

BOARD OF SELECTMEN

AUGUST 10, 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 Don Hill, Dave Tucker, and John Chiarella; Administrative Assistant Janet Roberts; Emergency Management Director Keith Cutting, Police Chief Tim Julian, and Resident Ed Belfield.

Public Comments:

A juvenile resident met with the Selectmen regarding an issue at the skateboard park.

Chuck Moore met with the Board to voice his concern with lack of police coverage on weekends and holidays. He had an incident with an injured dog recently on a Sunday and there was not an officer on call. John explained to Mr. Moore that we have two full-time officers. A full-time department would require additional officers. John told him the Selectmen hear this concern frequently. Springfield is not in a position to provide full-time coverage at this time. Tim stated the department's scheduled duty and call time is based on statistics of calls. He is the only officer that covers call time; Mike does not take call, as there is no policy for call time, or provisions for on-call wages. Dave stated he felt the Police Department should look into an additional part-time office for next year's budget.

Cynthia Bruss brought a picture of the well cover that Brad built and installed over the well on the town lot. She commended Brad for doing such a good job.

Dave asked Cynthia to explain the concern discussed at the Conservation Commission meeting regarding replacement of culverts by the highway department. Cynthia stated the concern had been that some culverts had been replaced on Old Grantham Road without permits. The CC wants to be sure the Town takes the same steps for culvert installation as everyone else has to. John Chiarella has spoken to Brad and there may be difference regulations depending on the size of the culvert and replacement during times the culvert is not running. The Selectmen agreed to check with the State.

Emergency Operations Planning: The Selectmen reviewed the RFP's received. Christine Walker from the Upper Valley Lake Sunapee Planning Commission was in attendance. Christine discussed the timeline for applying for grants through the Bureau of Homeland Security. Funding many times is approved, but receipt of the actual monies is delayed. The UVLSRPC also applies 15% of the Town's annual membership fee toward the in-kind match required. The planner working with the Town has just completed a plan for Washington. Keith Cuttings says he has reviewed Washington's plan.

MacDowell Building Permit: Mr. and Mrs. MacDowell came in to obtain a building permit. An application was submitted last week. Mr. MacDowell wanted the Board's approval this evening. The application was with the Code Enforcement Officer, and had not been approved

since there were some measurements missing. Mr. MacDowell stated he wants to build some dormers in the roof of his existing residence, remove the garage doors and install a bay window and porch with an entry on the front so he can relocate some living area downstairs. He also would like a temporary storage trailer on the lot to store belongings in during construction. His plan also involves a small greenhouse and a carport on the property. He indicated that wetlands and soil studies on the property and has postponed plans for subdivision at this time. Don Hill asked whether this meant he was withdrawing his application for the new home in a different location which was previously submitted. Mr. MacDowell stated that it did. Mr. MacDowell requested that the Board act on his new application this evening. The Board explained the application process to Mr. & Mrs. MacDowell and informed him that Mr. Duling would need to make a visit to the property before they could sign the application. Mr. MacDowell stated that he did not want Mr. Duling on his property. An intense discussion followed. Following the departure of the applicant, the Selectmen asked Chief Julian to accompany the Code Enforcement officer during the compliance review visit.

Return to LEOP discussion: Keith Cutting asked if the Board was comfortable making a decision based on the RFP's and the visit with Christine Walker. He would like to move the process forward. The Selectmen unanimously approved accepting the proposal from the UVLSRPC.

Board Update: ZBA: John Chiarella reported the Zoning Board denied the request by the Denison's for a Variance on their property. The ZBA did not find in favor of all the conditions of a Variance, and felt there were places on the property the storage shed could be located which would not require variance. The Denison's were advised to move or remove the shed.

Conservation Commission: Dave Tucker reported the Conservation Commission discussed their concerns regarding the culvert replacement on Old Grantham Road.

The Conservation Commission will be sponsoring a seminar for landowners interested in learning about conservation easements. The Seminar will be held on Tuesday, September 22 at 7:00 p.m. at the meeting house, (Town Hall).

Cynthia Bruss received information regarding a Coverts Project Initiative being formed through UNH.

Dave reported that the DES has determined that the Dashner septage permit renewal is in compliance with State regulations.

Highway Department: The Selectmen requested Janet find out from the State what is required for replacing culverts. The Board discussed whether engineered plans may be required for some of replacements.

John would like to find out if Ross Stevens has completed a plan regarding the highway garage and sand/salt storage area.

Don reviewed the proposal and the presentation to the Planning Board from L.C. Engineering, LLC.

CPA Update: Sheri Rockburn was here on August 5th. The computer revenue tracking and monthly reconciliation process is going very smoothly. The auditors were able to tie out all transactions from 2008 year end. Reconciling 2009 year end should be improved by the accomplishments that have been made. Tamara has done a great job with the process. Sheri is will continue to work with staff members toward the implementation of financial procedures and internal control protocols. Sheri is also recommending the town consider working toward GASB 34 compliance, and will put together a proposal for 2010 budget.

Recreation fund money was discussed with Sheri. She has recommended that the recreation department, when hosting events such as a dance, the money should be spent from the operating budget for auditing purposes. A check should be cut in advance of the event. She also discussed how to handle accounting for the money taken in for Old Home Day festivities. These cannot not be considered part of the revolving fund, as the revolving fund is designated for the purpose of "park fees" etc. She discussed several ways the Selectmen could deposit and then designate these funds for next year. John Chiarella reported to the Board that he was present for this part of Sheri's conversation and will discuss the options with the Recreation Department.

Miscellaneous:

The Selectmen approved installation of a screen door in the Selectman's office if building codes will allow for this type of application in a public building. Once a door is installed, if allowed, the Selectmen approved hiring someone to paint the new door(s), window and trim.

Landscaping: The bushes in front of the Town Office building were discussed. Concerns regarding the root systems and safety issues were reviewed. John will talk to Brad about the landscaping.

Stop Signs: Tim reported he has been contacted by Mr. Lambert from the State Traffic Division. A sign supervisor will be sent out to look at the situation. Mr. Lambert has advised that there are many situations similar to this throughout the State and Stop signs have not necessarily alleviated the problems. Mr. Lambert will be getting back in touch with Tim soon.

Court Case: Dan Smith has filed a motion to dismiss for the pending Costello court case.

Heating System: John reported Mason has reviewed the furnace venting situation at the Highway/Fire Complex. Side wall venting is not an option. Mason is looking into the application of the installation of two lined chimneys instead of the four roof vents.

Capitol Alarm: Capitol Alarm has repaired the recent problems with the alarms.

Personnel Policy review: Tamara has put together a spreadsheet of vacation benefits as well as other benefits for the Selectmen to review. Board members will review the information and make their recommendations at their next meeting.

They would like to have information available to them before the meeting on August 24th regarding what other Towns consider full-time and part-time employees.

Budget Review: Board members spent a few minutes discussing budgeted 2009 expenditures. They will continue to review this information.

Building Permits: A discrepancy in the application has been pointed out. This will be corrected and new copies made. Further updates are in draft stages. Don would like a copy of whatever is available to review with the Planning Board next week.

Dave mentioned that the County is raising their police detail rates from \$48.00 to \$60.00 per hour, in part due to the legislative mandate for municipal retirement contributions.

The Board voted to adjourn at 9:25 p.m.

Respectfully Submitted,

Janet Roberts,
Administrative Assistant