

**BOARD OF SELECTMEN**

**AUGUST 22, 2016**

**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, and Leigh Callaway.

Others present: Mike Lawlor, Bryan O'Day, Whit Smith and Ed Belfield.

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

Building Permits: Whit Smith, Zoning Coordinator; (a written update provided to the Board of Selectmen is attached at the end of these minutes).

Application approved for Stammer, 586 Philbrick Hill Road for a hay barn.  
Application approved for Grant, Kings Highway for a 8' x 20' storage container.

The Building permit process was reviewed. Don noted for years the Selectmen signed off on building permits after they had been approved by the compliance person, without making applicants wait until a Selectmen's meeting. There were then substantive changes to the Zoning Ordinance so the Board started waiting until a full meeting to approve. It appears that now things are moving forward smoothly between Planning and Zoning and procedures have been put in place for compliance. Don suggested a process for Selectmen to review permits in the office after Whit has signed off. Whit stated he and Roger Landry have been reviewing the process and it is his goal to put nothing before the Selectmen that could not be signed, so as not to delay applicants. If the application is found to have issues, the applicant will be advised where to go next. Whit stated he would like to spend some more time on a procedure, and hopes to have one in place at the next Board of Selectmen's meeting.

Whit discussed with the Selectmen a process for addressing shipping containers for storage. More discussion will be needed with the Planning Board.

Whit reported Revision Energy has a pending application to add solar panels at the Eastman Village District. They appear to be proposed in the Wetlands Buffer. More research is needed.

Minutes of August 8, 2016: Don reported he was contacted by Todd Richardson correcting the draft minutes regarding the report from MVST member Phil Lebrecht. Todd wanted to be sure it was clarified that Star Lake and Aarons Ledge Incorporated are two different entities. The property in question was Aarons Ledge. Access for the snowmobile club has not been revoked. They did allow the club to block access on the road, by placing big boulders while repairs are made to the trails. The gates around Star Lake and Deer Hill properties are all intact. The corrections will be noted in the August 8<sup>th</sup> minutes. Leigh moved to accept the August 8 minutes with correction. Don seconded and motion approved.

Old Business: Don reported Bill Huntoon is ready to start painting at the Historical Society building.

911 – Don reported there is all but a formal agreement with Raymond Abair to work on the 911 numbering and compliance issues. He will work closely with Janet and contacts through 911, Fire and EMS services. Raymond has a good amount of knowledge and experience from his fire department affiliations, and already has ideas about how best to proceed. This will be a temporary part-time position.

Class VI Roads and gates: Don noted Mike and Sue Chiarella reported, while out doing easement monitoring they have run across places on private property where there are beer cans, trash and shell casings. Several people have reported hearing gun shots from areas all around town. This is happening all the time and is criminal activity. Selectmen recommend when these things happen, people need to call police dispatch at 763-3100 or 911.

Leigh stated a report was received regarding mud sports with wheeled vehicles on Town Property at the Grafton Line. He and Pete took a walk out there and didn't notice any damages. Leigh is researching for ways to legally prohibit this. There was some discussion about No Trespassing signage.

Cabinetry: No start date has been determined. Discussion followed regarding additional cost of adding a window on the back wall and for reconstruction of the existing closets and addition of a pass-through door between the Office and Protectworth Room. The doorway will allow access from one room to the other, and provide another means of egress, allowing employees to stay behind the counter to get to the storage area. The additional egress has been addressed as a safety issue as there is no other way out from behind the counter to get past the public space. Secure and locked storage has been an ongoing discussion since the Kindergarten moved, and the Police Department expanded their office into the former storage area. Don noted the Selectmen have been through the budget. It makes sense to do the window now before the cabinetry goes in. The Protectworth Room is a beneficial space, and secured storage has been put off for a long time. Leigh noted he has some reservations about the additional work as there is a "rich burn" on the cabinetry, but he has looked at the budget numbers and feels the cost can be met. Leigh moved to approve, Lake Sunapee Carpentry's quote, with reservations, for the purchase and installation of a window at \$3,275.00 and closet doorway at \$1,520.00. The motion was seconded by Don and approved. A purchase order was signed.

Library Steps: A quote of \$11,775.00 was received for granite steps at the library. Repairing the steps was discussed. Leigh moved to spend up to \$1,000 to patch the steps at the library in the interest of safety. Motion seconded by Don and approved.

Skate Park: Frank Sparrow is scheduled to start work tomorrow.

Board and Department Updates:

Planning Board: Wonderwell: Don reported Wonderwell provided a written narrative to update on the progress at Wonderwell and activities taking place. The Planning Board would like to see more information regarding the land use compliance and fire safety. There is a large event planned for Labor Day weekend. Mr. Hall has indicated the event will be kept under capacity, the balcony area will not be used. Some guests will be staying off-site at the Shaker Inn and carpooling. Parking will be carefully monitored. The Police Department and Fire Department is aware.

