

BOARD OF SELECTMEN

JANUARY 11, 2010

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, Don Hill and Dave Tucker, Administrative Assistant Janet Roberts. Leigh Callaway and John Trachy were also in attendance.

The meeting was called to order at 7:04 p.m.

Public Comments: John Trachy asked the Board what could be done to increase the timeliness of information being posted on the website. John T. addressed his concerns with minutes and meeting notices not being posted in a timely fashion. The Selectmen will discuss creating a posting timeline with Tamara.

John Trachy also inquired as to where the Board was with home business home occupation compliance. John Chiarella indicated the Selectmen have discussed this many times. The Upper Valley Lake Sunapee Planning Commission will be assisting in updating application forms after town meeting. The Selectmen have worked on drafting a checklist and inventory form to send to Planning. The Planning Board does not remember having received their copy. John C. stated that the Planning Board has been very busy dealing with multiple regulation updates and hearings and have not had the time to deal with this. The Selectmen have been advised of the need to establish a date certain for compliance purposes. Further, the Selectmen stated they themselves need to clarify some of the issues these regulations present. John C. suggested the Planning Board needs to review existing regulations for possible amendment to make them more applicable for this town.

Leigh Callaway reported on the School Board's deliberative session held Saturday, January 9th. Leigh reviewed the Municipal Budget Committee's position on the proposed budget and the MBC's recommendations for budget reductions by eliminating the stipend for budget committee and MBC members, and to not recommend the non-teacher wage increases. Leigh reviewed the 2.9 million bond proposal for energy upgrades, contingent on state and stimulus funding. A grant writer has been hired to seek available funding.

The Selectmen discussed their concerns with the costs associated with the proposed Kearsarge Learning Campus. The Town continues to struggle to keep the budget level funded to minimize the local tax burden despite increased impact for other tax obligations and decreased revenue. John Chiarella stated that he has received positive responses from citizens he has contacted regarding establishing a school committee.

Safety Complex:

Ross Stevens, Engineer presented the Selectmen with the most recent plans for the drainage at the highway garage. Existing and finished grade contours are shown. A drip edge will be

added around the building. The plan shows some wetland encroachment, but these wetlands have all ready been disturbed. There will need to be some cutting of trees. Ross stated in preliminary discussions, the wetlands board has agreed the project is permissible.

Page 2 of the plans shows drainage details, piping and under drains to keep the water table drawn down. Retaining walls and a drainage swale are proposed to keep the water away from the building and parking areas. The parking will be excavated and sloped to move the water away from the building and into the grass swale. The remaining pages show cross sections and drainage details throughout the site.

Phasing of the project was reviewed. Ross stated in his opinion it would be more cost effective to do all the work at once up to the point of paving. There is a substantial amount of earth and drainage work to be done. Doing the construction all at once will limit the interruption at the site. Existing material on the site and in the driveway and parking area can be used as base material for the salt shed.

The Selectmen discussed costs and potential savings by doing the project all at once.

Ross stated he could send the plans to an earthwork estimator for review and completion of a materials list and construction cost estimate. Ross estimated the costs for the project review to be approximately \$600 to \$800. Don moved to approve the services of the earth work estimator, seconded by John and unanimously approved. The Board would like to send the project out for bid, which will be contingent on voters approving the funding of the project at town meeting, to get an estimate of funding requirements. The Selectmen recommend borrowing the funds to spread the cost over a period of time.

John Trachy questioned how excess water would be stored or handled before it flows off the site. He addressed his concerns with the paved parking lot increasing the impervious surface and increasing the flow of water downstream. John Chiarella stated the amount of impervious surface is really not changing much from what is there now, and the addition of under drains and the drainage swale may actually improve water flowing from the site.

Ross stated an earth berm with a spill way could be constructed across the wetlands. However, this would increase the cost and would encroach on more wetlands and increase the wetland permitting process. Ross stated Wetlands Scientist, Peter Schauer, has been involved in this planning process, and they both feel this is an adequate drainage design. The design is functional and stabilizes the area. The sand/salt building is in need of replacement. This creates an area for sand and salt to be stored under cover and out of the parking lot, and addresses environmental concerns. Storage area for the highway department would be increased and the whole area would be stabilized.

