

**BOARD OF SELECTMEN**

**JUNE 24, 2013**

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

Others present: Bill Huntoon, Bryan O'Day, Justin Hastings, Ed Belfield, Tom Duling, Mike Lawlor, and Peter Abair.

At 6:30 p.m. Don called the Joint Meeting of the Budget Committee and Sand Shed study Committee to order.

Budget Committee/Sand Shed Committee members present: Tim Cook, B. Manning, Ken Jacques, Bob Ruel, Jon Poston, Justin, Hastings, Bryan O'Day and Bill Huntoon.

Leigh noted the idea to study possible alternate areas for sand shed replacement came about as a result of budget discussions. This meeting is to review the estimate for wetlands identification and whether to continue. Leigh expressed his opinion if anything more is going to be done with the site more investigation is needed as to what can be done and what the State will consider. During budget discussions, a sand shed proposal was put on hold and the engineering line was increased to execute further studies.

B. Manning, Budget Committee Chairman, stated that he agreed with Leigh. Listening to discussion during the budgeting process, all kinds of opinions are discussed and decisions cannot be made, so every year the process starts over again. He agrees options need to be figured out to make an informed decision. The property is in the middle of town, there are known wetlands issues, so wetlands should be determined.

Don noted his concern that a wetlands permit would only be valid for a certain period of time, and needs to be associated with a specific project.

Ken Jacques reported the study committee did a site walk with Pierre Bedard. Pierre felt there is an area where the wetlands can be crossed to get to land that can be utilized. They did not spend a great deal of time on the Nichols Hill end of things. There is a drainage swale in that area that probably can be changed and maintained to allow for best and highest use of the land. His concern is with Ross Steven's Plan (done a few years ago) is that it uses up a large chunk of available space in the existing location. If nothing can be done with the area up in back that information is needed. The budget committee allocated money to study the area and he feels there needs to be an understanding what can be done on the lot.

Don discussed getting input and estimated costs from additional wetlands scientists, or proceeding with Pierre Bedard. Pete Abair stated has contact information from someone in Grafton he will call. Leigh has a website link of wetlands scientists for additional contact information.

B. stated he felt the budget committee is not going to approve of something without knowing what is available on site.

George McCusker noted his concern with how expensive it was going to be if a decision to move the sand shed back there is made

Following further discussion, a decision was made to look to other wetlands scientists for input and estimated costs.

Motion made by Leigh Callaway to get some alternative prices from other wetlands scientists, in a timely fashion, to enable the Board of Selectmen to make a decision with plans to proceed with wetlands studies. Motion seconded by George McCusker and unanimously approved.

Jeff Snitken, Forester from Bay State Forestry for Dan Thorne met with the Board to discuss a Logging Agreement to improve portions of Class VI roads (Old Gilman Road and Shad Hill Road) for logging purposes. He has talked to Pete Abair about adding gravel and stone in some places. A map showing the areas of improvement was submitted. They will be hauling over Shad Hill Road to Route 4A. The landowner and successful bidder have signed the logging agreement. Jeff will be overseeing the timber harvest project. Pete Abair did not see the need for posting a bond and will be keeping an eye on the roads. Motion made by Leigh to approve, seconded by George and unanimously approved. The Class VI Road agreement and Intent to Cut Timber were signed.

John Tilley, Director of YMCA Camp Coniston met with the Board to discuss an exemption request for property at 26 Coniston Road. In 2011 they bought the property that was in foreclosure. They had requested an exemption last spring, but after meeting with the town assessor the property did not qualify as it was not being used by the camp at that time. This year they have been using the buildings for storage, and have held leadership and teen groups there. The camp cook is residing in the house during the camping months. Mr. Tilley explained program and sponsorship information the camp offers in the area. Don stated Springfield is lucky to have the camp in town. The Selectmen have all independently talked to the assessor and the bottom line is a judgment call as to whether the Selectmen agree the property is now being used for the camp's intended purpose. Don and Leigh agreed that based on their conversations with George Hildum a decision could go either way. George McCusker stated his interpretation was criteria for an exemption had not been met. Leigh moved to approve the request for a Camp Coniston's charitable exemption for the current tax year. Motion was seconded by Don. Two voted in favor, (Don and Leigh) one opposed (George).

