

**BOARD OF SELECTMEN**

**APRIL 11, 2013**

**MEMORIAL BUILDING**

**10:00 A.M.**

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

Selectmen present: Donald Hill, Chairman; Leigh Callaway and George McCusker.

Others: Peter Abair.

The meeting was called to order at 10:00 a.m.

Heating:

Pete reported that Mason has looked at the oil tanks and is not concerned about them. He feels he can get the “pig” containment tank in there, but there is no law that says containment tanks are required. If the tanks were to develop a leak it would most likely be a pin point leak. Leigh stated that Irving had said the tanks should be replaced because they are greater than 20 years old. Discussion: If Mason doesn’t think the tanks need to be replaced immediately, then the Selectmen have a year to research options. Selectmen were in agreement that there is no immediate crisis and they should take a hard close look at the option for propane heat if for no other reason than to get the oil tanks out of the police department work space. Selectmen would like a cost analysis to compare the two heating options and thought perhaps Webb would be able to assist Mason with the research.

Pete said Mason has looked at the fire department units and they need fireboxes as well. The cost to replace is \$250.00 each. Mason said if the nozzles are not adjusted right they will burn out a fire box. Discussion: Selectmen see it as problematic that all four burners burned out at the same time. They were last serviced in August. The furnaces were installed in 2009 and the burners should have more than a 4-year lifespan. Irving is scheduled for annual cleaning/maintenance in May. Selectmen agreed to see what the service tech says when they are here. George and Pete will work this out with Irving and/or Mason.

Pete reported the boilers at the town office were installed in 1994 and are about 20 years old. The fire boxes, as far as he could tell, appear to be in good shape for the age of them. The furnaces are probably getting to the end of their life.

Wetlands Project Community Planning Grant:

Review of Contract between Town of Springfield and Upper Valley Lake Sunapee Planning Commission (RPC). Discussion: Cost is limited to \$29,875, plus in-kind contribution. The town reimburses the RPC upon completion of each task. Selectmen granted Kevin Lee Certificate of Authority to direct the release of funds to the RPC. In order to contain costs, the RPC should not accept instructions from anyone other than Kevin to provide copies of documents, maps, etc. The Town can make copies of documents available as PDF files on CD to save copying costs, There are public computers available at the library.

Review of Contract between Town of Springfield and NH Housing Authority:

Discussion: George voiced major concern that the town is “holding the bag” on every front of this agreement and he is concerned that too much is being left up to the town for accountability. He does not agree with this process and once the Board makes a decision he will not put his name on a document that he does not believe in. Don reviewed protocol and noted if three signatures are required, even if the vote shows that George does not agree with the document, George may be required to sign legally. Leigh stated he is in favor of the project and has faith in the RPC. The Planning Board and Conservation Commission are on board with this project and will be looking out for the town’s interests. George felt this grant is not what was intended and is concerned with the process. Don stated “for the record” he hopes to count on George to be candid, forthright and honest in any debate. George noted his concern is this went from a mapping project to an overhaul of the permitting process, review of wetlands, and rewriting of regulations. Don noted the community at large needs to support this project. George stressed he thinks that too much is getting dumped in the town’s lap “which ultimately mean that all of this would become Janet’s responsibility” and addressed his concern if that happens. Don stated that Janet should “raise red flags” if this develops. Don stated he felt the Selectmen had no choice but to proceed with the project but they need to find someone to “ride herd” on this. The Planning Board needs to be held accountable and Mike McCrory from the RPC is the Clerk of the Works of the project and will be making sure the process is being followed. Don will call Kevin Lee to speak to him. Don stated the town applied for the grant and voted to accept this grant. The concerns of the execution are noted and may or may not be realized. The Selectmen need to proceed with accepting the grant contract and enter into the grant agreement. After discussing the issue at length, George agreed he would proceed, with caution, with Don and Leigh on this. The Selectmen voted unanimously in favor of entering into the NH Community Planning Grant Agreement. The Agreement was signed.

The Board voted unanimously to grant Kevin Lee permission to authorize the RPC to execute the tasks as detailed in the scope of work and once Kevin is satisfied the steps have been followed, he can approve and forward the invoices to the office for payment.

Selectmen voted unanimously in favor of authorizing the RPC to use the town’s 15% Service Incentive Program (part of the annual dues the town pays the RPC) toward the cost of the Community Planning project.

Computers:

Leigh reported that he has done a cost comparison between the two vendors that were interviewed. The costs are roughly the same. The recommendation is to find someone that can come in as soon as possible. Remote access to the system needs to be changes, and backups need to be gotten up and running again. More RAM needs to be added to the server to enable more efficient software operation. The emphasis is on getting this done immediately, and securing the system. Both companies seemed to offer strong technical support. Leigh noted that the company from Northfield (CCS) works with 35 other municipalities and is very familiar with what the town does and the programs used. Selectmen reviewed the service contracts. They

would prefer to only contract through the end of this year, for now, with the amount pro-rated and paid monthly. Leigh moved to go with CCS proposal, seconded by George and unanimously approved.

Recommendation has been made that the locks at the Town Office should be changed and keys reissued. Tim has noted concern with too many people having access. Don moved to change the locks, seconded by George and unanimously approved.

The Selectmen will issue a letter seeking reimbursement of the computer and installation of same that were previously paid for.

Steeple Project:

Leigh would like the Board to think about hiring a clerk of the works for the steeple project. George McCusker will speak to Jon Poston. Jon was the clerk during the town hall renovation project.

The auditors are here this week. The audit contract was signed.

Meeting adjourned at 12:20 p.m.

Submitted by,

Janet Roberts