

**BOARD OF SELECTMEN**

**NOVEMBER 13, 2018**

**MEMORIAL BUILDING**

**4:00 P.M.**

*The following are to be considered draft minutes until approved by the Board.*

The meeting was held in the downstairs meeting room and called to order at 4:00 p.m.

Selectmen present: Tamara Butcher, Chairman; Dick Hendl, and George McCusker.

Others present: Sidney Pratt, Leigh Callaway, Dallas Patten and Whit Smith.

The Board asked Mr. Pratt to attend the meeting so they could review with him the excavation work that he is doing at his property on Main Street. Tamara told Mr. Pratt there is a pending zoning permit application to build a shed (greenhouse) on the property. The Board has no issue with the permit, but there are questions and concerns the Selectboard and other residents have regarding digging and moving of material to other locations on his property involving drainage and in close proximity to the lake. She noted the State of NH DES had notified Mr. Pratt that he was not in compliance with shoreland protection requirements and permitting. Tamara asked Mr. Pratt the status of that. Mr. Pratt stated he has some medical issues that make it difficult for him to understand written information. He had a contractor working for him at the time, and he gave the notice from DES to the contractor. He said the contractor took Mr. Pratt's money, stole his backhoe and never completed the job. Mr. Pratt says he now has a different backhoe and he is trying to fix drainage issues and clean up debris from his property. He has dug behind his house and moved some material as he needs to have a new well dug, to be able to get a well truck back there. Drainage around his garage was never done correctly and the foundation has been undermined so he is trying to fix that. Mr. Pratt stated he has not been able to do any work recently, due to another medical issue this summer. He did recall that the State had come out, and it had been explained to him what the State required, so he is trying to clean up the site from what he remembered of the State's requirements, but he does not have the written notice.

Dick stated he has seen Mr. Pratt using a different backhoe recently in front of the house and near the road and questioned the activity that appears to be happening this year. Mr. Pratt stated he has only removed docks from the water. Dick noted the DES has no records of permits for Mr. Pratt to do any of the work that has been done.

Tamara requested that Mr. Pratt discontinue any type of activity requiring permitting from the DES and suggested Mr. Pratt contact the DES to find out what he needs to do before doing any further digging. The Board agreed. Tamara noted, the permit and building the greenhouse is not contingent on DES permits.

Report from Leigh Callaway: The Sip & Soup event this past weekend was very successful. \$43.00 was received in the donation jar. There has also been a good response as a result of a recent mailing the Committee has undertaken. They are steadily working toward their goal. Leigh requested acceptance of \$12,604.30 to the 250<sup>th</sup> Trust Account. Motion by Dick to accept the donation to the Trust, seconded by George and unanimously approved.

Leigh noted that of the \$3500.00 the town appropriated for the 250<sup>th</sup> in the operating budget, \$2700.00 has been used for promotions. The Committee would like to request \$3500.00 again in 2019.

The efforts of the 250<sup>th</sup> Committee are commended the Board wants the volunteers to know they appreciate all they are doing.

Dallas Patten: Dallas noted he and his wife own property on Old Croydon Road. They currently have a zoning permit to build a residence there. They would like to sell the property to their son and he questioned if the permit is transferrable. Whit noted the permits state they do not transfer, but the Selectboard has discretion to allow on a case by case basis. The application had been approved and was renewed in September. Tamara stated the intent of the permit all along has been for the benefit of their son. She does not see a problem with the permit being transferred to him as the new owner. The Board agreed. Whit noted an amended application might be required if the building location changed or the building was to be enlarged. The current permit is good until September 2019.

REPORT from ZONING COORDINATOR. -- Board of Selectmen - Tuesday, November 13, 2018.

Here is a summary of permit applications and Zoning Coordinator activity.

Application for Permit – Acted Upon, Approved:

1. Jason Patten, 53 Town Farm Road Extension, application to erect Barn. Zoning Coordinator has been out to the site and has spoken to the property owner/applicant. Location properly marked. No issue with setback requirements. No wetlands issue. The structure will be less than 35' high. This application presented at the BOS meeting October 22, 2018. APPROVED by Board of Selectmen; McCusker signing the approval. Same delivered to Mr. Patten.

2. Jose Suarez, 108 Sanborn Hill Road. Application to place/erect a ground mounted PV (solar) Array. Zoning Coordinator has spoken to the owners' representative (Cody Berwick, Solaflect Energy). Zoning Coordinator is familiar with the property and identified location. No issue with setback requirements. No wetlands issue. The structure will be less than 35' high. APPROVED by Zoning Coordinator pursuant to delegation of authority.

