

BOARD OF SELECTMEN

May 11, 2020

MEMORIAL BUILDING

4:00 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 4:00 p.m. and began with the Pledge of Allegiance.

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

Others present: Ryan Peterson, Leigh Callaway, Don Hill, Chief of Police Tim Julian and Sargent Michael Beaulieu.

Others present via ZOOM: Andy D'Amico, Wayne Smith, Dick Petrin, Brooks Weathers, Whit Smith, Lars Mester, SueAnn Kazenas, Keith Cutting, Mike Hummel, Dan Saulnier and Gene Hayes.

Update Town Meetinghouse Lift: Don Hill was happy to share that the building committee has been informed that the building prep is complete. The building committee has been made aware of a change order, totaling \$2,079. The committee plans to do the fundraising to pay that in full, however they have already been approached by an anonymous donor that stated this will be covered in the event that you can't raise the money. The change order comes from the fact that the upstairs of the building leans back towards the hill. The lift door downstairs opens towards the front of the building; under normal circumstances the second-floor door would swing the same way. There is nowhere to attach the door on the second floor. Bob Webber, the lift guy, did a site visit and provided two options. The shaft can be moved or the door coming can be returned and then order the door that opens the opposite way; then nothing will have to be modified further. Ordering the replacement door has a final price of \$2,079. Don added that the electrician will come in roughly around \$1,000, with hopes of coming in under that. It is premature to do the fundraising now. Their hope is that twenty or more people donate \$100 each, so that it continues to be a community project done with spirit by a large group of people. If for some reason the fundraising falls flat, we have the anonymous donor ready to write a check for the change order for the door. Tamara asked if the \$1000 is included in what has already been given to the town? Don stated that he hoped it would be. The committee reported they knew things were tight and there was a chance additional fundraising would be necessary. Don said there are no guarantees but is confident this additional \$1000 can be raised, over the \$2,079. The chance of this \$1,000 falling on the town is slim. Dick asked if Mason may need more resources to complete his part. Don could not speak for Mason but feels confident he won't go over. Don stated that it was great to see the full building committee in one place on Thursday afternoon, including Dick Hendl. George feels there is no choice but to authorize the purchase of the new door, he feels the money will come forward through fundraising. Dick made a motion to accept the change proposal for the \$2,079 so that the contractor can proceed. The motion was seconded by George and unanimously approved. Don shared the install schedule at this point is unknown because the two installers are in Vermont and Maine. They are still trying to determine

the rules of the road. Once there is a date of delivery provided, Bob Webber will coordinate with the installers. Dick said it has been discussed how this money being raised will be accepted and spent. The building committee will come before the selectboard with a request for the board to accept the donation for that specific purpose. Don provided Jill with the invoice from the contractor for the 40% payment due according to the contract. This payment does not include the cost of the door, that will appear on the final invoice. Don thanked everyone for their continued support.

Bring Internet to Springfield Committee: Update given by Dan Saulnier.

Statement and request by Dick Petrin of 3717 Main Street and Dan Saulnier of 1569 George Hill Road to Springfield Select Board, May 11, 2020.

As you know, several citizens have been working together informally to explore the possibility of bringing high-speed internet to Springfield. We have made considerable progress in determining that it may be possible to achieve this goal at minimal cost to the town. However, much work remains to determine if residents in the Town support our initiative, and (if so) in moving it forward to becoming a real project.

Mr. Petrin and Mr. Saulnier, on behalf of the informal group of citizens, request that the Select Board create an Internet Advisory Committee* to continue to explore the concept of bringing broadband internet to the Town. It is our understanding that such an Advisory Committee would be subject to Town policies and contractual requirements, including:

- holding regular, noticed meetings open to the public,
- recording and publishing meeting minutes,
- serving at the pleasure of, and reporting regularly to the Select Board,
- and generally complying with NH RSA Chapter 91-A.

Our informal group feels that becoming an established Advisory Committee to the Select Board would make our efforts more transparent to the rest of the community, and this transparency would encourage participation and open dialogue with everyone in Town who has an interest in or opinion about this matter.

