

**BOARD OF SELECTMEN**

**APRIL 30, 2014**

**MEMORIAL BUILDING**

**10:00 A.M.**

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

Selectmen present: Don Hill, Leigh Callaway and George McCusker.

Others present: Mike McCrory, Anthony Cote, Michael Howard, Tom Duling, Dick Hendl, Ed Belfield, Art Bobruff, and Chief Tim Julian.

Called to order at 10:00 a.m.

Don read the Selectmen's Meeting Guidelines.

Mike McCrory, Planner from Upper Valley Lake Sunapee Region Planning Commission discussed using unspent funds from the wetlands project to develop an online mapping tool. The Planning Board supports the concept. This would require a request in writing (e-mail ok) asking the UVLSRPC to shift the funds. Selectmen stressed making it clear the town has not yet adopted the maps developed but they could be a useful tool for research and planning. The maps are not part of the current zoning ordinance and cannot be used for enforcement until such time as an amended ordinance is adopted. Mike will be sure there are disclaimers and there can be links to require a user to acknowledge the disclaimer. He will submit disclaimer language to the PB and Selectmen for approval. There will be no additional costs for set up to the town, and ongoing maintenance costs would fall under circuit rider coverage.

Mike noted he is assembling the documentation required for the fifth installment for CPG reimbursement.

Mike mentioned the grant also included site and building permit review process and questioned if the Selectmen were interested in working on updates to the building permit application and review process. Selectmen noted currently they are mostly following the "coarse filter" process outlined by the wetlands subcommittee but there has not been any formalization of the process. The existing wetland map is used as a tool to determine if there is a "red flag" area on the property. Tom Duling and one of the Selectmen, with the assistance of Graniteview maps, measure for compliance. If "boots on the ground" shows the wetlands too close to call, there may be a requirement for further wetlands investigation, but Leigh noted they have never found this to be the case. Mike Howard mentioned that it would be helpful for the Planning Board to know what process the Selectmen are following and how often they find issues. Leigh will write something up for Planning.

Logging Class VI – Carter Brook Road. Steve Johnston met to discuss access through Carter Brook Road for logging a parcel in Grafton. There is no access to the site from Grafton. Mike Howard and Tony Cote, residents of Carter Brook Road participated in the discussion. Mr.

Johnston intends to log this summer when conditions dry out and hopefully be done this year. He would like to smooth out the road and cut brush back on the non-maintained portion to get equipment in there. There is one area in particular that will require some material to be trucked in. There is a bridge that needs to be crossed. Tony stated he built the bridge and he cannot guarantee it will hold up to the use. Mr. Johnston will contact Peter Abair, Road Agent and will set up a meeting with Pete, Mike and Tony to review what is proposed. The landowners will write up an agreement which can be reviewed by the Selectmen. The Selectmen noted the Town is not the enforcement or arbiter in agreements between the landowners and Mr. Johnston. A Class VI logging agreement will need to be reviewed and approved by Pete and the Selectmen to allow for road improvements. Mike Howard suggested developing language something similar to what the Planning Board used for the Lindquist approval.

Denis O'Sullivan, Lieutenant/Investigator for the Sullivan County Sheriff's Office introduced himself as a candidate for the position of Sheriff. He shared the history of his career in law enforcement.

Minutes of April 14 continued to April 16, 2014: Motion by George to approve as written, seconded by Leigh and unanimously approved.

Unfinished business:

Don reported he has a partial list of fuel oil vendors.

He also has a partial draft of a purchase order policy that he will complete and forward to the other two members when he is done.

Leigh noted the ads for cleaning municipal buildings and town hall carpentry have gone out and the bids are due May 12<sup>th</sup>. The ad for a part-time hire for the highway department did get advertised.

The Mooseplate grant application has been sent.

Leigh and Jeff Milne walked the property behind the highway garage and Jeff will work on putting together an idea of potential costs. Leigh will go to the Planning Board meeting about the culvert crossing probably in June.

The first leg of the new website designed began yesterday.

Don would like to have the project list added to each agenda since changes and additions are approved at the meeting and are reflected in the minutes.

Buildings and Grounds projects: Tom Duling has applied two coats of paint to the new rails for the town bulletin board and will wait until the current notices come down before installing them. Leigh reported the library door hinges have been installed and work great.

Tim Julian reported the water level at the Kolemook Dam was at 12" yesterday.

Chief Tim reported he attended a summit in Claremont yesterday with other area law enforcement agencies, medical and EMS personnel, school counselors, teachers, psychologists and others regarding drug use in the area. Sullivan County Correctional Facility has a new area where they work with offenders. Those who have participated in the program have a 30% recidivism rate versus 80% for those that do not participate.

