

**BOARD OF SELECTMEN**

**DECEMBER 9, 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: Don Hill, Chairman; Leigh Callaway and George McCusker.

Others present: Bryan O'Day, Justin Hastings, Bill Huntoon, Tom Duling, Peter Abair, Mike Beaulieu, Kevin Roberts and Pete Lacaillade.

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

Scheduled appointments:

Dick Jones from Lake Sunapee Snowmobile club was present requesting permission to use a portion of the Class VI road off of Hogg Hill Road known as West Road for snowmobile access. There was permission from former owners on Hogg Hill for the trail to run by their house. New owners with two small children would like the trail moved further away. Due lateness to have a new trail established, the Sunapee club would like permission to use the road for this season. Eventually they would like to get off the road but will take some time to work it out with landowners. Approx. 500' of the road in Springfield would be used. The rest of the trail is in Sunapee. The club will post trail markers and 10 MPH speed limit signs. There is one residence in Sunapee, the Dashner's, using that portion of the Class VI road to access their home. Mr. Jones will speak to the Dashners if he has approval from the Springfield Selectmen to use the road and hopes by next year the club can get the permission they need to get off the road entirely. The Selectmen would like Mr. Jones to speak with the Dashners, with their approval, George McCusker moved to approve the use of the Class VI road for 1 year. The Selectmen will review again in one year. The motion was seconded by Leigh and unanimously approved.

Public Comments: None

Budget Work session:

Police Department: Sergeant, Mike Beaulieu presented 2014 budget requests for the Police Department. Most of the line items are level funded. There is an increase to replace one cruiser computer with a "ruggedized" mobile computer that has mobile data terminal capabilities. MDT capabilities assist with dispatching. The cruiser computers were bought 6 years ago through a State Grant. There is no grant funding for replacement. The request is for only one computer this year. The department is leaving wages for the Selectmen to complete. Leigh noted that the cruiser computer is in the CIP. Wages will likely come in under last year because of a raise Tim proposed for last year that did not happen.

Highway: Pete Abair, Road Agent, presented highway requests. His budget is just about level. He would like to purchase a larger leaf blower and keep the one they have. He reported the Blue GMC is a 2005. It was proposed to be a 5-7 year purchase, and is nearing the end of its life span.

He would like to trade it while they can still get something out of it. He has looked at replacing with an International 4WD 4300. During the meeting an estimate was received for the chassis with a base price of \$94,800. Pete is waiting for estimates for costs to set up with a new plow and wing.

Pete spoke about decreasing uniform costs. Clint doesn't use uniforms and Tim washes them himself. Pete himself, likes using the uniform service. Discussion followed regarding uniform allowance versus a clothing allowance. The uniform service is still under contract. (Contract expires March 2014). In the past some research was done regarding clothing allowances. Pete took reclamation out of his budget as he does not have plans for grinding any roads next year.

Fire Department: Pete LaCaillade, Fire Chief, stated the radio in Engine 3 needs replacing. They tried to make the old radio work, but due to bandwidth changes they have not been able to do so successfully. There is a slight increase in vehicle fuel request reflected by the actual expenditure of 2013. They propose \$10,000 in new equipment for replacing two sets of turn out gear, including boots and helmets to try to keep on schedule with NFPA standards. The cascade for filling the bottles is required to be tested annually. The hydrant at McDaniel's Marsh was able to be repaired in-house, assisted by a member of the fire department who is a certified diver. The Department will be working to contact the owner of property on Stoney Brook Road where that hydrant is located for permission to test and/or repair that hydrant. They would like to maintain the amount in the budget for hydrant repair that may be required.

Pete also reported the Fire Department was recently awarded a NH Land & Forest 50/50 grant for forestry tools. The department's obligation is \$1700.00 which is available in the 2013 budget. The Selectmen approved the grant application and signed a purchase order for the purchase of forestry tools.

Pete stated he has spoken to other fire personnel and no other department wants the old rescue vehicle due to NFPA changes and the age of the vehicle. He has not had any offers on the vehicle. The fire department stickers need to be removed before the sale. Motion made by George that once the stickers are removed, an ad be placed in the Kearsarge Shopper for bids for the vehicle. The motion was seconded by Don and unanimously approved.

Cemetery: Leigh reported the Cemetery Trustees request a slight increase in wages to get more help for Frank next summer. They have more trees they would like to remove, and have increased repair for stones in the old cemetery that are leaning and are about to break. They would like to purchase two new string cutters next year.

Conservation Commission: Leigh reported the Conservation Commission is presenting the same budget as last year with some figures moved around within the budget.

Leigh recommended that Don and George go through his budget spreadsheets and review the numbers for further review and suggested a work session to do so. The Board agreed to continue this meeting to Wednesday, December 11<sup>th</sup> at 10:00 a.m. for a budget work session.

Leigh stated he has compiled lists of appropriations for possible capital projects. He will be discussing these with the Budget Committee with further discussion about funding. He would like to see the Town Hall carpentry repairs and painting done in 2014 and has estimated costs of \$40,000. The revaluation should begin in 2014. The price from the assessing firm is \$60,000 for the two-year period. In 2015 the revaluation of utilities is estimated to cost \$11,000.

