

BOARD OF SELECTMEN

APRIL 27, 2020

MEMORIAL BUILDING

4:00 P.M.

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

The meeting was called to order at 4:00 p.m. and began with the Pledge of Allegiance.

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

Others present: Town Clerk, Pixie Hill; Deputy Town Clerk, Maryanne Petrin; Chief of Police, Tim Julian, and Andrew D'Amico.

Others present via ZOOM: B. Manning, Moderator; Whit Smith, Zoning Coordinator; Keith Cutting, and Andrew Ailiotta from Swift Ambulance.

Elections and Voting: B. reported on planning for the upcoming elections in September and November amid the COVID 19 pandemic. He noted his concern with available spacing at the Town Hall. The State has grant money available if a location must be modified with plexiglass shields, sanitation, etc. B. addressed concerns regarding the number of people that would be required to count ballots, being able to get the amount of people needed, and then being able to provide adequate spacing. He has contacted the State about getting a voting machine. There is only one machine that has been approved for use by the State of NH. The machines were last built in 2007 and are not made any more and run on the Windows XP platform. NH has been buying these models from other states when they upgrade to replace and use for parts as NH machines require. New machines cost in the vicinity of \$6500 to \$7000 when new, but they are not approved for use in the State of NH yet. The cost to purchase one of the current voting-machine is \$3500.00. There is an annual maintenance contract of \$250.00 per year and a cost of \$500 to \$700 depending on the complexity of the ballot to program the memory cards, which must be programmed for each election. During elections, the State has staff set up throughout the State so that no town is more than 40 minutes away from a technician. A technician would be at the polls for the entire election the first time. The State anticipates the expected life expectancy of the equipment, given the amount of "spare" parts to be between 5 to 6 years. Pixie stated it will be impossible to find the counting staff that will be needed. The Board discussed the options. It is unlikely that town would go back to the traditional way of voting once they have the counting machine. Pixie will set up a ZOOM meeting for a demonstration of the voting machine for some time in May, (1:00 p.m. on May 1 or May 15 suggested) so the Board can decide by June 1. Using the fire department as the election location was discussed as a viable solution for social distancing requirements. Tamara will speak to Chief Lacaille. B stated if the Town incurs costs to do so, that is what the funds in the State grant are available for. Pixie and B. will also look at the Fire Station.

Fire Department: Contract with Andrew Aliotta, Swift Ambulance Service. Andrew was on the phone via ZOOM. The lease agreement drafted by Town Counsel was reviewed. Andrew Aliotta, d/b/a Swift Ambulance will be leasing a bay at the fire station to store his ambulance. Chief Lacaille has no issues with the contract. The Board discussed safety features etc.

Andrew stated his truck has two kill switches and there is no electricity that flows through the truck when it is not being run. There is plenty of space around the truck. Dick moved to approve the lease as written and to allow the truck to be housed in the fire station. The motion was seconded by George and unanimously approved. Andrew will get an insurance certificate to the town.

REPORT from ZONING COORDINATOR. -- Board of Selectmen - Monday, April 27, 2020. Here is a summary of permit applications and Zoning Coordinator activity.

Application for Permit – Acted Upon, APPROVED

1. Mr./Mrs. Ingham, 52 Shad Hill; application to build 60' x 28' single story home in location like existing residential dwelling (to be removed). The Ingham's current home is built across the lot line of two adjacent lots; both are owned by the applicant(s). Planning Board APPROVED merger of the two lots. Accordingly, No setback or wetlands issues; planned structure less than 35' tall. No observed Home Business or Commercial Activity. Zoning Permit Approved.

2. Mr. Brunelle, 2413 Main Street; application to build/place a 12' x 6' chicken coop in the back yard. No setback or wetlands issues. After consultation with town attorney, Board of Selectmen determined they would approve the permit. Zoning Coordinator instructed to sign off on the permit and to notify the applicant. Done. Permit delivered to applicant.

3. Mr. Jeffrey Cibulski, 131 Sanborn Hill Road; application to build/place an elevated 10' x 16' deck on the back of garage. No setback or wetlands issues; planned structure less than 35' tall. No observed Home Business or Commercial Activity. Zoning Permit Approved.

Open Applications - In Hand, But NOT Acted Upon.

