

BOARD OF SELECTMEN

February 28, 2022

MEMORIAL BUILDING

4:30 P.M.

The following are to be considered draft minutes only until approved by the Board at their next meeting.

The meeting was called to order at 4:30 p.m.

Selectmen present: Dick Hendl and Amy Lewis

Others: John Stockton, Jennifer Reisen, Shannon Beaumont, Whit Smith and Poul Heilmann

Scheduled Appointments:

John Stockton – NH DOT Georges Mills Rd bridge:

John Stockton, project engineer with the Bureau of Bridge Design, is one of the engineers working on this project at the DOT. It has been four years since they last met with the town regarding this project and were here to provide an update. John introduced Jennifer Reisen, Chief of the Consult and Design section at NH DOT and the project manager of this project. The engineering work that is going to be done on this project is by a consultant, Fuss and O'Neil. Shannon Beaumont is here representing Fuss and O'Neil.

Jennifer provided a brief history of this project from its starting point in 2013. The four-sided structure, which is a 20-foot box culvert, has been selected as the proposed alternative. The option that had been agreed upon carried forward which will be an accelerated closure in the summertime, looking at about a three-week closure of the road. A map is available at the town office to show the plan of the road closure and work being done. This is the same plan that was presented and agreed upon in 2018.

The next stage is securing the right of way, and final design. The cost estimate right now is approximately \$1.5 million worth of construction and currently looking at an advertising date in the Spring of 2024. That will allow for utilities to get out here to handle the utility relocations, which is estimated to take twenty-four weeks. The road closure and construction are anticipated for the summer of 2025.

Dick asked if the effected property owners are aware of what will be happening. Jennifer said several of them were at the 2018 meeting; letters were sent to all six of them ahead of tonight's meeting. No correspondence has been received from the property owners. Going into the public hearing process they will all be notified by certified mail giving them an opportunity to come and speak or submit comments as part of that process.

Zoning Permits:

REPORT from ZONING COORDINATOR. -- Board of Selectmen - Monday, February 28, 2022.

Application for Permit – APPROVED

1. Benjamin & Myrriah Polizotti, Philbrick Hill, would like to build a house out near the end of Philbrick Hill Road (the location is the second to last lot on the road before intersecting with George Hill Road. There are no setback issues, the structure is less than 35' tall. There do not appear to be any wetlands affected by the plan. Discussed with applicant. Walked the property. The area is staked out. No observed home business or commercial activity; applicant has represented the same on the application. Zoning Permit APPROVED per delegation of authority.

Other Matters.

A. Inquiry regarding conversion of part of garage into bedroom and bath living space. (Oeschger)

B. Prep for and attend Planning Board meeting.

C. Additional time addressing Right to Know Request (NH RSA 91-A); Forward electronic copies of all Zoning Ordinance materials (historical) to attorneys. Continue to assemble materials in response to the request. (Handley/McKelvy)

D. Additional work on town SAM.gov registration

E. Additional inquiry regarding receipt of BOS letter by property owner regarding short-term-rentals. Send email acknowledgement and copy BOS. (Harriett)

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Whit received an inquiry regarding a garage with a finished space that they would like to convert it into a sleeping and bathing area wondering if a permit was required. Whit replied that it depends on what they have in mind; he has not heard back from the individual.

Whit has assembled materials for the right to know request. Whit sent out thumb drives last week to both attorneys that have all the zoning ordinances in pdf format. He has a fair amount of hard copy paper that touches on the short-term rental subject assembled. He has a few more documents with handwritten notes that he has included in the package. Once the package is put together Whit will send it to the selectboard members and Christine Fillmore for review. The Board would prefer the transmission of documents be done through the attorneys.

Whit has heard from Biebel, Paravati and now Harriet. He has responded to them in similar form, that he would mention it to the selectboard. Biebel and Paravati have been discussed. Harriet contacted Whit on Friday.

Whit has drafted a narrative to go with the special exception application. The narrative leads the zoning board of adjustment through the process.

Tamara informed Whit that Ramsey contacted her today and said they will be at the meeting on the 28th of March.

Amy said if they are running a short-term rental out of their house, they are going to be treated the same way as anyone else regardless of the house being in an LLC or a Trust. The property owner will come before the board and explain what they are doing, and the steps will be provided to them which are to file the special exception and a site plan. Whit added that if the Board of Selectmen is convinced that they are not operating a short-term rental it ends right there.

Whit asked if a Zoom conference is acceptable for having the conversation. The Board is fine with a Zoom conversation. Whit will let Harriet know that a zoom conference will be acceptable.

Minutes of February 14, 2022:

Board and Department Updates:

Amy stated that the budget *committee* has ~~been~~ approved *the budget*.

Dick made a motion to accept the minutes as amended. The motion was seconded by Amy. Dick and Amy voted in favor of the motion.

Court Status:

There is no activity to report.

Unfinished Business:

Amy asked if there was a response from Mr. Rice. Tamara informed the Board that Mr. Rice is willing to pay \$30 to have a port-a-potty put in because he thinks it's too bad that we don't supply one in the winter months. The rental fee for a port-a-potty is far more than \$30 and the Board does not intend to supply one during the winter months.

Dick has been talking to Ken Jacques and Darrin Patten about getting someone to oversee the engineering design of the sand shed. Dick will contact Dan Saulnier. The goal is to have whoever is going to design the building be directly involved when Josh starts to move the dirt around so that we all know what kind of a building we need.

New Business:

Amy will touch base with Katie Lavelle this week to discuss Microsoft Office.

Election Day - Dick will be at the polls all day. Amy has a conflict in the morning but will be at the polls after that.

The Board discussed who will discuss the warrant articles at town meeting. Amy will discuss the warrant articles for the fire truck and sand shed site prep. Dick will discuss the warrant article for the general municipal operations.

Board and Department Updates:

The Fire Department will be holding their pancake breakfast on March 13th from 7am to 10am.

The library trustees adopted an optional mask policy for the library. The trustees also approved the rating process for rating scholarship applications. There may be some adjustments necessary, but a lot of progress has been made in scoring those applications. Dick said if this works, they will share it with the Historical Society to use in rating their scholarship applications.

Whit informed the Board that the Planning Board is working on improving some of their forms. In particular, the Selectboard needs to be aware of the forms for site plan and site plan review because those site plans will become more frequent based on recent activity. Amy added that they are also looking in to changing the driveway permit as well. Tamara informed the Board that there has been a driveway permit request since the planning boards last meeting and Mike Howard went out with Pete Abair to look at the location.

Correspondence & Signatures:

1. Stored Solar settlement agreement with the Town of Springfield. It was decided to have this reviewed by town counsel before signing.
2. Equalization survey
3. Application for solar exemption for Claudia Zent.

Miscellaneous:

None

The meeting was adjourned at 5:35 p.m.

Jill Hastings
Deputy Administrative Assistant