

**BOARD OF SELECTMEN**

**August 14, 2017**

**MEMORIAL BUILDING**

**4:00 P.M.**

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

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

Others: Whit Smith, Zoning Coordinator; Mike Lawlor; Cody Patten; Peter Abair and Officer Michael Beaulieu

**4:00 Scheduled Appointments:**

Peter Abair shared the quote he received in regards to the paving of Bog Road. The quote came in at \$50,380. Leigh stated a decision can't be made without a hearing. The hearing will be at the next Selectman's meeting on August 28<sup>th</sup>.

**Zoning Updates:**

Whit has been in contact with Mr. Hausmann regarding his plans to build a home on Messer Hill Road. No decision was made at the site visit by the zoning board on August 2<sup>nd</sup> at 7am. Four of the five zoning board members attended the site visit. Further discussion/deliberation was continued to the ZBA meeting on August 15<sup>th</sup> at 7pm. Hausmann will be in attendance and will be bringing a property planner, who is also a former member of Newbury's zoning board, with him.

Whit stated the Walkinshaw's received approval for their dimensional relief for their garage on Lamson Lane. This was a special exception and to prove hardship in a special exception is less complicated than a normal variance.

Whit has had a follow up conversation with the Martin's in regards to their shed on Hogg Hill Road. Mrs. Martin has decided moving the shed would result in a safety hazard. The Martin's stated at the beginning of spring 2017 that the shed issue would be resolved in the summer of 2017. Tamara asked when the first communication with Mr. Martin took place regarding this issue. Whit would need to get back to Tamara with an exact date, but believes it was around November 2016. Leigh would like to see one of three things. Move the shed, remove the shed or go to the zoning board. If no action is taken the Martin's will be in violation. Motion made by Leigh for the shed to be moved, removed or go to the Zoning Board by October 3, 2017. Seconded by Tamara and unanimously approved. Whit will advise Mr. Martin the Board of Selectman has considered this matter based on Whit's report and that he has until October 3<sup>rd</sup> to comply with one of the three options.

Leigh asked for an update on the property across from Mr. Angus. Whit stated the entire police department has been briefed on this. There is a small lot across from the end of George Hill Rd.

It is currently being cleared. The new owner, Richard Stone intends to put a semi-trailer on the lot. A 44 foot trailer on two axels. It is currently registered in the state of NH and road worthy. Therefor is not a structure. Leigh stated he needs to keep clear of the turnaround. Whit stated that turnaround is a Class IV road and is not on his lot. The turnaround is in the town of Enfield. The entrance to the lot is off of the Class IV road turnaround to which Mr. Stone has a driveway permit from the town of Enfield for that entry. Dick asked if it was determined whether or not the trailer needs to be inspected. Whit stated that trailers are inspected on an itinerant basis when they are pulled over on highways and four lanes. There is no annual inspection that he is aware of. Leigh stated that if Mr. Angus has any problems he should go to the Planning Board.

Whit discussed the shed on Mr. Gordon's property. Whit asked Janet to check the inventory that was filed with the real estate tax. Whit feels the shed showed up without a proper zoning permit and it may not be on the inventory. Whit and Janet have discussed that the appropriate official from the town, not the Board of Selectman, send a note saying would you like to reconsider your property inventory, which would involve George Hildum, because there may be a shed that wasn't identified on your last property inventory.

Whit has been working with Janet on revising the fee structures. He plans to have recommendations to the board by their September meeting. Leigh will contact legal inquires to help determine who is responsible for establishing these fees. Leigh will do this after receiving the new fee structure from Whit and Janet.

Whit brought up an issue he has been having regularly with his email account. Nothing is getting to his inbox. He suggested he might set up an outlook account to solve this problem. Leigh stated that for another \$7 a month Whit could switch to an exchange account. Leigh made a motion to transition Whit to an exchange account. Seconded by Tamara and unanimously approved.

REPORT from ZONING COORDINATOR. -- Board of Selectmen Monday, August 14, 2017.

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

Application for Permit – Acted Upon, Approved:

1. Paul Richardson, 15 Sunnyside Drive (Eastman); Application for Permit for 8' x 12' shed next to driveway Application reviewed and forwarded to BOS members. APPROVED by Zoning Coordinator pursuant to delegation of authority.
2. Troy Denney, 444 Sanborn Hill Rd.; Application for 32' x 20' swim pool. Application reviewed and forwarded to BOS members. APPROVED by Zoning Coordinator pursuant to delegation of authority

3. Cynthia Wentworth, 2291 George Hill Rd.; Application for Permit for 16' x 12' shed on back portion of a 33+ acre lot. Application reviewed and forwarded to BOS members. APPROVED by Zoning Coordinator pursuant to delegation of authority (pending).

