

**BOARD OF SELECTMEN**

**DECEMBER 14, 2009**

**MEMORIAL BUILDING**

**7:00 P.M.**

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

Present: Selectmen John Chiarella, Dave Tucker, Don Hill and Administrative Assistant Janet Roberts.

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

Police Department: Tim reported he will be applying for a grant application from the NH Highway Department of Safety. The 50% grant is for in-car video cameras and will cover \$5,000 toward the purchase of the cameras. The grant will not expire until June of 2010. Installation will be an additional \$200 per vehicle. The Town's portion of the cameras and installation will be \$5,400. Tim explained the public safety benefit of having the cameras in the cruisers. John asked what the maintenance requirements of the cameras would be. Tim explained the cameras come equipped with a 'plug and play' component so the video can be displayed on a computer or burned to a CD. The Selectmen discussed the possibility of appropriating this purchase through a warrant article proposal.

Cemetery: Cemetery Trustee, Linda Welch met with the Board to discuss amendments to the cemetery regulations. Linda reviewed 2010 budget proposals. There has been discussion regarding constructing a storage building for cemetery equipment. Brad has lumber for siding from some trees that were taken down at the Cemetery, but dimensional lumber would be needed. Frank Anderson and Chuck Moore were going to look into having materials donated. Linda stated the Cemetery Trustees felt they may be able to find volunteers to build the shed. John Chiarella moved to accept the Cemetery Regulations as presented, seconded by Dave, and unanimously approved.

Emergency Management: Present: Paul Hatch and Danielle Morse from the State Bureau of Homeland Security, and Keith Cutting, Springfield Emergency Management Director. Paul Hatch introduced Danielle Morse, who will be Springfield's Field Representative. Paul reviewed the Grant Agreement required before the State will process grant monies to update the Local Emergency Operations Plan. Paul explained the Town has been approved to receive a grant of \$5,000 to update the local Emergency Operations Plan. The Town has chosen the Upper Valley Lake Sunapee Area Planning Commission to assist with the update. The Town's requirement is for a 50% soft match, which will be obtained by accumulating an hourly rate for employees and volunteers involved in completing the LEOP update. Paul reported it should take a couple of months for the State to process the grant. Dave moved to approve the Grant Agreement, seconded by Don and unanimously approved. The Grant Agreement was signed and notarized.

Recreation Department: Present: Brandt Denniston, Sara Ellis, Emily Cleaveland, and Alison Patten. The budget summary completed by Brandt was reviewed. Emily extended an appreciation to Brandt for the impressive and comprehensive report he prepared summarizing

income and expenses of the Recreation Committee. Emily explained that proceeds from Old Home Day surpassed their expectations. The original idea had been for money raised to be deposited in the recreation revolving fund to be used toward OHD next year. Due to statutory provisions of that revolving fund, the Department of Revenue requires the income to be shown as part of the Town's general fund. Emily explained the objective of the Recreation Committee is to make this a self-sustaining event, and they are willing to raise funds for next year if that is what is required.

The Selectmen reviewed information obtained from the DRA and auditing firm, regarding the creation of a special revenue fund for these proceeds so they can be reserved from the general fund in the future. The Selectmen recommend proposing a warrant article that would create the fund and would appropriate an amount (to be determined) to be deposited into the account from the general fund. The Selectmen also recommend creating a line-item in the operating budget to allow for Old Home Day expenditures.

The Recreation Committee discussed their ideas for a 2010 operating budget. Swimming lessons were discussed. The Committee felt their budget had been reduced last year, and they did not feel they should be asked to cut their budget again. Many of their activities have been self-supporting. The committee will pull together budget appropriation and suggested warrant article amounts for the Selectman's review.

The Committee discussed the Recreation Department's purchase of speakers to go with the projector at the Town Hall or Town Office. They will be available for use by Town departments only.

Minutes: The Selectmen agreed the following should be stricken from the November 30, 2009 minutes: Page 3 *Police Department: Tim Julian met to discuss Police Department budget proposals. Tim reported the department is foregoing any raises this year due to economics. He is proposing the addition of a part time officer.* Dave questioned if Tim had looked into the grant he spoke about. Tim reported there is a NH Traffic Safety grant available for in-car video cameras.

*“James Yager: Jim Yager and George Johnson met with the Selectmen. Mr. Yager discussed a 5± acre parcel on George Hill Road. He questioned what the reasoning was for tax map changes that have taken place dating back to 1992 regarding the parcel in question. The selectmen explained that tax maps are not binding in terms of ownership and are updated based on supporting documentation. The Selectmen indicated they do not have jurisdiction to assign ownership of the lot in question; until more definitive proof of ownership is determined.”*

John moved to approve the November 30, 2009 minutes as amended, seconded by Don and unanimously approved.

