

BOARD OF SELECTMEN

April 26, 2021

MEMORIAL BUILDING

4:00 P.M.

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

The meeting was called to order at 4:00 p.m. and began with the Pledge of Allegiance.

Selectmen present: Tamara Butcher, Chairwoman, Dick Hendl. Amy Lewis was absent.
Others: Mike Lawlor, Marla Binzel, Whit Smith, Ryan Peterson and Sgt. Michael Beaulieu
Zoom: Keith and Susan Cutting, SueAnn Kazenas and Todd Fluery

Dick asked everyone to remain standing after the pledge of allegiance for a little ceremony. Tamara announced that the selectboard has appointed Mike to be the Springfield chief of police. Sgt. Michael Beaulieu was then sworn in as the new chief of police. The board offered their congratulations to Chief Beaulieu. Keith and Susan Cutting and SueAnn Kazenas offered their congratulations through zoom.

Scheduled Appointments:
None.

Zoning Permits:

REPORT from ZONING COORDINATOR. -- Board of Selectmen - Monday, April 26, 2021.
Here is a summary of permit applications and Zoning Coordinator activity.

Application for Permit – Acted Upon, APPROVED

1. Mr./Mrs. Barney, 66 Aspen Brae, would like to install a hot tub on pavers behind the garage (next to a deck off the kitchen/living room). Zoning Coordinator has been out to the location and it is properly staked; I spoke to Mr. Barney about the project. No wetlands issue; no set back issue; less than 35' tall. No observed Home Business or Commercial activity and the applicants have represented the same on their application. Zoning Permit APPROVED per delegation of authority.

2. Mr. Shane Wiltshire, 404 Sanborn Hill Rd, wants to change the proposed location of the two-car garage with lean-to "carport" on the back. Details previously reported. Zoning Permit APPROVED per delegation of authority.

3. Mr. Robert Thorp, 69 Shad Hill Road, wants to build a pergola on the patio that he built/installed last summer. Zoning Coordinator has been out to the site and has spoken to the applicant. Details previously reported. Zoning Permit APPROVED per delegation of authority.

4. Mr./Mrs. Valela, 446 Philbrick Hill Road, would like to build a small (20'W x 24'D) garage next to their home. Details previously reported. Zoning Permit APPROVED per delegation of authority.

Open Applications - In Hand, But NOT Acted Upon.

5. Mr./Mrs. Hendl, 103 Woodcrest Rd (private) would like to build a 24' x 30' garage next to their home. Applicant(s) are still deciding on the location. Application pending awaiting the placement of stakes.

Applications Reported Previously – Still Open

6. Ms. Rylee Preston, 112 Philbrick Hill Road, additional Zoning Permit application to build roof over deck (creating porch).

7. David and Elizabeth Erickson, to build a cabin off Morrill Road.

Application Withdrawn

8. Mr. Jonathon Silver, 27 Sandy Beach Road (private) has decided to NOT go forward with plan to add bluestone patio between the house and Kolelemook Lake.

Other Matters.

A. Ms. Leah Greene, 1327 Stoney Brook Rd, has applied to the Zoning Board of Adjustment (ZBA) for a Variance (seeking 15' of relief from the 35' rear lot line setback) to place a 26' x 26' garage connected to house with mudroom area. (Greene)

B. Attended Planning Board meeting. Lot merger review – Approved. Discussion regarding whether person selling firearms and ammunition (Federal Firearms License has been granted) is a Home Occupation or a Home Business. PB decided this is a Home Occupation. No site plan required.

Discussion regarding Wetlands Ordinance, ArcGIS Springfield Wetlands Reference Map, Wetlands Report by Rick Van de Poll, use of “Coarse Filter” to determine possible wetlands on parcels in conjunction with review and process Zoning Permit Applications. (n.b. there is no Wetlands Ordinance *per se* in Springfield; based on the report from Mr. Van de Poll, it appears that the recommendations from the report were incorporated into the Zoning Ordinance, as amended. See Zoning Ordinance Article IV CONSERVATION OVERLAY DISTRICT, beginning at page 10. Notably, there is a “Floodplain Management Ordinance” 2009 for the town.)

C. Inquiry as to roof repair (no permit needed), installation of dormers on existing roof (no permit needed), extension of roof to cover existing deck (suggested permit is required). (Weathers)

D. Inquiry from property owner regarding reconstruction, repair and reinforcement of historic stone wall using the existing stones (tear down sections and rebuild). No permit required. (Hummel)

E. Research “Coarse Filter” approach to determining existence of possible wetlands on real property.

“Coarse Filter/Fine Filter Planning Approaches to the Conservation of Biological Diversity. To wit, coarse filter (landscape/ecosystem) - **approach that maximizes the conservation of elements of biological diversity**. The specific coarse filter prescription/design will vary.”

F. Inquiry regarding regulations and procedure for obtaining permits for installation of photovoltaic electric energy arrays (solar panels).

