

BOARD OF SELECTMEN

May 9, 2022

MEMORIAL BUILDING

4:30 P.M.

The meeting was called to order at 4:30 p.m.

Selectmen present: Dick Hendl, Amy Lewis and Poul Heilmann

Others: Whit Smith, Jim Bednar, Jen Roberts, Sarah Anderson, Barbara Moskalenko and Emily Rogers.

Scheduled Appointments:

Jim Bednar has met with Chris Gaherty who is the overall organizer of the construction of the barn/shed. They reviewed the volunteer's and contractor's list and agreed to tasks based on being volunteers or not. Jim reviewed the Primex materials which he interpreted to mean that the authority is given to the Historical Society in the town's approval to build the barn by both the zoning board and selectboard and that supervision is done by Jim reporting to the Board on the plans and progress. Poul has offered to wear two hats on the days of construction at the site, how that will be defined is not known yet, but it is there as an option. To date there has only been contractors working on the site. The pad is now poured, and the hemlock beams have been delivered and contractors are going to be working on putting the frame up next weekend. Jim has outlined a risk management plan.

Dick has received an email from the general counsel at Primex; The general counsel, Bob Barry and Dick Hendl will have a telephone conference early next week to discuss the situation. Dick asked Jim if the Historical Society, as a 501(C)3 corporation, has looked in to getting a temporary liability policy just to cover the build. Jim has not looked into that yet. Based on the material provided they have put together a plan and will wait to hear from Dick on what Primex says. Poul thinks it might be a good idea to find out what the pricing of a temporary plan would be.

Dick feels the Boards responsibility is to explore every reasonable way to keep the town from assuming any liabilities if there is a way to do that. Jim's question is that they are a non-profit organization working on town property at the blessing of the town, what is the liability. Jim asks that to be asked of Primex. Amy feels it would be best to have the conference call with Primex so we can get some straighter answers for the Historical Society. Dick asked for a copy of the risk management plan and a list of the jobs volunteers will be doing before his call as the information might be helpful in gathering information.

Friends of Springfield Fire – Barb Moskalenko informed the Board there was a bit drama surrounding the announcement on Facebook regarding the need for reflective house numbering signs. The fireman tried to be helpful, and a couple sent out an email indicating the signs would

be a fund raiser for the Friends of. This didn't get run by the Board of the Friends of. They will be attending the Fire Department meeting tomorrow to let them know of the Board they've set up. There are new officials that have been voted in and there will be some changes to their bylaws as far as grant applications. Also, they would like to start a process that when grants are awarded the Friends of are made aware of that.

Barb stated the announcement on the Town Facebook page was announcing an ordinance; a lot of questions have come into the Friends of wanting to know where to find this ordinance. Barb informed the Selectboard that there was a grant that was submitted on behalf of the Friends of and it was awarded. The grant was \$2,000 for general support awarded by the NH Charitable Foundation and there are no stipulations or requirements. The Fire Department had voted, not realizing it needed to be run by the Board of the Friends of, to purchase the first round of signs and to use that grant money to start what they were calling a fundraiser. The Friends of wanted to verify with the Selectboard that the ordinance had been approved and signed and that communication will go out about that. The Board of the Friends of would like to do some re-branding out to the community to let them know this is a fundraiser they would like to do for the Fire Department and that there is a process where submissions can come to the Friends of if you need support in buying a sign. Part of what the Fire Department put out in their announcement was that neighbors could buy for neighbors, and they have already gotten a couple of orders for that purpose. The Fireman have already started to deliver some of these signs. The Friends of have asked them to hold off on that so they could connect with the Selectboard to get on the same page as far as the ordinance, requirements, and process of making sure, going forward, Friends of are aware and approve before communication goes out like it did for this.

To clarify, Dick stated that the Town of Springfield does not have a town Facebook page; it is not an official communication, it is privately run. Anything read on there does not come from the Board or anyone in the Town Office.

At this time the Board of Selectmen signed the amended house numbering ordinance. The ordinance will be posted on the Town website tomorrow.

