

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

MINUTES of January 3, 2012

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

Administrative Staff: Steven Schneider, Town Manager; Alisa D. Bonnette, Executive Assistant;
Jim Taylor, Director of Public Works

Others: Dan Kiley

BUSINESS MEETING

I. CALL TO ORDER

Mr. Cummings called the meeting to order at 6:04 pm. Mr. Crate was not yet present.

II. APPROVAL OF MINUTES

December 19, 2011:

Mr. Kluge moved to accept the regular session minutes of December 19, 2011 as printed, Mr. Cummings seconded, vote unanimous in favor of the motion.

Mr. Kluge moved to accept the non-public session minutes of December 19, 2011 as printed, Mr. Cummings seconded, vote unanimous in favor of the motion.

III. COMMUNICATIONS

Navigating the Road Ahead – Legislative Breakfast:

The Selectmen received invitations to attend this event on January 20, 2012 at the Common Man Inn, Plymouth NH.

Town Clerk's Report – December 2011:

December was a banner month. The revenue forecast was \$725,000; we came in at \$733,000; about \$11,000 more than 2010 revenues.

Tax Collector's Report – December 2011:

We are right on pace with 93% of the second issue tax bill collected.

IV. BOARD REPORTS

Planning Board:

The Planning Board will be holding a walking tour on Sunday, January 8th followed by a regular meeting on January 11th.

Enfield Village Association:

EVA has made an offer on the Greeley House on the corner of Main Street & Shaker Hill Road (Tax Map 34, Lot 42). The offer has not been accepted yet, but they have asked for a small deposit. EVA is looking to acquire the building not with an eye to refurbish it, but to hold onto it and see what the best uses might be.

Phil Neily has looked at it. His observation is that the bones are solid, though it's rough to look at.

Don Roberts has also looked at it. He estimated a cost of \$250,000 to restore it the way he would want to.

EVA will look for grant funding or find someone that may want to preserve the building.

Mr. Schneider spoke to Doug Smith regarding the RSA that provides a break for improvements made.

Regional Planning Commission:

The Regional Planning Commission has reviewed a housing needs assessment for the Upper Valley. The assessment demonstrates, as a region, we're aging fairly quickly. Workforce housing is larger than people think; about 40%. It's a good study that captures the current conditions and sheds light on our future. We do not have the in-migration to keep the area growing. It is projected that in 2030 62% of homes will be owned by those aged 65 and older.

Mr. Schneider will have copies of the report to share with the Selectmen at a later date. The report does go into the economic impact. The area needs a certain number of houses built for growth. There is a lot of good data. They did a good job and it should be a useful planning document.

V. TOWN MANAGER'S REPORT

Mr. Schneider announced the need for a non-public session at the end of the meeting.

VI. PUBLIC COMMENTS

Dan Kiley ~ Skating Rink:

Mr. Kiley said the guys are doing a great job with the ice at the new skating rink at Huse Park. Their plan seems to be working.

VII. BUSINESS

2012 Budget:

This will remain as an item on the agenda until Town Meeting. The Budget Committee meets this Thursday, but not the next Thursday. They will then meet the following two Thursdays.

We will be looking to see if we can purchase 2012 budgeted items with any remaining 2011 dollars, perhaps the Public Works lawn mower and trailer.

There are some health insurance changes to consider. Prescription costs are the driver. Prescriptions are where people feel the biggest impact. We can make changes to realize savings for the town and minimize the impact on employees.

TIF Water/Sewer Extension Update: Pre-Bid Meeting:

A pre-bid meeting was held today with a full house. About 12 construction firms were represented; a good sign for the Town. The bid will be open on Friday, January 20, 2012. The water is being bid as an option. The construction firms were informed that this is a TIF project that needs Town Meeting approval. They were also informed that this is why the TIF District was created.

Main Street Water Main Replacement Update:

Mr. Taylor reported that they pressure tested the line on Friday and it passed. They now need to do the tie-ins, which will be done fairly soon.

Mr. Schneider reported that one property connection has a conflict with the State's drainage plan. We don't think this is a conflict that is our problem. This is a conflict with the state drainage and the sewer connection. We told our engineer not to do a change order as part of our project. Our project went fairly smoothly.

Ambulance Update: Billing RFP, Job Descriptions:

Mr. Schneider forwarded to the Selectmen an email from Sam Provenza of the Enfield Fast Squad. Mr. Schneider needs a better understanding of what the non-transport, non-billable service, numbers are. On weekdays, 2/3 of the calls are covered by the City of Lebanon and 1/3 of the calls are covered by the Enfield Fast Squad. On weekends, it's the reverse, with 2/3 of the calls covered by the Enfield Fast Squad and 1/3 of the calls are covered by the City of Lebanon. The majority of ambulance calls are made during the daytime hours.

Mr. Cummings asked Mr. Provenza to provide the numbers for the two prior years as well to obtain a more accurate average. Sam Provenza thought the Town would need more than one ambulance for simultaneous calls, but Mr. Cummings feels there's still a call for mutual aid and a second ambulance would negate what we're trying to do. Mr. Kluge agreed.

Mr. Cummings added that several years down the road we may have a joint Fire/Ambulance Department and two ambulances, but right now we can't staff that level.

Mr. Schneider provided the Selectmen with job descriptions for an EMT-Basic, EMT-Intermediate and Paramedic. We'll advertise these positions pretty soon, perhaps by the end of the week, and advertise for one paramedic and one EMT-Basic, knowing that we may hire an Intermediate.

