

## **BOARD OF SELECTMEN**

**JANUARY 14, 2013**

## **MEMORIAL BUILDING**

**7:00 P.M.**

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

Selectmen present: John Chairella, Chairman, Don Hill, and Leigh Callaway.

Others present: Tim Julian, Bryan O'Day, George McCusker, Pete Abair, Van Webb, Mike Lawlor, John Trachy, Keith Cutting, Laura Patten, Jordan Patten, Nyla Waddell, Bill Waddell, and Justin Hastings.

Meeting was called to order at 7:00 p.m.

Van Web reported phase 1 of logging on his property at the end of Sanborn Hill Road is complete. He will be filing Intent to Cut for a spring-summer harvest. He questioned the posting of the Class V and VI roads. John and Pete responded. Sanborn Hill (Class V) will be posted until approximately May 1. Class VI roads are posted April to June. Discussion: Van spent \$20,000 to improve the Class VI road for his logging. Selectmen agreed that this would not be setting a precedent. Van has spent time and money on the improvements to the portion of the Class VI road that he needs to use. They gave Van permission for that portion of the Class VI road, contingent on approval by Pete Abair. Pete and Van discussed barricading the Class VI road. It was agreed Pete will be barricade the road beyond Van's property in April. Van would like to bring his equipment back to use on the property while the Class V road bans are in effect. He would not be hauling logs during that time. Van will contact Pete as necessary.

Recreation Budget: Nyla Waddell reported there has been a lot of turn out recreation events. Movie nights have become quite popular. They would like to add a Father/Daughter dance in June. Their dinners are now being held as Old Home Day fund raisers. This was the best Old Home Day so far. Next year is the 5<sup>th</sup> annual OHD. They have been using the Intertown Record for advertising and have been able to get a nice discount thanks to Pixie Hill. Piano tuning was discussed. The piano was tuned this summer, but wasn't used at the Christmas Bazaar. Discussion followed regarding replacing the piano with an electric keyboard. Selectmen will look into details regarding ownership of the piano and recommend selling it if they can. Motion made by Don that banning any reason that the Selectmen can't dispose of the piano they should look into swapping it for a keyboard. Motion seconded by John and unanimously approved. Nyla reported the Recreation Department is looking for an operating budget of \$1645.00. John moved to approve, seconded by Leigh and unanimously approved. The final numbers for Old Home Day proceeds are being looked at. They estimate income at \$4269.60 and would like to request a warrant article to deposit the proceeds in the Old Home Day Expendable Trust account. Motion by John to approve, no less than \$4,000 or the amount of the estimated Old Home Day Income up to \$4269.60, the amount being reconciled, but not to fall below \$4,000. Motion seconded by Leigh and unanimously approved.

Emergency Preparedness Budget: Keith Cutting, EMP Director reported the Emergency Operations Center (EOC) is now fully equipped with the communication devices, laptops, and emergency generator. He recommends leaving the other budget line items the same. He recommended looking at funding to remain compliant with disaster recovery and mitigation. A wood chipper for the road crew has been talked about for a couple of years as part of ongoing hazard mitigation planning. There are FEMA opportunities through HSEM for cost sharing. A chipper would qualify for funding. He has spoken to Pete about whether this would be something for Pete's budget or somewhere else. He would like to have an idea from the Selectmen as to their thoughts about this. Removal of tree debris is one of the bigger items that have impact to the town in disaster recovery. Discussion: John stated the Selectmen have not been in favor of a chipper. It is another piece of equipment to maintain. John had a discussion with the Budget Committee as well. It was suggested for routine road maintenance, the debris could be cleared and piled on the side of the road until a chipper could be rented or the material removed. Since the power plant is nearby, the Town has the ability to truck brush there or to rent something. They do not see a chipper as a necessity for emergency removal. The Selectmen are not in favor of this type of purchase. The concerns are safety and a chipper would not get a huge amount of use and is costly to maintain. The Town has a lot of equipment we need to replace that we all ready own. Keith stated HSEM identifies a chipper as equipment that adds value and would they would support 50% of the purchase. As the EMP Director, he is willing to support a 50% appropriation. If grant funding were not obtained, the money would not be spent. John Chiarella suggested Keith and Pete present solid cost numbers and information about a grant next year. Don would like a list of vendors who rent equipment and their emergency numbers compiled for emergency purposes.