**Application for Permit REQUIRED:**

4. Dave Hausmann, Messer Hill Rd. (house number application has been filed.) Mr. Hausmann plans to build a home on Messer Hill Road. Mr. Hausmann appeared before the Zoning Board of Adjustment (ZBA) on August 1, 2017. Although the lot is large ( $\pm$  5 acres), the lay of the land is such that the current plan causes the house and garage to encroach into the required 35' side yard setback. The location is near the back of the lot (more than 500 feet from the road). ZBA continued their meeting/hearing without decision so members could visit the site. 4 (of 5) members visited the property on August 2. Mr. Hausmann's builder and Leigh Callaway were present during the site visit. The 4 members of the ZBA present did not come to a decision and further continued the hearing/deliberations to 7:00 pm on Tuesday, August 15, 2017. Mr. Hausmann was advised accordingly.

5. Lindsay Walkinshaw, 92 Lamson Lane; House with attached garage. Plan calls for edge of garage to be 10' from side yard lot line. Applicant appeared before the ZBA on August 1, 2017. ZBA granted dimensional relief by Special Exception (non-conforming lot). Applicant has stated her intent to file appropriate zoning permit applications for house w/ garage and placement of a storage container on the south side of lot in compliance with setback requirements and to remove the utility trailer from the lot. Waiting on house plans.

6. Mr./Mrs. Jay & Dorothy Martin, 566 Hogg Hill Rd; 12' x 20' shed constructed without zoning permit. Zoning Coordinator has followed up with emails to Mr. Martin and Mr. Martin has replied citing safety concerns expressed by his wife. Mr. Martin emailed that "She is pursuing other options for location and or leaving it there. We want to be clear that a 35 foot boundary around our property and our neighbor's property is excessive and paying taxes for this property is unreasonable considering the rural location of this property especially for a structure that is not on a fixed foundation. In either case this will be resolved before the snow flies" according to Mr. Martin. To date, no application for Zoning Permit has been filed. Mr. Martin and Zoning Coordinator have agreed the value of the shed is approximately \$3000.

**Open Matter CONCLUDED:**

7. Mr. Rifkin – Camp Sunapee. Follow up email to Mr. Rifkin. Applicant produced all necessary papers (dated December 15, 2015) and copies of checks. The documents indicate that Mr. Rifkin filed all necessary applications and paid the appropriate fees. The matter is no longer open.

Other Matters.

A. Attended Zoning Board of Adjustment meeting on August 1, 2017

B. Inquiry from Peter Angus regarding clearing of lot across street (George Hill Rd.) Follow up visits with Mr. Richard Stone (purchased property from James Yager) regarding his intentions. Mr. Stone intends to place a legally registered roadworthy semi-trailer on the property to use for storage. This does not constitute a "Structure" under the town's Zoning Ordinance. Email report to BOS accordingly.

C. Discussed with the Administrator thoughts/plan for revised fee structure – Zoning Permits, ZBA applications, Planning Board applications.

D. Visit Moffitt site (Lamson Lane) at request of Mrs. Moffitt. Confirm measurements regarding placement of garage.

E. Follow up on inquiry regarding cell tower (Deer Hill); inquiries regarding placement of structures on forest conservation land (Jacobs); placement of shed (Costello); merger of adjacent lots (Brooks)

F. Noted shed on Gordon property (Sunnyside Drive); checking real property inventory.

G. Reminder to Tanner Jacques for his final building plan.

H. Address email client capacity issues for Zoning Coordinator function.

<< RWS 8/13/2017 >>

Minutes of July 24, 2017:

Leigh noted a correction that needed to be made on page three of the minutes under projects. The correction is as follows: Motion by Leigh to send out Request of Proposals for a new roof on the town hall in 2018, contingent on funding approval. Motion seconded by ~~Leigh~~ Dick and unanimously approved. Motion by Dick to approve these minutes. Seconded by Leigh and unanimously approved.

Old Business:

Dick has not been able to contact Chris Carson in regards to the painting of the cupola and hand rails of the Memorial Building. Dick feels obligated to give Chris the opportunity to say he's not going to do it since promised he was going to get it done.

Dick reported that the Library window has been replaced by Sunapee Glass. Leigh understand from Peter that the Library is going to purchase a new air conditioner. Dick stated they had already ordered one, but it was broken and has been returned.

Dick stated that Frank Sparrow will come to do the annual inspection of the skateboard park.

Dick brought to attention that the telephone pedestal has still not been straightened out. He is going to give Fairpoint another week before calling to determine what is going on.

