

BOARD OF SELECTMEN
MEMORIAL BUILDING

March 27, 2023
4:30 P.M.

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

Selectmen Present: Dick Hendl, Chairman; Poul Heilmann; Amy Lewis

Others: Cinde Warminton, Executive Councilor District 2; Jen Roberts; Keith Cutting; Jeremiah Crosby; Jim Yager; Whit Smith; Joseph Manteiga; George McCusker; Steve Dzubak; Deb Parker, Hinds Septic Designs; Phil and Lori Deconinck

Scheduled Appointments:

Cinde Warmington, is the Executive Counselor for District 2. This is Ms. Warmington's second term on the council but her first term representing Springfield due to re-districting. She is trying to visit every town and city in the district to introduce herself and find out what concerns may be happening in those towns/cities. Ms. Warmington is very proactive with her towns. If there is any type of grant opportunity and the town hasn't applied, she will call to make sure the town is aware of it. The council has to approve all the state spending over \$10,000; they also handle all nominations for judges for department commissioners and for anyone that wants to be on any kind of board or commission. Ms. Warmington added to contact her if there is any desire to become a volunteer for one of these boards and commissions and she will help get that process started. After each council meeting Ms. Warmington does an update and will make sure the Springfield Selectboard members get on the list to receive that email. Ms. Warmington thanked the Board and audience for allowing her to speak.

Joseph Manteiga appeared before the board to discuss his desire to eventually have a short-term rental at his property at 561 Georges Mills Road. The property owners are currently living in the home, but the long-term goal is to have a place where his son, who has special needs, will be able to live independently. Joseph is looking for the Board's approval to do a short-term rental in about a year. Currently the home is being lived in and fixed up, with the desire to purchase another property in the area. Currently there is no renting going on involving this property, even though it has been listed on Airbnb. Dick requested that the advertisement for rent be removed from the Airbnb website. There was some discussion on the process of obtaining the approval to run a short-term rental. The Board agreed that with the desire to begin this rental being about a year out that Joseph takes his time to familiarize himself with the process and start the short-term rental approval process around June or July. Tamara will email the applications to Joseph for the special exception and the site plan including a narrative that will walk him through everything that will need to be done.

Zoning Permits:

REPORT from ZONING COORDINATOR. -- Board of Selectmen - Monday, March 27, 2023.

Application for Permit – APPROVED

1. Mike Hansen (Hansen Properties LLC) 161 Hansen Road, to put a 24' x 50' addition on an existing building where he is going to operate the wood treatment process. Special Exception for expansion of the business has been granted by ZBA and Amended Site Plan has been Approved by Planning Board (See below). The addition was originally drawn as 40' x 50', but the plan has been modified and the addition will be smaller (24' x 50'). The existing building had the foundation poured in 2013 and the structure was built in 2014 (according to property inventory tax card). The existing building does comply with all Zoning Ordinance requirements and the use and location have been reviewed by both ZBA and PB for commercial activity and site plan. Regarding the addition, there are no setback issues, no wetlands issues, and it will be less than 35' high. Zoning Permit approved per delegation of authority.

Application for Permit in Hand – Waiting for further information

2. Town of Springfield (Historical Society) (a) to build 3' x 10' lean-to storage structure on the back of new tool shed/barn – further encroachment into setback (relief of 20' into setback previously granted by ZBA); (b) to build brick "patio" in front of new tool shed/barn 10' x 16' with encroachment into front setback; and (c) to construct to walkways (permit required for walkway greater than 100 sq.ft.) and steps from the Museum area down to the Town Meeting House.

3. Brian & Jessica Bishop, Elkins, NH, to build small (<1600 sq.ft.) house at 4 Brookridge Drive (Eastman). Application is dated February 9, 2023, but was received (by email) from Office Manager, Cold Pond Builders, on Friday, March 24. No record of fee being paid; following up.

Other Matters.

A. Attended Planning Board meeting. (1. Hansen amended site plan for Wood Treatment lot – addition to existing building and inclusion of second "cold storage" structure w/ three walled sides; 2. Lee Ellis subdivision mylar corrections; 3. McGraw consultation for short-term rental of rustic camp)

B. Visit with property owner regarding property on Maple Avenue (Maple Lane) regarding proposed idea to build four (4) duplex units on 6 acre parcel. Effort to alleviate to local housing shortage.

C. Meeting with Chair of Planning Board regarding opinion letter received from town attorney regarding forms to be used in connection with process to consider applications to operate short-term rental of guest facilities business.