Leigh reported the laptops computers have been purchased. The base radio has been purchased and will require an electrician to install it which should be done shortly.

Status of air raid siren: Keith reported most towns installed sirens in the 40's and 50's. With the mass communication capabilities in place the sirens are outdated. Reverse 911/Code Red satisfies the State's requirement for mass communications. Keith does not see it providing any additional function to the emergency management responsibilities of the town. He does not recommend funding to repair it. John stated that seems to be the consensus between Keith and the fire department. When work on the cupola is done, the siren should be removed so as not to subject the town to a situation of willful neglect. The Selectmen would like to have a statement on record from Pete Lacaillade, Fire Chief that he feels it is not required.

Keith stated he would like to seek Pete Lacaillade' input on inventory of portable generators at the fire department. The Town is required to provide shelter for people during a disaster. In the event of power outages, the use of portable generators would give the town an opportunity to provide in-home shelter to people locally versus providing larger shelters or transporting people to other areas. A resident with critical medical needs, or oxygen equipment could be maintained in their home, and would be a viable alternative and cost saving measure. John addressed concerns with developing protocol to make sure the needs of those needing service are met, while not to subjecting the town to liability issues.

George McCusker asked who provides the service, and what are the limits and where does it end? Keith reported the Patriot Responsibility Act puts a lot of responsibility on municipalities to meet the health and safety needs of the population during these events. There is no limit under the act. John noted these points need to be discussed with emergency response personnel and criteria determined. Leigh stated he may ask LGC to consider holding a seminar for this reason. Don suggested starting by talking to departments to identify a list of people who need services. Tim Julian stated the Police and Fire Departments do this during an event.

The Selectmen discussed line item appropriations for the budget:

Legal: Based on what was spent in 2012 and with pending appeals for PSNH and Fairpoint appropriation needs to be raised. Motion made by Leigh Callaway to appropriate \$20,000, seconded by John and unanimously approved.

Supervisors of Checklist: Based on recommendation from Cynthia Anderson. Selectmen agreed to increase line item from \$1500 to \$1800.

Personnel Administration – Leigh reviewed line items.

Planning and Zoning discussed. Circuit rider line appears to be ok. Wages for planning and zoning secretary to moved from executive to planning and zoning budget.

Grounds and buildings: Landscaping around the town hall needs to be taken care of if garden club is not able to prune bushes. Recommend leaving appropriation as is.

Building fuel: Questioned was raised about locking into rates. John stated locking into fuel contracts is problematic due to contractual obligations that binds or encumbers the following year's budget. He has spoken to the fuel company about the possibility of changing the wording to allow pre-buying or locking in fuel rates.

A problem with the furnaces at the Town Office resulted in inspection of the fuel oil tanks. They were found to be beyond normal life expectancy. Replacement has been recommended. There have been price quotes for one 330 gallon tank, or two 275 gallon tanks as exist now. A 330 gallon tank would require filling weekly during the winter. The Selectmen recommend two 275 gallon tanks. Funds for this will come from the grounds and buildings maintenance line.

Recommendation has been discussed regarding upgrading alarm systems. This will be included in the maintenance line as well.

Health and Human Services: New requests for contributions this year.  
The merits of their contribution to the community have been reviewed.  
Red Cross - \$500.00 approved  
CASA - \$500.00 approved  
Pathways - \$500.00 approved.

Community Alliance – Transportation Division– denied as no direct benefit to Springfield.  
Big Brother – declined request

Other organizations that have historically received contributions have substantiated what they provide to the community.

