

BOARD OF SELECTMEN

DECEMBER 4, 2017

MEMORIAL BUILDING

3:00 P.M.

The following are to be considered draft minutes until approved by the Board.

Selectmen present: Chairman, Leigh Callaway, Tamara Butcher, and Dick Hendl.

Others present: Jeff Evans and his associate, and Pete Abair.

Leigh reported the meeting began at 3:00 p.m. at the highway garage. Jeff Evan's initial draft for the future sand shed site was reviewed. An Alteration of Terrain permit is not needed. A wetlands permit will be required. Pete Abair will make some refinements on the site plan for location of a sand shed. The Selectboard will write a letter to DES in support of the expansion of the site addressing this is a "need" and not a want. The permit could be ready to submit by the end of the month, at a cost of \$2,000.

At 4:00 p.m. the meeting reconvened at the Memorial Building and began with the Pledge of Allegiance.

Tamara requested a moment of silence in remembrance of the young employee who died in the accident at Springfield Power last week. Fire and Rescue and Police Department personnel were commended for the response and amazing job they did on this call, as well as with every call.

Leigh discussed projects that are ongoing and discussed encumbering funds as follows: \$3800 for Jeff Evans, \$2000 for State DES Fees for the sand shed site prep., and \$1500 for Pierre Bedard to finish the beach engineering. Dick moved to encumber \$7400 from line 1-4130-156 for the aforementioned purpose. Motion seconded by Leigh and unanimously approved.

Minutes of November 27, 2017. Motion by Leigh to approve as written, seconded by Tamara and unanimously approved.

Zoning Permit updates:

REPORT from ZONING COORDINATOR. -- Board of Selectmen - Monday, December 4, 2017.

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

Application for Permit – Acted Upon, Approved:

NONE – Due to modified December schedule, it only been a week since my last report

Application for Permit PENDING:

1. Mr. Jeffrey Rosen, 109 East 73rd Street, New York, NY 10021; Application to build a single family residence with attached garage at 18 Glenwood Rd. (Eastman). My understanding is that

Mr. Rosen has scheduled an appointment to discuss the matter with the town Planning Board at their next meeting (December 21, 2017).

For reference: The matter was referred to the Town Planning Board for review and consideration at their November meeting. The Planning Board accepted the revised mapping of the wetlands on the lot as determined by the wetland scientist. Accordingly, there is buildable area on the lot without encroaching into the wetland. However, the Planning Board disagreed with the wetland scientist because in the opinion of the Planning Board, the wetlands on the lot meet three (3) of the seven criteria and should be classified as a "designated wetland." The Planning Board believes the wetland on Mr. Rosen's lot to be connected to (or within 200 feet of) "a High Value wetland, specifically ... Bog Brook."

Other Matters.

A. Inquiry from Dave Hausmann (Messer Hill Rd) regarding inspection of electric power line. We don't do inspection of power line.

B. Inquiry regarding whether zoning permit is needed for "in home generator on a cement pad." Advised accordingly.

C. Received letter (forwarded to me at request of Tim Julian, Chief of Police) from realtor (Roche Realty, Meredith, NH) on behalf of the owner of a "sliver lot" along Stoney Brook Rd. Map #9 Lot 235-067. The lot is perhaps 1000' long and is between the pond and the road; it is not very wide at any point. The Owner would like permission to park and perhaps leave a camper or recreational vehicle somewhere and to have access across the property to Baptist Pond. Signs are posted: "No Parking per Order of the Selectmen." They are asking for information so to be able to have access to the waterbody. I will respond to owner on behalf of the town. We may need to request a survey since we cannot evaluate the existing lot line based on materials that we have on file.

<< RWS 12/4/2017 >>

Whit reported he has visited the property along Stoney Brook Road in follow up of the letter from Roche Realty. The "no parking" signs are town signs for parking from November to April for snow removal reasons. The lot is probably 30' at the widest point and parking a camper there would be quite a squeeze. If the property is being used by the public now, it is most likely by trespass. Whit has taken pictures of the site. He will draft a response to the realtor and send it to the Selectboard for review and signature.

Dick asked Whit for his thoughts about the question regarding in-home generators. Whit stated a concrete pad greater than 10' x 10' requires a zoning permit. If a generator is outside the house,

hard wired and attached to a concrete pad greater than 10' x 10', under the ordinance a permit would be required, just the same as a hot tub or solar panels are. A portable generator less than 15 sq.ft does not require a zoning permit. The question was discussed at length. Not all parties were in agreement. Leigh stated he would not enforce this and thought it should go to town meeting to decide. No application for an in-home generator has been received. Whit will discuss with the Planning Board at their next meeting.

Library: Library Trustees Barbara Cooper, Chairman and Joyce Guinther were in attendance. Barb reported the trustees have recently, with regret, accepted the resignation of Cheri Haire as Library Director effective November 29, 2017. They have extended their appreciation to Cheri, and have begun the search for a replacement. Barbara noted that during Cheri's absence, the library has never had to close, in large part due to Janet Hendl with support of volunteers. The Board extended their appreciation to Janet and the volunteers as well.

