

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

MINUTES of November 4, 2013

Board of Selectmen: John W. Kluge, Chairman; Fred Cummings

Absent/Excused: 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: Dwight Marchetti, Dan Kiley, Kurt Gotthardt

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 accept the public and non-public session minutes of October 21, 2013 as printed, Mr. Kluge seconded, vote unanimous in favor of the motion.

III. COMMUNICATIONS

Town Clerk's Report – October 2013:

Revenues are estimated to amount to \$790,000 at the end of the year. 2012 revenues totaled \$761,687.

Tax Collector's Report – October 2013:

The second issue bills have not gone out yet. For taxes already billed collection is at 97%.

NH Dept. of Transportation Notice of Final Inspection Meeting:

NHDOT will hold a final inspection meeting on November 12, 2013 regarding the I-89 pavement and bridge rehabilitation from Exit 15 to Exit 17.

Mr. Kluge inquired as to what is done at these meetings. He was informed by Mr. Taylor that it's an opportunity to listen to their punchlist items.

IV. BOARD REPORTS

Planning & Enfield Village Association Economic Development Meeting:

Mr. Kluge reported the Planning Board and Enfield Village Association held a joint economic development meeting at the Community Building. It was a good, positive meeting. They re-emphasized things we've already talked about. If there are things we can do to help we've asked businesses to let us know.

V. TOWN MANAGER'S REPORT

Shaker Bridge Lights:

Shaker Bridge lights should be in on Wednesday.

Whitney Hall Porch Repairs:

A posting was done on the Enfield Listserv today to notify people that the front entrance of Whitney Hall will be closed while repairs are made to the porch. People will have to access the library through the rear or side entrances.

Non-Public Session Requested:

Mr. Schneider informed the Board that he has an issue to discuss in non-public session at the end of the meeting.

2013 Tax Rate:

The 2013 tax rate was set today. Town Meeting was told the rate would go up 2% from \$6.02 to \$6.14; we were able to achieve that. The approximate overlay is \$85,000, about 4 times what we usually carry in the event we lose the utility case. The total rate is going up \$1.03. The Town is up 12 cents, the county is down 11 cents, the State education is up 4 cents and the local school is up 97 cents, for an approximate rate of \$21.33. The original rate calculation by the State had the Town rate at \$7.00 because they didn't think the unexpended TIF should be counted in 2 years, but we were able to include it because it was a line of credit. It's what we told Town Meeting it would be. The total rate isn't where we'd want it to be but the Town has no control over that. We'll confirm some information, then bills will go out this week or next. Bills will be due in mid-December.

VI. PUBLIC COMMENTS

Dan Kiley – Quarterly Billing:

Mr. Kiley asked if the Town has considered going to quarterly tax billing.

Mr. Schneider responded that the Town's cash flow is such that we aren't really pinched.

Mr. Kiley replied that he was more interested in individuals paying quarterly.

Mr. Schneider said he'd love to have the Town's fiscal year match the State's fiscal year. Unfortunately, taking the path to get a July budget means developing an 18-month budget. When Mr. Schneider first came to the Town there was some interest.

Police Chief Crate – Executive Councilor Ray Burton:

Chief Crate reported on the ill health of Ray Burton.

VII. BUSINESS**Dwight Marchetti – Community Building Acoustics:**

Mr. Marchetti stated that the Community Building is a great asset to the Town, but that he hears comments about the acoustics being bad. Mr. Marchetti shared his experiences with various events and the inability to hear speakers or even hear yourself talk. He believes something could and should be done. The Lions Club had an analysis done and the cost for rectifying the problem was about \$24,000. Mr. Marchetti proposed an alternative at a cost of just under \$3,000, consisting of foam panels attached to the ceiling. This does not include labor for installation. The panels are made by a Virginia company, are 2' x 4' in size and can have grommets added at a cost of \$1/grommet. These would assist with installation. Mr. Marchetti explained how the panels would be installed in rows with 1-1/2" to 2" between the ceiling and the panel. He has seen these panels used at the American Legion, a similarly sized structure, and they improved the acoustics by about 80%.

Mr. Kluge asked if the acoustics have gotten worse since the building was built or have they stayed the same. He also wondered if carpeting would be a solution, relaying his experience with the improved acoustics when a carpet was brought in for an event.

Comments were made about the difficulty of cleaning, the need for more frequent cleaning, and the more frequent need for replacement of carpet.