Lake Sunapee VNA:	\$3613.00
Council on Aging:	\$2100.00
Southwest Community Services:	\$ 600.00
Community Alliance:	
Education and Diversion Programs	\$1000.00
West Central Behavioral Health	\$ 907.00
Sullivan County Nutrition Services	\$ 775.00

Kolelemook Lake Protective Association has requested funding for assistance in running the lake host and weed watcher's programs. The Selectmen approved \$500.00 appropriation.

Library – request from Steve Klein received for increase in library budget for \$250.00 for materials to improve some issues at the circulation desk with the DVD and CD collection. Selectmen have decided not to increase the library budget for that one year expense. Money is available in grounds and building maintenance.

Conservation Commission: The survey from Pierre Bedard has been received. Leigh discussed getting a mylar copy from Pierre that can be recorded at the Registry of Deeds. Leigh moved to recommend recording of the survey as an official record, seconded by John and unanimously approved.

Project List: Discussion:

Highway/Fire Roof - \$70,000

Town Hall - phase 1 – steeple and windowsills - \$18,500.

Sand Shed - \$29,000

Leigh recommended project appropriations in separate warrant articles with funding through the unreserved fund balance.

John Chiarella noted the leaking at the steeple was discussed at the Budget Committee and was felt to be due to rain being driven into through the vents. John and Leigh agree the damage needs to be fixed regardless of its cause and kept separate from the painting package.

The roof at the highway garage definitely needs to be taken care of.

John stated he agrees there needs to be something done with the sand shed before it falls in. Issues with the location, size, and proposed structure need further research.

Leigh reported he has spoken to the person who oversees the NH Moose Plate regarding grant funding for the painting of the Town Hall in 2014.

Don stated the Selectmen need to decide whether to put the projects on the warrant so the decision comes down to the voters in March.

John felt there needs to be more clarity about the sand shed. There has been some discussion about the possibility of swapping the area on the property designated as a Conservation Easement area to a different piece of town-owned property. The area where the existing sand storage is need further review.

Board and Department Updates: Planning Board working with Mike McCrory from the Upper Valley Lake Sunapee Planning Commission to submit a grant application for work with the wetlands mapping. Ken Jacques discussed this at the Budget Meeting. There are funds in the Planning Board budget to support this. Mike needs a letter from the Selectmen supporting the application and the \$1875.00 cost to the town. John moved to support the Planning Board's request, seconded by Don and unanimously approved.

Serve-Pro estimate for clean-up at the Town Hall reviewed. John noted the insurance deductible is \$1,000. The Town needs to seek reimbursement. The damage requires industrial quality clean up. Selectmen discussed portable heating provided by the company or having Mason turn the heat back on. Turning the heat on would be more reasonable cost, but the Selectmen would like to hold off on having the heat turned back on to a time closer to Town Meeting if possible. Janet will check with the insurance adjuster.

Leigh reported the Conservation Commission is looking at helping with expenses form the Conservation fund to enroll about 150 acres of land over near Baptist Pond into a conservation easement.

Minutes of December 27<sup>th</sup>: Page two "Selectmen will contact Springfield Plumbing and Heating ~~about meeting a member at the home~~ to drain and install antifreeze." Motion made by Leigh to approve the minutes as written, seconded by John and unanimously approved.

#### Correspondence:

Notice from DES re: wetlands impact requirements.

Long-term road improvement plan from the Upper Valley Planning Commission Transportation Advisory Committee. George McCusker stated there isn't much that involves Springfield.

Use of fire department meeting room was approved.

Intent to Cut: M. Howard; D. Szmyt; G. Matarazzo; D & M. Patten; MacCreighton Family.

John stated after tomorrow night's budget meeting, he will determine if there needs to be a Selectmen's meeting on January 21<sup>st</sup>. If a meeting is required it will be posted. Otherwise the next Selectman's meeting will be January 29<sup>th</sup>.

The meeting adjourned at 9:55 p.m.

Submitted by

Janet Roberts