

**BOARD OF SELECTMEN**

**DEC 14, 2015**

**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 George McCusker.

Others present: Bryan O'Day, Mike Lawlor, Tim Julian, Ken Jacques, Tom Duling, Pete Abair, and Neal Wood.

The meeting was called to order at 7:00 p.m.

Snowmobile Ordinance: The Ordinance was drafted last year and has been vetted by legal counsel. Copies of the Ordinance as well as notice of the date and time the Ordinance would be ratified has been posted in two places as well as on the web. Leigh moved to adopt the Ordinance, seconded by George and unanimously approved. The Ordinance was signed and adopted effective as of this date.

Building Permit – Neal Wood 811 Main Street to raze and replace existing structure. Leigh reported he and Tom Duling visited the site with Neal. Neal had stakes marking all corners of the proposed structure. The nearest stake was 37' from the property line. The boundary pins had been located and the property line flagged. Leigh took GPS readings for the pins and property line and another measurement to the nearest stake, at 37.6'. These measurements tie in with reference points in the deed and on the septic plans. All the other stake locations for the proposed structure are in compliance. Motion by Leigh to approve the building permit, seconded by Don and unanimously passed.

Ken Jacques – family members recently purchased property off Class VI portion of Webster Pass. The Class VI portion currently serves as a driveway to an abutting property. He would like to improve about 70' to use as the access to their property. Webster Pass extends about 100' and then becomes private property. They wish to remove the water bars in the roadway, cut some brush and improve the ditches. They have not found any information on the width of the road. Stone wall to stone wall is how it is improved right now. Ken also stated there is a cellar hole on the lot located near the stone wall, but it wouldn't meet setbacks. He questioned whether it might be possible to use that foundation with a variance. The Board agreed that would be something that would need to go before zoning. The Selectmen advised Ken to apply for driveway permit; fix the Class VI road according to the Road Agent specifications and notify abutters of what he proposes.

Don shared the copy of a letter forwarded to the Board of Selectmen by the Mascoma Valley Snow Travelers pertaining to a letter from John Trachy of the Cynthia Hayes Trust (a cc also was sent to Jane Seekamp). The Hayes Trust will not concede to the maintenance of approximately 400' of the Right-of-Way on School House Road granted to the town for public

use when the road was given up in 2010. They are requiring additional insurance coverage. The documentation MVST provides for insurance is per RSA. Star Lake Properties, and all other entities in the State of NH, including the town, accept the provisions as adequate. It appears Mr. Trachy interprets it differently. In discussion the Board finds this is in conflict with State Law and Case Law. Restricting the use of approximately 400' on one section of road and requiring a different more strident insurance above and beyond the \$1 million dollar coverage is unreasonable. The agreement has been found to be adequate for Star Lake and their attorneys. The Town of Springfield is a party to the easement that was approved, declaring that School House Road remain open to the public in the manner it was before being discontinued. The Selectmen at the time the easement was granted, required language to be sure the road was kept open for snowmobile use and maintenance. Motion made by Leigh Callaway to draft a letter to the Hayes Trust regarding the unreasonable insistence of insurance coverage exceeding what the State has in place throughout NH. The motion was seconded by George and unanimously approved.

Minutes of November 23 and 30, 2015: Leigh moved to approve the minutes of both meetings, as written, seconded by George and unanimously approved.

Don stated in the November 23, minutes George had stated there were areas with multiple barbed wire fences with handles that require opening and closing. Don clarified there are no areas of barbed wire, just electric fence with handles.

Trucking on Sanborn Hill Road: Don reported Town records show the bond posted by Mr. Al Lindquist on Sanborn Hill Road is outdated. Mr. Lindquist will be contacted with a follow-up letter, if necessary. Pete noted it appears Conkey's loader was driven over Philbrick Hill to the pit on Sanborn Hill, causing some issues with a ditch on Philbrick Hill. Pete will give Mr. Conkey a call.

