

BOARD OF SELECTMEN
MEMORIAL BUILDING

April 10, 2023
4:30 P.M.

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

Selectmen Present: Poul Heilmann, Chairman ; Amy Lewis, Vice Chair; Jeremiah Crosby

Others: Jen Roberts, Tim Bray, Jim Bednar, Ian MacMillan, Jim Yager, Whit Smith, Hope Damon, NH State Representative and Steve Dzubak

Amy nominated Poul Heilmann to serve as Chairman of the Selectboard. The nomination was seconded by Jeremiah. Amy, Jeremiah and Poul voted in favor of the motion.

The Board members made their selections as to which Board and Commission they wished to represent. Those are as follows:

Poul Heilmann will represent the Planning Board, Police Department, Personnel and the Library.

Amy Lewis will represent the Budget Committee, Zoning Board of Adjustment, Conservation Commission and Recreation.

Jeremiah Crosby will represent the Highway Department, Fire Department, Buildings and Grounds, Agricultural Commission and the Cemetery.

Poul nominated Amy Lewis to serve as Vice Chair of the Selectboard. The nomination was seconded by Jeremiah. Poul, Jeremiah and Amy voted in favor of the motion.

Scheduled Appointments:

Hope Damon, first term NH State Representative for Sullivan District 8. Hope serves on the education committee of the House. They have had the most number of bills of any committee this year. Hope added that she is interested in a whole host of issues, not just education. Hope believes whatever party you are elected in, once you are elected you are a representative for all the people. Hope attends community meetings to make people aware of current topics, and to listen and learn what's going on in different communities. Hope announced last week the House approved a budget on a bi-partisan voice vote, which is the first time this has happened for a budget in the NH State House since 1989. That budget will now go to the Senate and then there will be a committee of conference between the two bodies and hopefully by mid-June there will be one document to go to the Governor. This is the budget for the biennium, starting July 1, 2023 until June 30, 2025.

Relevant to Springfield, there are some changes in the education funding formula, that Hope believes are good changes. 70% of towns, including Springfield, will go up in their allocations; it's not a huge amount but it's something. Recruitment funding for the National Guard was increased from \$500 to \$1000. Death benefits for people who die as a firefighter or policeman were improved. State employees' salaries were improved, mostly by 10%, which was long

overdue according to Hope. Thirty million dollars was added to housing and targeted specifically affordable housing; it is yet to be seen how that funding will be utilized and where. Hope encouraged people to contact her if they have any questions or concerns at any time.

Jeremiah informed the Board that he has been in contact with Hope Damon for some time regarding the NH National Guard and some concerns that he's had from his service. Jeremiah stated this should have no effect on anything going on within the Board; it has to do with trying to help get a retired National Guard onto the councils that advise the Governor, currently there is no one that fits that.

Zoning Permits:

REPORT from ZONING COORDINATOR. -- Board of Selectmen - Monday, April 10, 2023.

Application for Permit – APPROVED

1. Brian & Jessica Bishop to build a modest 24' x 26' residential structure (home) at 4 Brookridge Drive (Eastman section). No commercial activity observed, and applicants have represented the same on their application. There are no setback issues, no wetlands issues, and it will be less than 35' high. Zoning Permit approved per delegation of authority.

2. Mike Hansen (Hansen Properties LLC) 161 Hansen Road, to put a 70' x 50' cold storage building up as part of his wood treatment facility. Special Exception for expansion of the business has been granted by ZBA and Amended Site Plan has been Approved by Planning Board (See below). There are no setback issues, no wetlands issues, and it will be less than 35' high. Zoning Permit approved per delegation of authority.

Application for Permit in Hand – Waiting for further information

3. Town of Springfield (Historical Society) (a) to build 3' x 10' lean-to storage structure on the back of new tool shed/barn – further encroachment into setback (relief of 20' into setback previously granted by ZBA); (b) to build brick "patio" in front of new tool shed/barn 10' x 16' with encroachment into front setback; and (c) to construct to walkways (permit required for walkway greater than 100 sq.ft.) and steps from the Museum area down to the Town Meeting House.

