-0-0

Budget Work – working session 9/16/2026 at 6:00 p.m.

Continued Business
- **Communication Plan** – Mr. Nolan shared that he thought it was important to move forward with this. Ms. Cesaitis made a motion to adopt the Bi-laws and Charter for the Communication plan, Mr. Nolan seconded; motion passed 3-0-0
- **Recreation Coordinator Position** – Ms. Cesaitis made a motion to accept the Recreation Coordinator Position job description allowing Ms. Favreau to reword the up to 25 hours, Martin seconded; motion passed 3-0-0. The Board will meet with Ms. Fallon on 9/23 if she is available.

Board/Committee updates
- Ms. Carney shared that the ZBA did not meet as they did not have anyone on the agenda
- Ms. Cesaitis shared that the Planning Board did not meet, will be meeting next week.

Other Business – Information Only
- **Letter to Conservation Commission –** This letter is from the State of NH Division of Forests & Lands regarding the letter that Paul Kotila had sent regarding the condition of Widow Gage Road. . State is confident that the road was left in a substantially improved condition.
- **Water District** – The meeting included an update from the Water District regarding their income survey for district residents as part of their grant application process

Nonpublic Session – RSA 91-A:3, II(a), (b), (c), (d), (e), (i)
- Nonpublic RSA 91-A:3, II(b) – Personnel Compensation

Outstanding Action Items – None

Adjournment: Mr. Nolan made a motion to adjourn at 1:44 p.m. Ms. Cesaitis seconded; motion passed 3-0-0.

Respectfully submitted,

Rhonda Sheats
Administrative Assistant

_____
Nancy Carney, Chairman

_____
Martin Nolan

_____
Jennifer Cesaitis
Board of Selectmen