

BOARD OF SELECTMEN

OCTOBER 28, 2013

MEMORIAL BUILDING

7:00 P.M.

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

Selectmen present: Chairman, Don Hill; Leigh Callaway, George McCusker

Others present: Bryan O'Day, John Trachy, Tom Duling, Mike Lawlor, Bill Huntoon, Peter Abair, Justin Hastings, and Mike Beaulier.

Meeting called to order at 7:02 p.m.

Scheduled appointments: Mascoma Valley Snow Travelers President, Josh Worthen and Todd Fleury were in attendance to request renewal of the snowmobile club's permit for use and maintenance of the Class V and VI trail system in Springfield. Josh stated there are no new trails proposed. There were no extreme washouts requiring repair this year. All Selectmen were in agreement to approve the permit. John Trachy stated as a point of order, believes this is not being handled legally. He believes RSA 215C state statute requires this to be duly noticed. John produced a copy of the RSA which Don read aloud. Don stated it appears the RSA notice applies when changes are made. There are no changes being made here, this is renewal of a permit that has been in place for two years or more. There have been long discussions with audience participation in the past. Leigh moved to approve the permit, seconded by Don. Don noted that a change at any time would require a notice. Motion passed unanimously.

John Trachy commented the posted 10 mph speed limit appears to be the exception not the rule. Snowmobiles travel much faster than 10 mph and seem to find it difficult to stay within the right of way. On two occasions he has had snowmobiles on his lawn. He also stated, the highway department shelving snow banks for snowmobile use has caused stones to come off his stone walls. He has met with highway department about this. He would appreciate it be facilitated so this does not occur again, but if it continues he will make the town responsible for repair. John stated there has been cutting of trees and brush along School House Road, and if this continues they will be asked to discontinue the use of this road.

Don stated the use of School House Road was designated for public access in perpetuity when Town Meeting approved the discontinuance of the road. The approval included the use by snowmobiles. John agreed, but stated it did not include cutting of brush and damage to his personal property. Leigh questioned what would happen if the trees and brush were not trimmed. Josh stated that the club's policy for tree and brush removal is never to cut anything larger than 4", and never any marketable timber. They stay within the rods of the road lay out. However, if a tree or brush is tipped into the ROW there may be reason for trimming. The Snow Cat groomer is 9' tall and hanging branches and brush take out costly windshields and mirrors. Brush and branches that pose a danger to the groomer do get removed. Occasionally, ice storms cause trees to bend over the ROW. Josh stated the club does not tolerate or condone anyone riding on private lawns. Don said John's concerns are not to be taken lightly. Josh says he would be willing to meet with John and look at the area causing concern. John Trachy agreed to meet with Josh. Don stated if the meeting does not address concerns satisfactorily, please let the Selectmen know.

Unfinished business:

Personnel Manual: Drug and Alcohol Policy; Leigh noted that he has reviewed the samples of policies from other towns. He has reworded the draft. Don noted there is a clause in one of the policies about anyone operating a town vehicle or driving while performing business for the town. CDL licensed drivers are regulated under provisions of federal law, but the clause in the New London policy is simple and addresses non-CDL licensed drivers. He would like to see that provision included. Leigh will review and add the clause.

Workplace Search: Leigh stated the language for this comes from the LGC sample. George stated he would like the policy to state who is responsible for doing a search. He does not feel the Selectmen or the supervisor should be doing the search. Any search should be conducted in the presence of a law enforcement officer.

Leigh will make the necessary changes. He noted his process has been to update the Personnel Policy and is making no attempt to document procedures.

Tax deeding: Don noted that one property with unpaid 2010 taxes has paid while the town was researching liabilities. Town Counsel cautioned when reviewing the Warren Pitts property that due diligence had not been taken in the tax collection process while attempting to send notice to Mr. Pitts. There was information available of a possible alternate address. Mr. Pitts has since been contacted and notified of the date of November 3 for payment of 2010 taxes.

The deed for Lefebvre has been waived until such time as it is known what the fines and penalty status by DES is.

Minutes: George moved to accept the October 14, 2013 minutes as written, seconded by Leigh and unanimously approved.

Board and Department Updates:

Energy Audit: Leigh reported IBEA has completed the energy audit for the Town Hall/Fire Station. Copies were provided for people to review. IBEA has offered solutions for energy efficiency measures. Leigh stated the Selectmen will be seeking direction as to what, if any, improvements should be made to the facility. Of note, the building statistics show the building performing 2 -3 times better than comparable buildings in the area.

Planning/Zoning Home Business compliance letter: Don reported the letter he drafted was much simpler than past drafts that have been considered. This issue has been discussed several times over the last 4 to 5 years, and has the support of the Planning Board. In the past, legal counsel has advised to "draw a line in the sand" and move forward as it is difficult to go backwards. Leigh noted it seems there has been a vocal response about the discussion of moving forward with this issue. He stated that this is the law in the Zoning Ordinance and there is no option not to enforce. Don stated his draft was simply to introduce what was coming. A copy of the draft was sent to the both Chairs of Planning and Zoning. Leigh recommended sitting with both boards, and coming up with protocol as to what is next, since they will be the ones that are going to take the brunt of this action. George McCusker stated that he is not in favor of this letter and feels that it is a "fishing" expedition. He has spoken to board members and

business owners in town who are not in favor of the letter. Caution was raised at a recent RPC meeting he and Kevin Lee attended. George recommended a joint meeting with all the boards in town. He agreed that what is in place now isn't working, but he cautioned about moving forward with this plan when town officials and board members may not be in compliance with the regulations. He agreed plans and procedures need to be in place before sending such a letter to keep this issue under control. He feels the people that stand in judgement need to be able to participate in how the whole process will work. Applicants bring in lawyers and challenge the process. There needs to be a comprehensive plan in place about what this process is going to be. Discussion included home business versus how to determine what is considered a hobby and what may be something else. Leigh stated he feels the process needs to be "institutionalized" so there is consistency in carrying this process forward, especially in light of changes in membership of the boards involved at election time. The Selectmen agreed with the concept of "putting a stake in the ground" and then get the momentum going to move this forward. The Board agreed to schedule a meeting for November 26th. Don will notify Kevin Lee, Planning Chair; and Susan Chiarella, Zoning Chair.