#### New Business:

Don reported a scam phone call was received at the office from someone claiming to be a representative from OSHA with notification that the town was required to have updated compliance material. The information was received and was not from OSHA and included a fee of \$300.00. The material will be returned to the company, and Don will draft a letter with a scathing response. The Board is in agreement they will not pay for the material. Contacting the Attorney General's office was also suggested.

Leigh noted he hasn't written to NH/VT computers about the web hosting, but will send an e-mail.

Leigh recommends when e-mail addresses change to Springfieldnh.org. the Selectmen be given an e-mail address linked to the server and no longer use personal e-mail for town business. The system will be browser based and people would be able to get their e-mail from anywhere. The Board discussed also making this available to other elected officials. A member would have the ability to opt out if they wish.

#### Board and Department Updates:

Tim reported that he has had many questions relative to future work on NH Route 114 following George's report at the last meeting. George stated that as far as the State's next ten year plan for the period of 2015-2025 there is nothing allocated to do any work other than maintenance except for repaving the section(s) replaced over the last couple of years, unless another round of stimulus money became available.

Leigh reported two inmates spent about 40 hours this week cleaning up at the cemetery, around the Town Hall, the playground and at the beach. Tim worked with them both days and Frank worked with them the first day.

Tom stated he visited Roland Follansbee the other day and Roland reports he is working on septic plans with John Downing. He feels he has an approved system, but he doesn't have a record of it. He plans to have the septic tank pumped. Don noted he still has too many structured and needs to remove one.

Correspondence:

Memo from Kearsarge School District about the monthly school payment amounts.

Notice for 27<sup>th</sup> Annual Mountain of Demos scheduled for May 22 at Mt. Sunapee.

Letter of thanks for the budget contributions to Red Cross and CASA. It was noted at the recent forum for elected officials that requests of this nature must be of some benefit to the town. When John Chiarella was Selectman, he requested that these places document services rendered to Springfield, and the organizations are now doing so.

Leigh provided review of the YTD budget with the other two members.

George noted that the fire department meeting room heat is way too high. He had been told that it was due to the location of the sensor in the unit. At one time, he thinks he had spoken to Mason. Motion by Leigh to add this to the project list, seconded by Don and unanimously approved. In the meantime, someone needs to be sure that the heater gets turned way down before people leave.

Don noted the budget appears to be in fairly good shape, but needs to be watched carefully as it may be somewhat pushed with raises and the addition of the website updates.

George noted at a recent UVLSRPC meeting he noted that following a massive book sale, the unsold books were put in a dumpster and felt this was a terrible waste. Art Bobruff indicated that the Libbie Cass Library holds several sales, and also makes books available to other libraries. Some books are left in the front foyer for people to pick up. Dick Hendl reported books are not removed from the library's collection until they have not been checked out for 20 years. Art stated the Library wants to get more people involved with the library.

Another concern is the handicap door is kept locked so people using the ramp cannot get in. Suggestion was made to install a doorbell. Motion by Leigh to add a door bell to the project list, seconded by George and unanimously approved.

Tim noted he has gotten one donation for a laptop stand for the cruiser and is trying to get a second donation. The Board is in support of both donations and expressed appreciation.

Building Permits:

Crowell – Foxstand Road – 80 x 72 barn, stated for farm use. Set back from seasonal run-off was shown on the plan. There are no wetlands. Tom Duling has given his approval. Permit was approved and signed.

Barker – Colby Hill Road – Two existing bedrooms to be converted to a two-car garage and replace with two-bedroom addition to the back of the house. Tom met with the contractor and owner. The septic is approved for 2 bedrooms. The property has more than 5 acres. Permit was approved and signed.

Downey/Wilder- Main Street/ Route 114 – Addition to existing house proposed further from the road than the existing house. Proposal for a new two-car garage. Garage may not be built right off. Proposal for new driveway location – Tom has told them they will need a permit from the State. They will be reconfiguring the existing house, they are not adding any bedrooms. They have an updated septic design. Permit was approved and signed.

US Cellular – Deer Hill Tower – addition of 3 antennae and 6 lines to the existing tower. No problem with height restrictions. Tom has been to the site. Permit was approved and signed.

Purchase order was signed for in-car repeater for the Police Department.

Miscellaneous Business: George reported the ZBA will be working on updating their application forms. The existing forms are complicated and hard for applicants to get through them on their own.

George noted he feels strongly that when the Planning Board is asking someone to do something they need to issue a deadline. If the Planning Board doesn't give a deadline then it is difficult for the Selectmen to enforce these situations. The Selectmen can send a reminder letter but it is difficult to enforce when there is not a date attached. The Board was in agreement this procedure would be helpful.

The meeting adjourned at 12:25 p.m.

Submitted by,

Janet Roberts