Ross indicated he has a couple of simple adjustments to make to the design, but the project is pretty much at the point where it can be submitted to the Wetlands Board

Minutes: The Selectmen voted unanimously to approve the December 28, 2009 minutes as written.

Joint Board of Selectmen's Meeting: John discussed the upcoming Joint Board of Selectman's Meeting scheduled for January 21, at 6:00 p.m. at the Warner Town Hall. In the past one select board member was chosen as the Town's representative to attend these meetings. The Board agreed they would like to continue to rotate the schedule between them. Don will not be available on January 21. John will plan on attending the meeting.

Elections schedule: The Board discussed the schedule for State Representative Election tomorrow, January 12. John will be present at the opening of the elections at 8:00 a.m. There need to be 5 election workers there at all times. John will stay as long as possible, but will need to attend the Budget Committee Meeting at 7:00 p.m. Don stated he plans to be back in Town by the time the polls close at 7:00 p.m. and will plan on staying while the votes are counted. Town elections are scheduled for Tuesday, March 9 from 11 a.m. to 7 p.m., and require at least one selectman to be in attendance all day. A schedule will need to be worked out. The business meeting is Saturday, March 13.

2010 Budget Review: John reported he has reviewed the budgeted expenditure worksheet. Most of the budget line items have been level funded with contractually obligated increases made. So far, this amounts to an operating budget increase of approximately \$25,000. The Board discussed expenditures and felt that making further cuts could result in budget shortfalls next year, especially in light of unknown revenues and uncertainty about what the State will do.

The Board discussed the Recreation Department's budget request. The Selectmen voted unanimously to level fund the recreation budget, to add an operating budget line for Old Home Day, to recommend a warrant article to create a special revenue fund for Old Home Day proceeds, and to appropriate funds from 2009 Old Home Day proceeds for that fund.

Painting the Town Hall: John has completed a task list for painting the town hall. The list will soon be made available for interested parties for bid purposes. Any bid will be contingent on the town voting to appropriate the funds at town meeting.

Correspondence:

The Board reviewed an e-mail from Jessie Levine, New London Town Administrator regarding the need for one of the 7 towns in the school district to take the lead role in the application for energy upgrade grants. New London Selectmen are willing to do this, if the Selectmen in the other towns approved. The Selectmen unanimously agreed to approve the request.

The Board reviewed information from Jamie Down, Municipal Auditor at the Department of Revenue regarding two trustee funds which are still open from 1995. The DRA requires these funds to either be closed through town meeting vote, or for the funds to be maintained. The

minimum requirement for them to remain open is \$1.00 each. Don moved to recommend warrant articles to appropriate \$1.00 in each fund, seconded by John and unanimously approved.

Star Lake: The Board reviewed the most recent draft of the Declaration of Covenants and Restrictions Governing Roads on Star Lake Property. After careful consideration, John moved to approve the Declaration of Covenants, contingent on the recommendation by Town Counsel to amend page 11, paragraph 16, and further that the Springfield Selectmen endorse the concept subject to the Planning Board's review of the forthcoming instrument of conveyance for the Conservation Easement. The motion was seconded by Don and unanimously approved.

J. Yager: The Selectmen reviewed the letter from Mr. Yager regarding his request for tax maps. Maps will be copied and made available to him. John moved to send a copy of the recent correspondence to Mr. Yager's attorney, seconded by Don and unanimously approved.

Signatures: The Board reviewed and signed the following:
Intent to Cut Timber Forms (2) for K. Roberts and G. Roberts
Use of Town Facility Applications for Currier and Mascoma Valley Snow Travelers
Purchase order for town office computer upgrade
Audit contract for annual audit with Plodzick and Sanderson

The Board voted unanimously to adjourn at 9:45 p.m.

Respectfully Submitted,

Janet Roberts,
Administrative Assistant