

Board of Selectmen
Memorial Building

June 22, 2026
4:00 P.M.

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

Selectmen: Jen Roberts, Chair; Don Hill; Erin Meding, Vice Chair

Others: Tim Bray, Zoning Coordinator/Health Officer; Cory Swenson; Cote Swenson; Mitch Swenson; Sheila Swenson; Claudia Swenson; Chief Zullo; Keith Cutting; Susan Cutting; Lynne Bridges; Sean Gaherty; Chris Geharty; Jeff Remillard; Kathleen Remillard; Emily Hill; Warren George; Linda Welch; Justin Hastings

Scheduled Appointments:

- a. Corey Swenson – Easement Dispute – Corey Swenson spoke with the Board on concerns of the use of the right-of-way on his property stating the prior owner was shut down for trucking. The Board explained that the prior owner was not shut down due to the right-of-way, it was a result of the trucking on Sanborn Hill Road. Cote Swenson and Mitch Swenson both explained they are already seeing damage to the road after it just got paved last year. The Board explained there seems to be two issues. One being concerns with the use of the right-of-way, which is a civil issue between the two properties. This would need to be brought to superior court, and a judge would have to determine the intent of the right-of-way in the deed. The other concerns the trucking and possible damage to Sanborn Hill Road, which is a town issue. Lynne Bridges also spoke about the damage, noise and speed taking place on the road.
- b. Jeff Remillard – Sanborn Hill Trucking – Mr. Remillard stated that his intention is to move his antique truck collection to his property, build a home and retire there; his hobby is restoring antique equipment. He has no intention of operating a business. He is unaware of any damage to the road, but if there is a problem he will make it right. Mr. Remillard has asked the truckers to keep their speed to no more than 20MPH on Sanborn Hill Road. Erin explained the RSA on junkyards, RSA 236:112. Tim Bray added that there are state guidelines on how to permit a junkyard and he has spoken with Mr. Remillard about the permitting process to operate a business. Erin also read Section 6.60 of Springfield's zoning ordinance, which is the town's ordinance on junkyards. Don explained that the activity has triggered interest as it has impacted the neighborhood; this has triggered a need to follow a process.

Kathy Remillard stated that the activity level will stop after the final ten trucks come in. The Remillard's have had many conversations with Tim; they want to be a part of the community. They are hoping the final trucks, approximately 10, will be in within the next two weeks, but certainly within the next thirty days; estimating five or six more trips. Mrs. Remillard stated they will be building on the property though, so there will be a certain level of activity during that process. Mr. Remillard added that he does plan to move the driveway onto their property, eliminating the need to use the right-of-way as

access. He plans to bring in a rock crusher at some point to crush the remaining pile of asphalt there and repurpose those materials for his driveway.

The Board will request that the road crew look at the condition of Sanborn Hill Road. The Board stated this time has been gathering information from both parties. They thanked the Swenson's and Remillard's for all the information at this time.

- c. Warren George – Zoning Violation – Warren informed the Board that Doc has been completing applications for housing. The Board is going to set a time limit that Mr. George needs to come into compliance. The trailer is not registered; therefore Mr. George would need to obtain a zoning permit. The Board is currently treating this as an unpermitted ADU. Warren will need to complete a zoning permit application for the ADU. Tim added that he would not be able to approve the permit as it is a public health hazard. Warren will also need to work with the courts regarding the eviction of the tenants from the trailer. The George's will have thirty days from today to come into compliance.

Lynne Bridges asked for an update on the second raft. Jen stated the raft was removed last year due to it being intentionally flipped and damaged; it had been damaged on multiple occasions. Volunteers are paying for and making these repairs. Neal Huntoon has volunteered a lot of his time towards these repairs. Linda Welch asked how we know it was Springfield residents that caused the damage; we don't know that. The Board stated the raft will go back out when the repairs are complete. Residents are encouraged to alert PD if they see any damage being done; if you see something say something. People are encouraged to contact dispatch, 603-763-3100, if they see anything happening that shouldn't be.

Zoning/Health Officer Report:

Zoning Coordinator/Health Officer Report for 6/22/26 BOS meeting

Zoning Permits Issued

Crystal Dymon, 2262 Main St. (Rte. 114), application to place a 20' x 8' storage container on a 5.2-acre lot. There are no wetland or setback issues and meets all requirements of Zoning Ordinance. Permit approved.

David Cormier, 140 Hogg Hill Rd., application for a 74' x 26' x 20', 2-bedroom, single-family dwelling on a 12.06-acre lot. There are no wetland or setback issues and meets all requirements of Zoning Ordinance. Permit approved.

Martha MacMillin & George Plesko, 89 Golf Course Rd., application for a 47" x 26" x 32.3" standby generator on a non-conforming, 1-acre lot. There are no wetland or setback issues and meets all requirements of Zoning Ordinance. Permit approved.

