

BOARD OF SELECTMEN

May 23, 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, Poul Heilmann and Amy Lewis

Others: Jen Roberts, Susan Chiarella, Whit Smith, Jim Bednar and Janet Roberts

Scheduled Appointments:

Susan Chiarella spoke on behalf of the beach and picnic area improvement committee. There have been two formal meetings. At their last meeting Selectmen Lewis was asked to see if there was enough money to create an enclosure for the port-a-potty. Dick informed Susan that a handicap port-a-potty has been requested but it will require some work done to the pad. Tamara announced the handicap port-a-potty will be delivered on Thursday and Pete is aware that it is a bit larger and said that he can do a temporary fix with cinderblocks and something more permanent can be done next year. There was more discussion on the plans of the committee to improve the picnic area, much of the improvements having to do with handicap accessibility, which would include the parking area. Making handicap accessible improvements will also help in pursuing grant money. Amy was also going to look into what would have to happen with the parking area with DOT and DES because there is nothing that can be done to the beach until that is resolved. Amy was unavailable at the time to provide updates to these questions.

Dick stated he followed a town truck today that was bringing sand to be put on the beach. Susan was unaware this had taken place. Dick proposed a stop to all the work at the beach until a plan is in place, to include costs and who is doing the work. Susan was asked by the Board if the committee could provide an action plan for each of the phases they are planning. Dick will talk to Pete tomorrow to find out about the sand.

Historical Society – Volunteers/Liability: Dick updated Jim Bednar on his conference call with Primex last Wednesday; Mike Ricker, general counsel and Bob Barry, senior risk management officer for Primex. They have recommended that there be a contract between the Historical Society and the Town outlining roles and responsibilities. They mentioned three different kinds of liability insurance: Builders Risk Insurance, General Liability Insurance and Workman's Compensation for "employees". Dick provided a suggestion made by Jill which was to only allow the volunteers to come in after the construction is done, after the contractors have left, and pick up the debris or whatever is needed. With no contractors there, there is no risk of them necessarily getting hurt because of power equipment or things like that; this is one possibility. The second thing Primex recommended is that there be an agreement for when the building is

completed; how does it get turned over to the town, what is the agreement between the town and the historical society for their continued use and who assumes the responsibility for maintenance.

Primex recommends the Board talk to the town attorney and see what their view is. Primex would be happy to review any agreement the town attorney decides is appropriate. Jim stated there has been some conversations, there have been two firms that were interested but they had misunderstood in terms of "when the building gets turned over to the town". There is no additional information to provide; a quote was received but it is really for general liability it doesn't cover the construction period. Amy feels the next step would be to have a discussion with town counsel and see what their recommendations are and hope to find a way to meet in the middle. Dick asked that Poul contact attorney Sean Tanguay to discuss this matter. Jim announced that the Historical Society is opening this weekend, Saturday and Sunday, from 1 to 3pm; the construction site will be roped off.

Direction of Short-Term Rentals:

Poul provided a printout giving an update of what has been done. The Board will review the handout and discuss at the next meeting.

Zoning Permits:

REPORT from ZONING COORDINATOR. -- Board of Selectmen - Monday, May 23, 2022.

Application for Permit – APPROVED

1. Sam Vidal & Catherine DeLage, 2035 George Hill Road, would like to build a 16' x 9' shed next to their garage. Zoning coordinator has been to the site and discussed the plan with Ms. DeLage. There are no wetlands issues, no setback issues, and the shed will be less than 35' tall. No commercial or business activity observed, and the applicants have represented the same on their application. Zoning Permit approved per delegation of authority.
2. Susan Kirby & Todd Fleury would like to build a small (16' x 12') "treehouse" (about 2 feet off the ground - a treehouse nonetheless) at 2022 George Hill Road. Ms. Kirby & Mr. Fleury intend to camp in the treehouse whilst they build their 80' x 30' house (separate Zoning Permit Application has been submitted; fee paid). When the main house is complete, the treehouse will be used as a "playhouse" for kids. There will be no plumbing in the treehouse, but there will be electrical service. Zoning coordinator has been to the site and discussed the plan with Mr. Fleury. There are no wetlands issues, no setback issues, and the treehouse will be less than 35' tall as per plan. No commercial or business activity observed, and the applicants have represented the same on their application. Septic system for treehouse not required. Camper style toilet facilities will be used (temporary). Zoning Permit approved per delegation of authority.
3. Susan Kirby & Todd Fleury, 2022 George Hill Road, would like to build an 80' x 30' home. Zoning coordinator has been to the site and discussed the plan with Mr. Fleury. There are no wetlands issues, no setback issues, and the house will be less than 35' tall. No commercial or business activity observed, and the applicants have represented the same on their application. Currently the septic system is being

designed. Approval will be contingent upon Applicants receiving an APPROVED septic system design. Zoning Permit approved per delegation of authority with conditions.

4. Susan Gordon, 19 Sunnyside Drive (Eastman), would like to have a 12' x 28' shed placed at the end of her drive. Zoning Coordinator has visited the site and discussed the plan with Ms. Gordon. There are no setback or wetlands issues, and the shed will be less than 35' tall. Area is staked and there was no commercial or business activity observed. Applicant has represented the same on the application. Zoning Permit approved per delegation of authority.

Permit Applications Returned to Administrator

5. Cushing, Lot 1 Nichols Hill Road, for a garage. We were advised the location currently staked is not correct. Permit Application returned to office for corrections. No further status reported

Other Matters.