Other Matters.

A. Attended Zoning Board meeting. (1. McSherry – side deck and front deck; 2. McGraw Special Exception to operate STR biz --rental of rustic camp ; 3. Select Shepherds application to operate dog breeding and training biz)

B. Second visit with owner of property on Maple Avenue (Maple Lane) regarding proposed idea to improve a 6-acre parcel.

C. Meeting with Heilmann and President of Springfield Historical Society regarding next steps to move forward with addition to new barn shed and various landscaping features.

D. Visit with resident on Oak Hill West seeking to build a garage.

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Whit will be following up with Mike Hansen as there has been a change to his plan. If work hasn't begun, Whit will suggest that he amend his permit with a proper drawing. If he has started there will be more of a conversation.

Whit received an email from the town clerk regarding activity at 561 Georges Mills Road. From the street it is apparent that there is some sort of shed being constructed behind the house. Whit provided a copy of the GIS map which does not show the shed. Whit stated there is also another addition to the house, not shown on the GIS map, back there as well. This is the house the Board interviewed about concerns of operating an Airbnb. After some discussion, with limited information, the Board decided to draft a letter to the property owner regarding the new construction.

Whit discussed the zoning board meeting from last week. Special Exceptions for McSherry and McGraw were approved by the Zoning Board. At the same meeting the Zoning Board agreed to hear the new application received for a special exception from Select Shepherds. The Zoning Board was satisfied that there was additional new information for the application to be heard. Whit added that he was very impressed with how Tanner handled the Zoning Board meeting. Two of the Zoning Board members emailed Whit on the Saturday prior to the meeting just to double check the rules. Whit was impressed with the amount of preparation occurring amongst the Zoning Board.

Whit met with a resident on Oak Hill who wants to put a garage on his lot. He is in the process of trying to figure out the location of the garage, which may require an application for a variance depending on the chosen location.

Minutes of March 27, 2023:

Jim Yager thanked Jill for her recording of these minutes, and feels she represented his point of view perfectly. Jim asked the Board if the correspondence was reviewed. Poul has reviewed the letter and informed Jim that the maps have been updated. Because it is a new Board Poul will speak with our legal council to get some history on this situation. We will have some sort of response to Jim once Poul gets more clarity from our town council. Jim added that another source for information would be Leigh Calloway, he's been involved with this in the past and said that he would be available to consult with Poul. Poul will reach out to Leigh.

Amy made a motion to accept the minutes of March 27th as written. The motion was seconded by Poul. Amy and Poul voted in favor of the motion. Jeremiah abstained.

Court Status:

No changes to report.

Unfinished Business:

Amy asked if the phone at the Fire Department had been switched back to the landline. Tamara informed Amy there are instructions next to the phone and with those everyone who has tried it has been successful. Pete Lacaille has confirmed that the phone is working great. There was some discussion reminding everyone that the Fire Department is a dead zone for cell service, along with several other areas in town.

Whit had a conversation with Ali Conlon who is on the lake protective association committee. She is very interested in making the beach as good as possible. Whit referred her to the appropriate people at Consolidated Communications to see if they would hook up with Verizon to put a little repeater on one of the telephone poles around Tim Julian's house; that would go a long way to resolving the dead spots along Route 114 near Kolelemook Lake, it might even reach as far as the fire department. Ali Conlon was willing to look into this.

Jeremiah asked where things stand with the noise ordinance; he recalled there needing to be further discussion with the other boards. Tim Bray says the Planning Board has discussed this, after it was tabled, and their discussion was where to go from here. The Planning Board thought it would be advantageous to meet with the Selectboard and town council in the same room at the same time to discuss what issues are left, where to go from here and is there a desire to incorporate this somehow into the town's ordinance. There are a lot of options. There was some discussion on the proposed noise ordinance and where it would fit in. Hope Damon suggested exploring with the Town of Lempster. Lempster has no zoning and no noise ordinance. They currently have a racetrack and are having a dirt track put in. Many residents are concerned with what new noise will come along with that track which is proposing to operate seven days a week. Jeremiah asked if there would be public meetings to discuss the noise ordinance. Tim answered yes, if the decision to move forward with the ordinance is made.

