

BOARD OF SELECTMEN

DECEMBER 12, 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; Leigh Callaway and Tamara Butcher.

Others present: Whit Smith, Mike Lawlor, Tim Julian and Justin Hastings.

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

Zoning Permits: Whit Smith, Zoning Coordinator (report attached).

At the request of the Planning Board Whit has made a site visit to Brooks Weathers wood processing operation to take one ambient sound measurement.

First notice of violation letter was received by Mr. and Mrs. Martin on Hogg Hill Road. Mr. Martin has made contact and will be working through the details after Christmas.

Met with Charlie Hirshberg, of CLD Engineering regarding several properties.

Received inquiry from abutting property owner (Walkinshaw) to Lutazzi property on Lamson Lane regarding concerns relative to recent special exception granted by the ZBA. The parties met and Whit was told no further action was required.

Whit continues to work on draft of a proposed revision to the definition of a “structure” in the zoning ordinance.

Michael Howard has submitted a septic design.

Whit reported he has placed a call to Mrs. McKelvey but he has not heard back from them. There is some question regarding the status of an on-line guitar business being run from their property, which includes delivery trucks. They may at least need a Site Plan Review.

Don reported that he met with Christine Austin (Tunis LLC) here at the office recently, at her request. For history he noted originally a two-bedroom house was built on one of her lots at Woodcrest. A foundation was built on the second lot. The septic is on one lot, for which there are cross easements for both properties. The ZBA granted setback approval for both lots. Eventually, an application was received to build a “barn” on the foundation. It then was changed to become a residence. Mrs. Austin’s Attorney, Susan Hankin-Birke, was present at a Selectmen’s meeting when a building permit was approved for a 1 family residence only, and under no circumstances was an in-law apartment to be created or the “bar” to become a kitchen. Ms. Hankin-Birke approved and signed the application. Don noted that there has been “chatter” from neighbors regarding traffic, reporting that the building is being rented, and Mrs. Austin has

been staying there. Mrs. Austin requested an opportunity to explain. She rents to a friend. She stays in the building when she comes to visit family, and had to spend an extended period of time here recently, due to health reasons. The Board discussed the current use and agree it appears it does not comply with a single family unit. The Board agreed to send a notice of violation to both Mrs. Austin and to her attorney.

Minutes: Motion by Leigh to approve the minutes of November 21, November 28, and December 6, 2016, seconded by Tamara and unanimously approved.

The Selectmen agreed to hold their next meeting on Wednesday, December 28, 2016 at 7:00 p.m. instead of December 26th, due to the holiday.

After reviewing the fire department training and call sheets, and the operating budget, the Selectmen agreed to transfer unspent funds in the fire operating budget to be able to pay the members \$7.25 per hour (minimum wage) as the annual stipend. The motion was made by Tamara, seconded by Leigh, and unanimously approved.

Protectworth Room project status: Leigh has been present while the carpenters are working. The passageway to connect the two offices is nearly complete. An update in the alarm system will have to be made once construction is complete.

Tim reported on the amount of “false” alarms that are being triggered. He feels it is a lack of training. Tim will work on putting together “how to” information and work on training users.

Leigh reported Mason Wheeler will start relocating the heating in the Protectworth Room this week. Jim Dewkett is also scheduled to do the wiring. The cabinetry should be delivered sometime next week.

Leigh reported the fiber conversion has taken place and so far everything seems to be working seamlessly.

Certified Computer has taken a look at the Administrative/Assessing printer. The printer was purchased in 2004 or 2005. Their recommendation is to replace the printer as a maintenance kit, replacement of rollers plus labor is not cost effective. The Board agreed to the purchase of a new printer from 2016 funds.

The Board reviewed the \$8,000 cost to update the network server. Certified Computer recommends updating every five years. Amounts were available for lease versus purchase. The Board discussed the possibility of encumbering 2016 funds for this purpose. Motion by Don, “if in ten days it is clear there is enough money remaining in the budget to cover the out-right purchase to replace the server with this year’s funds, it should be done.” Motion was seconded by Tamara. Two votes in favor; one (Leigh) opposed. Leigh will redo spreadsheets so there is a clear idea of where the funds will come from.