Hydrant replacement: Leigh reported the contractor has been hired and should be able to get the work done soon. Chief Tim is aware for traffic control issues.

Donations: Don wished to acknowledge that the Friends of Fire and Rescue purchased and gifted rescue support struts to the Fire Department used to stabilize overturned vehicles, etc., Todd Longley donated various chimney brushes. George moved to accept the gifts given to the Fire Department, seconded by Leigh and unanimously approved.

#### Board and Department Updates:

Budget: Leigh reported the most recent spreadsheets are the same as the budget committee saw, except for a \$500 decrease in the police budget. Tim reported the \$500 was an annual fee to cover repairs, if necessary, for the county repeater. The county is now covering that in their own budget.

The spreadsheet for the project list was briefly discussed. Leigh noted there is \$5,000 in non-recurring to build secure storage in the Protectworth Meeting Room. The spreadsheet for

Unreserved Fund Balance shows some expenditures for additional paving to catch up on work put off in years past. Leigh reported the Budget Committee would like to discuss the additional money for pavement when they meet with Pete Abair.

Leigh noted there are no pay raises included in these budget worksheets. The Selectmen agreed to continue tonight's meeting to Wednesday, December 16, 2015 at 10:00 a.m. for continued budget review and to address raises.

Library: Leigh reported there has been a good response from advertising for a Librarian. Some interviews have been scheduled.

Don asked Leigh to fill in for him for the Planning Board meeting on Thursday evening.

Old Grafton Road update: Pete Abair has given a copy of the letter sent by Mike Hummel to Peter Crowell and CCM logging. Leigh will call Mike Hummel to let him know what has taken place. An Intent to Cut Timber in that area has not been received. It is reasonable to ask CCM for an idea of how they will implement safety protocols to address concerns of the residents.

George reported the Conservation Commission talked mostly about the logging on the Kinsley lot.

George recently attended a meeting of the Upper Valley Lake Sunapee Planning Commission. There was a presentation by the USDA regarding programs and funding. George spoke with a Sunapee Selectmen regarding a conversation at the budget committee meeting about the transfer station closing and changing to zero sort. George was told that was an idea of one of the five Selectmen in Sunapee and is not supported at this time.

George will be attending an UVLRPC Transportation Advisory Committee meeting in Grantham, on Wednesday. The new director of NH DOT will be at that meeting.

Building Permits: Tom reported he has contacted the owner of Old Boston Road regarding a building permit for a shed on the property. A building permit will be forthcoming.

After the Fact Building Permit issued for a lean-to for Mr. Mester on Four Corner's Road.

The Board received comments from Shawn Tanguay regarding amendments to the Personnel Policy for use of earned time. Leigh will prepare changes to the Employee Manual. The changes will be reviewed and ratified on December 28<sup>th</sup>.

The Board discussed a complaint regarding residential accommodations on Eastman Access Road. There appears to be 2 unregistered campers being heated with wood stoves and families living in them. There was discussion about whether to send the Fire Chief to do an inspection. The situation is on the radar of the State of NH. Concerns should be communicated with Chief Julian.

## Signatures:

Yield Tax Warrants signed for: McNally – Old Croydon Road; Heath – Sugarhouse Road; Edgar-Howard – Carter Brook Road; Wentworth – George Hill Road

Contract extension was signed to Bill Huntoon for painting the Springfield Historical Building in 2016.

## Miscellaneous Business:

Don noted in speaking with Todd Richardson, Manager for Star Lake Properties, they wish it to be made clear that this year is the same as last year, and what the State of NH has in place for insurance protection to landowners is adequate as per the covenants for School House Road.

There is no further action required by the Town or MVST to satisfy Star Lake Properties. They have had documentation reviewed at by their lawyer, who does not concur with the stand that is being taken by the other landowners.

At 8:17 p.m. unanimous vote was taken to enter into non-public session per RSA 91:A3 personnel.

At 8:45 p.m. the Selectmen entered back into public session and voted to seal the non-public minutes. This meeting is being continued to Wednesday, December 16, 2015 at 10:00 a.m. to continue work on the budget and other miscellaneous business.

