

BOARD OF SELECTMEN

October 28, 2019

MEMORIAL BUILDING

3:30 P.M.

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

Kick-off meeting with representatives from Avitar and the Department of Revenue regarding 2020 assessing statistical sales update.

Selectmen present: Dick Hendl, Chairman; Tamara Butcher and George McCusker

Others: George Hildum, Mark Stetson of Avitar, Lisa Mudge of DRA, Brooks Weathers, Mike Lawlor, Whit Smith and Miriam Ryan

Kick-off meeting with representatives from Avitar and the Department of Revenue regarding 2020 assessing statistical sales update:

Mark Stetson of Avitar started off by saying the goal of this revaluation was to bring all assessments to market value. The completion date is set to be October 1, 2020. Mark stated he will be the supervisor of this project. All the people working on this project are DRA certified, will be wearing an ID tag and driving a clearly marked vehicle. Janet Roberts will be provided with a list of vehicles and registration numbers. The properties were last inspected five years ago. They will be relying on the data that was received during this process. Once the sales are inspected then the DRA develops the new values, based on those sales, and sometime next spring early summer notices will be sent to the property owners letting them know what their new value is. Mark provided a sample copy of this letter. Just as in years past. Included in the notice that will be sent out is the contact information to set up a meeting with the DRA to discuss the letter. More importantly, there is access to the website to go online and look at your assessment as well as the assessments of every other property in town. Once that process is complete, within a couple of weeks, the result will be delivered to the town office. Dick asked if the properties being visited are randomly selected or if they will be visiting every property. Mark stated they will only be visiting the properties that have sold. Mark added that it was important to note they are doing this revaluation based on data that has already been collected at a prior time for all the properties that are not sales.

Lisa Mudge, of the DRA, began speaking of the monitoring that the state is responsible for. They monitor the contract and the elements of the contract. They also do assessment review every five years. The DRA will take a random sampling of the building permits and visit those properties. Lisa will be the one visiting the properties, she will have a well-marked car and be wearing an ID tag. The DRA will mail to the taxpayer, prior to going out, and they are given the opportunity to turn down the visit. The visit is not required. Or the homeowner can schedule an appointment with the DRA rather than them just showing up at any time. The DRA will come into the town office and talk to Janet and take a random sampling of current use records. They will look through Exemptions and Tax Credits. Data Accuracy is where they have a database

with all the properties in town at the state and take a random sampling of those to spot-check the town. That will be about thirty-five properties. Again, they will notify the homeowners by mail before arriving at the property. This is good to know now, because the DRA will be visiting properties over the next year. George asked if the DRA sends postcards for all the visits. Lisa confirmed that yes, every time they go out postcards are sent to property owners. George asked what the ID's and cars look like that people can expect to see. Picture ID's are worn, and the cars will be clearly marked. Lisa stated if no one is home they will measure the property and walk the property, but they always go to the door first. If the property is posted they will go to the door to seek permission, if no one is home they will estimate the data from the road. If the property is gated and posted, they do not violate that. Dick asked about seasonal properties, are those included in this process. Lisa stated attempts will be made to evaluate if it is accessible. Tamara asked how many sales the town has had, Mark shared that he has about 50 sales at this point, which doesn't include anything that may have been reported in the last two or three weeks. The board thanked Mark and Lisa for the information.

Zoning Permits:

REPORT from ZONING COORDINATOR. -- Board of Selectmen - Monday, October 28, 2019.

Here is a summary of permit applications and Zoning Coordinator activity.

Application for Permit – Acted Upon, APPROVED

1. Marlene Chamberlain, 12 Hoyt Lane; Application to place/install a permanently mounted generator next to house. No setback issues; no wetlands issues. Applicant is not engaged in home business or commercial activity. APPROVED by BOS at the October 7, 2019 meeting.
2. Ken Meier, 200 Oak Hill West; Application to place/install solar panels on roof of residential house. No setback issues; no wetlands issues. Applicant is not engaged in home business or commercial activity. APPROVED by Zoning Coordinator per delegation of authority.
3. Kevin Blanchette, 1694 George Hill Rd; Application to place/build a shed on existing concrete pad next to residential house. No setback issues; no wetlands issues. Applicant is not engaged in home business or commercial activity. APPROVED by Zoning Coordinator per delegation of authority.

Applications in Hand, But NOT Acted Upon.

4. William St. Cyr, 2334 Main Street; Application (after the fact) to place a shed on property. No change in status. Zoning Coordinator will assist the property owner in the preparation of Application for Variance (new variance since the prior Variance granted is not applicable due to change in plans).
5. Kara Zaleskas, 164 Four Corners Road; No change in status on this matter. Waiting for Applicant to respond/obtain clarification regarding Shoreland Protection approval.

