

**Enfield Board of Selectmen
Whitney Hall
Enfield, New Hampshire**

MINUTES of May 6, 2013

Board of Selectmen: John W. Kluge, Chairman; Fred Cummings; Donald J. Crate, Sr.

Administrative Staff: Steven Schneider, Town Manager; Alisa D. Bonnette, Executive Assistant; Jim Taylor, Director of Public Works; Richard A. Crate, Jr., Chief of Police

Others: Dan Kiley, Bob LaCroix

BUSINESS MEETING

I. CALL TO ORDER

Mr. Kluge called the meeting to order at 6:00 PM.

II. APPROVAL OF MINUTES

Mr. Cummings moved to approve the minutes of April 15, 2013 as printed, Mr. Crate seconded, vote unanimous in favor of the motion.

III. COMMUNICATIONS

Tax Collector's Report – April 2013:

Collections are right on track. Revenues are a bit behind this same time last year because the second issue due date was two weeks later than the prior year.

Town Clerk's Report – April 2013

Zoning Board of Adjustment Notice of Public Hearing – May 14, 2013

Town Planner Letter – Scott Osgood:

Mr. Osgood will attend the next Selectboard meeting to introduce himself to the Board. He is working full days Monday through Wednesday and half days on Thursday. He seems well connected in the area. He is a Selectmen in the town in which he lives.

IV. BOARD REPORTS

Enfield Village Association (EVA):

EVA is moving along with plans for the summer. They will again hold the Shaker 7 Road Race. They are working on the Greeley House where they may want to put the EVA office as well as have some residential space. They are losing their space at the Copeland Block.

EVA has requested permission to put 4 banners on the Shaker Bridge. They have a source for banners that are suitable for high wind locations. They requested installation help from the Town. Mr. Taylor explained that for the sake of safety a bucket truck would be needed and the Town does not have one. Fox Tree and Defiance Electric each have one.

The Board was in approval of the installation of the banners, however the Town is unable to assist with the installation.

The Board briefly discussed the installation of additional decorative streetlights. Additional lights will be installed after the Rail Trail/Main Street upgrades and sidewalk are completed.

Planning Board:

The Planning Board had a boundary line adjustment at their last meeting.

Family Dollar is expected to come into the next meeting. The presentation by Family Dollar at the last Planning Board meeting met all of the new zoning requirements. The Family Dollar will be located where the mobile home is at Route 4 and Lindopp Lane. The store will be their standard 8,000 square foot store.

TIF Committee:

The TIF Committee would like to meet with the Selectboard on Monday, May 20th to discuss the addition of the new Library building parking lot and site improvements. The Library Trustees have asked that these be considered as TIF projects. Town Meeting approval is required.

V. TOWN MANAGER'S REPORT

Project Updates:

The waste oil burner approved at Town Meeting has been installed at the Public Works building.

Mr. Schneider met with Richard Martin and Monmaney's to review painting and minor repairs to the Depot Street ambulance building. This project can start within a month or so.

Jones Hill Road ditching has started. Cross culvert work will be starting tomorrow and last about a week. Mr. Schneider should have a quote for the Jones Hill project financing from Mascoma Savings Bank soon. Because the cost is relatively small the Town may be able to get a 10 year fixed note vs. a note fixed only for the first 5 years and then adjustable thereafter.

Mr. Taylor met with the pavers regarding the Jones Hill Road project. At least two pavers have taken a look at the project. The parking lot paving will be done as a separate Request for Proposals since the differing sizes of the projects impacts the pavers that will bid on the projects. More potential bids are possible by keeping the larger road paving projects separate from the smaller parking lot paving projects to allow the larger companies and the smaller companies to submit proposals only for the jobs they are best suited to.

The engineer should be in tomorrow with permit applications for the boat launch on Mascoma Lake. It will be similar to the launch by the dam with bars of concrete every few feet; this seems to be the preference of local sportsmen.

The Huse Park sign is up. The concrete and stone work will be done by Memorial Day. The sign was installed 1' higher than it was previously.