PD Computers: Leigh stated that the PD computer has been repaired and should be back in service as of today. Leigh has spoken to Mike at CCS and they are adding the PD computer under the service contract. PD computer support was part of the previous vendor agreement and got overlooked at the time the new contract was approved.

Zoning Board: George McCusker reported that the ZBA reheard the Dexter/Brunelle case. The ZBA decided to require a survey of 4 points to clarify lines. The applicant/buyer was questioning the fairness of this as they do not want to have to pay for surveying. George stated the gist of what he took away from the meeting was that the new owner may decide not to go through with this but could decide to build on the exact original footprint. The hearing was continued to next month. George stated he raised the point that an expert had noted concern of an issue. The ZBA is duty-bound to take information from a bona fide expert. The only "licensed" person raising concern was Clayton. Don stated the Selectmen received Clayton's concerns. As a licensed surveyor he was bringing facts to light he felt he had addressed to the ZBA that had gotten overlooked. That was the basis for the Selectmen suggesting that the ZBA might want to consider rehearing the case. John Trachy reported that there has been fresh flagging, and today there were multiple vehicles and a lot of activity at the site.

MBC resignation: Leigh reported the Selectmen have received word that David Landers, Springfield's Municipal Budget Committee is resigning effective as of the deliberative session on January 12th. The position is an elected through the KRSD ballot and reports to the School Board. The School Board will be looking to the Selectmen to find someone who is willing to volunteer to finish up the last year of David's term. Meetings are held in the fall. Leigh stated this an opportunity for someone to get involved and contribute. Leigh will draft a message to go out through List Serve, on the website, and the town message board.

Bill Huntoon questioned what stand the Selectmen took on the school resource officer. He stated that Sutton Selectmen felt Springfield Selectmen were in favor. Don read the motion and decision that was made October 8th. He said the Selectmen stated they felt it was the school board's duty to make choices regarding staffing for the schools.

The next meeting of the Selectmen will be held on Tuesday, November 12th @ 7:00 p.m. in observance of the Veteran's Day Holiday on November 11th.

Health Trust Information: Don reported that the rate information from the Health Trust has been received and the current plan offered is increasing 7.9%. There was alternative option pricing provided with rates, but the details of that plan were not included. The Selectmen feel they need more information. Don stated last year coverage was lowered which lowered costs. The Selectmen made it clear at that time they understand providing insurance is costly, and seek to provide insurance at a level employee's expect and a level the Selectmen expect to provide. Concern was noted that increased cost in benefits is not seen as a raise though people who are paying for the benefits are essentially paying for a raise. The Selectmen agreed to schedule a time for Lea McLaughlin, Health Trust representative to meet to go through plan offerings again this year.

A verbal request was received regarding installing a street light at the intersection of Bog Road and Eastman Access Road. There is concern with the traffic on those roads while students are waiting for the bus. The Selectmen noted they are unaware of any policy about adding street lights at bus stops and are concerned about costs and precedence. The state and many towns have been on a mission to eliminate street lights due to costs. Don will ask Chief Julian for advice and Leigh will speak to Todd Fleury (School Board Rep).

Correspondence:

Public Notice – NH Department of Transportation meeting dates for public comment for the Ten Year Transportation Plan. November 6, @ 1 pm or November 20 at 1 pm in Concord. (For more information see posted notice).

NHMA Annual meeting – November 7, 2013 @ 2:45 p.m. at the Radisson Hotel/Center of NH.

HealthTrust Annual Meeting – December 10, 2013 at the Health Trust's Offices in Concord.

Notification from DES of receipt of Town of Springfield's Wetlands application.

Regional Broadband Forum – Wednesday October 30, 2013 6:00 p.m. – Claremont Savings Bank Community Center

Signatures:

Building Permits:

Robinson – Oak Hill West Road – Residential home with in-law suite

Tatro – Four Corner's Road – Deck expansion

Miscellaneous Business:

George reported the fire department is working on fitting out the new truck and plan to meet with the Selectmen at some point to see what to do with the old vehicles.

Highway crew is doing an incredible amount of work, fixing sander chains and in-house repair of equipment, and ditch cleaning.

Leigh stated he will work on moving numbers from the budget worksheet into spreadsheet format to forward to the other two Selectmen.

Clarification of purchase order requirements: A load of patch was picked up totaling \$805.00. The tolerance for a purchase order is \$750.00. In instances of consumables such as sand, gravel, salt, and blacktop it is difficult to know before the pick up what the amount will be for a purchase order completed before the purchase. The Selectmen agreed those deliveries are clearly invoiced, and purchase orders will not be required in those instances. They will continue to be required for large parts, or equipment purchases.

Pete Abair asked what the process is for changing a speed limit sign. Town Farm Road is 25 mph and a lot of the road is straight and wide. He would recommend 35 mph. Don will speak to Chief Tim.

The meeting adjourned at 9:00 p.m.

Submitted by:

Janet Roberts