Fire Department: Fire Chief; Pete Lacaillade, Brian Putney, Chris Atkins, Kevin Roberts, and Alex Moskalenko met with the Board. They have located a new Ford F550, 4 WD Diesel, with an 11 foot body, from Southeast Apparatus in Kentucky for \$100,650. The department received 12 quotes. They could not get quotes from some vendors when they were told the amount approved. \$99,000 was the amount to be raised and appropriated at town meeting. The difference is \$1,650. Used trucks in the 5-6 year range were in the low to mid \$90,000. The intent is for this truck to have a 20 year life span. Further fund raising or gifts from the Friends of Springfield Fire and Rescue will be used to purchase what is needed to take care of the apparatus all ready owned that will be housed in the new truck. The Board agreed the department has done due diligence in researching truck options. The Selectmen would like to have this reviewed by the Local Government Center. Motion made by Don Hill to approve the expenditure of \$99,000 for this truck plus \$1,650 to come from the Fire Department budget in order to move forward with the purchase of the truck, pending clarification from the LGC legal that it is ok to proceed in this fashion. The motion was seconded by Leigh Callaway and unanimously approved.

George questioned if a Ford was the best platform, and is a diesel the best way to go for a truck that sits a lot? Ford trucks had the most competitive pricing. Dodge is overpriced and Chevy didn't offer trucks with the GVW rating. Ford gas trucks were \$110,000 and had a smaller body. Ford offers fleet pricing so there is a better deal on diesels. The department tries to run the trucks every Tuesday night at their meetings, and there is diesel fuel available on site. George thanked the department for justifying their decision to go with a diesel.

Minutes: Motion by George McCusker to approved the June 10, 2013 minutes as written, seconded by Don Hill. Motion approved by George and Don. Leigh abstained as he was not at that meeting.

Credit Card; Ethics; and Anti-Fraud policies approval: Don reported the draft of the ethics policy will be tabled until such time as it can be changed to be part of the employee manual or a policy that includes elected officials that gets passed by the voters at town meeting.

Motion made by Leigh to accept the Credit Card Policy and the Anti-Fraud Policy as revised. Motion was seconded by George and unanimously approved. The policies are to be acknowledged and signed by employees as required, and will become part of the employee's file.

Bill Huntoon reported the price for venetian blinds is \$200+ per window. The Board agreed to table this discussion until the end of the year.

Tax Deeding: Don reported the folks that handle the mortgage research are in the process of researching mortgages for existing liens. Cynthia Anderson, Tax Collector had asked the Selectmen to hold off on any further action on the Collins property based on an incident that happened in another town with mix up in notifications that resulted in the sale of a property that did not have a clean title. She had been contacted by a couple of mortgage companies prepared to pay the amount owed, but they have yet to follow up with proof of vested interest. There has not been recent additional follow up from these mortgage companies. Leigh felt that based on what Cynthia had to say, this could be a muddy situation until it is known who has legal standing to pay that bill. If we own it, no one is harmed if we don't proceed within a couple of weeks.

Don stated the Selectmen should proceed with deeding the Lee property. Leigh noted his concern with not having a process in place to monitor and manage these properties that the town takes. Liability issues were discussed. Don would like to see the board proceed with the deeding and in the meantime the Selectmen can be drafting policy for management of these properties.

Don Hill moved to proceed with starting the timeline to take the two Lee properties (Old Croydon Road) and the Selectmen will start developing a plan to monitor the property so by the time a deed is written there is a management plan in place. The motion was seconded by Leigh and unanimously approved. The process will involve re-notification of impending tax deed at this time.

Emergency Management Ordinance: Leigh shared discussion points regarding drafting an ordinance. He recommended that all three Selectmen review the Local Emergency Operations Plan (LEOP) all ready in Place. He does not think it has been reviewed since 2010. He also would like to have Keith Cutting review and update if necessary. The LEOP will be used as a foundation for the Emergency Management Ordinance.

Don reported that he completed 3 ½ modules of the first online emergency course.

The projects list will be reviewed at the Selectmen's first meeting in July.

He would like to discuss the Emergency Management Ordinance at the Selectmen's second July meeting. Don suggested perhaps a small propane type explosion as a model for the emergency management table top exercise. The Board suggested Wednesday October 16<sup>th</sup> at 6:00 p.m. for a date. Don will be in touch with Keith. Other departments will be notified as required.

Fast Roads: Leigh reported Fast Roads expects to go live in September or October. Fast Roads is not a service provider. They are a business model. The Town would need to choose an Internet Service Provider for fiber optic to be available here. There is no obligation to go with fiber optics. Tim Julian has prepared a protocol and list of names to contact in the event that Fast Roads needs emergency access to their equipment.

Motion made by Don to follow the emergency notification protocol suggested by Chief Julian. The motion was seconded by Leigh and unanimously approved. Leigh will put the names and contact numbers on the list.