There are a handful of projects still to be done, including the Community Building HVAC and floor, Whitney Hall porch repairs and the Public Works sand/salt shed.

Mr. Kluge inquired about the windows at the Enfield Center Town House, as well as the possibility of painting. He was informed that they are still being worked on and all of the windows should be re-glazed by the end of this year. There is no plan for painting in this year's budget, but maybe next year.

VI. PUBLIC COMMENTS

Dan Kiley – Pillsbury Street Visibility:

Mr. Kiley informed the Board that visibility at the end of Pillsbury Street at Shaker Hill Road is poor due to the fir trees planted near the road.

Mr. Crate agreed that they are a problem, as are two trees on the opposite corner. People are forced to move partially into Shaker Hill Road to see traffic.

Mr. Taylor noted that the plow crews also experience a problem with visibility here.

VII. BUSINESS

Bob LaCroix – Abatement Request:

Mr. LaCroix had submitted an abatement request due to the impact of the Route 4 Sewer & Water Extension project on his business. The Selectboard had requested further information.

Mr. LaCroix provided financial information which documented the impact of the project. While business has picked up some, the impact can still be felt. Mr. LaCroix believes this is because lost customers found another place to do business.

Mr. Cummings made mention of comments he's heard related to the impact of the project. Some individuals have commented that the Sewer & Water Extension project has increased land values dramatically and have increased what property owners in this area can get for their properties.

The Board had spoken over the winter about various ways to address abatement requests that are due to the impact of this project. Mr. LaCroix was asked to work with Mr. Schneider to determine what, exactly, he is asking for.

Mr. Kluge noted that the Board, obviously, can't refund the loss incurred and asked if the Board can abate for a period beyond when the construction occurred.

Dan Kiley noted that the property is only worth more to the property owner if the property is sold.

Mr. Kluge mentioned that if the property assessment is lowered due to the impact of the project it will soon be adjusted upward again.

Ambulance Billing Update:

Ambulance revenues from January 1, 2013 to May 6, 2013 amount to \$14,878. About \$35,000 is still due.

PUBLIC HEARING – Donation of Bleacher for Huse Park:

Mr. Kluge read the public hearing notice.

Mr. Crate moved to open the public hearing at 6:30 PM, Mr. Cummings seconded, vote unanimous in favor of the motion.

Mr. Cummings asked if the old bleachers could be moved to the Shaker Recreation field. He was informed by Mr. Schneider that it had been discussed and we'll relocate them if they're still functioning bleachers.

Mr. Kluge noted that Mr. Schneider should confer with the Recreation Commission about the relocation of the old bleachers.

Mr. Crate said some prep work will be needed before the new bleachers can be put into place. Can the Highway Department do it?

Mr. Taylor responded that they can, but that he doesn't want to stop them from working on Jones Hill Road.

Mr. Crate mentioned the need for forks to unload them.

Chief Crate suggested making the swap quickly.

Mr. Schneider will speak with Ken Hill and Jim Taylor and they will figure something out.

There were no comments from the public.

Mr. Crate moved to close the hearing at 6:35 PM, Mr. Cummings seconded, vote unanimous in favor of the motion.

Mr. Crate moved to accept the bleachers from the Lions Club, Mr. Cummings seconded, vote unanimous in favor of the motion.

VII. BUSINESS, Continued**Ditch Material:**

When the Highway Department does ditching material is removed. There's a demand for this material. The Town has been approached by a local company about purchasing it. The Town stockpiles it if we don't have another place to put it. We have topsoil and don't need the material from ditching.

Mr. Crate suggested setting a yardage amount and getting paid for that, then allowing the purchase of more material.

Mr. Taylor has discussed the price of \$4/yard.

The Board unanimous approved the sale of ditch material.

DPW Summer Schedule:

Mr. Schneider informed the Board that the Public Works Department would begin its summer schedule next week. They will work 6:00 AM – 2:30 PM, 5 days a week for the summer.

The Transfer Station will be open Sundays right after Memorial Day.