Application for Permit PENDING:

3. Sidney Pratt, 2489 Main Street, application to erect greenhouse. As previously reported, Zoning Coordinator has been out to the site and has spoken to the property owner/applicant. Location properly marked. No issue with setback requirements. No wetlands issue. The structure will be less than 35' high. Members of the Board of Selectmen have requested a review of the application because of prior issues regarding compliance with DES Shoreland Protection regulations.

Other Matters.

A. Visit property owner on Hogg Hill Road at their request regarding next steps for subdivision of their land to allow building of a second residential structure and the sale of subdivided lot with existing residential structure. Discussed matter with Administrator and Road Agent.

B. Inquiry from property owner (phone call, document package) regarding installation of staircase between first floor (main dwelling entry) and ground floor (basement studio dwelling). Forward inquiry with pictures to Chair BOS. Prep and send email to property owner after review with BOS Chair.

C. Review inquiry regarding set back requirements for potable water well. Research NH DES well regulations. Reply to property owner with reference to NH DES website.

D. Respond to inquiry on whether a propane tank is a structure under the Town Zoning Ordinance.

<< RWS 11/12/2018 >>

Update Tunis LLC: Mrs. Austin sent photo's to Whit showing the staircase has been installed. The photos have been shared with the Board. Mrs. Austin is aware she needs to be in touch with Tamara, but she says she wants to have all the finish work done before she notifies the Board.

Whit noted it has been reported to him that Cory Swenson recently had a slab poured on the Lane property on Sanborn Hill Road. He is not aware of any application for it. He stated the Trustee of the Trust is well aware of the requirements. The Board recommended Whit be in touch with the Trustee.

Minutes of October 22, 2018: Dick moved to approve the minutes as written, seconded by George and unanimously approved.

The Board reviewed contract options from Certified Computer Solutions for 2019. There are 6 work stations due for replacement this year. Whit offered to look at the contract and review the options with CCS. The Board did approve converting individual e-mail accounts from pop-mail to the Microsoft Exchange. The Board will table the discussion until the next meeting.

The zoning permit application for Mr. Pratt's green house was approved and signed.

Pixie Hill met with the Board regarding Hayley's resignation. She has approached several people about the position and she has definite interest from two and possibly a third. She reported the State DMV requires someone to "mirror" Pixie on the job for 30 days before they can go for training and then become certified by the State. Pixie is anxious to get someone appointed so they can begin training as soon as possible in view of the time that it takes. The Board agreed to meet with candidates on Monday, November 19<sup>th</sup> at 1:30.

Old Business: Dick noted Tim has found a place to purchase 2 body cameras for \$4,400.00 and has the money available in his budget to buy them this year. Motion by Dick to approve the purchase, seconded by Tamara and unanimously approved.

Dick reported he has been in touch with Capital Alarm and they will do the upgrade to the Town Meetinghouse and Town office during the last week of November or first week of December.

Dick has sent Mason an e-mail to obtain figures for the Meetinghouse upstairs heating system.

Tamara noted she has not been contacted by Ellen Scarponi of Consolidated Communications about the pole at the beach.

Health Insurance contract: The Board discussed the options presented by Health Trust and reviewed increased annual costs, and options for a Flexible Savings Account. A change from the existing plan would result in a \$10,000 savings to the Town. Dick suggested sharing some of that savings by giving employees a certain amount each month, establishing an FSA account that employees could deposit pre-tax money into, to use to offset deductible and co-pay costs or other medically related expenses. George again stated he would like to stay with the current plan the employees have, but will go along with what the other Board members decide. The Board agreed to meet with employee's at 2:00 p.m. Monday to review the proposed plans. Dick will prepare information for the employees to review beforehand.

Department Updates:

Cemeteries: Tamara stated she had used some of the D2 formula the Trustees have purchased and was able to show them the difference it made. The Trustees will plan to have some summer work sessions to do stone cleaning. George reported they visited the Star Lake Cemetery. Jim Bednar has talked about ideas for participation by the Trustee's in 2019 as part of the 250<sup>th</sup>. Some cemetery walks and spreading news of the cemeteries is being planned.

Library: Dick reported there has been no response from DOT on the request for road signs. The Trustees have been given the contact number of the Enfield DOT division office.

Miscellaneous Business: Turkeys for employees have been ordered and will be available on Wednesday.

The Budget Committee will hold their preliminary work session on Tuesday, December 11, at 7:00 p.m.

The meeting adjourned at 6:20 p.m.

Submitted by,

Janet Roberts,  
Administrative Assistant

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