Library budget proposal: Trustees proposed budget for operating expenses, librarian wages, substitute wages and assistant librarian wages totaling \$51,050. The library is presently open 30 hours per week. The librarian covers 20 hours per week and volunteers have covered the other 10. They have learned, by law, a library employee is required to be present when the library is open, so they are adding an assistant librarian position. Volunteers are still encouraged to be involved. The trustees extended appreciation to the Selectboard for their support. The new cataloging and software system is in place and working well. Leigh extended appreciation to the library trustees as well.

Budget items: The Board reviewed the "big ticket" items under consideration for the 2018 warrant. The Fire Department is proposing replacing the Self Contained Breathing Apparatus in late 2018 at \$100,000 to be placed in service in 2019. Existing SCBA equipment expires in mid-2019. It takes at least 6 months for an order to be processed. This would be proposed as a non-lapsing warrant article. RFP requests have gone out to contractors for bids to shingle the Town Hall Roof, estimated at this point at \$35,000. Leigh explained there is \$541,708 in the Unreserved Fund Balance (UFB), and recommends these two items be funded through fund balance, leaving \$416,708 in the fund. Board members were in agreement. Leigh estimates \$60,000 of 2017 operating budget will be unspent at the end of the year.

The other items for consideration are for work at the beach, with a recommendation of a perched beach, estimated between \$15,000 and \$28,000; a chipper (12") for the highway department at \$30,000 and preparation of land only for sand shed replacement at \$25,000. A sand shed would be proposed for 2019. Leigh stated he feels it is important to continue pursuing the sand shed site prep as it is too easy for it to go on the "back burner" and the momentum would be lost.

Pete would like a chipper. Durgin & Crowell is no longer taking brush and there is a huge pile at the cemetery they can't get rid of until snow is on the ground. It is possible there may be grants available through Homeland Security for part of the cost. Tamara asked if it needs to be as big as a 12" chipper. Renting was discussed. Leigh stated renting is not favorable because it ties up

two guys for the 30 days the chipper is rented, and there is no flexibility in the highway's schedule.

Pierre Bedard is working on permitting for the beach sand replacement. Pierre does not feel the State will approve 20 c.y. of sand replacement. They typically only approve 10. He thinks a perched beach concept is favorable.

Motion by Leigh to appropriate \$25,000 in the non-recurring project line in the budget for the work behind the highway shed. Motion seconded by Tamara and unanimously approved. [Since this meeting, Pete Abair has done more research on costs involved with the above project and is estimating the amount at \$40,000. The motion above will need to be amended at the Board's next meeting]

Motion by Leigh to appropriate \$28,000 in the non-recurrent budget line for the construction of a perched beach. Motion seconded by Dick and unanimously approved. Further design and permitting will be required.

The Board felt more research is indicated in the need for a chipper. Tamara will do some further research. Whit suggested contracting out chipping. A crew would come in with equipment and labor only for the number of days it is needed. The board agreed to table further discussion for now.

Dick suggested appropriating from the Unreserved Fund Balance for the highway land project. The Board reviewed the Capital Improvement Plan and anticipated expenses in 2019.

Performance Evaluations: Leigh reported the Personnel Manual does address yearly performance evaluations. Motion by Leigh for Department Heads to evaluate their employees, and the Selectman Liaison would evaluate their respective Department Head. Motion seconded by Dick. The Board discussed the intent of the evaluations if there is no way to recognize someone's performance without costing "someone else" i.e. taxpayers money. Performance evaluations do not always reflect accurately in all departments. Without an expected outcome of the evaluation and given the small number of employees, discussion followed regarding eliminating evaluations from the Personnel Manual. The Board would proceed in writing up an employee for cause or declining performance at the time of the incident and not waiting for a once-a-year recap. Dick moved to eliminate the requirement of a yearly performance evaluations as written on page 13 of the December 28, 2016 version of the Personnel Manual. Motion seconded by Tamara. Two voted in favor (Dick and Tamara); one opposed (Leigh).

Kearsarge School District presentation: Art Bobruff had spoken to Dick Hendl about the possibility of having the Superintendent, Winfried Feneberg, speak at a Selectboard meeting. Dick noted he would want to hear about plans to manage and lower the budget, what plans for consolidating and closing facilities due to enrollment issues, what complaints there may be, and improvements being. Leigh would like to invite parents to attend and allow them to ask

questions and address concerns rather than have this just be a presentation to the Selectboard. The Selectboard would moderate the session. Dick will speak to Art.

Cemeteries: Addressed cemetery wages. Board agrees \$9500 proposed is too high. Tamara will talk to Dale.

Zoning Education effort: Whit shared a sample of a pamphlet that could be used as an information source as well as an outline of topics to be addressed at public meetings to raise awareness of and compliance with zoning requirements. He recommends 3 mini seminars. The Selectboard would have the enforcement authority. The Board discussed how best to move forward, and how they would handle enforcement and compliance. They discussed the possibility of a 6 month "grace" period. Leigh would like to speak to the Planning Board about their thoughts as they are accountable for presenting and producing the zoning ordinance. The Board agreed to move forward with the brochure and decide on details after speaking to Planning.

Signatures: Intent to Cut Timber forms for YMCA Camp Coniston, and Meadowsend Timber.

Miscellaneous Business: Lake Sunapee Bank should have the paperwork for the firetruck loan ready for December 18th. The rate will be 2.57% for three years.

The Board will begin the January 8th meeting at 3:00 p.m. to work on the budget.

Meeting adjourned at 6:19 p.m.

Submitted by,

Janet Roberts,
Administrative Assistant