A. Meeting with Tim Bray, Chair of Planning Board, and Selectman Heilmann regarding checklist and scoring for determination of business activity in connection with short-term rental of guest facilities.

B. At the request of Selectman Heilmann, prepared DRAFT process summary and scoring metric for determination of business activity in connection with short-term rental of guest facilities.

C. Inquiry from developer regarding site preparation and driveway permitting requirements for property on Route 114.

D. Attend Planning Board meeting. (Crowell sub-division, Cahill Conditional Use permit to place a shed in Shoreland Conservation buffer)

E. Additional research regarding "requirement for town engineer to sign off on road design" where lot is to be sub-divided. Discussion with Chair of Planning Board. Review town ordinance and State of NH requirements. (Crowell)

F. Advised of inquiry regarding establishment of farm stand somewhere out on Route 4A. Called property owner, left message. Nothing further.

G. Further communication with property owner regarding submission of application to DES for deck area next to Kolelemook Lake (Spath).

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Whit stated that in a previous report it was said that a resident would be removing a deck next to lake Kolelemook. That resident has since had a change of heart and will be going back to DES and apply for a permit as required to have the deck remain.

Whit has received an application for a pole barn on Hogg Hill. However, it is incomplete, and he is awaiting further information.

Minutes of May 9, 2022:

Poul made a motion to accept the minutes of May 9th as written. The motion was seconded by Amy. Poul, Amy and Dick voted in favor of the motion.

Court Status:

No changes in court status to report.

Unfinished Business:

Tamara and Dick learned today that apparently rules and regulations were not followed regarding approving the \$525,000 for the fire truck. Dick accepted responsibility for the entirety of the oversight. Janet Roberts assured them that they did follow the rules and regulations. Tamara stated the lawyer has informed them they did not; anything over \$100,000 must have a hearing. Tamara asked the lawyer if the budget committee hearing qualified and was told no. Dick assured everyone that everything was presented to the lawyer and rejected. Dick stated there is a solution provided by RSA 31:5-B; We must hold a special town meeting, and there is no minimum requirement for attendance. Also, there must be a public hearing at least seven days before the special town meeting to tell the people why that meeting is being held. These meetings plus the warrant must be posted in the newspaper by no later than Friday June 3rd. We are doing this to satisfy the lawyer to get this process back on track. Dick stated we will be posting a public hearing on June 9th at 7pm and post a special town meeting at 9am on June 18th and reaffirm the fact that the town voted for a \$525,000 loan for a new fire truck. Tamara will double check with the attorney tomorrow to see, again, if the budget/bond hearing and the posted notices would satisfy that requirement, but for now we will continue this process. Dick made a motion in order to correct the irregularity that was caused at the last town meeting we proceed with the plan as outlined. The motion was seconded by Poul. Dick, Poul and Amy voted in favor of the motion. Kevin Roberts and Pete Lacallaide will update Desorcie.

Poul provided handouts for updates on the sand shed, job descriptions and communication for the Board to review and discuss at the next meeting. There was a brief discussion on the topic of improving the communication. Re-working the website is a big part of the improvements Poul feels are needed. Amy stated that ~~WordPress~~ Culver Technologies owned by David Heckle, based out of Sutton, would be another point of contact regarding the website.

New Business:

Poul has received some input that the installed security cameras may not be in the right places. Poul would like to see Sargent Zullo and someone from the fire department to walk the cameras and see what needs to change about them. The one camera that was in danger of being affected by weather was moved before the installation was complete. Dick is meeting with Sargent Zullo and Officer Julian Wednesday and will discuss getting them set up to view the security cameras from their devices.

Board and Department Updates:

Amy stated the house number signs are very popular and the fire department has been delivering them and assisting with installing them if needed.

Friends of Springfield Fire-Rescue will be sponsoring a team-building paint-ball event for the Fire Department.

The Fire Department will need to do some tree trimming near the flagpole.

Dick stated that the cemetery commission is investigating what is required for green burials.

The library will be meeting to decide on the winners of the \$1,000 scholarships; they received a total of six applications.

Dick reminded everyone to be cognizant of the 91-A responsibilities.

Signatures:

Two purchase orders

Two timber cuts

Veteran's exemption credit application

Miscellaneous Business:

The Springfield Fire-Rescue department received a grant for \$300 from Fire Fighters Charitable Foundation. They would like to turn it over to the town so the town could pay for smoke detectors they will be donating to anyone who needs on. Dick made a motion to accept the \$300 so the fire department can use it to buy smoke detectors. The motion was seconded by Amy. Dick, Amy and Poul voted in favor of the motion.

At 6:01p.m. Dick made a motion to enter into non-public session to discuss personnel per RSA 91-A:3, II(b). The motion was seconded by Amy. By roll call vote Dick voted aye, Amy voted aye and Poul voted aye.

Dick made a motion to exit the non-public session and re-enter the public session at 6:30 p.m. The motion was seconded by Poul. By roll call vote Dick voted aye, Poul voted aye and Amy voted aye. Dick made a motion to seal the minutes discussing personnel. The motion was seconded by Amy. By roll call vote Dick voted aye, Amy voted aye and Poul voted aye.

Dick made a motion to adjourn the meeting. The motion was seconded by Amy. Dick, Amy and Poul voted in favor of the motion.

The meeting was adjourned at 6:30 p.m.

Jill Hastings

Deputy Administrative Assistant