Liberty Utilities – Substation Supply Line Project:

Liberty Utilities will be installing a redundant supply line. Service will be more stable and the new line will withstand trees and weather better. Installation won't be noticed much in Enfield until it reaches the substation.

Cleaning Contract:

The Board considered the results of the cleaning bids. The contracts were separated with the Community Building bid out separately from the other Town facilities – the Police Station, Whitney Hall and Public Works Facility. The Board will make a decision later in the meeting.

Shaker Bridge Theatre Lease:

The Board discussed the renewal of the Shaker Bridge Theatre lease of the Whitney Hall Auditorium. The Board sees the value in having the Shaker Bridge Theatre operating in Enfield, but will speak to Bill Coons about scheduling a longer window for set-up and take-down for elections, as well as discount options for Enfield residents.

The Board is satisfied with the lease amount, which is sufficient to cover the cost of utilities.

Dan Kiley mentioned that his issue is a for-profit organization having exclusive use of a Town facility.

Route 4 Sewer Waiver Requests:

The Board considered two requests for waiver of sewer connections for properties along the Route 4 Sewer Extension. One request is not needed as the property is beyond the required 300' for connection. The other is currently a vacant parcel.

Mr. Cummings moved to grant a waiver for 460 US Route 4 and 572 US Route 4 as requested, Mr. Crate seconded, vote unanimous in favor of the motion.

Mr. Crate asked that Mr. Hale be asked about a request for waiver for the motorcycle shop as that has a new septic.

Discussion ensued regarding an availability fee which is still due and payable even if a waiver is granted. The fee is \$10 per quarter or \$20 per quarter for both water and sewer. A request for removal of the availability fee will be considered, but if the property is hooked up at a later date there will be an extra charge which currently is \$75, plus a \$1,500 buy in fee. Mr. Taylor explained that it takes about 7 years to break even.

Rail Trail Bridge:

The NH Dept. of Transportation (NHDOT) flagged Alternative 5 for the Main Street / Rail Trail Crossing. The road itself is not the big consumer of property, it's the slope that does. The problem with Alternative 5 is that it consumes about 85% of the lot making it unusable. The

Board reviewed a recent email from Alex Bernhard, Friends of the Northern Rail Trail, and an attached letter from their legal counsel to the Federal Highway Administration (FHWA). As Mr. Bernhard states, "The essence of this letter is that even if NHDOT succeeds in their current efforts to terminate the Trail's historic status, they would still be barred from removing the bridge because of the impact such a removal would have on the Trail's status as a recreational asset." Mr. Bernhard states, "I continue to think that the best way of getting something done is to work out an agreement between our group and your board."

The Board considered the next steps for the Town. The Board would like to make formal requests for assistance to the Town's federal representatives as soon as possible. Safety is a key point that must be made.

Discussion ensued and the Board approved the posting of Mr. Bernhard's correspondence on the Town's website. The information will be found by selecting the link for New Enfield Projects on the Town's home page and following the links for the Main Street Rail Trail Crossing.

Mr. Schneider reported that the Recreation Commission had a meeting at which they discussed the long-term development of those two parcels. There is strong interest in creating an Ad Hoc Committee to include representatives of the Board of Selectmen, the Mascoma Lake Association, Recreation Commission, Conservation Commission and more. This will indicate to the State that the Town is serious about developing this property.

Mr. Schneider will take responsibility for coordinating this process. The Town will reach out to the Sailing Club and request the group's support for the Town's continued desire for Alternative 2 since Alternative 5 would leave no place for the Sailing Club to use.

The Town will not hire a lawyer at this time but may consider that in the future.

FastRoads Update:

The final splicing was taking place at the FAST Squad/Ambulance building on Depot Street this afternoon. They will be in town for the next month. There's one pole in Springfield and one pole in Sunapee holding up the connection to Keene. Ibey & Choate Roads are getting new poles.

Board & Committee Appointments:

The Board discussed openings on various Boards and Committees including those of the TIF Committee. The majority of members of the Committee must live in or adjacent to the TIF District.

There was discussion of inadequate notification of meetings for individuals who do not regularly use email and of potential candidates to fill the vacancy that will be left by Ken Hill.