Garden Club: The Garden Club has requested placement of some donated timbers, and purchase of some loam and peat moss to improve plantings in front of the recreation area fence. George stated he has spoken to Pete Abair about his. Pete would like a plan as to what the garden club needs. Don stated that there have been many favorable comments for what the garden club is doing. The local 4-H club has been involved.

Don moved in favor of the Springfield Garden Club's request to proceed with plans and leave the details to the president of the club, Pete Abair and George McCusker. The motion was seconded by George and unanimously approved.

#### Board and Department Updates:

Don reported the Planning Board held a joint public hearing with the Zoning Board to hear an ongoing "test case", and extended appreciation to Todd Longley for agreeing to be the test case. The two boards heard Mr. Longley's request for a Special Exception and a Site Plan Review simultaneously. The process went smoothly and the ZBA granted a Special Exception to allow for up to 2 employees, operating hours from 7 am to 7 pm, seven days a week. The Planning Board requested a more accurate map, not a survey, drawn to scale to show the site.

A lot line adjustment was approved for Pellerin.

An Amended Site Plan was approved for Bryan O'Day.

George stated the Longley case set a good precedent as to how the process should work and an example for others who need to come in and go through this process.

CIP: Leigh reported the CIP is active and working on developing the plan. There is a meeting this Thursday. Police, Cemetery and Fire are to submit their long-range capital expenditures. Leigh will put together a list for buildings and grounds.

ZBA – George reported that the ZBA portion of the meeting last week took so long because they Board ruled out what they did not want to cover as part of the decision. When they finally got done, three items were set forward. They were looking ahead to what might happen if the property were to be sold to a new owner. They discussed paid employees versus unpaid employees. They ruled out that this was not an obnoxious noise.

Highway: Pete reported that they finished welding a new bed in the 550, and built new sideboards for the Sterling. They have dug rocks out of Bog Road, mowing, and grading and did some under-drain work on Oak Hill West. Don asked Pete to double check the lawns on Thursdays for mowing so they are taken care of before the weekends, if possible. Clint has been doing a lot of work at the cemeteries helping Frank.

Correspondence:

Complaint regarding dead trees on Stoney Brook Road has been shared with Pete. He has them on his list for removal.

Kearsarge Lake Protective Association Minutes will be available in the Selectman's box for their review.

Treasurer's Report as of May 31, 2013. Don would like to see a comparison from this same time last year.

Signatures:

Dog license warrant signed.

Fairpoint Poles & Conduit abatement requested – denied.

Current Use application approved – Clayton Platt.

Building Permits:

Klein – Sugar House Road – Garage with deck over; 138' from pond; 85' from intermittent stream. Permit approved.

Landers – Philbrick Hill Road – 2 dormers and roof replacement – approved.

Brooks – Eastman – addition of a board walk and observation deck on new home construction – approved.

Ryan – Old Grantham Road – Deck extension – approved.

Berns – Nichols Hill Road – Deck - approved.

AT & T – Deer Hill – update – proposed addition of antennae amended to be below the 199' threshold – approved.

New Business:

Tom Duling reported that there is a mobile home next to a new home that was constructed. They started building the new home while living in the mobile home. The mobile home was to be removed, but has not. He has spoken to the owner about removing the mobile home several times. The woman's daughter is living there. Her cars are registered in Enfield and her kids to go school in Grafton. This past weekend

he went there and the owner told him she was “.....sick of him being there, and no one was forcing her daughter out of the trailer”. Tom is recommending a letter from the Selectmen regarding Zoning violations and consequences in terms of fines and such. They may be able to see a hardship ruling from the Zoning Board.

Don reported a comparison was run between the matrix submitted by Star Lake Farm’s Forester, and Clayton Platt’s suggestions for timber tax appraisal. The Selectmen were within their rights to accept or deny the matrix and are under no obligation to use the State’s averages but they have to be able to support their decision. They had chosen to go with a 50% assessment value. The comparison between the matrix and Clayton’s suggestion was \$12.00.

George reported he, Bryan O’Day and Kevin Lee had attended the Upper Valley Lake Sunapee Region Planning Commission’s annual meeting and dinner.

Don noted there are issues with end links to recent minutes being posted that do not open. Clicking on links within the office does not show a problem because the link happens through the server. The Board would like to contact Vasilios to see if he has suggestions as he is the web host.

At 9:05 p.m. the Board voted to enter into non-public session per RSA 91:A – 3 Personnel.

It was reported to me that the non-public session was adjourned at 10:15 p.m.

Submitted by,

Janet Roberts