

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

MINUTES of June 3, 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: Phil Cronenwett, Library Trustee; Dan Kiley; Carl Pellerin

BUSINESS MEETING

I. CALL TO ORDER

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

II. APPROVAL OF MINUTES

Mr. Kluge noted needed typographical corrections to the minutes of May 20, 2013. Page 1, Section IV. BOARD REPORTS, Planning Board, paragraph 2 should read: "Mr. Crate relayed the condition of the sidewalk on Maple Street which is now covered with dirt." Page 2, first paragraph, last sentence should read: "It will be good for the Town as most of the building would be back on the tax rolls."

Mr. Cummings moved to approve the minutes of May 20, 2013 as corrected, Mr. Crate seconded, vote unanimous in favor of the motion.

III. COMMUNICATIONS

Abutter Notification: 496 Shaker Blvd., Map 23, Lot 15:

Notice of construction of two patios adjacent to existing home was received. This project will not increase the footprint of the house.

Tax Collector's Reports – May 2013:

2013 first issue property tax bills are out and a small percentage have been paid as of the end of May. 97% of 2012 second issue taxes are paid, similar to prior years.

The Board received a report of the tax lien procedure completed on May 6. Tax liens for 2012 are similar, but slightly lower than tax liens for 2011.

Eighty-six boat registrations have been completed to date bringing in about \$1,100 in unbudgeted revenue.

Town Clerk's Report – May 2013:

Year to date collections are \$330,965.32 vs. \$317,271.50 collected by this time last year.

IV. BOARD REPORTS

Enfield Village Association (EVA):

EVA is moving forward with the fundraising process for the Greeley House. Doug & Meredith Smith will host a get-together on June 28th.

Heritage Commission:

The Heritage Commission, in partnership with the Shaker Museum and Enfield Village Association, is planning Enfield Old Home Days the last weekend of July. There will be a concert on Saturday night at Huse Park featuring the Upper Valley Community Band. During the Enfield 250th Anniversary Celebration the dance at Huse Park was a big success and they wanted to do something similar for Old Home Days. Enfield has not had Old Home Days for many years, so is drawing on Canaan's experience to organize Enfield Old Home Days in 2013. They hope to begin planning earlier for the 2014 Enfield Old Home Days.

V. TOWN MANAGER'S REPORT

Regional Recreation Update:

Kati Lary Jopek, the new Regional Recreation Coordinator, met last week with Steve Schneider, the Canaan Town Administrator and Canaan and Enfield Recreation Directors. Mrs. Jopek is coordinating a lot of plans and activities. The Mascoma Valley recreation program has sponsored a Fishercats baseball game to which people can get discounted tickets. She is working on a road race in Canaan, Zumba in Enfield, perhaps line dancing in Enfield in the fall, and the Sailing Club is offering lessons to younger folks. Mrs. Jopek is meeting with the new sports league. She has created *Play Mascoma Valley!* a catalog of recreation opportunities in the Mascoma Valley.

Grant funding is currently received from Upper Valley HEAL and the hospital; they may be able to commit to years 2 and 3 of this program along with others in the future.

VI. PUBLIC COMMENTS

Dan Kiley – Transfer Station:

Mr. Kiley asked if the Town has an ordinance or regulation prohibiting picking at the transfer station. He saw two people picking through the paper and wants the assurance of privacy.

Chief Crate noted that the Police Department is not able to look through someone's trash without a search warrant so he would not have a problem taking an individual to court for doing the same.

It was thought that perhaps the individuals were looking for coupons.

There is a sign prohibiting residents from picking through the metal dumpster. Transfer Station staff will remove the high priced metals such as copper and brass. They will also pull Boxtops for Education from the recycled paper.

A sign can be made prohibiting the public from picking over recyclables.

Dan Kiley – 911 Addresses:

Mr. Kiley pointed out that we have a 911 address ordinance but we don't seem to enforce it.

Mr. Crate agreed there are a lot of houses without numbers.

Mr. Kluge asked whose function is it to check on this.

Chief Crate replied that we would have to check the ordinance. He noted that the Board should be prepared for 100's of violations.

Mr. Crate asked, if there is an emergency will they come back on the town if we can't get there?

