

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

**MINUTES of April 2, 2012**

**Board of Selectmen:** John W. Kluge; Fred Cummings

**Excused:** Donald J. Crate, Sr., Chairman

**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

**BUSINESS MEETING**

**I. CALL TO ORDER**

Mr. Cummings called the meeting to order at 6:02 PM.

**II. APPROVAL OF MINUTES**

Mr. Kluge moved to accept the minutes of March 19, 2012 as presented, Mr. Cummings seconded, vote unanimous in favor of the motion.

**III. COMMUNICATIONS**

**James Bryant Letters of Thanks:**

Mr. Bryant wrote letters of thanks to the Highway Road Crew for the outstanding effort they make in maintaining our roads, particularly this past March when things were so challenging, and to the Enfield FAST Squad for exceptional response to a medical emergency.

Mr. Cummings and Mr. Kluge both commended the Highway Department for an overall great jobs with the roads this past mud season.

**Tax Collector's Report ~ March 2012**

**Town Clerk's Report ~ March 2012:**

Revenues are a little ahead of this month last year.

#### **IV. BOARD REPORTS**

##### **Enfield Village Association:**

On April 11<sup>th</sup> Mascoma Savings Bank and the Enfield Village Association are hosting the Business After Hours gathering at the Shaker Museum at 5:30 PM.

#### **V. TOWN MANAGER'S REPORT**

##### **Manager's Updates:**

Mr. Schneider has posted three updates to the Town Manager's Page on the Enfield website and the Enfield Listserv to let folks know what's going on. He has asked Chief Richard Crate and Director of Public works Jim Taylor to provide highlights from their departments for inclusion.

The Town's website has been down, but should be back up on Tuesday.

##### **Huse Park:**

The Huse Park Committee has received quotes for paving of the Huse Park parking lot. Funding will come from TIF funds pending confirmation that funds are available and pending support of the project by the Tax Increment Finance Advisory Committee. There is a balance in the TIF Fund. The Selectmen are generally supportive of the project. Mr. Schneider needs to be sure there are sufficient funds to pay the engineers for the Route 4 Sewer & Water Extension project. State funding that we're seeking requires engineers on site at all times, which is not inexpensive.

Mr. Cummings moved to proceed with the paving of the Huse Park parking lot pending funding and TIF Committee approval, Mr. Kluge seconded, vote unanimous in favor of the motion.

With State funds there are projects that have been approved by the State that haven't been funded.

Mr. Kluge asked if we need to commit to an engineer even though we don't know we're getting the money.

Mr. Kiley believes the Town wants to have an engineer on site.

Mr. Schneider agreed, though we may instead want a clerk of the works rather than an engineer.

#### **VI. PUBLIC COMMENTS**

##### **Town Meeting – Enfield 8 Cable Channel:**

Mr. Schneider received a couple of positive comments from people who watched the airing of Town Meeting on the Enfield 8 cable channel. They thought it was a good meeting.

##### **Dan Kiley – Transfer Station Summer Hours:**

Mr. Kiley asked if it would be possible to have the Transfer Station open for summer hours earlier this year. He was informed that plans are to have it open summer hours from Memorial Day to just after Labor Day.

##### **Police Hiring Process:**

Chief Crate informed the Board that two applicants took physical agility testing and passed. Two other applicants have rescheduled. Even with unemployment as it is there have been a limited

number of applicants. Following agility testing applicants will go through an interview process. Three of the applicants are certified. Chief Crate can provide another update in a couple of weeks.

## **VII. BUSINESS**

### **Used Cruiser Sale:**

Mr. Schneider received an email from a resident about the sale of the police cruiser at Lakeview Auto. The disposal of this vehicle did not follow our traditional path for old cruisers. This cruiser was not traded in. The vehicle needed significant repairs with an estimate of \$1,300 simply to determine what might need to be repaired. The typical trade-in value is about \$3,500 when in good repair. Not repaired this vehicle would be valued between \$500 and \$1,000. Mr. Schneider is authorized to declare surplus any Town property valued less than \$1,000, which was the case with this vehicle in its current condition. Lakeview offered \$2,000 for the cruiser as is. Mr. Schneider was comfortable with that and that's how the cruiser came to be at Lakeview. Mr. Schneider acknowledges that the Town's surplus property policy was not followed. This information was shared with the concerned citizen.

Mr. Cummings remarked that it would have been pointless to fix it only to sell it.

We will be more careful about putting surplus property out to bid per policy in the future. We do have some DPW equipment that the Town will want to dispose of.