Mr. Marchetti explained that the panels would need uniform spacing. Most people don't look up so he is not concerned with the aesthetics of the panels. And the panels are wrapped in vinyl so probably are easy to clean. He's looking for encouragement from the Board. If the Board thinks it's too much money he may find other sources for funding.

Mr. Cummings stated that the Town has a duty to take care of that building. He suggested the Board could look at the use of surplus funds at the end of the year.

Mr. Kluge said he'd like a sense of what it looks like. He would like to either check out the American Legion or get some pictures.

Mr. Marchetti said he understands the balance – the panels will improve acoustics but will be clearly visible. As far as sound is concerned, these panels have improved the acoustics at the American Legion. Mr. Marchetti said it's too bad to have this well utilized building and not have it more appealing for people to use.

Mr. Gotthardt agreed the acoustics aren't good, but asked if the Town has looked at any other options.

Mr. Kiley has used these panels in a couple of theatres and they work well. He's satisfied with how they function with approximately 75% better acoustics. He also noted that theatres are dark and no one looks up.

Mr. Gotthardt suggested other options are heavy cotton curtains on the windows and perhaps hanging quilts on the walls in the spaces between the windows. They would help with audio bounce.

Mr. Marchetti estimates about \$2,000 in labor costs to use staging on wheels. It will cost \$360 more for panels with grommets vs. panels without grommets.

Mr. Kluge asked if they come in other colors. Mr. Marchetti replied that they do, but he doesn't have a color chart. The panels come in other sizes as well: 4' x 8', 4' x 4' and 2' x 2'.

Mr. Kluge thinks it's a good idea and is OK with the cost. He would like to see some in action. No one disagrees that the acoustics are bad, but do we want to jump on this or look at it more? If for some reason we don't like it, how much damage have you done to the ceiling?

Mr. Marchetti said the damage would consist of 360 holes that could be patched with spackle.

Mr. Cummings wants to do something. If this will do it he's OK with it. He would like cost estimates for labor.

Mr. Marchetti hopes that if the Board only doesn't want to do it, it's because of the cost.

Mr. Kiley asked how much we were going to put into the building for A/C. He was informed by Mr. Schneider that it was approximately \$15,000.

Mr. Kluge thanked Mr. Marchetti for his presentation.

2014 Capital Budget:

The CIP Committee met a couple of weeks ago. The Selectmen were provided with a handout from that meeting consisting of a list of proposed capital items. The majority of the items are Public Works related, plus a cruiser.

Public Works Trucks – Public Works items include three trucks, with two being smaller trucks to replace trucks of the same size. They won't be equipped with wing plows. The larger truck is replacement of the '09 Sterling dump truck.

Mr. Kluge asked if this is typical for longevity.

Mr. Taylor explained the dump truck was purchased the last year Sterling was in business. The truck was under spec.

Mr. Cummings asked how the truck is size-wise vs. International trucks.

Mr. Taylor said this is a little bigger and is used for Jones Hill, Crystal Lake, etc. A bigger truck is needed for that.

Mr. Cummings asked if we could swap a 10-wheeler to that route.

Mr. Taylor explained that the other trucks have their own routes.

Mr. Cummings is not sure how we explain how we're replacing a truck bought in 2009 when we have older trucks.

Mr. Taylor said this Sterling is consuming as much as 75% of the Department's vehicle maintenance budget.

Mr. Kluge feels that if it's that bad we need to replace it.

Mr. Schneider pointed out that this is a proposal, it is not final.

Mr. Cummings asked if this was a truck we could repurpose, perhaps in the Grounds Department. He was informed by Mr. Taylor it's too big for Grounds.

Mr. Cummings asked if it could be repurposed for any other use. He was informed it was bought for that use.

Lovejoy Brook Culverts – The replacement of 2 36" culverts with a box culvert on Lovejoy Brook is proposed at a cost of \$180,000. 75% Hazard Mitigation Funding is requested. The box culvert would measure about 10' x 10' and won't impede the flow of water at all.

Mr. Marchetti noted the historic problem during heavy rains.

Mr. Schneider informed the Board the Town hopes to get 75% of the project funded by the State.

Mr. Kluge asked if this hope is well founded.

Mr. Schneider replied that it is; it's included in our Hazard Mitigation Plan and Lovejoy Brook Road is a feeder road to connect properties when developed, is located in the area of our municipal wells, businesses and residences.

Mr. Marchetti asked if it would be wide enough for a future road. The length of the box culvert will be important.

Mr. Schneider said this probably won't receive grant funding in 2014, but may be a 2-year project.

Solid Waste – Two items are included under solid waste: rebuilding the compactor and reconditioning a 30 yard container.

