

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

**MINUTES of September 6, 2011**

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

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

**Others:** Alan Strickland, Conservation Commission Chairman; Marcus Lewis, Troop 44; Mrs. Lewis; Eric Engelhart; Dan Kiley, Curtis Payne, Lloyd Hackeman

**BUSINESS MEETING**

**I. CALL TO ORDER**

Mr. Cummings called the meeting to order at 6:00 pm.

**II. APPROVAL OF MINUTES**

**August 1, 2011:**

Mr. Kluge moved to accept the regular session minutes of August 1, 2011 as printed, Mr. Cummings seconded the motion. Mr. Kluge and Mr. Cummings voted in favor of the motion, Mr. Crate abstained due to his absence from the meeting, motion carried.

Mr. Kluge moved to accept the non-public session minutes of August 1, 2011 as printed, Mr. Cummings seconded the motion. Mr. Kluge and Mr. Cummings voted in favor of the motion, Mr. Crate abstained due to his absence from the meeting, motion carried.

**III. COMMUNICATIONS**

**Tax Collector's Report – August 2011:**

Property taxes are 95% collected on the first issue bill for 2011. We're right on schedule when you do a year to year comparison of collection. Collection each month depends on when the tax bills go out for that tax year so a direct month to month comparison cannot be made, but we're in a good spot. Folks are still finding a way to pay their taxes. We're thankful for that.

**Town Clerk's Report – August 2011:**

We're right on schedule with Town Clerk revenues as well at about \$4,000 above last year's collection at this time and right on where we forecast revenues to be.

**Minimum Impact Expedited Application: Town of Enfield – Lake Bank Stabilization:**

This is for an area in Shaker Village where the Town's municipal sewer line is sagging.

**Wetland Routine Roadway Maintenance Notification – NHDOT – Dredging project, I-89****Public Hearing Notice – State's 10-Year Transportation Plan: Lebanon City Hall,  
9/12/2011 at 10:30 AM****IV. BOARD REPORTS****Enfield Village Association (EVA):**

EVA is holding a meeting tomorrow with experts for grant writing and fundraising. They will be getting together for three hours to get better at asking for money. Mr. Kluge wished to make it clear that while he'll attend the fundraising meetings he can't ask people in Enfield for money and the EVA Board understands that.

**Capital Improvement Program Committee (CIP):**

The CIP Committee went through a spreadsheet for requested items and costs for them. At a meeting next Monday night they will prepare a game plan for 2012 department requests.

**V. TOWN MANAGER'S REPORT****2012 Budget:**

A budget memo was sent to department heads. There are not a lot of new things for 2012. We will again work on a budget to meeting revenues rather than the other way around and no more than a 2% increase.

Mr. Schneider explained that over 50% of our costs are personnel costs; we need to stay on top of it. Though in other places he's been personnel costs are usually closer to 66%.

The CIP is moving along. Mr. Schneider will try to get the Budget Committee in again and schedule a joint meeting with the Board of Selectmen, CIP Committee and Budget Committee for a general discussion about budget expectations. When we met in Enfield Center we seemed to be on the same page. We will do what we can to budget so there is no impact on the tax rate. Mr. Schneider will be sure the Selectmen get whatever information the Budget Committee gets.

**Shakoma Beach Lifeguards:**

This past weekend we had our second save of the season at the beach. Mari Colaiacomo made the second save of the season when a gentleman was struggling in the water. A resident commented on how calm and collected she was in her actions. On the job our lifeguards were alert and did exactly what they were supposed to do. Mr. Schneider wants to recognize them for a job well done.

**Tropical Storm Irene:**

Mr. Schneider indicated that he would talk in depth about the Shaker Boulevard Bridge.

Lloyd Hackeman will look at the Enfield Center Town House foundation.

Rice Road was pretty seriously impacted but the culverts didn't need to be replaced.

Smith Pond Road had a stone culvert that washed away. We were able to open up the road in a day. We'll install new culverts there and also further up the road to prevent future washouts. This work will require a few more days of work. We won't be able to replace the stone culvert with another stone culvert.

Potato, Whitehouse and Hazen Roads took a beating.

Not only was the Highway crew making roads drivable, but they were making permanent quality repairs.

Mr. Crate asked if Smith Pond Road repairs would be completed before cold weather. He was informed by Jim Taylor that they would finish Smith Pond Road in the next week or two.

Mr. Schneider informed the Board what a great job Police Chief Crate and the Town crews did. He, the Fire Department, Jim Taylor and Police Chief Crate were all there. Wendy Huntley was fielding calls in the office and Paula was in. Operations were calm, cool and done in a way that people knew what to do.

We had some road closures. A driveway on NH Route 4A was washed out. Whaleback Mountain Road experienced some problems. For the most part the Town was spared major damage.

Mr. Kluge noted that they did a lot of hard work; well done.