Leigh stated he does not anticipate sand shed replacement for 2014, but has proposed \$30,000 for site prep based on estimates from Pete Abair. He would like to see site prep in 2014 if the DES approves the application for the wetland crossing. Bill Huntoon stated he would like the town not to do anything for a sand shed or site prep until there are complete numbers on the total cost. Leigh stated he felt the process should be done in two steps. Don agreed that the project warrants a phase 1 and phase 2, but he is against approving phase 1 without approval for phase 2, so money is not spent on phase 1 without knowing what phase 2 is going to be. A lively discussion followed about how this process came to be, what has transpired through the process, review of minutes of meetings that took place, and varied opinions for the vision of the site, and anticipated cost to the town.

School Budget: Leigh provided copies of the KRSD 2014-2015 school budget. There were increases in wages, and special education costs.

Office Holiday Closings: Request from Cynthia Anderson, Town Clerk/Tax Collector to close the office for December 24, 25 & 26. Don noted office employees have usually been able take the day after Thanksgiving as a floating holiday and have used it at Christmastime in the past. Leigh noted he has an issue with the office only being open one day the week of Christmas since taxes are due on December 30<sup>th</sup>. Leigh reviewed the provision for holidays and holiday pay in the personnel manual. Discussion followed about when a holiday falls on a regularly scheduled day off and how it applies when it falls on a day a part-time employee is not scheduled to work. George stated that he did not feel it was unreasonable for the office to be open on Monday and Tuesday. George stated he was only raising this as a concern but personally, did not have a problem with being generous at holiday time. Motion made by George to approve Cynthia's office closing request, seconded by Leigh and unanimously approved. A notice should be posted as soon as possible.

Unfinished business:

Personnel Manual - Holidays

The Board spent some time discussing who, what and when employees should be paid for holidays. They will continue as per the personnel manual and will table further discussion and consideration for now.

Town Farm Road Speed Limit: The speed limit on Town Farm Road has been raised to 35 MPH from the intersection of George Hill to the intersection of Hazard Road.

Mosaic Parcel Mapping: Leigh stated he felt the mosaic parcel mapping could be a worthwhile tool for office personnel and assessing. If it is found to take too much time to maintain, the Selectmen can back out of the MOU. Don stated he has no problem with it if the town can back out at any time. Motion made by Leigh to approve and sign the Memorandum of Understanding for the Mosaic Parcel Map project (by T2 Technical Center @ UNH). Motion was seconded by George and unanimously approved.

Timber cuts: Selectmen have not reviewed information sent to them about common assessing practices and tabled discussion about forestry review.

KLPA: Don reported he contacted Daphne Klein. KLPA did not spend all they anticipated toward lake hosting because there was not enough work this year. They are resting the \$227.00 that was spent and would like the Selectmen to consider appropriating \$500.00 again in 2014 for the same purpose.

Lindquist: Don reviewed the letter from Attorney Corley regarding working out details for the bond. Don noted concern they still have not applied for Site Plan Review, as has been required by the Planning Board. He phoned and left a message with Attorney Corley that the Selectmen will not be approving anything until they have complied with the Planning Board. Don will draft a follow up letter.

Bill Huntoon reported he looked at the doors at the library and will take them apart to see if he can do the repairs.

Minutes of November 25<sup>th</sup> and November 26, 2013: Motion made by Leigh to approve as written, seconded by George and unanimously approved.

Board and Department Updates: Leigh reported the Conservation Commission is having a "one off" meeting this Thursday, at 7:00 p.m. for further review of the wetlands material from the Upper Valley Planning Commission.

The Planning Board meeting will be held at the Fire Station on Thursday, December 19<sup>th</sup> to review the wetlands material.

Leigh brought up the issue of zoning and planning compliance in regard to site plan review and occupational businesses. It has been suggested that members of planning and zoning should make sure they are compliant with the regulations before any further action is taken to enforce compliance. He feels it is a good idea to wait until March to send out a letter to the general public to allow board members to cycle through the process. George stated he spoke to Kevin

Lee after the joint meeting about asking his board members to comply. Leigh noted that before letters go out to the general public the boards need to be sure their own house is in order. Leigh

stated, and Don and Leigh agreed, he does not feel the Selectmen should move forward with any of this until those standing in judgment have complied. An exchange took place between the Selectmen and some in attendance about people who need to comply and how to proceed with compliance.

Signatures:

Building permit – Edythe Dexter/Hilary Cole (property transfer pending) for new house on Stoney Brook Road. Tom Duling noted he has checked the markings in the field and taken measurements. He was not happy with the plot plan included with the building permit application. It showed an incorrect location for the driveway. Tom will speak to Mark Brunelle. The Selectmen agreed to approve the plan, but will hold signatures until they received a plot plan that meets Tom's approval.

Intent to Cut Timber – Randy Morrison for logging in the Gile Forest. A bond is required for a since Mr. Morrison is a non-property owner logging in the State Forest. The Selectmen approved the bond calculation. The Intent will not be signed until the bond is received.

The Selectmen approve releasing the bond for King Forest Industries for logging that was completed in the Gile Forest early this year.

Don signed the Health Trust annual medical/short term disability insurance participation document.

Request by Cynthia Anderson, Tax Collector for inventory penalty reimbursement for J. St. Angelo approved.

At 9:35 p.m. Leigh moved to continue this meeting to 10 am on Wednesday, December 11. Motion was seconded by Don and unanimously approved.

Submitted by,

Janet Roberts

**Meeting continued to Wednesday, December 11, 2013 @ 10:00 a.m.**