Theresa Quinn was unable to attend tonight's meeting, Sarah Anderson was present as a member of the Beach Improvement Committee. Dick made a motion to make the Beach and Picnic Area Improvement Committee's bullet points from the May 5th meeting part of tonight's minutes. The motion was seconded by Poul. Dick, Poul and Amy.

TOWN OF SPRINGFIELD
BEACH AND PICNIC AREA IMPROVEMENT COMMITTEE
MAY 5TH, 2022
BULLET POINTS FROM MEETING

ATTENDEES: SUSAN CHIARELLA, AMY LEWIS, SARAH ANDERSON, ED SHANK, LYDIA SARNEVITZ, JOCELYN FRASER, PAT ZULLO, THERESA QUINN.

THE SUBMISSION OF THE GRANT WAS HELD UP DUE TO INABILITY TO OBTAIN FIRM COSTS FROM VENDERS AND APPROVAL FROM SELECTMEN AT A SANCTIONED SELECTMAN'S MEETING. THE TIMING OF SUBMITTING AN APPLICATION WAS TOO SHORT TO BRING IT FORWARD. THE COMMITTEE WILL SEEK OUT OTHER GRANTS: NH LAKES, CARES ACT. THE EXPRESS GRANT FROM NH CHARITABLE FOUNDATION WILL BE AVAILABLE NEXT YEAR.

THE COMMITTEE AMENDED THEIR TITLE TO INCLUDE THE PICNIC AREA – SEE ABOVE

IT WAS DETERMINED THAT THE BOAT RAMP IS THE PROPERTY OF THE TOWN

THE FORMATION OF A 501(C) 3 WILL BE SOUGHT – SUSAN CHIARELLA

PARKING AREA NEEDS TO BE IMPROVED PRIOR TO ANY WORK AT THE BEACH – AMY WILL EXPLORE NEEDS – DOES DES NEED TO BE CONTACTED, WHAT ABOUT DOT. AMY WILL ALSO EXPLORE IF THERE ARE TOWN FUNDS AVAILABLE TO ENCLOSE THE PORTABLE TOILET. THANKS TO ED SHANK FOR COMING UP WITH APPROXIMATE COSTS FOR THIS.

THANKS TO SARAH ANDERSON RELATIVE TO CREATING HANDICAPPED AREAS. ANY GRANT WILL LOOK KINDLY ON THIS TYPE OF IMPROVEMENT.

THE COMMITTEE WILL NEED TO APPEAR BEFORE THE BUDGET COMMITTEE WITH A FIRM IDEA OF WHAT FUNDS ARE NEEDED. BUDGET DOESN'T MEET UNTIL SEPTEMBER.

THERESA QUINN WILL ATTEND THE SELECTMAN'S MEETING ON MONDAY, MAY 9TH TO UPDATE THEM.

THE COMMITTEE WILL PARTICIPATE IN THE JULY 16TH – REC FIELD DAY

THANKS TO PAT FOR HIS CONTRIBUTION – IDEAS ABOUT HOW TO CREATE A HANDICAPPED SPACE AND DELINATE THE PICNIC/BEACH AREA FROM PARKING. GREAT IDEAS – SUSAN WILL INVESTIGATE COSTS OF A READY ROCK WALL SYSTEM.

THE CONTRIBUTION FROM THE GARDEN CLUB IS PUT ON HOLD UNTIL WE FORM A 501 (C) 3 AND CAN OPEN A BANK ACCOUNT UNDER THE COMMITTEE'S NAME. NEXT MEETING MAY 26 7PM TOWN OFFICE.

Zoning Permits:

REPORT from ZONING COORDINATOR. -- Board of Selectmen - Monday, May 9, 2022.

Application for Permit – APPROVED

None

Permit Applications Returned to Administrator

1. Cushing, Lot 1 Nichols Hill Road, for a garage. We were advised the location currently staked is not correct. Permit Application returned to office for corrections.
2. Kirby/Fleury, 2022 George Hill Rd, for new construction - single family dwelling. Fee has not been paid. Permit Application returned to office pending receipt of proper fee.

Other Matters.