Driveway Permits Issued

none

Short Term Rentals-updated list

Vested Permits- Special Exception granted within 2 years

1. **Concha, Jose Ossa**, 115 Woodcrest Rd., Special Exception granted on 6/03/25 by ZBA. Application denied due to “lack of information” by Planning Board at 7/17 public hearing. (Vested 6/03/25) No STR activity reported as of 6/20/26
2. **Andre Keplar**, 10 Winding Wood Road, Applicant approved for Special Exception with conditions by ZBA on 10/11/25. Septic system documented repair approved by Health Officer. Application being prepared for Site Plan Review. (Vested permit) Updated “Vested” Site Plan Review application packet sent on 1/1/26. Awaiting application submittal. Met with applicant at his request on 6/10/26 for preliminary review of application completeness. **Site Plan Review application pending submittal.**
3. **Kieth Matte, 87 Woodcrest Rd.**, Special Exception granted 7/09/24. No Site Plan application submitted as of 4/11/26. No STR activity reported to ZC as of 6/20/26

Zoning Violations Status Report

1. **Davis, Clayton d.b.a. Cold Pond Builders**, P.O. Box 396, New London, NH Violation at Brook Road, Tax Map 29, Lot 651-314, (2.42-acres) of NHDES Regulations Fill and Dredge in Wetlands Act (RSA 482-A), and Town of Springfield Zoning Ordinance, *Article IV, Section 4.12 “Wetland Buffers”*, Wetland buffers of Designated (Prime) Wetlands are areas that are designed to remain vegetated and in an undisturbed and natural condition. Where wetland buffer disturbance has occurred, restoration is required per Section 4.17 of the Ordinance. **Restoration plan and timeline for designated wetland buffer zone encroachment submitted to property owner with 90-day completion date of August, 2026.**
2. **Timmons, Richard & Lear 78 Andrew Ln, Canaan, NH**, Violation at Bowman Rd, Tax Map 23, Lot 550-120.) Town of Springfield Zoning Ordinance, *Article IV, Section 4.12 “Wetland Buffers”*, Wetland buffers of Designated (Prime) Wetlands are areas that are designed to remain vegetated and in an undisturbed and natural condition. Where wetland buffer disturbance has occurred, restoration is required per Section 4.17 of the Ordinance. Owners were denied Variance by ZBA for construction of a single-family residence in this Designated Wetland Buffer Zone on 8/5/25. Site investigation of violation by Zoning Coordinator and BOS Chair on 4/9/26. Complaint filed with Superior Court for Zoning Ordinance violation; damage to Designated (Prime) wetland buffer zone. **Temporary hearing will be held on June 24, at 9am at Sullivan County Superior Court. Motion to dismiss by defendant denied by Court.**
3. **Cloutier, Patrick d.b.a. Cloutier Construction, LLC, 19 Eagle Ridge, Lebanon, NH**
Violation at 2369 Main Street (3.43-acres) of Springfield Zoning Ordinance, Article VII, s 7.20
 - A. Only one (1) ADU shall be permitted on a lot for a single-unit dwelling on the lot.
 - F. Either the ADU or the principal dwelling unit shall be the principal residence and legal domicile of the owner of the property.
 - G. The ADU shall not exceed 750 square feet inhabitable floor area.

I. An ADU shall make provision for adequate water supply and sewage disposal service in compliance with RSA 485-A:38 and regulations adopted by the New Hampshire Department of Environmental Services

Complaint filed at the Sullivan County Superior Court. **Temporary Hearing held on May 27th at 11:30AM. Court ordered no further property rental beyond current tenants, cease and desist construction of apartment over garage. Lien placed on property for municipal legal expenses; defendant must come into compliance with State and Municipal Regulations. Final hearing pending.**

4. **Prime, Tanya** 5 Winding Woods Road, Letter sent from BOS on 8/27/24 to inform Ms. Prime of town STR regulations. Subsequent consultation meeting with BOS. Owner agreed to cease renting property as an STR until complying with Zoning Ordinance. Multiple letters from BOS, Applicant in communication with Administrative Assistant about application process. Property is currently being advertised as an STR. Complaint filed with Superior Court for Zoning Violation, operating an STR without a Conditional Use Permit. **Temporary hearing scheduled for Wednesday June 24, at 1PM at the Sullivan County Superior Court. Ms. Prime picked up an STR-CUP application at the Town Office on 5/19/26. Proposed temporary agreement submitted by Town (response from defendant pending).**
5. **George, Warren and Roberta** 78 Town Farm Road Ext., Letter sent from BOS citing violations of the Springfield Zoning Ordinance, Article X (B) with definition in Appendix A1, for placing a *structure* without obtaining required Zoning Permit. Violation of Zoning Ordinance, *Accessory Dwelling Units*, Article VII, Section 7.20 (B) & (H), by using an occupied semi-trailer, as an Accessory Dwelling Unit. (ADU). An ADU must meet State and Local regulations to be issued a Zoning Permit. The current dwelling violates Minimum Housing Standards as described in RSA 48-A:14. **BOS awaiting response to complaint as of 6/21/26.**
6. **Pratt, Sidney** 2489 Main Street, Complaint filed with Land Resources Management Program, Water Division, NH Department of Environmental Services for violations of RSA 483-B, Shoreland Water Quality Protection Act and RSA 482-A Fill and Dredge in Wetlands. **Complaint under review by Compliance Supervisor, Land Resources Management Program, Water Division, NHDES on 5/20/26, site inspection pending. Status checked 6/20/26.**
7. **Shan Li Liu & Sidun Li**, 270 Walnut St, Lynnfield, MA 01940 Special Exception Approval on September 6, 2022. **(Expired on 9/6/24)** Advised by BOS in September 2025 that the Springfield Health Officer reviewed the septic system design and advised the BOS that the ISDS is inadequate for commercial (STR) use. No STR-CUP application has been filed to date. Property is currently being advertised as a STR. Violation of Zoning Ordinance, Article VII, Section 7.30.3. **Certified Letter sent by Town Attorney of zoning violation, receipted on 5/13/26 by homeowner. Awaiting response.**

