

**BOARD OF SELECTMEN**

**MARCH 14, 2011**

**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, Leigh Callaway, and Don Hill.  
Police Chief, Tim Julian

Also in attendance: George McCusker, Marie Patten, Scott Gambino, Bryan O'Day, Justin Hastings, Susan Chiarella, Michael Chiarella, Bill Huntoon.

Meeting called to order at 7:00 p.m.

Green-Up Day: Daphne Klein present. Conservation Commission would again like to sponsor Green-Up Day, to be held on Saturday May 7<sup>th</sup> from 9 a.m. to noon. Fire station will be used as meeting site. Volunteers sign up for sections of roads to pick up trash. In the past, Brad Butcher donated his time to pick up bags and other trash. Daphne indicated she could probably find some volunteers willing to donate some vehicles to pick up filled trash bags. John will speak to Pete Abair. Daphne stated Conservation Commission will also be participating with Litter Free NH for this event and will sign up for elm tree seedlings. Conservation Commission will be responsible for organizing and advertising the event.

Election of Chairman/Vice Chairman: Motion by Don, second by Leigh to nominate John Chiarella as Chairman. Discussion: Don stated that John has been doing such an unbelievable job as Chairman, and puts a lot of time and effort into the position, he would like to see him carry on. John indicated he would like to see the Board get back to the "sophomore" member taking a turn as chairman. Decision made for John to carry on as chairman and the Board would review this in 6 months. Motion was approved with two in favor, John abstained.

Leigh nominated Don Hill as Vice-Chairman, seconded by John. Motion approved with two in favor. Don abstained.

Public Comments: Bill Huntoon addressed concern regarding pre-existing health conditions and questioned if the Selectmen have looked into that for the second person on the highway department. Selectmen noted legality of discussing employee health information. Don noted, for the record, the Selectmen have not been informed of a specific person for the highway position and will be reviewing that with Peter. Bill questioned if the town can have an employee sign-off regarding a pre-existing condition. Selectmen need to check with legal counsel regarding signing off. Scott Gambino questioned if the Town had a policy regarding hiring family members. Selectmen: The town does not have a nepotism policy. John stated Pete has been asked to think about job descriptions for both positions. Physical requirements can be included as part of a job description. Bill noted the new road agent was hired at a higher rate than the previous employee and wondered if the second person would be paid more as well? Is there some wage policy or a point where wages peak out? Selectmen: the town does not have a

policy for step or labor grade increases, nor is there a wage limit policy. Susan Chiarella questioned if there was an equitable evaluation process for all town employees? The Selectmen reported employee evaluations have been done.

Don stated the Selectmen should evaluate pay plans for all town employees, which include benefits, with an effective date of April 1. It may take several months to complete the evaluations. Any adjustments to be made will be from April 1. John Chiarella noted wage and benefit analysis, job descriptions and the personnel policy should all be part of this evaluation. Selectmen agreed each selectman will work independently and develop a proposal that the board will evaluate and decide upon. Don recommended a public forum be scheduled for presentation of the proposal so as not to take additional time at Selectmen's meetings. Motion by Don, seconded by John: wage adjustments will have an April 1 effective date, regardless of when evaluation of all compensation and benefits is complete. Motion passed unanimously.

Bill Huntoon inquired about shoveling roofs of town buildings. He questioned why the job wasn't completed by highway employees and why an outside business had been awarded the job and not someone local. John stated the selectmen determined the need based on the snow load and predicted weather conditions. Federal standards and criteria required someone certified in that line of work. The selectmen made a judgment call based on the urgency of the conditions. Scott Gambino, in discussion of the structural design of the town hall and historical museum asked to go on record stating "you couldn't get those roofs to cave in in a hurricane".

Minutes: Motion by Leigh, second by Don to approve February 28, 2011 minutes as written. Motion passed unanimously.

#### Old Business:

Fast Roads: Leigh will be the point of contact. The town will need to have an electrician look at the breaker panel to review system requirements. Fast Roads equipment requires 220V 40 amp service without a backup generator or 110 V 20 amp service with a generator. Leigh will speak to Emergency Management Director, Keith Cutting, to see how this overlaps with Emergency Operations Center needs. Fast Roads is a federally funded internet fiber optic network which will be a benefit to residents.

#### Board and Department Updates:

Planning Board meeting scheduled for March 17, will include a presentation by the Lake Sunapee Protective Association for discussion and planning for storm water infrastructure.

Vacancy in office appointments: Two library positions remain vacant after the elections. Julie Slack and Arthur Bobruff are interested in filling the positions, but did not get to the office in time to sign up to be on the ballot. Dale Milne expressed an interest in the Cemetery Trustee position following March 8 elections. Selectmen unanimously approved appointments. Terms expire in 2012.

Leigh Callaway recommended and will send a letter of appreciation to Polly Fritts for re-upholstering the chairs in the town office, at no cost to the town.