Mr. Cummings stated that we may have some internal applications. The route he wants to go is, if we hire a Basic it will be with the understanding that they need to be an intermediate in a certain period of time.

Mr. Cummings had someone mention to him a suggestion to start with the on-call portion of the plan now. He doesn't have a problem, but wouldn't pay for more than 2 people on call at any time. The salary structure also needs review. He knows we can't hire full-time staff until after Town Meeting,

but would like to start on-call service now, with a rate of \$3.50/hour to be on-call. The staff should be informed that pay rates will be changing as well.

Mr. Cummings added that, while he knows it's up to the Fire Department and not the Board of Selectmen, we may also want to look at changing the pay structure for the Fire Department. Some of the firefighters are still paid about \$10/hour to go out on calls. His thought is that we're spending a lot of time on the Ambulance pay structure and not with other aspects of public safety.

Mr. Schneider presented the Board with an RFP for billing services. Certified Ambulance Group was helpful and we'll send this to them, as well as other firms. The RFP is based on a document from Concord. Lebanon has a similar one. After proposals are received a committee will review the proposals. Proposals will be split into price, with a percentage for each call, and technical performance aspects. We can get this back before Town Meeting.

The RFP submission deadline will be February 17th, prior to the Selectmen's February 21st meeting.

Commercial Dumpsters:

Jim Taylor had representatives of Casella in his office the other day. They will provide an updated list of dumpsters they pick up. He spoke to them about zero sort as well. They're having success with it in the area, though everyone wants zero sort tomorrow and it takes time to do.

Mr. Cummings suggested we could have alternate weeks for recycling pick up and trash pick up.

Mr. Taylor responded that is something that can be done in the current budget.

Mr. Crate arrived at the meeting at this time, 6:38 PM

Mr. Cummings provided Mr. Crate with a brief rundown of the business already discussed at the meeting.

FastRoads: Letter:

Mr. Schneider drafted a letter to residents who will be affected by the fiber installation, inviting them to an informational meeting on January 25th.

Ice Rink: Rules, Bench:

The Board was presented with proposed rules for the new ice rink at Huse Park. The draft listed hockey hours from 5-9 PM daily. Chief Crate commented to Mr. Schneider that he felt the hockey hours were not enough. In other communities it's self-policed, but Mr. Schneider thinks it's better to have hockey allowed at a specific time.

Mr. Kluge feels that once hockey is allowed at any time there will be hockey all the time.

Dan Kiley, when working on the rink, spoke with people who want to teach young kids to skate after work. Hockey from 5-9 PM won't allow them time to do that.

Mr. Kluge feels that if they're going to play hockey they must wear protective gear; helmets at least.

Mr. Crate expressed concern that if there are people playing hockey others won't want to skate.

The Board continued to discuss the pros and cons of hockey hours versus free skating hours. The Board determined that hockey hours shall be from 3-5 PM, Monday through Saturday with no hockey on Sunday.

The puck must remain on the surface at all times; no slap shots. Hockey players must wear protective gear, including helmets.

The rules, as revised, were approved by the Selectmen.

Dolores Struckhoff wants to donate a bench in honor of the Crate family.

The Board discussed the placement of the bench, as well as a couple of picnic tables around the rink.

Presidential Primary:

The Presidential Primary will be held on Tuesday, January 10th. One of the Selectmen needs to be there. Mr. Crate will try to be there in the morning. Mr. Kluge should be able to arrive about 1:30 PM. Mr. Schneider will not be available to fill in should there be no Selectmen available, but Alisa Bonnette will be available in the building all day.

Administrative Items:

The Board reviewed and approved the following documents: 2011 Equalization Municipal Assessment Data Sheets Certificate and Land Use Change Taxes for Dixon, Steel & Clark.

VIII. OTHER ITEMS

Fire Transport Vehicles:

Mr. Cummings said the Fire Department had requested 2 transport vehicles, but only one, used vehicle is in the budget at this time. The Police Department is getting rid of the Expedition and it was thought the Expedition could go to the Union Street Station and the new (used) pick-up could go to the Enfield Center Station.

Mr. Schneider responded that we have transferred vehicles to other departments in the past. A former cruiser is currently being used by the Building Inspector and Department of Public works. The only real loss to us is what we're losing in the trade-in.

Mr. Cummings spoke to the Fire Chief and he would be agreeable to this. Mr. Cummings thinks it should be seriously considered.

Mr. Schneider would want a condition of the transfer be that the Blazer comes out of service and out of the Town's vehicle inventory.

Mr. Cummings added that he hopes the Expedition could be painted for the cost of paint.

Next Meeting:

Tuesday, January 17, 2012, 6:00 PM, Whitney Hall Conference Room, 23 Main Street.

CONFERENCE

I. NON-PUBLIC SESSION

Mr. Crate moved to enter non-public session at 7:00 PM, RSA 91-A:3 II (a), Mr. Kluge seconded. Roll call vote: Mr. Crate – aye, Mr. Kluge – aye, Mr. Cummings – aye. Vote unanimous in favor of the motion.

Mr. Crate moved to come out of non-public session at 7:15 PM, Mr. Kluge seconded, vote unanimous in favor of the motion.

II. ADJOURNMENT

Mr. Crate moved to adjourn at 7:15 PM, Mr. Kluge seconded, vote unanimous in favor of the motion, meeting adjourned.