G. Inquiry regarding wind-speed data and regulations related thereto. Provided Administrative Assistant with “form” letter previously used to respond to similar inquiry.

H. With permission from Select Board, contacted Town Attorney regarding existence of covenants in property deeds that may place restrictions on location of structure(s), which may be differ from setback requirements in the Zoning Ordinance. In the opinion of counsel, such language is a private matter and, under New Hampshire law, is not within the purview of the ZBA. Any issue or dispute to be resolved between the holders of such deed(s) and/or by recourse to a Court of competent jurisdiction. Not a town matter.

I. Inquiry from resident on Nichols Hill Road regarding placement of pre-built shed (permit required), repair of driveway, including replacement of small culvert on the property under the drive (recommend consult with Road Agent).(Avery)

J. Inquiry from Protectworth Brewery regarding re-design of interior area of garage where brewery activity occurs. This will result in some expansion of interior space, but no change in size of structure. Recommended that an application for Amended site plan be filed with the Planning Board. (Fraser)

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Whit brought attention to item 8, Mr. Silver. Mr. Silver has decided not to add the patio.

Whit sent to Janet the form letter that we use for wind speed. Janet said the gentlemen would not be able to use it. He’s going to need to get some certification from the state of NH or from a PE. Whit said that was appropriate. Whit stated we received an inquiry regarding wind speed, wind load certification for manufactured housing. We have used a form letter in the past which says we don’t regulate or monitor any of that and they need to go to the state or their insurance company.

Whit met with one of the proprietors of Protectworth Brewing on Cemetery Road. Business is very good. They need to expand, for storage of materials and a little more production. There is tremendous demand for the product. They will not increase the size of the garage at all. He will be going with an amended site plan back to the planning board seeking that permission to expand the business.

Dick asked Whit who Rick Van de Poll was. Whit said he is the lead author of a wetlands study that was done for the town of Springfield in 2014/2015. Out of which came a number of recommendations for changes to the Springfield zoning ordinance. Whit showed the report that was generated. Whit thanked Janet for sending him the report because it was mentioned at the planning board meeting and he had no idea of what was being talked about. Whit has now read it thoroughly.

Minutes of April 12, 2021:

Dick made a motion to accept the minutes as written. The motion was seconded by Tamara. Dick and Tamara vote in favor.

Unfinished Business:

Dick asked where the decision on the new highway truck stands. Tamara stated the decision was made to go with the stainless-steel body because that is what was told to the townspeople, that is what we all decided on, both selectboard and budget. The truck should arrive by late fall, mid-winter. Dick made a motion to approve the purchase of the highway department truck with the stainless-steel body and will proceed with the letter of credit that Mr. Greg Im is preparing for us so that Sugar River Bank will be all set when the truck is delivered. The motion was seconded by Tamara. Dick and Tamara voted in favor.

Dick said we are making progress with hiring our new police sergeant. There are still a few details to be worked out, but is confident those can be worked out.

Dick has come to an agreement with Marcy Makris to take up the responsibilities of cleaning. As soon as her background check is completed, we can get her started and is hoping that will happen before the end of the first week in May so that we can at least have a little communication between Marcy and Marie before she leaves. Marcy is just moving in to town, her references were excellent. Dick worked out with her a slight change in the way the cleaning will be done so that we can get her fee within the budget.

We had discussed coalition 2.0. Dick has talked to the town manager of Waterville Valley. We had discussed that we would not join the coalition if they wanted some money. The fee is \$375 for 2021 and \$396 in 2022; this is a two-year commitment unless it gets renegotiated beyond that. The senate bill 158 that was controlling this was killed. They have hired a consultant to do some lobbying to see that keep the towns, that are likely donor towns of which we are one, up to speed as far as what the progress is. Chief Beaulieu asked what this coalition does. Dick explained what they are doing is to try to influence the legislation that would change the way education is funded here in NH. It would put limits on the amount that each town could spend

on education and if there is an excess in the budget that money would be taken and given to what they call a recipient town. Each town is still free to increase their budget, but they would still owe that amount of money which is a formula they are trying to develop. What this coalition is trying to do is just keep abreast of what the changes are so that we could lobby our representatives, senators to have our say. Dick feels we should opt out right now because there are so many other towns with a bigger stake in this than we have. Whit asked if we opt out, the program is going to continue down the road. If you opt in do you have an equal say. Dick said at this level all we would get is progress reports. We could attend meetings, but we would not be a so-called voting member. Tamara agrees that we should opt out at this point. Dick will notify Mark that we've decided not to participate.

Dick referred to an email from George Sansoucy, encouraging us to contact the state senate and support the new equalization rate bill, house bill 411. Dick has done that and informed him we support that and to urge them to pass that. On the other side of the coin, house bill 177, which dealt with the disposal of waste. The house passed that bill which has now been kicked over to the senate. Dick has a list of representatives that are dealing with it. He has sent them an email that we urge them to defeat that bill.