As a starting point organizing an Internet Advisory Committee, we suggest that the committee meet at 7:00 pm on the first and third Mondays of each month. This would allow the committee to report back in a timely fashion to the Select Board on the second and fourth Mondays of each month. An initial membership of nine members and two alternates would be suitable for the work anticipated. The following Springfield residents have expressed interest in being considered by the Board of Selectmen for initial appointment to the committee:

- Susan Chiarella
- Barbara Cooper
- Andrew D'Amico
- Mike Howard
- Kevin Lee
- Dick Petrin
- Brian Putney
- Dan Saulnier
- Terry Smith

- Wayne Smith
- Jim Tinkham

As discussed at your April 13, 2020 meeting, actions for the foreseeable future are non-binding upon the Town. The work ahead of us is to continue to confirm that Springfield qualifies for the State's bonding program pursuant to S.B. 170 and RSA 33:3(g), and to begin assembling documents that will allow us to comply with the rules of the program. Simultaneously, we are planning to ramp up efforts to explore whether the rest of our fellow townspeople think this is something Springfield should be pursuing, or not. Until some future town warrant article and vote, there would be no commitment towards any change in existing internet infrastructure in the town.

Thank you.

** RSA 91-A:1-a(1) defines "Advisory Committee" as "any committee, council, commission, or other like body whose primary purpose is to consider an issue or issues designated by the appointing authority so as to provide such authority with advice or recommendations concerning the formulation of any public policy or legislation that may be promoted, modified, or opposed by such authority."*

Whit added that there has been a change in the make up of the committee. Originally it was to have 9 members and some alternates, but after some thought it seemed the role of alternates here was unnecessary. The suggestion now is a committee of 11 or perhaps more. Whit has also put together a sheet that explains the role of the committee and the responsibilities of its members. This will make them aware of open meeting transparency and all the requirements of 91-A. Dick feels the committee members would be appointed by the selectboard for the duration of the activity. Dick made a motion to accept the premise of the subgroup of the board of selectman, and the 11 members that have been mentioned be appointed by the board. Motion was seconded by George and unanimously approved. Dick added that Whit has volunteered to be the administrator of this group who will see the minutes are posted in a timely manner and act as an intermediary between the selectboard and whatever company decides to provide data or respond to an RFP. Dick also suggests that Whit have the authority to work with town counsel on whatever might be required to keep this moving. Whit stated that the committee will aim to meet next Monday, the 18th at 7pm. Dick will notify town counsel that Whit will be the representative of the selectboard to work on this specific project.

Zoning Permits:

REPORT from ZONING COORDINATOR. -- Board of Selectmen - Monday, May 11, 2020. Here is a summary of permit applications and Zoning Coordinator activity.

Application for Permit – Acted Upon, APPROVED

1. Mr./Mrs. Chizmar, 35 Hoyt Lane, would like to have delivered and placed upon their parcel a 20' x 12' shed. Zoning Coordinator has been out to the site and has discussed the project with Mr. Chizmar. There are no wetlands issues, no set back issues and the structure will be less than 35' tall. Based on site visit there does not appear to be any home business or commercial activity at the location. No observed Home Business or Commercial Activity. Zoning Permit Approved.

2. Mr./Mrs. Denniston, 1020 Main Street, would like to build/install a deck, stairs and access ramp (132 sq.ft. total) mounted on concrete sonatubes to replace a smaller deck and ramp on the

back of their house. Zoning Coordinator has been out to the site and has discussed the project with Mr. Denniston. There are no wetlands issues, no set back issues and the structure will be less than 35' tall. No observed Home Business or Commercial Activity. Zoning Permit Approved.

3. Mr Mester, 620 Four Corners Road, would like to erect a 24' x 14' fabric shelter to use for growing plants. Zoning Coordinator has been out to the site and has discussed the project with Mr. Mester.

Although the location is shown to be close to wetlands depicted on the Springfield Wetlands Reference Map, the location is clear of the apparent wetlands area. There are no set back issues and the structure will be less than 35' tall. No observed Home Business or Commercial Activity. Zoning Permit Approved.

4. Mrs. Chamberlain, 12 Hoyt Lane, would like to have a 30' wide x 21' deep shed style garage constructed on the concrete pad next to her house. Zoning Coordinator has been out to the site and has discussed the project plan with Mrs. Chamberlain. There are no wetlands issues, no set back issues and the structure will be less than 35' tall. No observed Home Business or Commercial Activity. Zoning Permit Approved.

Open Applications - In Hand, But NOT Acted Upon.

5. Mr./Mrs. Roger Smith, 159 Georges Mills Road, would like to build an addition to the existing residence (addition totaling less than 690 sq. ft. - interior and walls measured off the proposed foundation). The planned structure does not encroach upon or into any setback restrictions and will be less than 35' tall. Copy of the Wetlands Reference Mapping Tool has been provided to the Select Board. Since Mr. Smith is the Zooning Coordinator, this application requires action by the Select Board.

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

Other Matters.