Other Matters.

A. Received anonymous letter regarding building next to Baptist Pond. NOTE: As a matter of personal integrity and fairness to all residents/property owners in the town of Springfield, the Zoning Coordinator will NOT act upon matters submitted anonymously. Moreover, since such communications are submitted anonymously, with no return address and are often posted from out of town to further conceal the identity of the complainant, it is not possible to respond directly.

B. Inquiry from Summer Camp on Deer Hill Road regarding the reconstruction of boat house/changing facility next to Baptist Pond. The reconstruction of the facility is on the same footprint as the pre-existing structure. Advised property owner that no Zoning Permit required since this is a rebuild (less than one year) and there is no change in the footprint.

C. Inquiry from Summer Camp on Deer Hill Road regarding the construction of a lean-to/cabin in a remote area of the campus on a spot that had previously had an "abandoned cabin," according to the site plan. Advised property owner that an application for Zoning Permit is a prudent course since the structure was shown as "abandoned" on the 2009 site plan drawing. Advised property owner that I would check with Planning Board chair as to whether an amended site plan would be required.

D. Inquiry from property owner (Eastman section) regarding placement of shed next to driveway. Problem is the shed would be approx. 12' from lot line. Discussed situation with property owner. They will file an application for variance seeking relief from the setback requirement.

E. Attended Planning Board meeting; Peterson hearing – Site Plan review to conduct commercial activity (plumbing business) at his home location. Mr. Peterson has previously received the required Special Exception from the ZBA.

F. inquiry from property owner on Rte. 4A regarding expansion of his wood processing business. Advised that application to the Planning Board requesting amendment to site plan is proper course of action.

G. Have been requested by both Planning Board and Zoning Board to prepare draft of policy language regarding requests for Continuance of hearings on current matters before the respective boards. Zoning Coordinator agreed to work on this. Research on how other municipalities address the issue of multiple requests for continuance, which can result in unnecessary delay, inconvenience to the public and the stalling of orderly due process in considering matter to be heard and decided.

H. Received and responded to inquiry from agent for electrical utility company regarding planned power line maintenance scheduled for 2020. No new poles, no expansion within the easement/right of way.

<< October28, 2019 >>

Whit mentioned that he will be meeting with Pete Lacaillade on Thursday to make sure all his materials are in order for the planning board in November. While speaking of the policy language regarding continuances, Dick expressed that he hopes the draft addresses the flip side; the boards should not be able to delay just because they full board is not showing up. Whit stated the RSA has already done that. Dick said the boards should not have the luxury of having a board member who was not in attendance at a previous meeting delay the applicant. Whit feels planning board attendance has been great as of late. George stated this is due to the alternates. Dick asked a question based on Whit's last report of an addition of a second kitchen in a residential dwelling that is not now considered to be a two-family house. Whit shared he did analyze this, and without evidence of creating a second dwelling space there is nothing saying you can't do it.

Minutes:

George made a motion to approve the minutes as written of October 7th, Seconded by Tamara, unanimously approved.

Old Business:

Dick acknowledged Brooks' presence for this matter. Dick shared that he has heard from the town attorney, it is his conclusion that on the basis of noise alone the town would not win any legal case. He is now investigating other avenues. There is a possibility of pursuing legal action based on the configuration of the mill. The attorney is in the process of drafting a letter for the board to review. Dick apologizes on the process taking so long. Brooks understands and knows it is not something that's going to happen overnight. The board acknowledges the Weathers' are in a tough spot, along with other residents. Dick reassured Brooks that the board is not letting this drop. Brooks expressed his understanding, just looking for an update at this will affect what they do as a family.

On the paving at TLV – Tamara was notified today that Pete had done quite a bit of work on Friday as far as removing rocks. There is a lot of concern that paving over areas that have just had fill put in holes that rocks came out of is not responsible and allowing it to set would be the best action to take. The property owners are expressing their desire to push off the paving of those roads until next year. George has not heard this from the property owners. He stated Pete is going for his coal top tomorrow and the pavers will be here next week. George does not think the paving should wait until Spring. George said Pete has filled in and packed down everything he has done. Dick stated we are going to take Peter at his word and let him continue in the hopes we are not facing this problem again in the next year or two.

Dick gave an update on the status of Perleytown Rd. Ken Jacques was going to bring the boards proposal to the water commissioners at their next meeting. One of the commissioners was not in attendance so it was not discussed. The water commissioners will discuss the road at their next meeting.