Dick would like to recommend that we include a permanent agenda item called the status of ongoing court cases. Dick had some correspondence with a resident who was a little unhappy that we have not been providing this information. To the extent that there is any public information we can provide we will put it in the minutes, otherwise the first entry is there is no progress to report.

Dick stated we need to appoint the officers of the recreation committee.

Erin Cote	- Chair
Sarah Anderson	- Vice Chair
Jessalyn Streneti	- Treasurer
Jillian Tulley	- Secretary

Dick made a motion to appoint the officers as discussed. Tamara seconded the motion. Dick and Tamara voted in favor. Tamara said their oath of office forms will be available at the office for them to sign. Janet added there will also be a place the selectboard will need to sign to appoint them.

The board discussed doing something in recognition of Tim Julian's retirement.

Dick was asked by Maryanne Petrin to bring up the mask mandate. The library is going to be discussing at their upcoming meeting on Thursday how they will be relaxing the mask mandate a bit. Maryanne suggests it be coordinated between the town office and the library. Dick believes the library will be relaxing their mandatory mask mandate and if someone comes in with a mask on the staff would put on a mask. If someone comes in without one they wouldn't wear one. They will still limit the number of people allowed in the library at one time, but it will be expanded a bit.

Tamara thinks, for the town side of everything, is that we no longer require masks in the office, the plexi glass shields stay up, only one or two people in the office at one time and continuing to use the Protectworth room as a waiting area. Jill is comfortable with masks not being required. If someone wants to wear one because it makes them comfortable, they can. Janet said it will be up to the individuals. She may still choose to wear a mask when meeting with the public, especially for a while as he doesn't have the benefit of the shield when meeting with them. Dick made a motion to make masks optional and if somebody comes in with a mask and the folks in the office want to put a mask on, they can do it. The shields will remain up and the chairs distanced. The motion was seconded by Tamara. Dick and Tamara voted in favor. Dick asked if it would be reasonable to have elected committees state their own mask requirement like a business can. Tamara stated we made the decision for the town, they individual committees can't make it less, but they can decide that they want to require masks. So at their first meeting after tonight they will have to take a few minutes to decide what they want to do for their own meetings.

Tamara gave an update on Gove Brook. The survey has been done; the notices have been sent out. We should be seeing a wetlands permit come through to be signed. Jill will process the deposit check for Mike Hansen on Thursday.

Tamara sent a message to Shawn about noise and ongoing concerns/complaints. So far there has been no response back from him. When she receives a response, she will bring it up at the next meeting.

Board and Department Updates:

The cemetery commission did not have their meeting as two members were absent. Janet informed the board that Mike Tulley has resigned.

Mike Lawlor asked what was happening with the salt shed. Darrin and Ken are talking to Dan Nash about changing/altering/improving the driveway section up to the main area. They will be at one of the next meetings to update us. Things are still moving forward.

Keith would like authorization to put a sign up, that will say Cutting Farm and what products they have available in the farm stand, at the intersection of route 114 and Sanborn Hill road. The sign would only be up during the summer season and down before snowfall and it would be within the size requirements of the town. The board informed Keith that as long as the sign is within regulation and not permanent, they do not have a problem with him putting it out.

Keith had emailed Tamara to find out if there were funds budgeted for the Agricultural Commission. There is funds available, and the expenditure requests would be approved by the planning board. Before taking this to the committee Keith wanted to ensure that the planning board has the legal authority to authorize the expenditures of funds. Tamara said that line is listed under their budget, so yes, they are authorized.

Correspondence:

Emily Cleaveland emailed the board of selectmen with a request to use the rec field to start an exercise program. She has obtained insurance. The board decided it would be ok for Emily to use the rec field for this purpose. The insurance certificate has been provided to the town.

Tamara read a letter from someone on Oak Hill and a problem with litter in their neighborhood. They are requesting an increase in the level of police patrol. Not to minimize her issue, but Tamara stated there is litter everywhere. Janet said on the Facebook page there has been someone who has complained about the same thing, on Burnt Hill, same type of Budweiser and Twisted Tea bottles. Whit added on a positive note that a team of enthusiastic volunteers patrolled George's Mills road and did a fabulous job picking up the litter.

Signatures:

Two intent to cut forms.

The audit engagement letter from Vachon Clukay.

Miscellaneous Business:

At 5:41 p.m. Tamara made a motion to enter into non-public session to discuss personnel per RSA 91-A:3. The motion was seconded by. By roll-call vote this was unanimous.

The board moved back into public session at 6:38 p.m. Tamara made a motion to seal the minutes discussing personnel. The motion was seconded by Dick. Dick and Tamara voted in favor of the motion.

The meeting was adjourned at 6:40 p.m.

Jill Hastings

Deputy Administrative Assistant