- A. Prepared draft of "friendly letter" to be used by the Select Board to invite residents, who may be engaged in "home business" or commercial activity, to come in and discuss such activity prior to referral to the Planning Board (and Zoning Board of Adjustment, if appropriate).
- B. Per request from Select Board, prepare partial list of businesses possibly operating in the town of Springfield based on information provided by Planning Board members (subject to review and confirmation).
- C. Inquiry from resident on Woodcrest Road (Hendl) regarding replacement of deteriorating walkway. Same dimensions, possibly different materials, but no substantive change in use or purpose. No Zoning Permit required if replacement walk is in place within one (1) year of removing the old walkway.

- D. Review with Selectman Hendl feasibility and procedures for establishing a sub-committee of the Select Board to determine: (i) eligibility for municipal bond funding, (ii) interest on the part of the town for upgrade to high speed internet service, and (iii) feasibility of bringing high speed internet to any resident in the town who might like to have such service.
- E. Work with citizen's internet group to explore possibility bringing of high speed internet service to Springfield; and assist in the preparation of proposal to be presented to the Select Board regarding formation of a formal sub-committee (RSA Chapt.91-A rules).

<< May 10, 2020 >>

Whit brought the boards attention to "other matters" which involved a list of business that Dick requested from him as a result of working on the "friendly letter". The list is a work in process, but it is plenty to get started with. Whit received an informal inquiry from selectman Hendl regarding a deteriorating walkway at his house. This is a replacement on an existing walkway and no zoning permit is required. Whit went back to item five; Whit and Terry want to build an addition on their house, it is all staked out. The addition is 24' x 22' garage looking structure. It will be connected to the existing house with a 130 or 135 square foot connector. This will provide a first-floor bedroom suite with no thresholds. Janet provided the plans and application to the board for review. Whit also added there is no commercial activity or home business taking place at their home. The board approves of the application and it is signed by Tamara.

Whit provided the board with a picture of a structure being built on Main Street. Whit feels the person doing the work is unaware of the requirement for a zoning permit. Whit will happy to speak to the homeowners if directed by the board of selectmen to do so. Whit added that he has been going out to look at properties and to meet with potential people who want to build while following social distancing guidelines. Tamara made Whit aware that Ryan Peterson raised his hand and volunteered that if Whit does not want to do that he will. Ryan said he was thinking the buddy system, but either way is fine. The board will give Ryan the authorization to go and speak with the homeowners about their structure. Whit will provide Ryan with a zoning pamphlet and added that he has been handing those out. Tamara did speak with Pixie and she will begin handing the pamphlets out to customers doing car registrations.

Minutes: Tamara asked to revisit the minutes of April 13th. A resident brought up that the term Christmas candle / Christmas lights probably should not be used and instead just use candles. In the minutes of April 13th remove the word Christmas and replace it with electric or battery operated candle as the item that is lit at many of the town buildings to show support for our medical professionals and first responders throughout this Covid-19.

*Jim would like to ask if the town would be willing to put out an email asking people to put a ~~Christmas~~ **an electric or battery operated** candle in their window to be on 24/7 to show our support to our healthcare workers and shows we are doing something together as a community.*

There were no issues with the minutes of April 27th.

George made a motion to accept the minutes. Motion was seconded by Dick and unanimously approved.

Unfinished Business:

Tamara reminded everyone of the tree donation by Eastman; the tree will be planted in the rec field between the basketball court and the skateboard park. Peter Abair will dig the hole. Dick added the garden club and conservation commission will decide exactly where it will go. The tree being planted is a spruce tree so that in the winter it can be illuminated. Dick made a motion to authorize the garden club and the conservation commission jointly to decide on the precise location of the tree donated by the Eastman Community. The motion was seconded by Tamara and unanimously approved.

Dick reminded how it was agreed at the last meeting to send a letter to Kennebec Lumber inviting them to appear before the selectboard to determine whether or not they need to go to the planning board to have a review of their site plan, if there is one. Dick has a draft of that letter inviting them to either of the two meetings in June ready for signatures. Related to this matter, Dick referred to the list that Whit provided; this list will be followed up with letters to the residents who might be required to come in for a site plan and or special exception, also known as the friendly letter. Dick suggests that since George is the representative to the Planning Board that he take control of this. George was asked to bring Whit's list and discuss it at this month's planning board meeting so this can move forward.