Poul reminded everyone of the decision made at the last meeting to offer to reimburse B. Manning for his travel to come back for the election. B. was very grateful but declined the offer. He appreciates the effort of the Board.

We have received our first road agent resume. Poul stated to aim for May 1st on the ending date for application submissions. The ad will run in the Kearsarge Shopper on April 12th, but will skip the following week, in addition to the ad being in the Valley News.

At the last meeting we had the resignation of our health officer. Tim Bray has volunteered to take over this position. The Selectboard must nominate Tim to the State for this position. Poul nominates Tim Bray for the position of health officer. Tim has provided a resume and has extensive experience, having been a health officer before. Tim stated the position is really regulated under RSA 128 by the Department of Health and Human Services. The key to the whole thing is very close collaboration with the Selectboard, so we are on the same page and looking into things that need to be looked into. Tim will submit his paperwork to the Selectboard after they've had the time to go over some particulars of the position.

Tamara received a call last week from Carrol Concrete asking if they could have approval to deliver two loads of septic sand in town because the roads were posted. The town office has not received any notification of a septic system going in. Upon further investigation 155 Four Corners Road was having a new septic put in. Tamara made some phone calls and found that supposedly their system had failed, and the designer is not required to notify the town of a failed system. The neighbor contacted Tamara and said the property owner was cutting down trees on his side of the line and half of the septic system was on his property. In doing further research Tamara found towns can do different things. We are not required to be notified of a failed system being replaced, but we can request it. Tamara typed up a letter stating the town would like to be notified of failed septic systems. Tamara provided that letter for the Board to review and decide on later.

Tim added that this is a prime example as to why the town should have a health officer that understands the RSA and is able to sit with the Selectboard and advise. Requesting notification would allow the town to have oversight of what is going on. When it comes to placement, whether it's a repair or a new system, that's the role of the health office. This is an opportunity to craft a regulation saying the town needs to be notified. Whit provided some examples of replacement of failed systems as opposed to just putting in a new system. Whit agrees with what Tim has said.

Tamara said the situation that happened on Four Corners Road was that they failed the system, moved the system and enlarged it. Poul asked what recourse the town has in this situation. Tamara informed the Board that the septic has been moved so it is off the neighbor's property, however it is not in the same place as the original septic. Tamara informed the Board that she believes the septic is fully installed and complete. Tim stated we can take a lesson from this that the town absolutely needs to be part of the process for a failed system and a replaced system. Whit added that this site also has a detached second dwelling unit which needs to be addressed at some point. Tamara said the system that was put in takes the second dwelling into account.

Jen asked where the responsibility for this would fall. Poul stated there are gaps with how we've treated septic systems with the concept of a failed system versus a new system. Tim said, with this being after the fact, we learn a lesson from it and improve the system and make sure that it doesn't happen again. Poul said this is on the Board's radar and they have the benefit of the chair of the Planning Board and the future health officer that will be alert to this. Tim said this is an opportunity for policies and procedures to be written on the role of the health officer in Springfield. The health officer can then reach out to DHHS stating we expect to be notified if DHHS deems a system failed so the health officer can go out there and inspect the location and check boundary lines. Tamara has a copy of the plan that she printed off the DES website.

Poul asked Amy if there were any updates on the Lindquist issue. Amy hasn't seen anything, and Tamara has not heard back from them. Poul asked to bring this up at the next meeting if there is still no response.

At the last meeting the Board made a motion to accept the grant for the LEOP updates, unfortunately the dollar amounts used were half of what it actually is. The grant was not approved because the amount in the minutes needed to be changed to \$4000. The meeting minutes need to reflect the correct amounts before the grant can be approved. Amy made a motion to accept the Emergency Management Performance Grant for LEOP updates, for the purpose of updating the Town of Springfield's LEOP (Emergency Operating Plan). The Selectboard acknowledges that the total cost of this project is \$8000, with \$4000 coming from the Town in the form of in-kind time and service hours and \$4000 coming from the state as a matching grant. The motion was seconded by Jeremiah. Amy, Jeremiah and Poul voted in favor of the motion.