4. Kara Zaleskas, 164 Four Corners Road; Zoning Coordinator has nothing further to report.

5. Janet Roberts, application for zoning permit for a sap tank shelter. Pending clarification based upon recommendation from the Agricultural Commission (or whatever it is called) and further review by the Planning Board. Zoning Coordinator advised "applicant" that the application cannot be considered (See discussion below under "Other Matters") at this time. Town Clerk advised to return "after the fact" fee to the applicant. If this matter ever does become timely and worthy of consideration, the applicant will be so advised at that time.

Other Matters.

- A. Responded to email from resident on Sanborn Hill Road inquiring about Planning Board meeting and follow up regarding clarification of a sap tank shelter. Upon investigation (review of photo forwarded by party raising the question and interview with one of the owners of the sap tank shelter), Zoning Coordinator confirmed that the said sap tank shelter measures less than 8' wide and less than 8' deep and is no longer at the location previously indicated. Forwarded the

- B. inquiry by email to Chair of the Planning Board for placement on the agenda and consideration at the next PB meeting (April 23, 2020).
- C. Attended Planning Board meeting via Zoom conference call (April 23). Waddell brewery site plan Approved.

Upon follow up, Planning Board was reminded of the question regarding the sap tank shelter question; and, after discussion, it was not clear if the Planning Board had determined how to classify a sap tank shelter measuring less than 8' wide and less than 8' deep; and whether such a contraption constitutes a structure. Best I could tell, the Planning Board intended to pass this question on to the newly approved Agriculture Commission.

Despite of all this, Zoning Coordinator received zoning permit application from resident for a sap tank shelter measuring less than 8' wide and less than 8' deep located on property that is not owned by the applicant. Application was filed "after the fact" and fee paid to the Town Clerk. In fact, the sap tank shelter measuring less than 8' wide and less than 8' deep has now been removed from the location. Since there is precedent that removal of an offending structure renders the question moot, no further action is required. Moreover, it has NOT been determined that a sap tank shelter measuring less than 8' wide and less than 8' deep is to be considered a Structure. Accordingly, there is nothing to consider.

How would the Zoning Coordinator measure setbacks to a sap tank shelter (Structure or not) measuring less than 8' wide and less than 8' deep when it is no longer in place? Unlike other instrumentalities utilized in farming and agriculture, which have been determined by the Planning Board to constitute a "Structure" (such as a so-called high tunnel), The Town of Springfield Zoning Ordinance 1987, as amended through 2018, is silent with respect to a sap tank shelter measuring less than 8' wide and less than 8' deep and the Planning Board have deferred to answer the question as to whether a sap tank shelter measuring less than 8' wide and less than 8' deep constitutes a "Structure."

- D. Multiple communications with owner regarding property on Main Street (Route 114) next to the park adjacent to the town beach. This parcel approximately .32 acres and is currently vacant. Owner would like to build a cottage and a detached garage. The proposed plan shows encroachment on all property boundaries and proximity to Kolelemook Lake as well as Main St. Matter will be referred to the Zoning Board of Adjustment.
- E. It has been better than a year since members of the Planning Board expressed their opinion that the Zoning Coordinator was not fully executing the responsibilities of the job. Specifically, Messrs. Patten and Jacques stated that the responsibility of the Zoning Coordinator included bringing to the attention of the Board of Selectmen those properties where Home Business or Commercial Activity might be occurring. In November 2019, Zoning Coordinator provided to the Board of Selectmen a partial list, completed with assistance from members of the Planning Board, of known Home Businesses and/or Commercial Activity within the town. Most recently, it

has come to the attention of the Zoning Coordinator that Kennebec Lumber continues operating without a Site Plan Approved by the Planning Board.

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The Board discussed the report with Whit. Whit stated he has been reminded by Mr. Jacques and Mr. Patten that the process to promote compliance for residents with home businesses or commercial uses has waned. A partial list of those that may have a business was shared with the Select Board, but nothing further has taken place. The Board recognized they had “dropped the ball” on that. Other obligations and fine tuning the process and procedures has taken some time to smooth out. Currently, meetings are limited due to COVID-19. The Select Board will draft a general letter. The Board agreed a copy of the pamphlet should be provided with visits.

Dick reported the letter to the abutters of Kennebec regarding the noise complaints has been sent. A copy is also posted at the Post Office and Town Office. The Select Board agrees Kennebec needs to be invited in to discuss the need for a Site Plan. A motion was made by Dick to recommend Kennebec be considered for Site Plan Review. The motion was seconded by Tamara and unanimously approved. Twin Lake Villa is working on their plan and should be presenting it soon.