Don noted that he has gotten a lot of positive feedback regarding the interaction with the public from the candidates campaigning at the elections on March 8<sup>th</sup>. He stated he was delighted to be a part of the democratic process and is proud to be resident of Springfield where positive interaction can take place.

Don reported he is hoping to be able to make an energy seminar scheduled for April 2 in Webster.

Selectmen have read the LGC report "State Aid to Municipalities" and have recommended a link to the document be included on town website.

Leigh Callaway reported, for the record, Tim Julian and Mike Beaulieu, responding to an alarm activation, recently arrested a person involved in a break-in. He extended accolades to Tim and Mike for their performance. Leigh noted concern for the seriousness of these situations and extended an alert to the public. The arrest has resulted in indictments. Scott Gambino noted that Sherriff Dave Tucker was also involved in arrest.

Correspondence:

Review of correspondence from InDeck Alexandria a biomass-fueled energy plant in Alexandria NH. InDeck 's concern regarding proposed power purchase agreement between PSNH and Laidlaw Berlin BioPower LLC was noted. Leigh reviewed communication, at his request, from B. Manning. The Selectmen agreed it is too early in the process for them to take a position on this without having more input from Springfield Power and potential impact to them, which could ultimately impact the taxpayers of Springfield.

Selectmen reviewed, approved and signed a scope of work proposal from UNH Technology Transfer Center to provide parcel map upgrades in GIS format for the Town of Springfield. This service is being provided through grant funding. Annual costs to update the GIS maps is estimated to be up to \$500 per year depending on the number of changes necessary.

John noted e-mail correspondence received from a Hogg Hill resident concerning school bus safety issues during the ice storm of March 7<sup>th</sup> and a snowstorm on March 11. Discussion: Icing conditions were isolated to Springfield only and not other district towns. The icing conditions got worse throughout the morning making transportation throughout town increasingly difficult. The school district was notified as soon as possible, but busses had all ready been dispatched. On the 11<sup>th</sup> a town truck had gotten stuck while plowing, delaying response to other areas of town while that situation was corrected. John reported that as soon as Pete was made aware there was a problem a highway truck was dispatched to Hogg Hill.

Letter received and so noted in response to the Selectmen's request from Victor Rifkin at RSM Camp Sunapee. The temporary structure will be removed, as discussed, by October 1, 2011.

Selectmen noted and will keep on file estimate from Osgood Trucking regarding repair to the body of the red highway truck.

Selectmen reviewed, approved, and signed: Data Capture Acceptance letter of the town mapping project for E911 addressing; Acknowledgment of Nonstandard Addressing; and Data Release Agreement.

Don read Non-Standard addressing concerns noted by the Bureau of Emergency Communications: The Selectmen will be reviewing and proposing changes on an ongoing basis. The Non-Standard addressing report notes some inconsistent road numbering situations and also the following recommendation:

“The NHBEC would urge the municipality to consider the following list of duplicate and similar-sounding road names and find alternate names to eliminate any confusion.”

Brook Road/Brookridge Drive  
George Hill Road/Georges Mills Road  
Hazzard Rd N/Hazzard Rd S  
Homan Road/Howard Road  
Oak Hill Road/Oak Hill Rd W  
Sanborn Hill Ext/Sanborn Hill Road  
TLV Loop/TLV Loop (2 segments)  
Town Farm Ext/Town Farm Road.

Bill Huntoon questioned what would happen to the old road signs that are replaced. Selectmen thought they could be available for sale or perhaps posting on e-bay.

Signatures:

Department of Revenue Form: Appropriations Voted  
Reservation for use of the Town Hall by the Historical Society for a Scholarship Fund Raising Ham and Bean Dinner on August 13.  
Building Permits (2)  
Purchase Order – Highway (1)  
Timber Supplemental Intent to Cut  
Timber Warrant  
Land Use Change Tax Assessments

Miscellaneous Business:

Don noted he has downloaded from the LGC 2007 – 2010 Pay and benefit data from and will make it available to the other selectmen. The selectmen will work on independently crafting suggestions for a later date.

Leigh requested copies of the budget worksheet for a year-to-date status on expenditures.

Janet noted before the worksheet can be merged into 2011 budget, the appropriations voted at town meeting needs to be added to the budget. Town meeting approved a \$6,000 increase in the operating budget and directed that it be included in each of the two police department employee wage lines. John stated the \$6,000 would be added to police wages, but noted that it does not commit the Selectmen to increase wages until they have made a decision to do so.

As a point of order, Don noted that the Selectmen may speak to community members for suggestions regarding employee payroll and benefits.

Don requested the minutes reflect appreciation to Janet Roberts for assistance with the budget and town meeting preparations.

Motion to adjourn at 8:35 p.m.

Respectfully Submitted,

Janet Roberts,