Ian presented a second grant for updating the Hazzard Mitigation Plan which was last done in 2013. Ian is in the process of getting quotes to provide the plan. It can't be quoted at this point because they don't know what the funding structure will be. This grant is coming from FEMA and looks like it will be a 90% grant with a 10% in-kind match; The cost is believed to be \$10,000 total. Ian is just waiting for the final word from FEMA. To proceed they will need the approval from the Selectboard. The Board signed the approval. There was some discussion on obtaining one or multiple quotes. Neither the Board nor grant would require multiple quotes. Once a quote is obtained Ian will bring it before the Selectboard.

New Business:

The Board wants to explore further the rules of procedures for the Selectboard. Poul review this information and get it to Tamara to be disbursed to the remaining Board members for later discussion.

Board and Department Updates:

The head gasket for the grader at the Highway Department went. The parts have been ordered to fix it. The total cost will be around \$2500.

The second beaver has been caught on Eastman Access Road. There is suspicion of a third beaver there. Whit added that there are now beavers in the swamp next to Durgin and Crowell. This is not currently affecting the roads, but Whit stated that water level can come up pretty high in that area.

The sand shed is having some drainage concerns. Stevens will be back to inspect the site this Spring, as part of the contract. Poul will contact Stevens after we get a few days of rain, so he is able to see the issue when he inspects the site.

Whit stated that the council for Select Shepherds will likely be attending the next Zoning Board meeting and feels it would be very beneficial to have our town council present as well. Tamara informed Whit that Tanner is already in contact with attorney Fillmore.

Tamara was contacted by a member of the recreation committee about the need for storage. Jen Roberts said recreation was wondering about storing supplies in the upstairs closet of the

meetinghouse it's not taking up space in people's homes. Jeremiah added that because they have no storage things are getting lost in the shuffle when changes in the committee happen. A permanent spot would give some continuity. Jim is not sure of the space available. Poul doesn't see an issue with this, however there may be some reorganizing that needs to happen first. It would also depend on how much stuff there was to store. There was discussion on possible other locations that could be used for storage; this will be explored further.

Poul would like to put together a committee that is going to be geared towards maintenance, but they would also be tied in with Capital Improvement aspects. There was discussion of projects needing to be done in some of the town buildings. Poul has some names of people to reach out to for this committee. Whit suggests the committee consists of six or seven individuals and also hold regularly meetings with minutes taken and a moderator; this is how the BITS committee functioned and they found it to be a very effective way to run.

Amy stated the Supervisors of the Checklist have requested at least one more laptop. Right now, there is only one town laptop that the three share. Amy makes a motion to authorize the purchase of a laptop to be used by the Supervisors of the Checklist for up to \$1000. The motion was seconded by Poul. Amy, Poul and Jeremiah voted in favor of the motion.

Correspondence:

Note received thanking the Chief and Sergeant for the efforts made in removing a turkey from inside a residence in town.

Notification of the Beach Replenishment Permit by notification. This is for the beach area of Baptist Pond.

Signatures:

Septage agreement
Board and Commission appointment forms
Annual wage employee acknowledgment forms
Building rental application
Report of cut
Veteran's Credit application.

Miscellaneous:

Tamara informed the Board that the repair made to the ramp at the skate park last fall has not held, and there is a new hole on the back side of the ramp. The Board has not had luck in the past finding someone willing to make the repairs. Jeremiah has volunteered to continue looking for someone that could possibly do the repairs needed.

One of the town properties sold in December, by bid, sold for more than what we took it for in taxes. As a result, the previous owner needs to be contacted and any monies over and above what it cost us to advertise it, sell it and what was due to us needs to go back to that owner. Tamara located an address and sent a letter certified return receipt. Unfortunately, the letter was

never picked up and has been returned to us. Tamara has been in touch with attorney Fillmore and the next step is to do a bill of interpleader; that is currently being worked on.

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

The meeting adjourned at 6:14 pm.

Jill Hastings

Deputy Administrative Assistant