

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

**MINUTES of January 31, 2012**

**Board of Selectmen:** Fred Cummings, Chairman; Donald J. Crate, Sr.

**Absent:** John W. Kluge

**Administrative Staff:** Steven Schneider, Town Manager; Alisa D. Bonnette, Executive Assistant; Richard A. Crate, Jr., Chief of Police

**Others:** Bob Cusick, Lee Carrier, Dan Kiley

**BUSINESS MEETING**

**I. CALL TO ORDER**

Mr. Cummings called the meeting to order at 6:05 pm.

**II. 2012 TOWN MEETING WARRANT**

The Board reviewed the first draft of the 2012 Town Meeting Warrant.

**Article 1: Election of Officers**

**Articles 2-4: Zoning Amendments**

The Board reviewed the proposed warrant articles and determined their placement on the warrant. Article numbers within these minutes are as determined by the Board of Selectmen at this meeting.

The budget article excludes the lease articles. Exclusive of the ambulance article, but including the budget and lease articles, the proposed tax rate is \$6.10 – a 15 cent increase or about 2.5%.

**Article 3: Tax Increment Finance District (TIF) Route 4 Sewer & Water Extension Bond:**

The purpose of the article is to

- raise and appropriate \$2,750,000 (gross budget) for the construction of a sewer main extension along US Route 4
- raise and appropriate \$450,000 (gross budget) for the construction of a water main extension along US Route 4

- to authorize the issuance of not more than \$3,200,000 in bonds or notes
- to authorize the annual withdrawal of funds from the TIF District Fund created for this purpose to cover payments of the bond.

This is a special warrant article that requires a 2/3 paper ballot vote in order to pass.

The \$3.2 million cost includes a contingency amount of just over 10%. Mr. Schneider will obtain bond payment information. If bank proposals don't come in as affordable we will have to wait another year to pursue this project.

**Article 7: Capital Improvement Program (CIP) Capital Reserve Fund:**

The purpose of this article is to

- establish a capital reserve fund for the acquisition of Public Works Department, Fire Department, Ambulance Department and Police Department vehicles and equipment
- raise and appropriate \$210,168 to be placed in the fund
- appoint the Selectmen as agents to expend

This article includes a combination of dollars including a nickel tax increase that is calculated into the \$6.10 proposed tax rate. Lee Carrier will make a presentation at Town Meeting about the 15 year CIP. The Town has \$6.7 million in appropriations for capital expenditures over the next 15 years. This program will steady the appropriations. To keep the CIP trend articles have been drafted for capital leases for a police cruiser and DPW vehicles. A capital lease, unlike a typical consumer lease, is almost like a loan. CIP dollars can then be used to make the lease payments.

**Articles 8 – 10: Lease or Purchase of a Police Cruiser:**

Article 8 is for a 5-year capital lease without an escape clause at a cost of \$30,000 in total with payments of \$6,000 per year over the 5-year period of the lease. This article requires a 2/3 majority vote.

Article 9 is for a 5-year capital lease with an escape clause is also at a cost of \$30,000 in total with payments of \$6,000 per year.

Article 10 is for the outright purchase of a police cruiser at a total cost of \$30,000.

Article 8 is the preferred method of obtaining a new cruiser in 2011, followed by Article 9 and then Article 10. If the voters do not approve Article 8 they will have the option of approving Article 9. If the voters also do not approve Article 9 they then have the option of purchasing a cruiser in Article 10. If Article 8 passes, Articles 9 and 10 can be passed over at Town Meeting.

Bob Cusick noted the need to inform the voters of how much time the CIP Committee spent reviewing every piece of equipment. Leasing is used to smooth out the tax structure.

In the long term it is hoped that leasing will allow the Town to save funds in the CIP Capital Reserve Fund until such time as leasing is no longer needed.

Mr. Cummings expressed concern about a 5-year lease when we don't keep marked cruisers for 5 years. Discussion ensued regarding various options and the associated costs of leasing more cars or leasing for a shorter period. Articles 8 & 9 will be revised for the capital lease of 2 cruisers over a 4 year period. At a cost of \$60,000 in total and annual lease payments of \$15,000.

