

BOARD OF SELECTMEN

NOVEMBER 14, 2016

MEMORIAL BUILDING

6:30 P.M.

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

Selectmen present: Don Hill, Chairman; Leigh Callaway and Tamara Butcher.

Meeting was called to order at 6:30 p.m. in the Selectmen's office for a phone conference call with Bill Letsky from Virtual Towns and Schools, the website host for the Town. Mr. Letsky reviewed responsive design upgrades that enhance documents for people who use devices other than computers to access the website. There are also enhancements to the calendar and menu functions. Upgrading is not mandatory. The fee to upgrade is \$1800 which can be spread up to three years, and is a one-time fee. The annual fee to host the website will not change. Selectmen thanked Mr. Letsky for his time and will discuss this in further detail during budget deliberations.

The meeting was continued in the Protectworth Room.

Present: Mike Lawlor, Pete Abair, Tim Julian, Chris Carey, Max Carey, Jim Minard and Sheila Burrows, and Rachel Bonneau.

Don asked Janet to order Thanksgiving turkeys for the employees.

Legal counsel is working on the Notice of Violation form letter. A letter will be sent to Mr. Brunelle regarding the deck on Bowman Road.

Minutes of October 24, 2016. Leigh moved to approve the amended version of the minutes, seconded by Don. Unanimously approved.

Building Permits: The Board reviewed the summary from Whit Smith, Zoning Coordinator. (Full report attached to these minutes).

Permits were approved per the e-mail protocol:

Getchel – Eastman Access Road for a kit-type shed.

Hodge – Webster Pass for a shed with lean-to.

Keene/Luttazi – Lamson Lane was referred to Zoning and were granted Special Exception to build a garage. Permit has received approval and the applicant has been notified.

Permits Pending:

Roberts – Woodland Heights – no additional information has been received

Weathers – Route 4A referred to Planning Board for a revised site plan to add wood storage and drying at his existing site.

Other Matters:

566 Hogg Hill Road has constructed a shed. No record of a permit. A letter will be sent to the owner.

Don will recommend that the Planning Board clean-up their language regarding the potential for residential tree-houses.

Scheduled appointments:

Jim Minard and Sheila Burrows present: Mr. Minard reported the gates at the Airpark have been locked and everything had been going well regarding target shooting taking place there. However, yesterday he noted loud shots from what appeared to be high-powered rifles. He went over to speak to the persons shooting. Shots were being fired into an embankment in the direction of his house. His house is visible over the embankment. He did not feel safe, and noted his concern for the continued safety of people on his property. Mr. Minard was told the people had been given permission to target practice. He believes they were not shooting on land of the person they received permission from. Mr. Minard was asked whether he had called dispatch to report the incident. He stated he had not called police dispatch to report the activity as he was treated rudely the last time he called. Chief Julian stated he had gotten a text message from a Grantham Police Office yesterday at 10:55 p.m., indicating that target practicing was going to be taking place there, if anyone called to complain about noise issues. Tim had received no other calls. The Board reviewed measures that could be taken. Tim suggested placing "Do Not Shoot" signs in the area where the shooting is taking place. The Selectmen acknowledged Mr. Minard's complaints. They recommended if this happens again Mr. Minard or his wife should call dispatch. There is no way to address ongoing complaints without documentation through dispatch.

Rachel Bonneau met with the Board to discuss the possibility of a food pantry in Town. She works for an organization in the upper valley area, and there have been families from this area looking for assistance. She would like to be able to provide a local resource for them. Leigh noted this had been looked into several years ago, and there were issues with lack of storage space available at the town level and issues relative to management of a program. Don noted there was also discussion about doing this off-site under the auspices of the Town, which raised liability issues. Chris Carey introduced herself and noted she is a board member on the food pantry in New London organized and staffed by the local churches and encouraged residents to seek assistance there. Chris and Rachel exchanged information regarding the services that are offered.

Leigh reported advertising for the Deputy AA position has gone out.

Chris and Max Carey presented an idea for a "Little Free Library" box to be available in town for children's books. The local 4H club, Protectworth Pals, will build and maintain a weather-proof box as part of a community-service project. The idea is for children to be able to take a book with no return requirements. Books can be left there as well. Chris has discussed the idea with Librarian, Jen Carson, who has also been interested in a "Free Library" box. The

Selectmen gave their approval and were in agreement the beach would be a good location. Final placement is to be arranged through Pete Abair, Road agent.

The Selectmen would like to meet with department heads at their next meeting on November 28th, to begin preliminary review of the 2017 operating budget.

Leigh noted the propane contract for the town office and fire department has expired. New pricing will be reviewed.

Leigh recommended the 3 recent tax-deeded properties be returned to revenue generating status as soon as possible. A copy of the Tax Collector's deeds for the three properties will be sent to the owners, by certified-return receipt mail first.

The Board discussed language for Additional Dwelling Units to be amended in the zoning ordinance. He Leigh would like to review with the Planning Board whether they are receptive to requiring annual affidavits from the landowner, as well as require recording the conditional use permit at the registry of deeds. ADU's is a topic on the agenda for the November 17 Planning Board meeting.

Don reported he received an e-mail inquiring from a resident on Twin Lake Villa Road regarding the status of the road. A neighbor had told a delivery truck driver the road was a private road. She was looking for an immediate answer as to the status of the road, and had also contacted her lawyer as this was an impact to her business. Don noted his response was an answer would not be forthcoming until it was discussed at a Board meeting. The Board reviewed the issue as to nature of the business requiring at least a Site Plan Review. The Board will notify the owner that the road is Class V, but more information is needed about what they are doing.