- A. Inquiry from agent of landowner regarding removal of deck structure from conservation overlay next to Kolelemook Lake because NH DES requirements too burdensome.
- B. Attend Zoning Board of Adjustment meeting. (Biebel Special Exception to operate short-term rental of Guest Facilities Business – Approved; Special Exception granted to place a shed within setback of side yard lot line – Cahill Approved)
- C. Review and research regarding alleged “requirement for town engineer to sign off on road design” where lot is to be sub-divided. Discussion with Chair of Planning Board. Review town ordinance and State of NH requirements. (Crowell)
- D. Inquiry regarding placement of second driveway (lot access) to allow possible construction of residence. Wetlands issues. Responded to query offering to meet. (Mercedo)
- E. Research definition of “Abutter” under Springfield Ordinance and also NH Revised Statutes (Annotated) specifically to answer question regarding the so-called “200-foot rule.”
- F. Inquiry from property owner regarding rumored plans of neighbor to install rental/storage sheds. No further information.

<< May 8, 2022 >>

Whit attended the Zoning Board meeting. There was another special exception application that was continued, for Mr. Paravati. The hearing was continued until the June Zoning Board meeting.

There was some discussion at the last Planning Board meeting on the requirement of the town engineer to sign off on road design in connection with a subdivision. During some research and inquiry, it was concluded that requirement is not the case; it says the Planning Board, or their agent can do this. Whit feels the road agent would be qualified to sign off on it. Whit has been working with Peter Crowell, the applicant, to make sure that he and Clayton Platt are prepared for the meeting next week.

There was some research done on the definition of “abutter” (item E). Based on history, the town has always required abutters who are across the street and within 200 feet to be noticed, which may have not been a requirement. Across the street is clear, but if not directly across from the geometry of the lot they may not be deemed to be an abutter. Whit is unsure of the answer;

he knows what he has been doing but it may not have been correct. Someone who does not meet the formal requirement of being an abutter, meaning an abutting property, can attempt to establish they have a direct interest in the outcome and will be impacted they can be treated as an abutter. The distinction being that an abutter has the right to be heard at the public hearing, any other person can be heard at the discretion of the chair, but there is no statutory right to be heard.

Minutes of April 25, 2022:

Poul made a motion to approve the minutes as written for April 25, 2022. The motion was seconded by Dick. Poul, Dick and Amy voted in favor of the motion.

Court Status:

No changes in court status to report.

Direction of Short-Term Rentals:

Poul would like to meet with Whit Smith and Tim Bray and try to tighten up the checklists and get to a point where a scoring system can be established. Tim Bray explained this checklist would be a tool for the Selectboard to use to determine if a short-term rental is a business. Dick asked if the ZBA is aware they will asked to design a checklist. Whit answered no, they currently have a checklist which is contained in the state statutes. Dick feels their checklist needs to be tightened up as it applies to this process. Whit stated members of the ZBA have already been in conversation regarding the need to do that. Tim Bray feels communication and coordination amongst the boards is important. Whit added this process is being structured in the appropriate sequence amongst the Boards. Once the Selectboard has had their conversation with the property owner and the communication goes back to the property owner that their short-term rental is a business the next step is to file an application with the Zoning Board for a special exception. If the special exception is granted the applicant moves on to the Planning Board for a site plan review.

Poul is hopeful they can have a draft of the checklist and scoring system available before the next Selectboard meeting.

Unfinished Business:

Fire Truck Financing - Tamara spoke with Patty, the commercial loan originator at Mascoma Bank. Amy Lewis informed Tamara that she has provided the specs of the truck to Patty. Patty provided Tamara with two different amortization schedules; one is if we have a deposit relationship, the second is without the deposit relationship. If the town were to open a basic checking account and deposit money into it monthly, then have the loan payment pulled from that account that would satisfy having a deposit relationship. Patty and Tamara spoke at length about doing a semi-annual or annual payment. The Town has never done these types of payments. The interest rate is 2.55% with a basic checking account, without the deposit account it is 2.8%. This is a fixed rate loan and there is no penalty if paid off early.

