

**BOARD OF SELECTMEN
MEMORIAL BUILDING**

**SEPTEMBER 11, 2014
9:00 P.M.**

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

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

Others present: Bryan O'Day, Mike Lawlor, Ed Belfield, Tom Duling, and Bill Huntoon.

The meeting was called to order at 7:00 p.m.

There were no scheduled appointments.

Minutes of August 25, 2014: Motion by George to approve as written, seconded by Leigh and unanimously passed.

Minutes of August 27, 2014: Motion by Leigh to approve as written, seconded by George and unanimously passed.

Project List:

Septic Update: Leigh reported the septic design was completed on Tuesday. John Downing took the plan to DES (Department of Environmental Services). DES has granted construction approval. Plan now is to call Advanced Onsite Solutions to order the chambers. Don stated Selectmen need to discuss where the money is coming from and send along to the budget committee, if needed. Peter Abair can do the installation. Leigh stated he had a discussion about this with Ken Jacques at the polls this week. A suggestion was made to defer shim and seal for this year to get septic taken care of. It is late in the season and it seems the paving companies do not pay much attention to Springfield's projects since they are small. Then in 2015, earmark whatever isn't spent from the shim and seal budget that ends up in the unreserved fund balance and appropriate that amount as a warrant article. An additional appropriation would then be added for shim and seal in 2015 so the paver's would pay attention to a larger project. Pete Abair is ok with this. There would then be no need to approach the Department of Revenue or to hold a special town meeting due to budgetary constraints.

George stated he thinks there should be a special meeting or at least a meeting with the budget committee to hash this out.

Leigh noted the Budget Committee would be advisory in this, and while the Selectmen would certainly listen to them, the authority to execute the budget Selectmen's. It is late in the season, he is concerned hurricane season is approaching and the building is the emergency shelter. The project needs to get taken care of. If Pete is ok deferring the shim and seal he is ok with it.

Don stated if there were an emergency, there are other ways to handle the septic issues. Don polled audience members for their opinion.

Bryan stated if Peter doesn't think he needs the paving this year, he would be agreeable.

Tom stated the septic needs to be taken care of.

Leigh stated he also has spoken to Budget Committee members Tim Cook and Jeff Milne, just to advise them of the septic issue.

Bill Huntoon stated if there was a meeting, the budget committee would probably say the same thing as Bryan, as long as Pete is agreeable. The idea amounts to the same thing as George wants, whether the money is taken from the unreserved fund balance this year or next.

*Leigh moved to defer paving until next year and use funds appropriated for paving for the purpose of replacing the septic system. Motion seconded by Don. Leigh and Don voted in favor. George opposed. Leigh noted the intention is to bring forth a warrant article in 2015 appropriating the unspent funds for paving.

Pete Abair has estimates for cost. A worksheet was shared with those present. The town will pay for the supplies, and rent Peter's excavator. Pete will be the operator and labor will be booked to the town budget. Estimates include an electrician and plumber to hook up the pumps. A purchase order for \$11,800 for the chambers will be required with a 50% deposit due at time of order.

The new leach field will be raised and in the corner where the open sand storage area is. There is plenty of room to drive vehicles between the leach field and garage. Posts will be installed to protect the field. A piece of the parking area will be used for the leach field. Pete hopes to be able to use material from the excavation to install the wetland crossing to the land in back.

George noted the broken perimeter drains that run past the tank should be replaced at the same time.

Don stated he met the designer at the site a couple of times. The recreation field would have been the best area but was not an option. Further up on the property would have involved pumping 400' or more. The designer has noted this is the system that works best for this site. The existing leach area is wet and no longer an appropriate location.

*Leigh moved to place the order with Advanced Onsite Systems to order the chambers, with the intent to do the work in house at an estimated cost of \$23,000+. Motion seconded by George and unanimously approved.

The Selectmen acknowledge this septic system requires more maintenance versus a regular system and they know "what they are walking into it as much as possible with their eyes wide open." This is a last resort system, but this situation is in that category. The system requires annual inspection and pumping. George stated the existing system probably hasn't been operating for years.

Town Hall Painting: Leigh stated the painting should be finished tomorrow. There is a walk-around scheduled for 3:30 Friday with David Bourque from Revered Painting and Bill Huntoon as clerk-of the works. Leigh will attend also. Bill noted there are places that did not get caulked and he is concerned that they painted today when it was rainy. Don extended appreciation to Bill for keeping an eye on the painting project.

Leigh stated Bill's work is finished and it looks great. The fire escape is now safe and the top floor is useable.

Leigh noted when he was looking at a report from Town Treasurer, Maryanne Petrin, and noted there is a trust fund with a little over \$1,000 in it. This is money raised from the "Pulpits to Politics" fund raiser

held in the 7 area towns a couple of years ago and was donated to the town and earmarked for the building.

George stated at the polls on the 9th he received a lot of positive comments about Bill's work. He received several comments about securing the siding on the old highway garage. Bill Huntoon gave an estimate of \$450.00 for the repair. * George moved to approve the work to have Bill tidy the siding and repair the window(s). Motion seconded by Leigh and unanimously approved.

