

## SELECTMEN'S MEETING – June 14, 2021

Present: Richard Bielefield, John Strasser, Margo Connors , Chris Ellms  
Jennifer Gaudette

Guests: Michael Carbonneau

Correspondence was read and acted upon.

The mask policy for town buildings is lifted effective Tuesday June 15, 2021. All vaccinated individuals are not required to wear masks in the town buildings. If not vaccinated, masks are required. Buildings will reopen for public use beginning the 5<sup>th</sup> of July. Additional cleaning costs will be added to those using the buildings.

MICHAEL CARBONNEAU met with the board in regard to a septic plan for 160 Streeter Pond Drive – Map 203, Lot 15. It was thought that the plan would need a variance as it does not meet the town 125' setback for shoreland district. The current system has failed and as such can be replaced without town review. The new plan will be 104' and meets state requirements. Since the plan does not need town review, it does not need a variance. The designer will still submit for review even though it is not required so that there is record. The proposed well also meets requirements as the current residence it using non-potable water.

The board was copied on a letter from Ken Leavitt whose daughter owns property on Nason Road. There have been signs damaged and stolen from the property. The board is sure that Chief Ho-Sing-Loy will address Mr. Leavitt's concerns.

MR. BIELEFIELD made a motion to approve the minutes of June 7, 2021 seconded by MR. STRASSER. The motion passed unanimously.

JOHN STRASSER submitted his resignation from the Select Board effective immediately. The board accepted John's resignation with regret and thanked him for his 23 years of service to the Town of Sugar Hill. MS. CONNORS made a motion to appoint Christopher Ellms to fill the vacancy on the Select Board until March 2022, seconded by MR. BIELEFIELD. The motion passed unanimously. Mr. Ellms was sworn in and joined the board for the rest of the meeting. MS. CONNORS made a motion to appoint MR. BIELEFIELD as chairman of the board, seconded by MR. ELLMS. The motion passed unanimously.

The board authorized Christopher Ellms to be added to the Woodsville Guaranty Checking Account as a signer replacing John Strasser.

The board is holding for review, building permits for: Foster – Addition Map 210- Lot 8.2  
Jarrett – Garage Map 208, Lot 4, Varin – Updated plan Map 230, Lot 4, Rasmussen Map 219,  
Lot 6 -renovations.

MS. CONNORS recused herself from discussing a permit issued for her property on Sunset Hill Road.

The current permit issued to the Connors for work to be done on the barn is being amended by a letter and drawings of June 14, 2021 from Graton Associates. The letter details the concrete footings and installation to be done in accordance with the International Residential Code as adopted by the State of NH. In addition, a soil bearing test will be completed on Thursday June 17<sup>th</sup>. The final inspection of the property will be done by two members of the Select Board.

The board will review building permit policies and procedures moving forward. The board would like the permit process to be more efficient and the board has not been implementing policies previously set. Certificate of Occupancy will require a member of the Select board, the Road Agent and the Fire Chief to sign off as stated on the permit application. Any changes and conversations between the building officer and contractor after a building permit has been issued must be documented and on file with the Select Board Office. All building permit applications must be filed directly with the town office to avoid delaying the process. The board will review all applications and act as necessary and will share with the building officer for conditions to be added. Once the conditions have been received a permit will be issued.

With no more business before the Board, MR. ELLMS made a motion to adjourn, seconded by MR. BIELEFIELD, the meeting was adjourned at 7:10 PM. The next regular scheduled meeting is Monday June 21, 2021 at the Carolina Crapo Building at 5:00 pm.

Respectfully submitted,

Jennifer Gaudette  
Administrative Assistant