## **VI. PUBLIC COMMENTS**

### **Lloyd Hackeman – Tropical Storm Irene:**

Mr. Hackeman mentioned that the Fire Department received 6 to 8 calls that night. Things operated pretty smoothly.

Mr. Schneider noted that firefighters and the public works crew were all out.

## **VII. BUSINESS**

### **Marcus Lewis – Eagle Scout Project:**

Marcus Lewis, a prospective Eagle Scout candidate from Troop 44, explained to the Board that Eagle Scout status is awarded to fewer than 2% of the scouts in the nation. The last project required is a large project that serves the community in some manner. Mr. Lewis proposed replacement of the stairs from the upper parking lot to Shakoma Beach. He will do everything from filling out permits to raising money for materials. All he needs is permission from the Selectmen to proceed with the project.

Mr. Kluge said it was a wonderful thing to do. The Board of Selectmen was supportive of Mr. Lewis's project proposal.

Mr. Schneider pointed out that Troop 44 produces one Eagle Scout every year. Past scouts have done great work at Bicknell Brook, bus shelters, the Main Street kiosk and the raft at Shakoma Beach.

**Conservation Commission: Bicknell Brook Property – Proposed Logging:**

Alan Strickland passed out maps of the Town-owned Bicknell Brook property on Grafton Pond Road. This lot consists of about 162 acres and is subject to a conservation easement with Upper Valley Land Trust.

Mr. Strickland made the following presentation to the Board:

Late winter, 2011, the Commission received a letter from David Falkenham, Grafton County Forester, offering his services to give consultation to land owners regarding their property. I called David and set up an appointment for Friday, April 22, 2011. We walked the property on the trail, with him making observations along the way. Several days later he sent a report of his observations and suggested management ideas. He offered to come to talk with the Commission if we desired to have him to so. I invited him to come to the August 4<sup>th</sup> meeting, which he did. At the meeting he gave a summary of his observation and management alternatives.

The Commission voted unanimously to come before the selectmen to present the idea of developing a forestry plan to this town lot.

There is no wrong choice here. Doing nothing and letting the forest progress along succession lines is certainly a viable management option, and I was of this opinion for 18 years. But looking at the air photo of the area one can see there is an abundance of forest and few clearings. Today the state of NH is 98% in forest cover, leaving 2% for species that are attracted to early successional habitat. These wildlife species such as rabbits, bobcats, turkeys, rough grouse, and warblers, depend on acts of nature to create habitat, such as wind or ice storms. We can act as a force of nature to create some small pockets of clearings to promote a wider range of wildlife by having an edge effect.

Small patch clear-cutting could be a part of an education program about good forestry practices; not only promoting wildlife diversity, but demonstrating a harmonious relationship between logging and recreation. The primary focus of the town land is recreation and water quality, and these cannot be compromised. Any logging activity would have to be in conjunction with these goals. For example, logging would only take place in the winter. If hiking trails are to be crossed they would be crossed at right angles.

However, there are many misconceptions with regards to clear-cutting, even for the sake of wildlife enhancement. There may be opposition to any kind of cutting practices.

Mr. Strickland provided the Selectmen with a copy of the Private Forest Site Visit Report prepared by Mr. Falkenham.

He went on to explain that there is no wrong decision here; it's a question of enhanced wildlife. A logger would put in clear cuts, which could be part of an educational process with side trails overlooking these areas. The primary focus of the property is recreation and water quality and these would in no way be compromised. Deed restrictions allow this cutting if we have a plan, which will cost approximately \$2,500. There's no sense in having a plan if we aren't going to do logging, so Mr. Strickland is asking the Selectmen if this is the direction we want to go in.

Possible income from logging a few 1-acre clear cuts could cover the Town's costs, including the cost of the plan. We could get started this winter, or next winter.

Mr. Kluge agrees that it probably does increase wildlife. It is probably worth doing. As for the timing, it's probably a small sum operation. The question is whether we do it now or wait for timber prices to go up.

Mr. Crate said it's probably a good idea to get a plan started, but right now the price of timber is not the greatest. We should have a plan in place so we can cut any time.

The Board was informed that the plan was for the cutting to pay for the plan. Funding of the plan was discussed further. While there is not funding available within the Conservation Commission's operating budget there may be money available in the Conservation Fund.

Mr. Crate expressed the need to pick the right logger; one to get the job done well.

Mr. Schneider noted that there's also the question of revenue from the logging operation. Do we dedicate it solely for the Conservation Fund or put it into an expendable trust fund just for this property, or put it into the general fund? We can get information from the foresters as to expected revenues.

Mr. Crate restated that he thinks the plan should be done now.

Mr. Kluge agreed, assuming there's money in the Conservation Fund.

Mr. Strickland will talk to the Town Treasurer. He reiterated that recreation value and protecting water quality is paramount.