Mr. Kluge recommended some community education and outreach.

VII. BUSINESS

Library Trustees:

Phil Cronenwett, Library Trustee, represented the Board of Library Trustees. He thanked the Selectboard for supporting the addition of the Library project to the TIF District Project List but clarified that the request is for the parking lot only, not the new library site work.

Mr. Kluge noted that what the Selectmen indicated is that the project could go on the list of TIF projects but would not be a funding priority.

Mr. Cronenwett reported that the Trustees have hired a construction manager. The project is about \$3.2 million and they need to raise \$2 million more. They have commitments from several sources, including the Byrne Foundation, Mascoma Savings Bank and community members. They also have four funding proposals out totaling about \$900,000. The public fundraising kickoff will be Saturday, July 27th in conjunction with Enfield Old Home Days. They will continue actively soliciting individuals and businesses in Enfield as well as approaching corporations and foundations. They are working closely with Fairpoint to be sure there's adequate parking.

Visible support from the Town is of paramount importance. Steve Schneider attending meetings, adding the project to the TIF District Project List and the \$400,000 approved by Town meeting in 2008 are all helpful. December 31, 2013 was the deadline to use a portion of the funds approved at the 2008 Town Meeting and those funds are now expended. The remainder of the funds was placed into capital reserves. The Trustees would like to have those funds taken out of

capital reserves in 2014 so they can be expended on construction. They would like to begin construction as soon as possible after the 2014 Town Meeting with completion of the project in 2015. If the Town Offices are going to move into the space vacated by the library the Selectmen should begin to consider budgeting for that.

Mr. Kluge congratulated the Library Trustees on the progress made.

Mr. Crate agreed they have done well.

Community Building Scheduling:

Mr. Schneider reported that he and Alisa Bonnette were approached about use of the Community Building. Almost from the beginning of use of the building there has been the question of how long do we book reservations – indefinitely or for only one year? The most recent request for one day a week, every week and presented the opportunity to discuss the scheduling policy with the Board. Specifically, the Firefighters Association has asked to hold bingo at the Community Building on the same night every week.

Mr. Cummings wondered if exclusive use of the building is appropriate. He thinks bingo has to be accommodated as he believes this was one of the purposes of the building originally – to provide a place for seniors to go, as well as bingo.

Mr. Kluge is in favor of bingo having access to a facility in Town.

Carl Pellerin noted that this is out a ways. The Firefighters Association will be doing bingo at the fair and the Association did buy a bingo board for that purpose. They would like 6-8 PM, just every two weeks if that's all that is available. They wanted Tuesdays or Thursdays originally. His recollection is that the Community Building was supposed to be a Senior/Community Building.

The Board considered the scheduling of the Community Building and use of other Town spaces, such as the Public Works building, for some groups. Neither Mr. Kluge nor Mr. Crate is comfortable booking space at the Community Building indefinitely. Mr. Kluge feels a Town sponsored group should take precedence.

Dan Kiley suggested that if there are groups that meet once per month they be allowed to reserve only certain nights of the week.

Mr. Kluge asked if the Selectboard wants to allow one group to use every single week for the entire year.

Mr. Schneider and Ms. Bonnette will prepare something for the Board to consider at their next meeting. Notification can then be sent later this year to groups who have reserved the building that changes to our policies will take effect, if the Selectboard so decides.

Route 4 Water/Sewer:

Paving of Route 4 will take place tomorrow from approximately 7 AM – 7 PM. There will be a detour as done previously. Route 4 will not be completely shut down. Trucks will stay on Route 4 as will residents and people who have business to do in that section. Westbound traffic will move fairly freely in the morning. Eastbound traffic will move fairly freely in the afternoon.

After the Route 4 paving, the contractor has a few things to clean up, such as driveway aprons and some shoulder work.

The spoke to the State about Baltic Street and the State is Ok with the Town putting in a pavement patch to reduce the inside corner on the eastern end of Baltic.

Sewer Waiver Request:

The Board reviewed a request for a sewer connection waiver presented at the last meeting. It has been confirmed that the property located at 495 US Route 4 had a new State-approved septic system installed in 2001.

Mr. Crate moved to grant the sewer waiver for 495 US Route 4 as requested, Mr. Cummings seconded, vote unanimous in favor of the motion.