Mascoma Valley Snow Travelers: Present: Kevin Roberts and Josh Worthen.

Kevin and Josh met to discuss adding Class VI portions of Jones Road, Nichols Hill, Deer Hill and No. 3 School House Road to the list of Class VI roads the snowmobile club all ready has permission to use and maintain for snowmobile access. The snowmobile club plans to fix the bridge on the Jones Road. The club is trying to keep trails away from residential areas as much as possible.

Don discussed keeping unauthorized vehicles off from plowed and town-maintained portions of roads. John questioned if the snowmobile club had worked out details regarding an individual using privately-owned grooming equipment on trails. Kevin indicated the club will be working out a lease arrangement with the owner of the equipment, enabling the owner to obtain insurance through the club.

The Board recommended that the club refresh maps indicating the areas of Class VI roads they maintain, and to amend the permission document to include a description of road signage and a copy of the maps. John will review the amended changes and Board members will sign the document.

Equipment: The Selectmen reviewed the purchase of a document scanner for the office. They are in favor of the purchase. They would like to have the scanner set up with a separate computer network ready work station, that could be hooked up to the network or used as a back-up work station if necessary.

The Board adjourned at 8:30 p.m. for a telephone consultation with legal counsel.

The Board reconvened at 8:45 p.m.

Board and Department updates:

Dave reported that the Conservation Commission held an election of officers at their December meeting. John Trachy has stepped down as Chairman. The Commission elected Cynthia Bruss as Chairman, and Todd Richardson as Vice-Chairman.

Building Permits: The Board approved building permits for the following:

Mark Brunelle building permit for single-family residence approved for Main Street. John reported that the Zoning Board determined that Mr. Brunelle has met the conditions of his zoning approval.

Michael Hansen: Two building permits, one for a 150' x 50' storage building and one for a 30' x 20' office were approved following the Selectmen's review of the amended special exception and site plan review plans on file for Michael Hansen Properties.

RSM @ Camp Sunapee: Don reported on an e-mail he had received from Cynthia Hayes regarding the building permits from Camp Sunapee for the cabins. The Selectmen will watch for the noted concern on future building permits. The building permit application is scheduled to be amended once the zoning amendments have been acted on at Town Meeting

The Rifkin's building permit application for a three bedroom single-family dwelling unit was reviewed. Don reported the house was always part of the review process during the planning board's site plan hearings. The house is shown on the site plan. John reported the appeal to the Zoning Board regarding the building permit for the cabins was denied. The Zoning Board did not find there was substantial change in the use of the property. The State has granted septic approval for the proposed dwelling. The Selectmen voted unanimously to approve the building permit for the dwelling.

Safety Complex Drainage project:

The Selectmen discussed possible phasing for the drainage and sand/salt storage project at the Highway/Fire Department building. The final plan and bill from Ross has not been received. John discussed scenarios for possible phasing of the project. Phase 1: DES application and permitting process. Phase 2: Ditching, under drainage, and grading of dirt and gravel portions. Ross recommends the gravel sit for about a year before paving is considered. Phase 3: Sand/Salt Shed; Phase 4: Paving. The selectmen anticipate this will be a multi-year project, but until further costs are known, they are not sure how many phases might be anticipated or how long the project might take. Budgetary considerations will be reviewed.

Town Hall Painting: John reported the Town Hall is in need of painting. The Selectmen discussed requesting RFP's for the project. John reported there was a problem with an alarm sensor when the steeple area overheated this summer, activating the alarm. He indicated, there needs to be some sort of ventilation installed. The Selectmen discussed the possibility of a fan on a heat sensor which would kick in at a certain temperature. John recommended that the building be power washed and scraped, and an acrylic solid-body stain be applied. John will call Sherwin Williams and Benjamin Moore representatives to give him recommendations. John thought there might be grants available for some of this given that this is a historic building.

Property Purchase: The Selectmen discussed the possible purchase of additional property for the Town. The Board agreed in light of economic times and budgetary considerations, this does not appear to be an appropriate time for an appropriation of this type.

Correspondence:

The Selectmen reviewed updated information from the Office of Energy and Planning regarding ARRA funding.

The Selectmen reviewed an e-mail from Leigh Callaway with a draft of the KRSD school warrant.

Miscellaneous Business:

John Chiarella reported he has spoken Bill Sullivan, Leigh Callaway, Pam Laurie, Jen Roberts, Janet Booker and Emily Cleaveland regarding forming a Springfield School Committee.

Signatures:

The Selectmen signed an amended cemetery deed for Cutting and Garlock.

The Audit Representation letter for Plodzik and Sanderson was approved and signed.

An Intent to Cut Timber form for Edward Abair was approved.

The Board voted to adjourn at 9:55 p.m.

Respectfully Submitted,

Janet Roberts,  
Administrative Assistant