Mr. Cummings moved to reappoint Paula Rowe Stone as a Planning Board Alternate, Mr. Crate seconded, vote unanimous in favor of the motion.

Mr. Crate moved to reappoint Kim Quirk to the Energy Committee, Mr. Cummings seconded, vote unanimous in favor of the motion.

Mr. Crate moved to reappoint Phil Vermeer to the Energy Committee, Mr. Cummings seconded, vote unanimous in favor of the motion.

Mr. Crate moved to appoint Charlie DePuy as a regular member of the Energy Committee, Mr. Cummings seconded, vote unanimous in favor of the motion.

Mr. Crate moved to reappoint Mike Seiler as Heritage Commission Alternate, Mr. Cummings seconded, vote unanimous in favor of the motion.

Mr. Crate moved to reappoint Rob Malz to the TIF Committee, Mr. Cummings seconded, vote unanimous in favor of the motion.

Mr. Cummings moved to reappoint David Saladino to the TIF Committee, Mr. Kluge seconded. Mr. Cummings and Mr. Kluge voted in favor of the motion, Mr. Crate was opposed, motion carried.

Mr. Cummings moved to appoint Kurt Gotthardt as Energy Committee Alternate, Mr. Kluge seconded. Mr. Cummings and Mr. Kluge vote in favor of the motion, Mr. Crate was opposed, motion carried.

Baltic Street Paving:

The Board discussed the width measurements, paving and change of path of travel of Baltic Street as well as the ditch work and existence of a dented culvert on McConnell Road.

Mr. Crate explained that the pavement was overlapped on Baltic Street leaving it just 19' wide; narrower than it was previously.

The curve on the eastern end of Baltic Street is also a problem for traffic entering Baltic Street from Route 4; it used to be a more gradual curve. Mr. Crate feels the current configuration is dangerous and all they need to do is put some asphalt over a couple more feet.

Mr. Schneider will reach out to the State Highway District 2 Office when the paving will be done and will look at McConnell.

Broken Light on Main Street:

Langlois Electric has been called.

Cleaning Contract, continued:

Discussion ensued regarding the preference of Mr. Cummings and Mr. Crate to go with an Enfield contractor and the report of complaints about the lack of cleanliness at the Community Building.

Contracts were proposed for three years with renewal at the end of each year at the Town's pleasure.

The Board agreed to accept the bid for the cleaning of the Police Station, Whitney Hall and Public Works Facility from Upper Valley Cleaning.

Mike's Janitorial will be offered the contract for the Community Building cleaning contingent upon satisfactory performance over the next 90 days. Clear instructions as to what needs to be done must be provided by the Town.

Administrative Items:

The Board reviewed and approved the following documents:

Board & Committee Appointment Forms for appointments previously voted, Gravel Tax Levy, Abatement Application, Yield Tax Levy, Certification of Yield Taxes Assessed, Veterans Exemption.

VIII. OTHER ITEMS

Other Items:

Mr. Crate has spoken to Mike Sousa, Enfield Highway Department, about a property owner who has started building a stone wall on Crystal Lake Road right at the edge of the pavement.

Next Meeting:

Monday, May 20, 2013 at 6:00 PM, Whitney Hall Conference Room, 23 Main Street.

CONFERENCE

I. NON-PUBLIC SESSION

Mr. Cummings moved to enter non-public session at 7:44 PM, RSA 91-A:3 II (c), Mr. Crate seconded. Roll call vote: Mr. Cummings – aye, Mr. Crate – aye, Mr. Kluge – aye. Vote unanimous in favor of the motion.

Mr. Crate moved to come out of non-public session at 8:00 PM, Mr. Cummings seconded, vote unanimous in favor of the motion.

II. ADJOURNMENT

Mr. Crate moved to adjourn at 8:00 PM, Mr. Cummings seconded, vote unanimous in favor of the motion, meeting adjourned.

John W. Kluge, Chairman

B. Fred Cummings

Donald J. Crate, Sr.
Enfield Board of Selectmen