Dick has been contacted by two residents about the situation occurring on Main Street that the board has been trying to solve for the last three and a half years. The health officer visited the property owner to discuss the situation and was told he was waiting for a community group to clean up the property. Dick received an email from a resident who also spoke with the property owner and offered to help remove the pallets at the edge of the lake and was told "what are you going to do that for I've ordered more to be delivered". Dick stated that the DES has been notified on no fewer than two occasions of the situation over that past three and a half years. The DES has come out, written letters with deadlines without any follow up. The suggestion is made by Dick to invite the two local newspapers to come and maybe do an investigative piece on why it takes the DES so long to enforce their own laws. Dick feels this is owed to the residents of the town. If the board approves this, Dick will contact the editors of the Intertown Record and Valley News and invite them to send a reporter out to speak with residents and board members. George and Tamara are in favor of this. Dick made a motion that the board authorize him to contact the editors of both the local newspapers and present to them the situation that we would like them to come out and investigate. The motion was seconded by George and unanimously approved.

Dick spoke with town attorney Matt Decker and he will be following up with letters to several property owners that we have been dealing with and try to get them to take action on some violations that they have been notified about.

Dick spoke with Lieutenant Kneeland from NH Fish and Game concerning the situation with grooming trails. Lt. Kneeland feels that grooming is a normal function of maintaining a trail and he will not pursue any criminal trespass against the Mascoma Valley Snow Travelers.

Dick began a discussion on what should be done about the town beach with the good weather coming up. The board needs to consider whether they will ask the fire department to put the rafts out or leave them where they are which might encourage the people to not use the beach or at least maintain social distancing. Tamara asked Lars' opinion. Lars feels this is the decision of the selectboard. Tamara wonders if it would be best to hold off for a bit to see if the Governor puts forth regulations for town beaches. Lars will make some calls to see what he can find out.

New Business:

An emergency management meeting needs to be scheduled to discuss what we have learned, been doing and what we need to do next time. After discussion, the meeting was scheduled for May 26th at 3pm, followed by the selectman's meeting at 4pm.

B. Manning sent an email regarding the Accu-vote machine. LHS is the company that sells the Accu-vote machine and will be here to provide a demo on May 15th at 1pm. LHS purchases older machines. They will have representatives placed at various locations throughout the state during an election in case there are issues. If the town purchases a machine from LHS they will have a technician here all day for our first election. It is not the State of NH that is doing this, it is LHS.

Board and Department Updates:

Dick reported that the library trustees met to discuss whether the library would continue to offer curbside service, which is the term being used. The procedure is a resident will call in to request books, the librarian will put those in a plastic bag and leave them in the foyer to be picked up. At no time does the library staff interact with the residents. After some conversation with another resident who objected to this practice the board of trustees agreed to continue it. That resident then wrote a letter to the Valley News expressing her displeasure and had some facts wrong that were discussed at the meeting which she misinterpreted. Until further notice the library will continue its service providing books to the residents, never meeting with the resident. The books are wiped down when returned and wiped down again before being put into circulation. They are confident that there is no chance of transmission of the virus between library staff and residents or vice versa. Chief Tim Julian stated that he read that letter to the editor and it was so off base; he asked the board if sending a letter describing what is actually happening should be sent to that resident. Dick said the library trustees will be discussing this at their next meeting. Tamara also added that a letter was received from another resident expressing how pleased he is the library is offering this service along with access to the Ancestry account.

George gave an update on the Conservation Commission. Peter has started cleaning up Collins Park. The conservation commission plans to schedule a work session in June. They also discussed perambulation of the town lines. The perambulators must be assigned by the selectmen. It was also discussed having more clean up days and they want to coordinate that with the garden club. Dick said the problem is the state has stopped picking up the trash bags, they would need to be taken over to the transfer station by the person collecting.

Highway department update – Peter has been busy graveling roads.

George, as a member of the public, attended the first agricultural commission meeting and felt it went well. Janet asked if the conversation about the Royal Arch lot was regarding access to it. George said no, it had nothing to do with that. Ken Jacques was at the meeting and said that traffic has been incredible. Janet said she can get in touch with Dan because we do have perambulation information.

George said the cemetery committee will meet tomorrow at 4pm.

Correspondence:

The Town of Northfield is notifying us that their zoning board of adjustment is going to be reviewing an application to construct a cell tower. We are being notified because we are within the radius of the cell tower that needs to be notified.

Pixie has executed the tax liens today which will be recorded with the registry and has requested a check in the amount of \$87,202.39. The list of property owners the liens are going against was provided.

Whit received an email from the principal planner from the NH Flood Plain Management Program. Whit will hand this off to Janet as they would like to schedule a phone call to go over the administration and permitting of Springfield's flood plain management ordinance. Janet stated she got the email and she is familiar with this and she will get in touch with them when she has a chance.

Meeting adjourned at 5:15 p.m.

Jill Hastings
Deputy Administrative Assistant