Budget Review:

Tamara stated the Budget Committee discussed the tanker replacement. There was discussion regarding treatment of the water that is used to fill the truck tanks as it causes issues with valves and seals. Tamara noted Ken Jacques was to speak to Rob Thorp at the NL-Springfield Water Precinct about some type of system for treatment.

Leigh questioned how the Board felt about building a sand shed next year. Tamara noted the Budget Committee raised concerns with parking for the emergency shelter, and making use of the property up back. Leigh will forward copies of CLD's engineering study.

Leigh would like to recommend door openers for all the garage doors on the fire/highway complex. Pete Abair stated he has problems with a couple of his and they are no longer able to get parts.

Pete indicated Ken Jacques has spoken to him about postponing paving at TLV next year. TLV has some underground pipe replacement that they need to take care of, and would plan on doing so at the end of their guest season. They would like not to have to dig across new pavement. Pete is in agreement to postpone.

Wages: Board discussed employee wage increases for 2017. Tamara moved to increase wages of all regularly schedule employees by 2%, beginning with the payroll that begins March 31, 2017. The motion was seconded by Leigh and unanimously approved.

Tim Julian reported that he was able to update his cruiser AED and it is now available upstairs at the Town Office building. He has spoken with Fire Chief, Pete Lacaillade to set up and CPR and AED class for employees.

The contract for Unifirst was approved and signed.

At 8:00 p.m., Don moved to enter into non-public session, per RSA 91:A-3 Personnel. The motion was seconded by Leigh and unanimously approved. The Selectmen voted unanimously to seal the non-public minutes.

At 8:30 p.m. the Board came out of non-public session and adjourned.

Submitted by,

Janet Roberts,
Administrative Assistant

In preparation for the Board of Selectmen meeting Monday night, December 12, 2016, I am providing the following summary to brief the Board of Selectmen on permit applications and my activity.

Applications for Permits – Presently No New Applications.

Applications for Permits – Pending.

1. David & Deb Roberts, Woodland Heights; Application for a permit to build a 23' x 27' barn/shed. This application follows on a permit application that was made "after the fact" and submitted by the applicants on November 3, 2015. Notice of Violation signed by Selectmen and sent to the Applicants.

Other Matters.

A. At the request of the Town Planning Board, Zoning Coordinator visited location on Rte. 4A where Brooks Weathers is expanding a firewood processing operation. Zoning Coordinator took ambient sound measurements (decibel readings) at the back of the clearing and at the front of the clearing approximately 3:40pm on November 28, 2016. Sound pressure levels measured in db ranged from 36-38 db with no traffic on Rte 4A in front of the property to 60 db (school bus) and 70-82 db with 3-4 vehicles (no tractor trailers) travelling by in the vicinity.

B. Letter sent to Mr./Mrs. Martin regarding 12' x 20' shed constructed without zoning permit. Mrs. Martin picked up zoning permit application and Mr. Martin has advised the Zoning Coordinator (by email) that he is out of town on business and will be back during the year-end holiday. Zoning Coordinator advised Mr. Martin that his indication of cooperation is sufficient to stay any further action and Zoning Coordinator will discuss with Mr. Martin after Christmas what has been done and what are the future plans for the shed.

C. Zoning Coordinator met with Charlie Hirschberg (at suggestion of ZBA Chairperson) to discuss the following:

- approaches in dealing with a non-conforming lot on Lake Kolelemook to prep for development or sale
- sub-divide a lot located on Georges Mills Rd
- wetlands review for lot on Colby Hill Rd

D. Received inquiry from neighbor (abutting property owner) regarding special exception granted by ZBA for construction of garage on parcel located at 86 Lamson Lane. Spoke to all parties involved. Suggested meeting between neighbors as a first step. In follow up with the parties Zoning Coordinator was advised that "it was a good meeting" and no further action is required.

E. Zoning Coordinator continues work/draft proposed revision for the definition of "structure" in the Zoning Ordinance. This matter was discussed at the last Planning Board meeting and will be discussed at the upcoming meeting (scheduled for Thursday, December 15, 2016).