The town will be closing on the sale of the Eastman lot to David Brooks will take place on Wednesday, August 15<sup>th</sup> at 1:30pm. The other property owners are going to meet with the planning board on the 17<sup>th</sup> to see if they will approve adjoining their two properties. There was a question raised by Janet in regards to collecting an apportioned tax bill for the time between the closing and end of the year. After speaking with Shawn Tanguay he stated we collect the bid and that is it. Leigh stated that the Town of Springfield does not pro-rate tax bills, by law.

Leigh and Dick were at the town office today when the new flagpole arrived. Tamara was supposed to receive a call that the flag pole was being delivered. A call was never received. Leigh has spoken to Peter and stated that the new pole should be installed within the next week or two. Pixie has said she will replant flowers when the time comes. Tamara asked that I check on the balance of the fund that was used to purchase this flagpole. If there is a balance it could possibly be used to purchase more flags from Clarke's Hardware.

Tamara has spoken with the historical society who stated they would be interested in installing the old flag pole at the historical society. Leigh suggested that the town could possibly add \$500 to the non-recurring budget line for next year's budget and purchase a new flagpole for them. In turn, Whit suggested that the town could easily sell the flagpole that is being removed. Tamara suggested not deciding on an amount and she will contact company to research cost of purchasing a smaller flag pole for the historical society.

In regards to Class IV roads, Dick would like to know what could be put in to paragraph nine and paragraph eleven on the perspective notice of limits. Leigh thinks it would be beneficial to add "contingent upon" to paragraph nine or "no further restrictions". Leigh and Tamara both like the changes that Bernie Waugh made. Leigh made a motion to accept the lawyer's comments and put them on the website and to have a hearing on August 28<sup>th</sup> in regards to these changes. Seconded by Dick and unanimously approved.

Dick presented a packet that was received by the census bureau. The census bureau is requesting the town of Springfield review and update their residential data. We do not have to accept their data, we are welcome to generate our own. The census estimates it will take 21 hours for us to compile this data. We can receive their data one of two ways, electronically or paper file.

Whit asked if the Town would be able to request a paper file now and if we determine that it is not a helpful tool can we then request an electronic file. Or can we refuse to comply?

Dick stated that yes, we can refuse to comply. Leigh's thought is that the town should participate because there are many factors that depend on this data. Leigh also feels the added cost for this work should be added to the Deputy Administrator's billing line. Whit in turn asked if the census bureau offers any assistance in this process, and feels maybe it might be a good project for a Colby student, as an intern. Leigh would like to leave this decision to Janet, and has clarified that Jill is willing to take on some extra hours to complete this project. Dick is going to contact the census bureau to see if we can obtain their data in both formats. Leigh proposed that

Dick be in charge of this project with Janet and Jill handling the compilation of the data. Dick stated that there will be workshops available this fall for training that might be beneficial to this process.

Leigh stated that Jeff Evans is working on a permit for the Highway Lot. He has asked for a meeting on August 16, 2017 at 9:30am.

#### New Business:

Leigh mentioned a computer issue that took place a couple of weeks ago. The supervisors of the checklist were in the office working on Cynthia's computer, the state computer, and it was not performing. There was no help provided as the state does not offer support. Nor is it supported by Certified Computers. The computer has since been packed up and shipped back to Concord. Leigh received a quote to set up a new laptop which came in at \$680. The laptop would have Windows 10, Word and Excel. The supervisors of the checklist can come in on their days and work on the laptop in the Protectworth room and it would give them full access to everything they need without disrupting Cynthia and Pixie. Dick inquired if there will be a reoccurring fee with the new laptop. Leigh said there will be a fee for support to Certified Computers. Mike Lawlor asked how often the computer is used. Leigh stated the computer is used twice a month and after all elections. Tamara stated a new laptop is a good idea, however suggests that one with a larger screen be ordered. Whit suggests a 17 inch screen. Motion made by Leigh to approve up to \$880 for a new laptop for the supervisors of the checklist. Seconded by Tamara and unanimously approved.

Leigh stated that the Highway Block Grant was approved by Governor Sununu. The total amount set was about \$400 less than what Peter Abair was quoted for the paving of Bog Road. Bog Road is on the capital improvement plan for the year after next. We cannot spend it on anything except bridges and highways. We have announced a hearing on the 28<sup>th</sup>, which is a requirement to accept the funds.

Leigh stated the town has a request from a lake shore owner to remove a beaver reported on the lake. Leigh feels this is not the town's responsibility. Officer Beaulieu asked if this would fall under Fish & Game. Leigh in turn stated that trapping begins November 1<sup>st</sup>. Billy Anderson or Fish & Game can be called or wait for trapping season. The cost of which would be at the expense of the complaining resident. Tamara added that the complaining resident needs to contact the trapper.