D. Email from attorney regarding new application for Special Exception pertaining to some dog business on Hogg Hill Road. Zoning Coordinator does not have specifics. Forwarded to Select Board Administrative Office for review and handling.

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Whit turned over all his documents for Mike Hansen to Tamara to be filed. For the time being the Mike Hansen matter is settled. Whit provided a background on the past approvals for the wood treatment plan for the benefit of those in the audience. That wood treatment enterprise was approved over a year

ago. Mr. Hansen is expanding that out and the first step is the construction of the shed, and that was approved this past week. This addition is where the tanks will be located. There is another building that is proposed where the word shed is used as a three-sided building; that has been approved for site plan, a zoning permit application has not been filed as of yet.

Mike Hanson has applied for a site plan review on the lower lot as well as a special exception to operate the boat storage business. The special exception was granted, and he is coming in for the site plan with respect to the boat storage area. That will be a large building; boat storage will occur inside and outside that building; no zoning permit application has come through for that. That will happen after he receives an approved site plan. Tamara informed Whit the special exception for the boat storage was approved on Tuesday, making the next step a zoning permit application.

Poul asked that since there is chemical treatment of materials is there any need for waste management. Whit answered no; that has been completed vetted and reviewed by the planning board, it is a completely contained system.

Whit visited with a property owner on Maple Avenue (Lane) and they have a six acre lot between Northwind Security and a residential house up there. The owners are thinking about the possibility of putting several duplex units in there, creating a mini apartment complex up there. They would be rental units only. Whit will give them a written outline of what might be required to do that kind of thing in that neighborhood in Springfield.

Poul addressed the Historical Society since Jim was unable to attend. Poul would like to have Whit meet with him and Jim over at the shed so they can show what they are planning so that Whit can guide them in what needs to be presented. Whit said he has been through it thoroughly but is willing to meet with them. Whit said the way this was handled before was that the Town of Springfield is the applicant here; there is no fee do since the town would be paying themselves. In this case it would involve an amendment to the existing special exception and an application for a new special exception. The 16x10 patio out front is considered a structure under our ordinance and would require a separate zoning permit, as will the stairs down to the Meetinghouse and the addition to the back of the shed. The stairs don't violate any of the setbacks so it just needs the zoning permit. The patio requires a zoning permit due to the size and it encroaches on the setback because of the design of the lot, and it is within 35 feet of the lot line which requires a special exception. Finally, there is a plan to build on to the back of the shed which would encroach further into that setback and the 20 feet of relief previously granted is no longer sufficient. If the shed is only going to be three feet deep that's additional relief that will be needed. Whit added that a scale drawing of this 10 x 3 addition might be helpful for the historical society to think through exactly what they are doing, and it would be required by the zoning board of adjustment. Poul will contact Whit and set up some time to get together to get all the information organized.

Minutes of March 13, 2023:

Jamie Crosby appeared before the Board to request the appointment of new members to the Recreation Committee. Amy made a motion to appoint the following five members and two alternates to the Recreation Committee: Chairman, Jamie Crosby, Vice Chair Jessalyn Straniti,

~~Treasurer Alison Conlon, Secretary Casey Gobeil, Member Sarah Daignault, Alternate Jen Roberts, Alternate Merrie Hedges.~~ Whit stated typically when a committee is appointed, they decide who the chair and vice chair will be, and he is unsure why the Recreation Committee is having to jump through these hoops. Amy obtained this list from Jamie Crosby providing the names and desired positions. Whit stated the requirements put on the Recreation Committee are significant, and accurate, however Whit feels those requirements have not been put on any other committees in town. Tamara will print the appointment sheets for the new members to come in and sign. Jeremiah asked if there is an RSA that governs this that the committee could have for reference. Tamara will find the RSA that applies to the Recreation Committee and provide it to them. *Amy made a motion to appoint the following five members and two alternates to the Recreation Committee: Chairman, Jamie Crosby, Vice Chair Jessalyn Straniti, Treasurer Alison Conlon, Secretary Casey Gobeil, Member Sarah Daignault, Alternate Jen Roberts, Alternate Merrie Hedges.* The motion was seconded by Poul. Amy, Poul and Dick voted in favor of the motion.

Amy made a motion to accept the minutes as amended. The motion was seconded by Poul. Amy, Poul and Dick voted in favor of the motion.