Tim Julian reported he and Pixie have been discussing online registrations and an official logo. The Town has no official logo, but he has used the reverse side to the 1969 commemorative coin with the oxen on it. HE would like to have the 250th logo, with the 250th removed be considered as the official town logo. Tamara moved to adopt the logo developed by Sara Ellis as the town logo. The motion was seconded by Dick and unanimously approved.

Minutes of April 13, 2020. Dick moved to approve as written, seconded by George and unanimously approved.

Unfinished business:

Tamara reported the cleanup of the Stone property on George Hill Road has been completed. The project came in under the estimated cost.

There have been no reported cases of COVID-19 in Springfield.

George reported he did not reach out to Mr. Tedeschi. Peter has been up on Oak Hill and has graded and rolled the roads.

Tamara questioned if there was any update at the end of Nichols Hill Road. George stated he is not aware of any movement. Tamara stated NH Electric COOP has marked out where the guide wire is moving to and Peter had marked out where the road is going. She has heard from both Barb and Alex Moskalenko with concern regarding proposed area of disturbance. No one has spoken to them yet and they have not seen any plans.

Dick reported on a complaint regarding the Pratt property. He forwarded the information with current pictures to the DES. The Town has done all that it can. Jeff Blecharczyk.

k at DES informed him the State would be discussing the case at their upcoming meeting. Senator Ward is also in the loop.

Dick reported progress is astounding on the lift project at the Town Meetinghouse. The shaft has been built, the foundation poured and cinderblocks in place. They are waiting on the lift.

The heads for the mini splits were installed on Friday. The library work was delayed due to the snow.

Town Counsel is reviewing the information regarding the bob house on Route 114.

The committee for Bring Internet to Springfield is moving along and Request for Information has gone out to internet providers. There has been a request to for a non-disclosure agreement before one of the companies will provide the requested data. The Board agreed to incur the legal cost and to have Shawn Tanguay review the agreement.

Selection of Agricultural Commission. Keith submitted names of people willing to serve on the committee: Keith Cutting, Jim Bednar, Cynthia Bruss, Donna Abair, Bill Ellis, Susan Chiarella, and as alternates Susan Cutting and George McCusker. Five members service on the Committee for staggered terms with two alternates allowed. George suggested Keith Cutting and James Bednar for the three-year term; Cynthia Bruss and Bill Ellis for the two-year term, and Donna Abair for the one-year term. Dick moved to appoint the members as George suggested, seconded by Tamara, and unanimously approved. Motion made by Tamara to appoint Susan Chiarella and Susan Cutting as alternates, seconded by Dick, and unanimously approved. Keith questioned whether George would be an ex-officio member. Tamara stated the meetings are open to the public so George can attend if he wishes. Keith stated he will be the facilitator to get the meetings moving forward. The committee will elect a chair and vice chair, make a meeting schedule, create a small statement of purpose, and develop the character of the Committee.

Keith stated the Agricultural Committee should be able to assist in Janet's situation with the sap tank shelter that whit reported about. According to definitions of the Current Use Board a tank and shelter would be considered an agricultural piece of equipment, not a structure. The Planning Board did decide one way or the other and hopes the commission can help with that.

Board and Department Updates:

Tamara reported the Fire Department is not having meetings.

Dick stated the Library Trustees will have a ZOOM meeting this Thursday. The curbside service has been successful. They have received many favorable comments.

Tamara reported there will be no Memorial Day Services this year due to COVID-19. On Sunday, May 24 at 11:00 a.m. flags will be available at various sites in the cemetery that people can come and be socially distanced while placing flags on Veteran's graves.

Correspondence:

Request from Joanne Rutledge-Davis to place signs of KRHS seniors in front of the town office to recognize Springfield seniors since a ceremony for graduation is unknown. Tamara suggested placing them along the fences at the recreation field, and the town office playground instead of in front of the office. Tamara would also like to reach out to do the same for college seniors. A motion was made by Tamara to accept Joanne's proposal and to add college seniors. The motion was seconded by George and unanimously approved.

E-mail message received from James Carter of Oak Hill Road was reviewed by the Board. The comments made by Tamara at the previous meeting were not made in a condescending manner. George stated there have been issues in some specific locations on Oak Hill in the past and the highway department may have done some sweeping or maintenance due to winter plowing damage on an individual basis. George will speak to Peter to see what the issue may be.

The meeting adjourned at 6:00 p.m.

Submitted by,

Janet Roberts,
Administrative Assistant