Leigh spoke of the raft on the lake. It has been moved, again. According to Peter Abair the anchor is still attached. It must have been pulled out of the water and let it float away. This is now a police matter to find out who is doing this. Has now happened two years in a row. Officer Beaulieu believes this second raft should have been removed years ago, it is a safety hazard. He has several times witnessed kids, and adults, out on the raft that can't swim. They get to the raft using floats. Whit has suggested installing what is called a mushroom anchor, which can't be moved. Leigh has stated that he will defer to Pete Lacaillade on whether to return

the raft to the original location or remove from the lake. Dick added that removing the raft now just moves the issue to next summer. The town either needs a heavier anchor or remove the raft entirely. Leigh stated again this is a matter for the police. Keep their ear to the ground and try to find out who's doing this. If you see something say something.

#### Board and Department Updates:

Tamara shared that the new fire truck should be here December/January. Dick asked about the question of the PH in the water. Tamara said that hasn't changed, but it will not be an issue with the new truck.

Tamara has done a couple of cemetery visits with Dale Milne. This has been good. Because at this point and time Frank was the only one that knew information on the other cemeteries. The picnic table that Joe is working on for his Eagle Scout project should be delivered by the end of the month. It will have a cable and padlock as well. Leigh asked if it would be left year round. Tamara stated the plan is to store it for the winter, but can be left outside during the winter months if necessary.

Leigh said the Planning Board has not met since Selectman's last meeting. The only issue Leigh knows for sure is the prospective buyer of a parcel in Eastman who's questioning if a single rebar pin constitutes a continuous lot. Whit referred to it as a bowtie lot.

Leigh stated the Highway Department has been keeping busy ditching. They will install the new flagpole within the next couple of weeks.

Dick stated the Conservation Commission has met, did not have a quorum.

Library Trustees met, are debating on whether to do the town-wide survey that was discussed earlier to determine what people would like to see the library offer. Dick will continue to press them on this. He feels this survey should happen. Wednesday at 3:30 the trustees are having a meeting to discuss whether the library should sponsor a candidate's night for the special election coming up. This was suggested by Linda Tanner.

#### Correspondence:

Leigh read allowed a letter received by the Deer Hill Road Association sent on August 10, 2017. Signed by eleven residents of Deer Hill Road. This letter has been added to the agenda for August 28<sup>th</sup>, and make certain the Mascoma Valley Snow Travelers are represented. Jill was asked to copy this letter to PDF format and send to Todd Fleury, president of Mascoma Valley Snow Travelers. Dick asked for a bit of history of the situation on Deer Hill Road, which was provided by Leigh. The MVST was granted permission to use this road for three years, the board is assuming that expiration date is quickly arriving which is why they have received this letter. Dick brought to the board's attention that the names on this letter are not signatures, they are only typed into the letter. Mike Lawlor added typed names does not make a legal document.

Leigh said he would follow up with Janet in regards to the letter from Vachon Clukay. There is confusion as to what the letter was in reference to.

Leigh stated for the record that from the Zoning Boards minutes of January 17, 2017 Janet asked if you can get from the bottom floor to the top floor without it being separate from inside the building. Susan Hankin-Birke stated that yes you can get from the bottom floor to the top. This was a public meeting. Letter shows up to the Zoning Board dated April 27, 2017 from Susan Hankin-Birke, where she states that she was mistaken. Leigh made a motion to send this letter to Shawn Tanguay because he was there at the time. Whit agrees we need to bring the letter to Shawn's attention and he needs to determine how to address it with opposing council. Seconded by Dick and unanimously approved. Officer Beaulieu asked if the zoning board meetings are audio taped. Leigh and Tamara stated they are not.

Signatures:

Request to carry over vacation time into next year for Pixie Hill. Recommended by Cynthia.

Intent to cut timber forms

Updated State of New Hampshire Workers Compensation Notice of Compliance

MS-1 Extension Request Form

Miscellaneous:

Leigh brought to attention the police logs and all of the complaints of people shooting. There was a complaint on George's Mills Road which was tracked down to pit Woodland Heights. There has also been incidents on Sanborn Hill. Mike Lawlor stated every Wednesday and Thursday there is someone shooting on George Hill Road. Leigh mentioned for the record that the police will respond to complaints.

Mike Lawlor wanted to mention where the town parks the grader at the old garage needs to be weeded. It looks awful. Said it would take the guys five minutes to clean it up.

Leigh revisited projects, back to his visit with Neil Huntoon. Neil will be going up in to the attic of the meeting house to look at sheathing to determine if it needs to be replaced as one next year's project.

Dick makes a motion to continue the meeting until Wednesday, August 16<sup>th</sup>. Seconded by Leigh and unanimously approved.

Meeting Continued until August 16, 2017 at 1:30pm.

There being no further business, the meeting continued at 5:49pm.  
Submitted by,

Jill Hastings

Deputy Administrative Assistant