Electrical fixtures on the back of the town hall porch needs to either be replaced or may need a new bulb. Historical society needs to have the wiring removed by the back door or a light added. The top front of the town hall needs to have wiring that was formerly used for the lighted cross removed. New light fixtures need to be installed on the front of the Town Hall.

The ads for sale of the blue truck were put on hold due to the delay in delivery of the new truck. George would like to see the bids go out and have the truck sold, even if it means having to work without the truck for a while until the new truck is ready. *Leigh moved to advertise the blue truck for sale by sealed bid. Bids will be opened on October 13th pending Peter's approval, following the opening of the bids for the tax deeded parcels. Motion was seconded by Don and unanimously approved.

Leigh reported he is willing to go to Keene with his trailer and pick up the antique safe that has been donated to the historical society. Historical Society members would like to see it placed in the Town Hall under the clock. *Leigh moved to accept the donation, and he will go get the safe next week. The lock needs to be disabled. Motion seconded by Don and unanimously approved.

Don reported Janet checked into grant funding for the septic. FEMA does not have any funds available for this type of project. Senator Ayotte's office forwarded the request to the USDA- Rural Development. There is a program but the funds are dependent on the median household income of the Town being less than 90% of the State's. Unfortunatley, Springfield's median income is too high.

Estimates received from Certified Computer Solutions for contracts for 2015. \$5745 for the annual service contract and remote backup, (unchanged from 2014); \$1092 for exchange and POP3 e-mail hosting; and \$108 for e-mail backup of Selectmen's POP3 e-mail. Web filtering has been instituted and is a free service from CCS. Leigh will contact CCS to get prices for relocating server and hubs.

Don reported Pixie was unavailable for the Primary Elections. Cynthia appointed Trudy Heath as her Deputy Town Clerk for the day. Cynthia would like Trudy to be paid more than the usual minimum wage for ballot clerks. * Leigh moved to approve \$12.00 per hour for Trudy Heath for the primary elections. Motion seconded by George and unanimously approved.

Notification from Health Trust regarding \$3,341 refund due to the BSR regulatory proceeding. The Town has the choice for a refund check or a "Contribution Holiday" will give credit toward October's Health Trust premiums due. *Leigh moved to take the contribution holiday, seconded by George and unanimously approved.

MS-5. Three copies of the completed MS-5 were signed. Once copy will be sent to the Department of Revenue.

Authorization and Direction to pay signed for Valley Fire for the work on the fire truck. Property Liability Trust will pay Valley Fire directly.

The Conservation Commission has recommended Marilyn Priest be appointed as a member. George stated she will be doing work with school children similar to what Cynthia Bruss did. * Motion by Leigh to appoint Marilyn Priest, seconded by George and unanimously approved.

Building Permit Application – Butcher – George Hill Road. Tom Duling reported a building permit application was submitted for Brad and Pam Butcher for a garage. Part of the proposed 28' x 30' building is > 100 feet from the year-round stream, but due to the way the stream flows, part of it is 69 feet. Tom does not anticipate any run-off problems. The garage is to be built the same salt-box style as the house. The Selectmen noted they have no authority to waive the requirement, even if it makes sense to do so. The Selectmen recommended they go to the ZBA for a Variance.

*Leigh moved to approve the purchase order for the leaf blower for the highway department. Motion was seconded by George and unanimously approved. This was a budgeted request that was tabled until more was known about the septic issues, costs, and funding.

Correspondence:

Homeland Security Grant Program Teleconference Notice

Town of Bradford notice regarding fundraising activities for a long-term employee of the Police Department undergoing cancer treatment.

Unemployment tax rate determination notice from NH Employment Security

Notice from NH Board of Tax and Land Appeals – New Hampshire Electric Cooperative and PSNH have filed appeals to the Town's denial of tax abatements. These are ongoing cases.

Notice regarding availability of Community Development Finance Grants.

Selectmen suggested September 26th or October 6th as tentative dates to meet with Avitar and George Hildum for the "kick-off" meeting for the 2015 revaluation. List and Measure work to begin this fall.

Miscellaneous Business:

Tom Duling noted the last water sample at the beach showed no bacteria on both sides.

George mentioned during the elections the request for a water spigot for watering the flowers at the recreation field was brought up again.

Leigh questioned if a letter had been received from John Downing regarding a septic system for Call on Route 4A. The Calls want to relocate their house to a full foundation further away from the road. There is no septic system design on file for this property and Tom Duling checked with the State and because they are relocating the house, a design is required by the State. John Downing was to have sent a letter expressing the intent to do a design when he returns from vacation. The Calls would like to be able to get a building permit before that happens. The letter had not been received so there was nothing for the board to take action on. Don stated that while it makes sense to be able to proceed, the Selectmen have no authority without an emergency situation. The Board agreed a septic is needed before relocating the house.

Meeting adjourned at 8:30 p.m.

Submitted by,

Janet Roberts,
Administrative Assistant