Pending Zoning Violation responses:

1. **Town Farm Rd. Ext**
2. **Maple Ave. (pending)**

NH Septic Evaluator Course completed by Springfield Health Officer on 6/17/26. Certificate of Completion on file at Town Offices. Course funded by NH DHHS for NHHOA members.

Respectfully submitted,
Tim Bray
Zoning Coordinator
Springfield Health Officer

The cease and desist for item #7 is being written this week.
The temporary hearings for Timmons and Prime are on Wednesday, June 24th. Tim will draft a reclamation plan for the Timmon's property for the Board to review prior to Wednesday.

Erin made a motion to approve the report of the Zoning Coordinator/Health Officer as written. The motion was seconded by Don. The motion passed unanimously.

Minutes of June 8, 2026:

Erin made a motion to accept the minutes of June 8, 2026 as written. The motion was seconded by Don. The motion passed unanimously.

Unfinished Business:

- a. Website – Emily will update the website to reflect the new start time, 4 p.m., of Selectboard meetings. The Board also added that they are willing to schedule later appointments for those that may work until 5 p.m. Contact the administrative or deputy administrative assistant if you would like to schedule an appointment with the Selectboard.
- b. Digitizing Files – on hold.
- c. Street Lighting and Energy Audit – on hold.

New Business:

- a. Phone lines for alarms/switching to fiber or cell – Copper lines are no longer being supported. Emily will begin getting updated quotes for the 2027 budget season. There were issues the alarms at the Meetinghouse which resulted from the broken pole on Bowman Road as well as the recent storms.

Legal Status Update: Emily will reach out to the attorney regarding the cease and desist for the Li property.

Board and Department Updates:

- a. **Agriculture Commission** – No updates
- b. **Buildings/Grounds** – They will hold a meeting in September to start discussion project and budget needs for 2027. Jen added that we need a new handicap frame for the toilet at the fire station; she will reach out to Mason to see what he recommends.
- c. **Cemetery** – In 2027 they hope to work on mapping at the cemetery. The stone cleaning week was successful, and they would like to try to extend that to two weeks next year.

Thank you to the volunteers that were there helping with the stone cleaning. Those volunteers were Stephen Fortin, Stephen Glinos, Susan and Keith Cutting, Jim Bednar as well as Tamara and Ken Butcher who brought the water. They would also like to thank Neal and Sean from the highway department as well as the Garden Club. And thanks to the Historical Society for the publicity and providing the pulled pork lunch. The Board also extended thanks to the many volunteers that helped during that week.

- d. **Conservation Committee** – Erin stated the plants are growing up well. They have fifty plants of five varieties that will be distributed at the Summer Celebration in July.
- e. **Fire Department** – It has been a busy month. There are some cross-trainings coming up they are looking forward to. The department is always looking for new members.
- f. **Highway Department** – Several years ago a former road agent purchased a vacuum that would be used in the ditching process; it never got used. Neal has gotten it back in running order and would like to consider trading it for a blower to assist in cleaning out ditches. This would be something to consider for next year's budget. Don added they are trying hard to avoid overtime.
- g. **Library** – No updates.
- h. **Planning Board** – The Kazenas hearing was continued to the July meeting.
- i. **Police Department** – No updates.
- j. **Recreation Committee** – They are working on finalizing things for the Summer Celebration in July and there is still room for more vendors. Their next meeting is on Thursday.
- k. **ZBA** – Emily received an application today for a variance; so there will possibly be a meeting in July.
- l. **Administration** – Emily has prepared the letters for the IT roll-off which will give Culver Technologies 60-day notice. The donation check for the playground was received today.

Correspondence: None

Signatures:

IT letters

Veteran's Credit Application

Miscellaneous Business: None

Meeting adjourned at 5:36 p.m.

Jill Hastings

Deputy Administrative Assistant