

5. Attiya Mirza, agent for UPLA5AC, 378 Stoney Brook Rd; Application for permit to build a 4' x 8' structure. No further action since last BOS meeting. Snow gone. Will follow up with Applicant in the next 2 weeks.

Leigh noted, as of now, the Selectmen will be moving forward to adopt a policy under the RSA Leigh submitted a questionnaire he drafted and asked the other Board members to review for a policy for Springfield. Leigh would like for the board to come back with answers by the May 8th meeting. Dick suggested a hearing at some point to get broader public input. (Questionnaire Follows):

Construction on Class VI and Private Roads.

Policy Notes and Questions

April 24, 2017

1	We should no longer refer to a “waiver.” That implies the Town has some responsibility when in fact we have no such thing for maintenance nor services requiring access. Instead, we should refer to a “Notice of Limits” – that’s the language used in RSA 641:41.
2	The policy of some towns/cities is to “ensure that emergency vehicles going to any structure built on Class VI or Private Roads will travel on roads that are properly constructed and maintained so as to be accessible in a safe manner at all times.” In order to do that, we will need Class VI road specifications and procedures/resources to enforce. <ul style="list-style-type: none"> Does Springfield want to require access by emergency vehicles to properties on Class VI/Private Roads?
3	Do we want more conditions than specified in the Zoning Ordinance? For example: <ul style="list-style-type: none"> Extra map showing the size of the lot and its relation to the Class VI or Private Road, and showing the publicly maintained road which allows access. Location and length of the driveway giving access to the Class VI/Private Road Location/condition of bridges or culverts on the road Anything else?
4	Do we want Planning Board review/comment on <u>all</u> permit application? How about: <ul style="list-style-type: none"> Roads, or portions of roads, which have already received review/comment Zoning Ordinance requirements which do not impact the “Notice of Limits” <ul style="list-style-type: none"> Accessory improvements - adding a deck, porch or stairs Replacement with no change in footprint. Any others
5	How to handle notice to others who use the same road and also have a “Notice of Limits” on file? Do we do a hearing, and if so do we do that for each and every permit?
6	The Town will require a “Notice of Limits” in the chain of title. Do we want to have our Administration handle that – using our form? Or, like some other Towns, must the applicant at his/her expense, employ services of an attorney representing the Town, process the notice? Then produce evidence that such notice has been filed at the Registry of Deeds? The RSA says: “Prior to the issuance of a building permit, the applicant shall produce evidence that notice of the limits of municipal responsibility and liability has been recorded in the county registry of deeds.”
7	When a property changes owner: there are older versions of our “Notice of Limits” in the chain of title. When a property changes hands, the notice is binding on the new owner. How to get current versions of the notice in the chain of title? <ul style="list-style-type: none"> NHMA says we may not require an updated notice as part of property settlement. Should we require “cleanup” recording of current “Notice of Limits” for each and every zoning permit? Including examples in (3) above?
8	Some towns recommend property owner associations for the purpose of maintaining a road? Do we want to do that?
9	Is it our policy to limit development so as to discourage pressure to convert to Class V? If so, should we state that in writing?

The Board briefly discussed whether or not to continue to issue permits for construction on Class VI or Private Roads until there is a policy and new "Notice" form. The discussion was tabled to May 8th when Tamara and Whit would be present.

Library Security Alarms:

It has been noted there have been issues with user error using the security system. Dick reported Jennifer Carson has set up a series of sessions for users to review the operations of the security system with Chief Julian.

Building trouble alarms – Leigh noted recent issues with trouble signals in the security system. All systems have been reviewed and restored by Capitol Alarm. Further action will be tabled until the next meeting of the Safety Committee on Tuesday, May 16th at Noon at the Fire Station.

Leigh discussed another finding at the NHMA Seminar regarding RSA 202:6 relative to the responsibilities of Library Trustees. His understanding of the law is in order to comply the Trustees are charged with keeping their own budget and management of the library facility and any associated repairs. He did confirm that it is acceptable for the town to continue to handle the payroll requirements of the library. The Board agreed there needs to be more insight into how best to proceed and comply with the RSA, how to handle building care and maintenance, and how to budget such for 2018. The process will remain as it has for this year.

Board and Department Updates:

Conservation Commission: Dick reported Green-Up Day is being sponsored for Saturday, May 6th from 9:00 a.m. to 11:00 a.m. Registration will be at the Fire Station, and bags and gloves will be available.

The Conservation Commission will be scheduling time to walk several of the town lots.

Dick reported the Trustees have a candidate for Librarian and an offer has been accepted. The Trustees recently met with an architect.

Planning Board: Leigh reported the Planning Board reviewed the draft of the Zoning Ordinance with the changes as per the amendments approved at Town Meeting on March 14th. A signature page was updated.

Leigh noted he reviewed the Class VI and Private Road information with the Planning Board. They shared a lot of interest in a pending road Policy.

Leigh reported he has received information from Wi-Valley for broadband (faster internet) service at the fire station. Wi-Valley would put in a wireless connection between the Town Office and Fire Department buildings. There will be a \$400 installation charge and \$76.00 per month fee that would come from the Fire Department's budget. He will speak to Chief Lacaillade about it.

Projects List:

Dick reported Chris Carson has taken care of the following projects:

Downstairs storage closet has had sturdy metal shelving installed.

- Window in the library has been repaired.
- Handicap ramp has been sealed and nails were set. Chris recommends replacing the decking in 2 to 3 years.
- Oil filler pipes at the Town Office, and the Satellite dishes have been removed.
- Chris is interested in taking care of the roof overhangs at the highway garage and will give an estimate. Leigh suggested Dick contact Bill Huntoon to see if he is ok with that.

Leigh noted there will be some upcoming expenses related to battery replacement and repair of emergency lighting in the town buildings. He would like to know those numbers before proceeding with the roof overhangs.

Dick was questioning the possibility of contacting Eastman Community Association about divesting the town-owned lots there.

Correspondence:

Maryanne Petrin, Treasurer, notified the Board she has selected Annette Granger to be the Deputy Treasurer to fill the open position when Dick was elected as Selectman in March.

Leigh moved to approve the appointment, seconded by Dick and passed unanimously.

Current Use applications were approved for Roberts on Woodland Heights, and Munholand property on George Hill Road.

Leigh noted the Board received notice that the building on Woodland Heights has been razed and the whole thing is well on its way to being resolved. On the recommendation of counsel, the Board will seek authorization for Whit Smith to confirm.

Zoning permit approvals (as per Zoning Coordinator's recommendations above).

St. Angelo – Garage addition - Winding Wood Road

Moffitt – Garage - Lamson Lane

Ryan – Shed - Old Grantham Road

Meeting adjourned at 5:20 p.m.

Submitted by,

Janet Roberts,
Administrative Assistant