Court Status:

There is really no change in the court status, however there was a conversation that Tamara and Dick sat in on between attorneys Christine Filmore and Dimitrio Aspiras. They had a conversation with the lawyer for Select Shephards and the proposal from attorney Sheridan Brown was that the town agree to a six month stay with a requirement to file an application for a new special exception with the ZBA by March 20th. That requirement has been met. The Board agreed the six month stay might not be a bad idea to try to calm things down and move forward. Select Shephards and/or Sheridan Brown will be on the ZBA agenda for April 4th and we'll see where they go from there. This application apparently more detail that is going to be proposed in terms of sound control and things that have been objected to in the past.

Unfinished Business:

Deb Parker of Hinds Septic Design Services, appeared before the Board to provide them with an explanation of the septic design and the waivers that are mentioned on the design. Deb explained that the waivers being asked for are to the onsite well and to the wetlands. Deb explained the type of system that would be installed, which is a clean solution system. Deb believes the existing system is either very close to the wetlands, possibly even into the wetlands. It was explained that the waivers can't be applied for by the state until the town approves the septic system. There was discussion on what is involved in approving a septic design; the state just needs to know that the town has reviewed the design. Mr. Deconinck spoke as to the situation and conditions they are dealing with regarding their current septic system, stating that it is in very delicate state. The Board has decided to change the language of the town letter to reflect that they have acknowledged the plan to construct the septic design so it can be brought

before the state. Amy made the changes to the letter agreed upon by the Board and signed the notice.

New Business:

Dick announced that the town's Health Officer, Ryan Peterson, has submitted his resignation. The Board will be looking for someone to fill this vacancy.

The fire department notified Dick that the town of Springfield is going to be designated a heart safe community and the presentation will be made by the NH Fire and EMS academy on the 24th of April at the Selectboard meeting.

Dick announced that B. Manning, who through no fault of his own is in South Carolina. B is the town moderator, and he will be coming back to town to run the election tomorrow. He feels as the moderator he should be here because there are some new procedures for handling absentee ballots and people registering during the election; he feels an obligation to be here. Dick made a motion that the town consider reimbursing B Manning up to \$700 for his round-trip airfare. The motion was seconded by Amy. Dick, Amy and Poul voted in favor of the motion. Poul added that this was out of B Manning's control; his plans were all set and then the election was postponed. Jen Roberts asked if there was a reason that Janet Hendl couldn't run the election being that she is the deputy moderator. Janet Hendl stated that she made the offer and it was discussed. B Manning felt because of all the new requirements that had to be dealt with, one of which being a visit from the Secretary of State's office, he wanted to be sure that he was responsible for the response that might be given.

Dick asked about the advertisements for the highway department positions. Tamara stated those ads will run this Wednesday in the Kearsarge Shopper.

Jim Yager appeared before the Board to discuss a correspondence he believed to have sent to the Town in mid-December; Jim has not seen anything where it was received or reviewed in the minutes. The correspondence was regarding the tax maps. Dick informed Jim that the maps are in the process of being updated now. Jim stated the larger issue is not the map itself, the issue is in the correspondence. Jim would like it if the Board would post the correspondence as it delineates all the issues, make it public information, and present their opinion whether they agree or not. Tamara asked for a copy of the correspondence, and she will disburse it to the Board. Jim's reason behind this is that he goes to different boards, and they all have different opinions about where boundaries are; that is why he is before the Board, to get an understanding of what's going on with his concern. Jim would like the Board to review the correspondence, either acknowledge that it's accurate or whatever the Board's opinion is and make it public so Jim can go to the other boards and share the Selectmen's findings. Jim informed the Board that Springfield's town council was copied in, NH Dept. of Transportation, Bureau of Rights of Ways and his carrier for title insurance. Jim stated it seems as though everyone has seen it except for the town's Selectboard. Jim asked who marks up the tax map to which Tamara answered red

marks on the current tax maps were made by the town's assessor. Dick informed Jim that the board will review the correspondence.

Keith is appearing on behalf of the Agricultural Commission; they have two vacancies, and the commission would like to submit the name of Zack Gobeil and Chris Gaherty to fill those vacant positions. One is for Cynthia who resigned last fall, the other is for Keith who's last day is April 5th. Poul made a motion to appoint Zack Gobeil and Chris Gaherty to fill the two vacancies of the Agricultural Commission. The motion was seconded by Amy. Poul, Amy and Dick voted in favor of the motion. The next meeting is April 5th, this will be the last meeting Keith chairs, and with these appointments they will select a new chair to replace Keith and go through that process. Dick thanked Keith for pulling the agricultural commission together, the town appreciates his service.