Mr. Cummings noted that there are some Fire Department vehicles that may be declared surplus.

### **Shaker Bridge/Rail Trail/NH Route 4A:**

The State had a good turnout at its informational meeting on March 29<sup>th</sup>. Approximately 50 people were in attendance. Three or four people were vocal about the lighting with a range of opinions, including wondering if lights were needed at all.

Mr. Cummings is firmly of the belief that the Shaker Bridge lights should match those on Main Street.

Mr. Schneider noted that he was previously incorrect about the number of lights that would be on the bridge. There will be a total of eight lights, but only 4 will be on the bridge, all will be on the northern side with one on each end and one opposite each of the two bump-outs. The remaining 4 lights are on the road past the bridge toward Pine Street.

LED lights will save energy. This has been discussed by the Energy Committee and is a top priority. The Energy Committee would also like shielded lights.

In addition to lighting there was much discussion of ditching on Route 4A.

Alex Vogt made it clear we're getting the Rail Trail crossing option the Town wants. The Federal Highway process is taking longer than anticipated so it won't be completed in 2012, but instead will be completed in 2013.

Mr. Kluge noted that one gentleman said there is a concrete mile marker that should be removed.

Mr. Cummings would like to pressure to get it done as soon as possible.

Mr. Kluge stated that the Enfield Village Association would like outlets on the light posts.

Mr. Taylor has already spoken to the lighting vendor about that.

**Whitney Hall Emergency Generator:**

We are ordering supplies for the pad and hope to have it installed by the end of the week. Mr. Taylor said there is some conflict with a water line to resolve.

**TIF Water/Sewer Extension Update:**

A pre-construction meeting is expected to be held next week. The school district will be notified due to the traffic impacts on bussing. Chief Crate, Jim Taylor and Alisa Bonnette will also be in attendance.

Mr. Schneider reported being able to come to an agreement with Bill Warren regarding an easement on his property. He has agreed to an easement and will subdivide the property so the Town will end up owning it.

**Ambulance Update:**

Mr. Schneider presented an agreement between the Town of Enfield and City of Lebanon for ambulance service. The cost has increased about \$20 to \$265/call.

Mr. Schneider will be meeting with the FAST squad on Monday and will explain the Board's intention to begin ambulance billing and volunteer on-call services.

The Board discussed mandatory on-call vs. voluntary on-call service. Mr. Cummings recommends voluntary on-call service at this time. He stated there should be an understanding with the FAST Squad that the Board expects a certain amount of participation. If someone signs up for on-call time they must respond if called out. There will be no on-call time during the day when Lebanon will provide coverage.

Discussion continued about FAST Squad receptivity to the plan.

Revenues from billing will go into the general fund, but a special revenue fund could be set up so revenues can be held separately to support ambulance functions.

Mr. Cummings would like to proceed in small steps. Mr. Kluge pointed out the need for the Board, at some point, to make a decision regarding ambulance service.

Mr. Cummings added that the Squad is comprised of volunteers but they're expected to respond. When you join an organization like that you have to put some time into it. We pay for their training. His goal was to take over the service provided by another town and to solidify evenings.

Mr. Kluge expressed the need to look at the numbers in 6 months.

It was pointed out that the FAST Squad will need to prepare the paperwork for billing. Mr. Cummings had no problem paying someone putting in the hours to do that.

Discussion ensued regarding the procedure for response to calls by Lebanon, the charges for calls Lebanon responds to, and the problems with calling off Lebanon service after they have responded.

**FastRoads Update:**

The project is still moving forward and the Town is still receiving connection agreements from residents.

**Administrative Items:**

The Board reviewed and approved the following documents: Veterans Exemption, Gravel Tax Levy, Timber Tax Levy, and Tax Lien Abatement.

**X. OTHER ITEMS**

**Next Meeting:**

April 16, 2012, 6:00 PM. Whitney Hall Conference Room.

**Fire Department UTV:**

Mr. Cummings reported that the Firefighters Association has received a Byrne Foundation grant and is going to acquire a Kioti UTV (Ultimate Transport Vehicle) which they would like to donate to the Town. The Board of Selectmen must hold a public hearing to accept the vehicle at which time it can be registered by the Town and covered by the Town's insurance.

**Letters of Commendation:**

Mr. Cummings recommended the Selectmen send letters of commendation to the road crew for their work during mud season. Mr. Kluge agreed.

**CONFERENCE**

**I. ADJOURNMENT**

Mr. Kluge moved to adjourn at 7:03 PM, Mr. Cummings seconded, vote unanimous in favor of the motion, meeting adjourned.