Main Street/Rail Trail:

A staff member from Congressional Representative Kuster will hold office hours at Whitney Hall tomorrow. Mr. Schneider will speak to him about the Rail Trail crossing at Main Street. Mr. Schneider informed the Board of the Northern Railroad methodology to be followed for the rail corridor.

Historical Resources has requested the Friends of the Northern Rail Trail be considered a source of historical information. Meredith Smith will ask that the Town of Enfield also be considered a source of historical information.

Mr. Schneider told the Board we will continue to press our federal delegation. Town officials may need to go to Concord or Nashua after federal representatives are out of session; perhaps in August.

Road Paving:

The contractor was asked to move onto Jones Hill Road when they're completed paving on Route 4. Unfortunately they are headed to another job and will be unable to do so.

Mr. Cumming asked if a bid request has gone out for the smaller paving projects. He was informed by Mr. Taylor that it had not.

FastRoads:

A meeting was held on Ibeys Road where some poles were in the ditch line and had to be moved. They will be moved soon. Splicing and hanging cable is underway. Mr. Schneider expects a 120 day extension to get the project completed. This is one of the first fiber-to-the-home projects and the Federal Government would have interest in this being successful. They

wouldn't want to penalize us for delays outside of our control. The network is expected to be live this summer.

Jones Hill Road:

The Board signed the loan documents for the Jones Hill Road project. The budget included a 4% rate, but the rate on the loan will be 2.763%. Payments on the loan do not begin until 2014.

Mr. Cummings asked if the Town can pay early.

Mr. Schneider replied that we can, but he is not sure we budgeted for the first payment in 2013.

Mr. Schneider informed the Board that he has received some more interest in abatements due to the construction.

Mr. Cummings and Mr. Kluge recall only abating for 2012 taxes and the deadline for abatement applications was in March of this year.

Administrative Items:

Permit to Conduct a Raffle – The Board approved the permit for St. Helena's Church. In accordance with State law this permit was extended until December 31, 2013 to allow for holding multiple raffles.

The Board reviewed and approved the following documents: Annual Junkyard Permit for Lassen, Property Tax Abatements, and Gravel Tax Levies.

Other Business, if any:

Street Naming and Numbering Ordinance – Chief Crate provided the Board with a copy of the Street Naming and Numbering Ordinance. Pages 2 & 3 outline the procedures and penalties.

Brief discussion ensued regarding whether a public hearing is required when making amendments to an ordinance. Ms. Bonnette believes a public hearing would be required, but this can be confirmed.

Mr. Cummings said that if there's an ordinance it should be enforced.

Paddleford Cemetery – The owner of the house abutting the cemetery has been parking a utility trailer in the right-of-way blocking the cemetery entrance. This is a Police issue.

Shaker Bridge Lights – The Board spoke briefly about the installation of the remaining decorative lights where pedestals were installed. There are 6 pedestals and lights are planned for installation when the rail trail is done. The cost of the lights is \$4,000 - \$5,000 each. There is one light pedestal near the beach. The remainder are on the other side of the bridge.

Mr. Cummings and Mr. Crate would like to see the light by the beach installed.

Shakoma Beach Rules Sign – Mr. Crate asked if we have an ordinance sign at the beach that prohibits dogs on the beach. People have been seen allowing their dogs to swim at the beach. This can be investigated.

Barking Dogs – Mr. Crate asked who enforces barking dogs. He was informed that individuals who wish to report a barking dog should call the Police Department.

Oak Grove Cemetery – Mr. Crate noted there’s a lot of filling taking place on property abutting Oak Grove Cemetery. It has a silt fence, but if there’s any significant erosion it could negatively impact the cemetery.

Skateboarders – Mr. Cummings asked Chief Crate to have the Police Department watch for skateboarders on Route 4 and the picnic tables at Huse Park.

Mr. Schneider noted that we do have an ordinance for that.

VIII. OTHER ITEMS

Next Meeting:

Monday, July 1, 2013 at 6:00 PM in the Whitney Hall Conference Room, 23 Main Street.

CONFERENCE

I. ADJOURNMENT

Mr. Cummings moved to adjourn at 7:20 PM, Mr. Crate 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