The Ford Expedition cruiser will be transferred to the Fire Department. The Fire Department can then use the Expedition at the Union Street Station as a transport vehicle and the used pickup proposed for purchase in 2012 can be used at the Enfield Center Station.

**Articles 11 – 12: Lease of 2 DPW Vehicles:**

Article 11 is for a 10-year capital lease without an escape clause at a total cost of \$300,000 with annual lease payments of \$35,000. Article 12 is for a 10-year capital lease with an escape clause at a total cost of \$300,000 with annual lease payments of \$35,000. There is no article for outright purchase in the event both of these articles fail since the Town cannot afford the full \$300,000 expenditure in 2012. Articles 11 & 12 are for fully equipment 25,100 GVW trucks with plows, wings and salt/sand spreaders.

**Article 13: Full-Time Ambulance Department:**

The purpose of this article is to raise and appropriate \$117,362 for funding a full-time Ambulance Department. The Town expects to hire two full-time employees to cover daytime calls for service. The Town will enter into an agreement with a third party billing administrator to help offset the cost of the full-time department.

The proposed budget includes funding for the Ambulance Department at the status quo. \$117,362 is the additional funding required for a full-time department including full-time staff wages, benefits and additional ambulance supplies that would no longer be provided by the Lebanon ambulance. The evening and weekend shifts will be covered by paid, on-call personnel. On-call personnel would get paid \$3.50/hour to be on call with mandatory response to calls, then their regular hourly wage for time when they are called out. Response time is expected to improve dramatically.

The cost of the full-time Ambulance Department will be offset by soft-billing revenues. Mr. Schneider has calculated costs for 9 months based on an April 1 start date.

The Budget Committee has requested clarification of the numbers. Mr. Schneider will review them again and provide them to the Budget Committee and Board of Selectmen.

John Markowitz, a FAST Squad member for about 20 years, expressed concerns about not budgeting for Lebanon ambulance response. He was informed that after Enfield goes to a full-time department Lebanon ambulance would be available as mutual aid.

Mr. Markowitz relayed his knowledge of the Woodstock, VT department and their operations and payment of staff, which is similar to that proposed by the Selectmen. General discussion ensued.

**Article 14: Purchase of a Fired Department Transport Vehicle:**

The purpose of this to authorize the withdrawal of \$20,000 from the Fire Vehicles & Equipment Capital Reserve Fund to purchase a transport vehicle that will replace the 1986 Chevy Blazer.

**Article 15: Land Acquisition/Swap:**

The purpose of this article is to

- raise and appropriate \$46,100 for the purchase of land owned by the State of NH on McConnell Road (Map 36, Lot 18)
- authorize the withdrawal of \$46,100 from the Land Acquisition Capital Reserve Fund
- authorize the exchange of a portion of land owned by Robert A. LaCroix located on Lovejoy Brook Road (1.49 acre portion of Map 15, Lot 5) for the parcel purchased from the State of NH

The 1.49 acre portion of the LaCroix property is located within the wellhead protection area of the Prior Well on Lovejoy Brook Road. The purpose of this property exchange is for acquisition of adjacent land which is otherwise subject to development.

Mr. Cusick noted that the question is whether the wellhead protection is developable. Mr. Schneider will look into it.

**Article 16: Cemetery Maintenance Expendable Trust Fund:**

The purpose of this article is to raise and appropriate \$2,400 from the 2011 unreserved fund balance for deposit into the Cemetery Maintenance Expendable Trust Fund. This money represents 2011 revenue from the sale of cemetery lots.

**Article 17: To hear reports of agents, auditors, committees, or any other officers heretofore chosen and pass any vote relating thereto.**

[Note: All votes on Article 17 are advisory only.]

**II. ADJOURNMENT**

Mr. Cummings moved to adjourn at 7:43 PM, Mr. Crate seconded, vote unanimous in favor of the motion, meeting adjourned.

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B. Fred Cummings, Chairman

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Donald J. Crate, Sr.

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John W. Kluge  
Enfield Board of Selectmen