Board and Department Updates:

Poul received a call from the highway department about an issue on Eastman Access Road with a beaver; It took down another tree. Bill Anderson has been hired to trap them, so far one has been trapped and there is one more.

Poul asked about the phone status at the fire department, whether it's been resolved. To Tamara's knowledge the problem has been resolved. Jen Robert's stated she tried the phone again and it wasn't working. Tamara offered to take Jen over to test the phone.

Poul and Tamara spoke earlier about the status of security codes at the meeting house. Tamara worked on the codes/system today and everyone's code, that she has works.

Dick stated the library trustees decided this month's meeting would be cancelled as there were to many scheduling conflicts. They will have their next meeting at the end of April.

Correspondence/Signatures:

1 Report of Cut to sign.

Miscellaneous Business:

Keith Cutting stated during the last storm the pavement on Sanborn Hill was torn up quite a bit. He asked what the current plan was for repairing that road. Dick reminded him of the situation with Mr. Lindquist. Mr. Lindquist is still, through his attorney, negotiating with the town over potential damage or contributions to compensate for whatever damages activity might have done in the past. One issue is that Mr. Lindquist hopes to sell that property. The Board is trying to work out with the new owner through the present owner what the plan is to finish clearing that property. Another issue is there are questions between the town's engineer and the engineer hired by Mr. Lindquist as to how much damage was attributed to the hauling operation. Amy added that the Board waiting for Mr. Lindquist and his attorney to make an appointment with the Board to discuss future activities so they can finish cleaning the site and get ready to sell. At

which time the road will be brought up because if they are hauling fill out of there we have a baseline where the road is now. Keith asked if the owner will be required to officially close and reclaim the gravel pit or will he have it on the market as an active gravel pit with removal permits from the town. Amy stated that is what the Board is trying to work out with Mr. Lindquist; that has not been resolved yet.

Dick said there is a disagreement between how much marketable material is left up there. It could be one load or a dozen. Jen Roberts believed Mr. Lindquist was going to work it out with Conkey to get an estimate of how many loads were left. The Board is still waiting for that estimate. Tamara stated the most recent letter was sent out just over a week ago.

Keith asked who settles the differences between the two engineers. The Board is hoping that will be worked out when meeting with them, without having to go to council. We are currently waiting for a response from Mr. Lindquist's attorney.

Dick took an opportunity to thank Amy and Poul for their support, activities and service on the Board. Dick especially thanked Whit, Tamara and Jill for their support over the last six years since he has sat on the Board; it has been a pleasure.

Jen Roberts asked when it began that the Selectman need to attend all the meetings in town. She feels you might have more people willing to run for open seats if there weren't so many meetings required of the Selectboard members. She feels representatives of the Boards and Committees should come to the Selectboard meetings. Tamara stated there are 9 different Boards, Committees or Commissions. As a Selectboard member you choose which of those you would like to be a representative of; each board member would get 3 Boards to represent. Tamara has been part of the office in some way since 2007 and that is the way it has been; prior to that she is unsure.

Dick feels relying on just two meetings a month and having representatives come in for updates doesn't give enough information for the Board, collectively or individually, to really understand some of the issues. There may be more meetings than you care to go to, but Dick feels they do serve a purpose. Poul agrees with Dick, going to the meetings is different than getting a report of that meeting.

Keith asked with the town growing like it has, and more and more issues coming before the town, are three Board members still sufficient. Dick feels right now three Board members is sufficient. The town already struggles trying to fill one position. Keith thought if the workload is restricting people's interest in volunteering for these positions would distributing that over a larger number of people reduce that workload to where more people would be encouraged. Dick is unsure of the answer to that question. Dick admits that there have been times where he didn't want to attend another meeting, but in the long run feels it's worth it because that is the only way to get enough information to do the job that needs to be done. Dick said it is certainly something

to consider; this would have to be put in a warrant article for town meeting and maybe that will come to pass in the near future.

Amy asked Jill to cover for her at the election during an appointment in the afternoon.

Poul made a motion to adjourn the meeting. The motion was 2nd by Amy. Poul, Amy and Dick voted in favor of the motion.

The meeting adjourned at 6:03 pm.

Jill Hastings

Deputy Administrative Assistant