

**BOARD OF SELECTMEN**

**MARCH 14, 2016**

**MEMORIAL BUILDING**

**7:00 P.M.**

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

Selectboard present: Don Hill, Leigh Callaway, and Tamara Butcher

Others present: Maryanne Petrin, Susan and Michael Chiarella, Tom Duling, Pete Abair, Tim Julian, Dick Hendl, and Justin Hastings.

The meeting was called to order at 7:00 p.m. Don and Leigh welcomed new member Tamara Butcher.

Election of Officers: Leigh nominated Don as Chairman, seconded by Tamara and unanimously approved. Don nominated Leigh as Vice-Chairman, seconded by Tamara and unanimously approved.

Wonderwell Update: Chris Hall and Michael Bruss submitted a building permit for renovations. They have met with Ron Anske from the State Fire Marshall's office, and Chief Peter Lacaillade. The fire marshal has allowed for a phased conditional occupancy plan that includes occupancy of bedrooms on the second floor that meet fire codes. The third floor cannot be used until standards can be met, and they will not be asking for occupancy of the third floor until the sprinkler system is fully operational on the third floor. Two additional means of egress are needed on the outside of the building for the second floor, one of them being off the balcony of the gallery if that is to be used. The state office is laying out the requirements and will be inspecting the stages, with Pete Lacaillade as they move along. Wonderwell needs to reopen in stages to enable them to raise funds toward the other phases.

They also have applied for a commercial food service license and have an authorization to proceed with construction. If they proceed with occupancy prior to the kitchen being complete, they may not serve meals, or may use a temporary kitchen.

The State Fire Marshall's office would like to run in parallel with the Town and Fire Chief through the permitting, compliance, and occupancy process. Don noted that the Town of Springfield does not issue occupancy permits. The State will be the lead in the process. Motion by Leigh to approve the building permit, seconded by Don and unanimously approved.

Michael and Chris will attend the Planning Board meeting on March 17<sup>th</sup> for a status update on the conditions of approval.

Susan Chiarella reported the ZBA has received a request for a rehearing. The Board tabled for discussion in a non-public session later in the meeting.

Susan questioned the Board's thoughts on hiring for the Zoning Compliance position. She would like to request for Planning and Zoning to be involved in the process. Further discussion was tabled for later on the agenda.

#### New Business:

Chief Julian reported on a health and safety concern for property on Eastman Access Road, with people residing in trailers. Board agreed a visit by Tim and Tom Duling, Health Officer was in order.

Downey: The Downey's had indicated six months would be time enough to move into their new home and demolish the old one. The new home was delivered in September, the new home was not completed and they were not able to move in until November. They are requesting an extension on demolition of the old home. Leigh moved to grant a one-time, 60 day extension, seconded by Tamara. Fines of up to \$100.00 per day could accumulate thereafter. The motion was unanimously approved.

Bookkeeping position description: Leigh reported Tamara has resigned her position as bookkeeper, to avoid any conflict with her duties as a Selectperson. She will not be doing any data entry or cutting checks, but will work with Janet, as her time permits, until a bookkeeper is found. Maryanne Petrin, Town Treasurer, indicated she would like to assist in the drafting the job description. The Board discussed the position, website management, and the possibility of outsourcing to a payroll service. All options will be looked at before the job is posted.

Highway Laborer position: Position description was reviewed. Leigh moved to advertise the position, seconded by Tamara and unanimously approved.

Zoning Compliance position: The position description has been shared with the Zoning and Planning Chairs. The Selectboard would like to review the position at their next meeting and welcomes the input on selection and hiring by the other boards. Leigh re-emphasized this person will be working for and reporting to the Selectmen, checking on setback measurements, and regular inspections for compliance, and sharing any issues with the Selectmen who have the responsibility for enforcement.

#### Board and Department Updates:

Request from the Conservation Commission urging the town not to sell the land acquired through a Tax Collector's Deed along the Grafton and Wilmot town lines. They note the area is ranked as highest wildlife habitat by the State of NH Fish and Game and also abuts existing town land in the area. The area is remote, and in the Forest Conservation District. Income can be arrived from managed timber harvests.

Request from the Conservation Commission to appoint Jeremy Johnson from an alternate to a full member and appoint Jane Seekamp from a full member to an alternate. Leigh moved to appoint Jane Seekamp as an alternate, seconded by Don, and unanimously approved. Tamara moved to appoint Jeremy as a full member, seconded by Leigh and unanimously approved.

Chief Julian reported Sturm Ruger has donated to area police chiefs, firearms and leather gear, which will be used for testing and evaluation. The equipment still belongs to Sturm Ruger and will be given back if they request it.

Tim reported the build date on the new cruiser is scheduled for March 28<sup>th</sup>. It should be ready about five to six weeks after that.

Building permit approved for Jeffrey and Christine Haley on Bowman Road.

At 8:10 p.m., All three Board members voted affirmatively to enter into non-public session per RSA 91:A3 – legal.

At 8:40 p.m. the public session was reconvened. Motion by Leigh, seconded by Tamara and unanimously approved to seal the non-public minutes, the public session was reconvened.

The Board reviewed department liaison positions. A new roster was chosen and is attached to these minutes.

Information discussed for replacement of property liability, workmen's compensation, and possibly unemployment compensation coverage. Applications will be completed to obtain cost quotes.

Correspondence:

Information from State Division of Safety regarding inflatable bounce house regulation.

Notice of New Hampshire Motor Transport workshops regarding compliance safety accountability.

Town of Hooksett – advertising the sale of a historic bridge.

New London Hospital – Report of delivery of fourth ambulance, and staffing for continued EMS coverage in Springfield and surrounding communities.

Report from NH Department of Revenue – reports equalization rate for 2015 at 99.7%.

Notice of spring program being provided by the NH Timber Owners Association.

Signatures:

Septage agreement with the City of Claremont

Timber Yield Assessments

Purchase Orders for annual contribution requests.

The meeting adjourned at 9:30 p.m.

Submitted by,

Janet Roberts,  
Administrative Assistant