

BOARD OF SELECTMEN

MAY 27, 2014

MEMORIAL BUILDING

7:00 PM

Selectmen present: Chairman Don Hill, Leigh Callaway and George McCusker

Also present: Peter Abair, Chief Tim Julian. Mike McCrory (UVLSRPC) joined at 7:27

Chairman Hill convened the meeting at 7:01.

Meeting minutes of May 12, 2014 were approved with minor typo corrections. The minutes of May 14, 2014 were amended to correct the six month estimate of Melissa Walker from \$20,760 to \$20,460, this reduction to reflect half her annual estimate instead of the full amount for expendables.

Projects List:

- Added: broken handrail post of ADA ramp to library,
- Doorbell installed at top of library ADA ramp,
- Phone line installed to the network interface box at the SHS building in preparation for installation of an alarm system,
- Planning Board provided positive comment to the plan construct a culvert across wetland behind the Highway/Safety building (RSA 674:54). The Selectboard elected not to hold a hearing and gave the Road Agent clearance to proceed in accordance with his priorities. Road Agent indicated some concern that funding for culverts might not be enough for the road projects as well as this.

Unfinished List:

- Review of elderly exemption limits was reassigned from Janet Roberts to Tamara Butcher,
- New website: Leigh sent photos to the VTS designer to after a design session on April 29,
- The Board discussed expanding the list of Town-owned email addresses to include the Emergency Management Director and Board chairs. For example EMDirector@springfieldnh.org, PlanningBoardChair@springfieldnh.org and ZBACChair@springfieldnh.org. The intent is to minimize use of personal email for official Town business. A list will be drafted prior to conversion.
- Wonderwell: Chairman Hill had a discussion with Mr. Jim Kirby during which he stressed urgency in engineering and consulting projects.

New Business:

The Board read and adopted the position description for the Office Assistant/Bookkeeper. The PD had been drafted in October 2012 but was never officially adopted.

Board and Department Updates:

- Chairman Hill reported on the professionalism of the Fire Department's meetings, training and dedication.
- Planning Board: Chairman Hill reiterated the Board's positive comments relating to the wetlands crossing behind the Highway/Safety complex at its meeting of May 15. The Board also discussed the current "coarse filter" procedure as documented by the Selectboard and scheduled a work session to continue those discussions for May 29, 2014.
- Cemetery Commission: Leigh reported the Commission purchased a new string cutter in accordance with its budget plan. The appearance and upkeep of Pleasant View Cemetery in preparation for Memorial Day were superlative and kudos were expressed to Frank Anderson for his work.
- Emergency Management: Chairman Hill attended a meeting this morning at the Town offices with EMD Keith Cutting and Liz Lufkin, the Field Representative, NH Department of Safety, Homeland Security & Emergency Management (HSEM). Funding for HSEM projects is available, but application deadline is Friday May 30. Springfield had previously filed for mitigation of a culvert close to the Croydon boundary on Stoney Brook Road. That application was not approved and that culvert now seems to be performing well. Ms. Lufkin stressed the importance of "before" photography showing the condition of roads prior to potential washout storms. There will be a WebEOC training session on Wednesday June 4, 2014 at 6:00 PM in the Grantham School Computer Lab.
- Update on dams from Chief Julian: a beaver dam had been cleared which was obstructing the drainage of Lake Kolelemook.

Correspondence:

None. The Selectboard will set up a process to screen incoming mail during the absence of the Administrative Assistant over the next few days.

[Mike McCrory UVLSRPC joined the meeting at this point]

Signatures:

1. Intent to cut on property at the end of Nichols Hill Road. There was discussion about the merits of accessing the property across Deer Hill Road, but that alternative was dismissed because of the summer camp on that road and travel on Stoney Brook Road along Baptist Pond. Logging could start as early as June 1 and will last 6 to 8 weeks.
2. Purchase Orders to Fox Tree Service to remove trees from Pleasant View Cemetery (\$1,800) and along George Hill Road (\$1,300). The jobs were planned by the Cemetery Trustees and the Road Agent respectively during budget preparation last winter.
3. Warrant directing the Tax Collector to issue property tax bills totaling \$2,052,035.

Mike McCrory was recognized to speak about invoices for the NH Community Planning Grant Program for the months of March 2014 (\$4,560) and April 2014 (\$4,970). These represent offsets to direct and matching (volunteer time) expenses payable by the Grant for the wetlands study. Mike also presented a Circuit Rider invoice, which is payable right away. He explained an earlier error which resulted from double payment of an invoice and subsequent repayment by

the RPC. Chairman Hill noted that we need to create a “legal pad” procedure to correct funds paid in error and returned, which will return moneys to the General Fund for expenditure in the current year.

Leigh noted that he had accompanied the space cleaning contractor (Marie Patten) through the offices, library, Fire/Safety conference room and the Town Hall to be sure that her keys and security code worked. The police spaces were not accessible; Chief Julian was informed to expect a call from her. Leigh noted that he would check the condition of the Town Hall after each use and call Marie as needed.

The Selectboard entered non-public session at 7:52 in accordance with RSA 91-A:3 IIa.

The Selectboard returned to public session at 8:38 and adjourned the meeting.

Submitted by,

Leigh Callaway