Planning Board nominated Kevin Lee to continue as a Commissioner to the Upper Valley Lake Sunapee Region Planning Commission. Motion by Leigh to appoint, seconded by Don and approved.

Don noted there will be a fair amount of work required to draft and comply with Accessory Dwelling Unit provisions for the Zoning Ordinance for March. The Town needs to address this before June 1, 2017 when State regulations prevail.

Leigh moved to approve the Circuit Rider Contract with Upper Valley Lake Sunapee Planning Commission, seconded by Don and unanimously approved. The contract was signed.

Correspondence: Beach samples for the August have come back and are well within normal limits.

Annual letter from United States Senator, Jeanne Shaheen.

Signatures:

Leigh reported on a large stump that was removed from Panaroni property and placed in the wetlands on Town Farm Road. Leigh drafted a letter to the property owner. The letter was reviewed. A couple of revisions were noted. The letter will be edited and will be available at the office to be signed.

Leigh shared a draft letter to Robert Hardy regarding gates that were installed by the State of NH and have been kept locked.

Don finalized a letter to Deb Roberts in answer to an e-mail correspondence from her. The letter was signed and will be mailed to her Certified Return Receipt.

Intent to Cut Timber signed for Cynthia Hayes Trust on Sanborn and Deer Hill Road.  
Exemption Certificates for Fuel from Irving Energy

At 8:20 p.m. Don moved to enter into non-public session, per RSA 91-A: 3, Personnel. Motion seconded by Leigh and approved.

At 8:30 the Selectmen entered back into public session, voted unanimously to seal the non-public minutes and adjourned.

Minutes submitted by,

Janet Roberts  
Administrative Assistant

The written report from Whit Smith follows:

DRAFT

-----Original Message-----

From: permits@springfieldnh.org [mailto:permits@springfieldnh.org]

Sent: Sunday, August 21, 2016 6:00 PM

To: Don Hill; Leigh Callaway; Tamara Butcher

Cc: Janet Roberts

Subject: Prep for Board of Selectmen Meeting - 8/22/2016

In preparation for the Board of Selectmen meeting Monday night, August 22, 2016, I am providing the following summary to brief you on permit applications and my activity.

Applications for Building Permits – Ready for Consideration:

1. Loretta & Edward Stammer – 586 Philbrick Hill Rd; Application for Building Permit for a 16' x 32' hay shed behind house next to drive.

Permit application is complete with drawings. No setback encroachment.

No wetlands buffer issue. Structure less than 35' tall. Zoning Coordinator has visited and viewed the site; discussed plans with the applicant. Recommend APPROVAL.

2. Charlie Grant – King's Highway; Application for Building Permit to place 8' x 20' shipping container on the property. To be used for storage. Application for a Building Permit is not subject to the site plan review process by the Planning Board. Zoning Coordinator did discuss with the applicant his future plans. Applicant has no plans for Home Occupation or Home Business at this address.

Permit application is complete with drawings. No setback encroachment.

No wetlands buffer issue. Structure less than 35' tall. Zoning Coordinator has visited and viewed the site. Recommend APPROVAL.

Applications for Building Permits – Pending Review:

2. Revision Energy – 59 Wellfield Road (Eastman); Application for Building Permit to construct/install solar energy system (photovoltaic array on post ground mounts) consisting of multiple photovoltaic panel arrays over the well field for the Eastman Water District.

Zoning Coordinator has exchanged e-mails with Applicant's representatives. Representatives have advised that they will submit application for revised site plan (based on new use or activity) to the Town Planning Board and Application for an area variance to the Town Zoning Board of Adjustment to permit construction/installation of photovoltaic grid within the 100' Designated Wetlands buffer. This matter may be ready for timely review at a joint meeting of the Planning and Zoning Board in September – subject to Planning and Zoning Board schedule and work load.

Status of the application continues as PENDING.

NOTES to the Board of Selectmen.

Zoning Coordinator has completed town-wide "drive around" with Roger Landry. I will be meeting with Roger Landry the week of August 29 to discuss observations and review of the current Zoning Ordinance for areas of improvement in drafting and interpretation.

The Application by Charlie Grant (#2 above) brings to light one area that the Planning Board and Board of Selectmen may need to address; the use of shipping containers (either on wheels – freight trailer – or as a steel box shipping container). These containers are gaining popularity for their convenience, durability and low cost as an alternative to a storage shed or barn building. Nevertheless, the structures are movable and may not impact to real estate property assessment as a barn or shed might. They are “popping up” around town. A building permit application may not be the best way to address the addition of these units on residential properties within the town.

DRAFT