Water Department – Installation of a Prior I well generator is proposed. FEMA 50/50 HazMit grants might be available. Mr. Taylor reported there currently is money available at a 50/50 match. This would be for a 3-phase generator which is not inexpensive.

Sewer Department – A “Pig” Launcher for Force Main Cleaning is proposed. We may need to use the money put in this year to address the sagging line on Route 4A.

Other Facilities – Proposals include DPW electric upgrades and water bay fans and boat launch upgrades. Upgrades to the basketball court at Huse Park would be funded solely through grants. We don’t have the final numbers for painting of the Enfield Center Town House. The boat launch is expensive at an estimated \$90,000 but for people who put boats in and out it’s important. We’ve spent \$8,000 on engineering and permits.

Health Care:

Canaan Town Administrator Mike Samson would like to set up at the Transfer Station to talk to people about the Community Health Care Center. The Board had no objections to this.

Mr. Schneider informed the Board that Mr. Samson also wants to talk to Enfield employees.

Mr. Kluge is OK with that as long as it’s voluntary.

Mr. Cummings stated that if the employees are being paid they should go and listen.

Mr. Schneider said it would be difficult to get everyone to a meeting anyway.

Chief Crate said if that’s something the Town is looking at doing we should have our own presentation not done by another party.

Mr. Kluge said it’s just a better deal and more local. He has qualms about saying we’re going to do it and qualms about forcing people to go to it.

Chief Crate has no problem making it voluntary, otherwise it would eat up overtime to pay people to attend.

Mr. Schneider said the savings would be 1/3 of what we’re spending now.

Mr. Kluge said for people in Enfield being so close to Hitchcock and APD it would be a hard sell.

Mr. Schneider feels it comes down to the network. Do you want to give up the doctor you’ve been going to. We’ll have a big pushback, especially if the center is located in Canaan.

Mr. Kiley pointed out that people don’t go to the doctor where they live, but where they work. Appointments are during the day. Hitchcock already said they aren’t playing. Mr. Samson is right – he has to have the school district, Town of Canaan and Town of Enfield and that only gets 4/10th of a doctor.

Mr. Kluge is OK with Mr. Samson setting up at the Transfer Station; beyond that it must be voluntary.

Mr. Cummings said over the next 5 years healthcare will change dramatically; the more options the better. He would like to encourage employees to look at alternatives.

Curbside Trash/Recycling:

Nothing new to report. Mr. Kluge said Main Street is still a bit of an issue with trash cans on or next to the sidewalk. We've tried to beautify with plants, etc. Phil was going to talk to property owners. Has he done this? Mr. Schneider will report at the next meeting.

Meeting Schedule:

The CIP Committee requested a joint meeting with Budget Committee and Board of Selectmen on December 19th. If a majority of the Board wishes to attend this meeting must be posted. Mr. Cummings can attend. Mr. Kluge is unsure. A meeting of the Board of Selectmen will be posted for this date in the event a quorum is reached.

Request for Water & Sewer Hookups:

The Board reviewed a request for water and sewer hookups for 162 Main Street. Don Roberts would like to add plumbing to his garage for his workmen. There will be no living quarters in the garage.

Mr. Cummings moved to approve the water and sewer hookups as requested, Mr. Kluge seconded, vote unanimous in favor of the motion.

Administrative Items:

The Board reviewed and approved the abatement of a 2013 tax lien. This is a housekeeping item.

VIII. OTHER ITEMS

Next Meeting:

Monday, November 18, 2013, 6:00 PM, Whitney Hall Conference Room

School Board Meeting:

The School Board will meet at the Community Building next week on Tuesday, November 12.

CONFERENCE

I. NON-PUBLIC SESSION

Mr. Cummings move to enter non-public session at 6:59 PM, RSA 91-A:3 II (a) & (c), Mr. Kluge seconded. Roll call vote: Mr. Cummings – aye, Mr. Kluge – aye, vote unanimous in favor of the motion.

Mr. Cummings moved to come out of non-public session at 7:10 PM, Mr. Kluge seconded, vote unanimous in favor of the motion.

Mr. Cummings moved to seal the minutes of the non-public session, Mr. Kluge seconded, vote unanimous in favor of the motion.

II. ADJOURNMENT

Mr. Cummings moved to adjourn at 7:12 PM, Mr. Kluge seconded, vote unanimous in favor of the motion.

John W. Kluge, Chairman

B. Fred Cummings

Donald J. Crate, Sr.
Enfield Board of Selectmen