Amy made a motion that the Town of Springfield enter into a loan contract with Mascoma Bank in the amount of \$525,000 for the purchase of a new fire truck at an annual interest rate of

2.55%. The first payment due on July 1, 2022, of \$44,344 for a term of 15 years with semi-annual payments contingent on opening a deposit account with Mascoma. The motion was seconded by Dick. Amy, Dick and Poul voted in favor of the motion.

Dick made a motion that the loan be executed upon the signature of the majority of the Selectboard. The motion was seconded by Amy. Dick, Amy and Poul voted in favor of the motion.

Katie Lavelle contacted Tamara and Dick asking about a decision on instituting multi-factor authentication for secure email. There was some discussion on the process of this type of email system. Dick made a motion to thank Katie for her suggestion and we will respectfully turn down the multi-factor authorization offer. The motion was seconded by Amy. Dick, Poul and Amy voted in favor of the motion.

Poul met with Ken Jacques and Darrin Patten to discuss where we were on the sand shed. They agreed to survey some of the other sheds in surrounding towns and see what's out there. The general agreement was to wait for everything to be cleared, in terms of location. They are working on what is really needed, looking at a variety of other sheds out there. Poul asked where things stand on the site preparation. Amy said the Board held off on signing the contract with Steven's because they were waiting to see if the warrant passed. Dick said the other thing needed is an engineer who will design the building, believing the idea was to have the engineer available when the site prep started so they could work hand in hand. After some discussion on whether an engineer was necessary for this step Jen Roberts suggested contacting Steven's to see if he has an engineer that he works with on jobs like this that might be able to get involved in this project alongside Steven's.

Poul has obtained the job descriptions for the deputy town clerk/tax collector. Poul is working with Pixie on one for the town clerk/tax collector position now. Poul is also working on job descriptions for other positions held in the town.

Dick announced that we have received the \$50,000 from the GOFERR's office for the police cruiser. Jill is working on reimbursing the appropriate budget lines from that money so the budget is restored to where it was. There was some discussion on whether the \$50,000 needs to be shown as income as grant money received first. Tamara will contact Greg Colby to ask the appropriate way to approach this.

New Business:

Poul began a discussion on the concept of communication within the town feeling there isn't a smooth communication to our residents aside from the town report once a year. Poul has been thinking of ways to improve the communication. There has to be an alternate way to communicate better to the residents that don't necessarily come to the post office regularly or the town office more than once a year. A thought Poul had was a semi-annual (6-8 page) newsletter that could incorporate the town activity and potentially each of the community organizations activity as well. There was some discussion about the effectiveness of the town's website and

the information posted there. Poul stated he would put together a concept to use as a starting point.

Board and Department Updates:

Sarah Anderson provided a brief follow-up to coincide with Susan Chiarella's bullet points from the beach committee's last meeting. Things they discussed that could possibly be done sooner rather than later are getting a handicap accessible port-a-potty. Sarah will look into some possible grants that could be used towards improvements. The parking lot is out of the beach committee's reach on their own; their hope is the town will actively make steps to improve that. Sand is always discussed. The committee's thought is the parking area needs to be fixed first. Amy has contacts at DES and will be talking to them to see what the town can do and the steps that would need to be taken. Amy suggested the committee create a prioritized list of improvements that need to be done now and look at the budget to possibly plan projects for next spring.

Dick announced the library trustees have received six scholarship applications and will be meeting to review those and make some decisions before their next meeting the last Thursday of the month.

Correspondence:

A letter was received from the Conservation Commission requesting that Brooks Weathers be appointed as a member. Amy made a motion to appoint Brooks Weathers as a member of the Conservation Commission. The motion was seconded by Dick. Amy, Dick and Poul voted in favor of the motion.

Dick stated at the town election there was a vacancy than no one got elected to. Tamara said that was for the trustee of the trust funds; she has called everyone that were write-ins and has received no interest.

Signatures:

Signature card information sheet for Mascoma Bank
Timber Tax

Dick made a motion to adjourn the meeting. The motion was seconded by Amy. Dick, Amy and Poul voted in favor of the motion.

The meeting was adjourned at 6:29 p.m.

Jill Hastings
Deputy Administrative Assistant