An inquiry was received as to whether the Selectmen would be including an article on the Town Warrant as per the adoption of HB430 relative to a veteran's tax credit to all honorably discharged veterans who have at least 90 days of service. The Board agreed this is the right thing to do. Don moved to recommend language for the adoption of the credit, seconded by Leigh and unanimously approved.

Don publicly extended appreciation to the Moderator and Deputy, Town Clerk and Deputy, Ballot Clerks, Supervisors of the Checklist, and the Police Department and all the others that spend a long day overseeing the voting. As well as all the ballot counters who spend a long evening counting and tallying. A great deal of work goes into the entire process.

Don reported the Fire Department held a recent training exercise at McDaniel's Marsh a couple of weeks ago. Tim Julian noted the level of training that takes place at the fire department is incredible. Don noted the same could be said of the Police Department.

Leigh Callaway noted there had been recent damage to bed of the new freightliner. Pete took the truck to O'Day's garage and the truck is back in service. The Selectmen extended thanks to Bryan for his quick response. Don asked Pete to request an invoice from Bryan for his work.

Zoning Board:

Tamara reported the request by Latuzzi of Homan Lane for a Special Exception was approved.

Tim shared literature to be shared on the website regarding awareness of a scam involving false requests for information from Eversource.

The Board denied two requests for forgiveness of inventory penalties.

A request for waiver was received for one resident from a court appointed guardian. Don moved to waive the penalty, seconded by Tamara and unanimously approved.

Request received from Town Clerk regarding closures of the office for Holidays.

Tamara moved to approve November 22 and November 23 for Thanksgiving, December 22, and December 26 for Christmas and January 2 for New Years. Motion seconded by Leigh and unanimously approved.

The Board agreed to continue this meeting to Tuesday, November 15, 2016 at 3:00 p.m. to meet with a representative from WiValley regarding fiberoptic connectivity for town buildings.

At 8:35 p.m. all three Selectmen voted in favor of entering into non-public session per RSA 91:A-3 Personnel.

At 8:50 p.m. the Board entered back into public session.

Affirmative vote of all three selectmen to seal the non-public minutes.\

The meeting with WiValley that was to take place on Tuesday, November 15 at 3:00 was postponed due to illness. The meeting was rescheduled and properly noticed for Monday, November 21, 2016 at 3:00 p.m.

Submitted by,

Janet Roberts,
Administrative Assistant

Report of Zoning Coordinator – Whit Smith.

In preparation for the Board of Selectmen meeting Monday night, November 14, 2016, I am providing the following summary to brief the Board of Selectmen on permit applications and my activity.

Applications for Permits – Presently No new applications.

Applications for Permits – Approved.

1. Brendan A. Getchel, 156 Eastman Access Road; Application for Permit for plastic 8' x 10' kit-shed next to driveway. No foundation. Not attached to the land. Permit application complete with drawings. Location identified. No setback encroachment. No wetlands buffer issue. Note: There are wetlands on the parcel. I visited parcel and measured distance to wetlands. Shed will be 150' from edge of wetland area. Structure will be less than 35' tall. Zoning Coordinator has viewed the site location; discussed plans with the applicant. Recommended APPROVAL and Select Board APPROVED using email protocol.

2. Glenn & Christine Hodge, 94 Webster Pass; Application for Permit for shed with lean-to for storage. Permit application complete with drawings. Location identified and staked. No setback encroachment. No wetlands buffer issue. Structure will be no more than 20' tall. Zoning Coordinator has viewed the site location; discussed plans with the applicant. Recommended APPROVAL and Select Board APPROVED using email protocol.

3. Keene/Luttazi, 86 Lamson Lane – Permit for garage APPROVED. Zoning Board heard the Luttazi's application for Special Exception and this was approved (November 1, 2016). Accordingly, application for Permit has received approval and is in compliance with Zoning Ordinance.

Applications for Permits – Pending.

4. David & Deb Roberts, Woodland Heights; Application for a permit to build a 23' x 27' barn/shed. This application follows on a permit application that was made "after the fact" and submitted by the applicants on November 3, 2015. No additional information at this time.

5. Brooks Weathers, Rte 4A; application for Revised Site Plan (to add wood storage shed and wood drying facility to the site plan) submitted to the Planning Board. On the agenda for November 17 meeting. Zoning Coordinator has visited the site and met with Mr. Weathers. Provided assistance in the preparation of the application to the Planning Board.

Other Matters.

A. Follow-Up with Roger Landry. Zoning Coordinator has been in touch with Roger Landry (2 phone conversations). Mr. Landry reports that he has been "swamped" with land use matters and litigation in the Town of Sunapee.

B. Visited 3 sites with alleged newly constructed “structures” as directed by the Select Board at their last meeting. Reported to the Select Board by email regarding each of these structures. The structure are visible from public road adjacent to each of the properties. For reference, the addresses are:

- 566 Hogg Hill Road
- 378 Stoney Brook Road
- 165 Oak Hill Road

C. Inquiry from RE broker (Andrew Holson) regarding # 27 Sandy Beach Road. What would be involved to get a permit to build a garage? The parcel is about ¼ acre with wetlands on the parcel (on the other side of the private road). Zoning Coordinator has reviewed different concepts (via email) with the interested party. Conclusion was advice for current owner to approach the ZBA with an application for “special exception” if a garage is a necessary condition of sale.

D. Zoning Coordinator is working on a proposed revision for the definition of “structure” in the Zoning Ordinance so that it more accurately reflects the realities in the Town of Springfield and also addresses ambiguities that are the result of current language being both very broad and selective.

E. Assisted ZBA chairperson with small revision to the ZBA application for Special Exception so that it accurately reflects the language of the Ordinance.

<< RWS 11/12/2016 >>