**CONTINUATION OF DECEMBER 14, 2015 MEETING****December 16, 2015****10:00 a.m.**

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

Others present: Tim Julian, Police Chief.

Don read the letter drafted to Cynthia Hayes Trust. George stated that John Trachy is not disputing the right-of-way, but disputes brush cutting, etc. Don noted it appears it does involve the right-of-way. The snowmobile club is being told they cannot enter onto the property. Morally and ethically this is going against what was presented to the Selectmen and public back in 2009-2010. He has spoken to John Chiarella, and Neal Huntoon, who were Selectmen at that time. They are in agreement and would be willing to endorse this letter. Don stated the Selectmen have the authority and responsibility to write this letter to protect the Town's Right of Way. Some changes to the draft were suggested. The Board unanimously agreed to approve the letter, with copies to Seekamp; Star Lake; Ausbon Sargent; and MVST.

The part-time position at the Highway Department is vacant. Leigh will review the job description with Pete Abair. Pete has indicated that a CDL would not be a requirement but would be desirable.

Don stated he would like to have wireless connectivity availability in the Protectworth Meeting Room and Town Office to allow the Boards to have access to the web. He suggested accessing through the Library's wireless. George agreed. This is something that all the Boards have been asking for. Leigh will talk to the library and contact CCS to set this up. Motion made by Don to spend up to \$500 for a router and extend the use of wireless network, preferably through the library. The motion was seconded by George and unanimously approved. The Board would like to encumber funds from 2015 to cover this.

Wage increases: Don stated last year the Selectmen gave wages increases to bring employees up to an average based on the wage study that was done. He suggested any increase this year needs to be merit based. Social Security is not raising wages this year. It has been the Board's mindset to review raises annually and propose an increase that is not out of line with inflation and other economic indicators. Leigh suggested adding an additional line item that would be used, subject to performance reviews and merit increases. Up to 1% was suggested. George stated increases have never been tied to performance evaluations in the past. An improved evaluation process needs to be implemented before increases can be tied to it. A 1% increase per year doesn't generate enough of an increase and in a few years wages would be behind the curve again. George stated he is in favor of a 3% increase across the board, annually. The Board discussed the models that were used last year to determine the increase factors. Jobs that fell behind average were increased at a greater rate than others. The Board discussed the possibility of 1%, subject to change, based on evaluations. George stated he has always felt that 3% is fair and keeps employees in the range of other towns so wages don't fall behind and have to be "normalized" like last year. He is not in favor of 1%. Don noted an increase may be fair to employees but not fair to the tax payers. After further discussion, George stated he would be willing to compromise at 2%. Motion made by Leigh for a 2% increase across the Board; seconded by George and unanimously approved. George stated the current evaluation process is "too polite and nice." Real evaluations need to be done so the Board has what they need for merit increases in the future. Leigh will update budget worksheets accordingly.

Leigh further discussed the budget spreadsheets.

He is suggesting \$5,000 for CLD to complete the land use study of the area up behind the highway garage.

Proposing \$2,000 to rebuild the skateboard park. George questioned if that was enough and felt there needs to be a quote before asking for an appropriation.

The overhangs on the highway and fire department doors were not taken care of this year. They need to be taken care of before snow and ice this year. This is a safety issue and needs to be done.

George discussed the possibility of buying some more blocks and then putting a new roof on the whole area where the sand shed is. This could easily be something the highway department can do.

Tom Duling arrived and reported that Mr. Follansbee on Bog Road enclosed an existing 8' x 10' deck without a permit. There is also smoke coming from one of the trailers in back of the house. The Selectmen asked Tim and Tom to go see Mr. Follansbee and make him aware that he is in violation and fines could be assessed daily.

Don will correct the draft of the letter regarding School House Road and make it available for signatures.

The meeting adjourned at 11:25 p.m.

Submitted by,

Janet Roberts  
Administrative Assistant

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