New Business:

George shared that some brush had been cleared away from the road at the work session on Saturday.

Dick has a list of new items, the first being the status of Old Grantham Road. This is being brought up because about a week ago there was an issue of a tree across what was asserted to be

a Class VI road. Pete sent Ed Abair out and it was determined that it was not a class VI road. With Janet's help they did some research and found in March 1928 the part of the Old Grantham Road from what was then a turnaround which just made it to where the Cote's have their driveway to the Grantham line was discontinued. Dick concludes this is the Class V road from Washburn Corner up to the point where Old Grantham Road is discontinued and beyond that it is no longer a town road of any type. Miriam Ryan, who lives across from the Cote's, asked exactly where this line that it ends. Dick stated an exact determination is difficult. Dick feels the line is just beyond where the driveway is. Miriam added when they applied for their driveway, they were told they didn't need a permit because it wasn't subject to it. Miriam showed the location of her property on the map being looked at. In the spring they are planning to move their driveway, towards the marsh, about ten feet and need to know if they will need a permit. The Board will do more research to try to figure this out, hoping there will be a marker of some sort.

Dick would like to propose a change to the holiday schedule which was prompted by last year's decision to add Columbus Day. His proposal is to add Martin Luther King Day and Columbus Day to the list of holidays in the personnel policy, and change the wording in the last paragraph which says "holidays that occur on a Saturday will be observed on the preceding Friday" striking Friday and inserting regularly scheduled work day. This way if there is a holiday on Friday it will default to Thursday, and a Sunday holiday would be observed on the following Monday. Tamara moves to change the personnel policy to reflect the addition of Martin Luther King Day, Columbus Day and the removal of the day after Thanksgiving; also, the wording to regularly scheduled workday in the final paragraph. Seconded by George and unanimously approved.

Dick received the new rate has been received for the 2020 Health Insurance policy. There has been an increase of 7.4%. Dick proposes to afford the three employees who participate in the health insurance \$55 per participant each month to help defer the cost of their increase. Janet asked what happens with the one employee who opted out of the FSA last year. Dick feels if we gave it to him last year, we should do that again this year and the only reason we are not doing this for Troy that he was never an employee under the old arrangement.

Dick stated the new bi-annual budget from the state contained municipal aid and provided all the towns and cities in New Hampshire additional revenue. In 2019 it is to be considered un-anticipated revenue and in 2020 it is to be considered anticipated revenue. Dick stated because we are getting \$12,429.22 in 2019, we must hold a public hearing to allow the town to comment on how that will be spent. Dick's view is we either add it to the budget this year to defray some of the unanticipated costs or use it to lower the tax rate. Those seem to be the only two options we have. Dick's proposes the town take's \$6000 and put it in to legal fees and put the balance in to non-recurring projects as we are over in both those lines. Dick would like to schedule a public hearing for 5:30 the next time we have a board meeting. Tamara agrees with both lines picked. George thinks it makes more sense to put the whole balance in to non-recurring projects. Tamara asked if we expect to have any more items added to non-recurring before the end of the year. Dick and Tamara both feel there won't be any. Tamara said to balance out the non-recurring line, which is \$8450 and put the balance in to legal fees. Tamara moves to zero out non-recurring and put the balance towards legal fees. There was no second.

The board needs to consider whether to shut down meetinghouse. Dick feels that January to February 15th seems like a reasonable time. There is a primary to happen in February, but the date has not been set yet. Dick will talk to Mason to see if it makes sense to shut the building down for such a short time.

Dick received an email from the Moskalenko's about draining their pond. They wonder why their pond needs to be drained in increasing frequency. Dick is going to meet with them sometime after 5pm. Somehow their pond is getting filled with sand and they are unsure if this sand is coming from the sand shed or 114. Dick will meet with the Moskalenko's to discuss this. Dick then asked for any updates on the new sand shed. George said they are supposed to call the town.

November 11th is Veteran's day so the next Selectman's meeting will be held on Tuesday November 12th at 4:00pm.

Board & Department Updates:

Tamara shared that the Fire Department is talking about the purchase of new radios. No updates otherwise.

No updates from George.

Dick announced that there is now a root wrench is at the library and is available to be checked out.

Signatures:

HealthTrust and Sansoucy contracts were signed by the board.

Miscellaneous Business:

Mike Lawlor asked where things stand on the ice shed. Dick shared that follow-up letters have been drafted and will be going out soon.

Board entered closed session at 5:17pm.

Board moved back into public session at 5:30pm

Board voted unanimously to seal the minutes of the closed session.

Meeting adjourned at 5:31pm.

Jill Hastings
Deputy Administrative Assistant