**Shaker Boulevard Bridge:**

Mr. Schneider spoke to the Selectmen last week about the replacement of the Shaker Boulevard Bridge. He contact the company, Acrow, about what's called a "bailey bridge" that's 12' wide and 70' in length. The cost for rental is \$35,348 a month for four months and \$4,085 each month thereafter. There is a rent to own option. We've entered into an initial 4 month rental.

The existing bridge continues to deteriorate. The bridge was 2" to 3" off when the initial damage was done by Tropical Storm Irene, but it is now 18". The abutments seem to be collapsing into the Knox River.

There was discussion of removal of the existing bridge and how to accomplish that. We need to be sure Shaker Boulevard residents continue to get services and we want to be sure we aren't making matters worse by not taking action. In time the bridge will fall in and will dam the river and cause a worse situation.

The next question is, how do we build a new bridge in a timely fashion? If we do the work ourselves we'll use 2 to 3 weeks of our crew's time. Had this happened at the beginning of the season we could have absorbed the time, but this time of year it would seriously cut into the time needed to complete end of season projects. Using our crew doesn't seem like a viable alternative.

Police Chief Crate contacted E.D. Swett to build the bridge and put it in place, to remove the existing bridge and remove the debris. They provided a quote of \$156,000 for the work that needs to be done. This is to make the installation of this bridge as solid as it can be and allow us to keep the bridge in place for an extended period of time. It could be a permanent solution. The cost to replace the bridge before Irene was estimated at \$650,000.

We're comfortable that 75% of the cost will be covered by emergency funding. Temporary bridges are coverable and there's no reason to think this one won't be. But, if the government says they won't fund this replacement bridge we do have undesignated funds which are there for this purpose. If it were just a temporary fix we could find guys to do it, but if our expectations are that this will be there a while Mr. Schneider is more comfortable with professionals, such as E.D. Swett.

Mr. Crate feels the old bridge should be taken out and we should do it right. He questioned the width of the bridge and suggested we go wider to accommodate snowplows.

Mr. Kluge is comfortable with a one-lane bridge. He doesn't think he's ever met a car there.

Discussion ensued regarding the replacement bridge installation, the type of bridge, which is the same as the bridge between White River Jct. and West Lebanon, and the projected lifespan. Some of these types of bridges have been in place for 40 or 50 years.

The cost estimate from E.D. Swett is more about length than width, though there should be a small increase in the cost of materials for the new abutments. Mr. Cummings doesn't anticipate a revised quote from E.D. Swett would be much different.

Mr. Schneider said we want to have this done before winter. He's confident we can accomplish all of this in a couple of weeks. Mr. Schneider does not need a motion by the Selectmen since as Town Manager he is authorized to sign contracts, but he wants to the Board to know we're not talking about a permanent solution. When we know what amounts the Town will be responsible for he'll come back to the Board of Selectmen.

The Board of Selectmen was supportive of the installation of a new bridge at 13'6" in width. The State is aware of the project and is supportive. E.D. Swett is in Town doing work on the Shaker Bridge so it's a win/win for us.

Mr. Kiley asked if the Town can move the Shaker Boulevard Bridge closure signs closer to 4A and make it bigger and more obvious. You've already turned onto the road before you can see and read the signs.

Police Chief Crate is waiting for a call back from Acrow, but we're talking and additional \$2,000 to \$3,000 by E.D. Swett for concrete. Plans for the wider bridge will take another couple of days.

**Crosswalk at Union Street and Shaker Hill Road:**

Jack and Cindy Foster sent an email requested a crosswalk from the south side of Shaker Hill Road to the north side of Shaker Hill Road where the sidewalk changes sides. This is a State road so Mr. Schneider thinks they are looking for support for a crosswalk at this location.

Police Chief Crate said it probably won't be painted until next summer. This year they were only going to repaint the crosswalks on Route 4, but he asked the State to also repaint the crosswalks on Main Street, which they did.

The Selectmen are supportive of a crosswalk on Shaker Hill Road as requested.

**Sale of Property:**

The Selectmen received a list of Town owned properties.

Mr. Schneider was asked about the NH Route 4A property. One of these properties is a vacant piece of land and the other has a house on it. When we acquire tax dedeed property we can sell it quickly, in which case we'd get the back taxes and up to 10% for administrative fees. The remainder goes to the previous owner.

Mr. Cummings said that another way is to sell the property and get tax revenue.

Mr. Schneider said there was talk about using a realtor. The Town did use a realtor, Tony Lozeau, where we had a series of buildings on a property. A letter inquiring about interest was sent to area realtors. In checking with other communities they have used realtors. It gets a little tricky if there's an occupant.

Mr. Cummings asked how much in back taxes are due on the Guitar Estate.

Mr. Schneider replied that it's about \$25,000. Proceeds don't come to the Town. It's more advantageous to do a sealed bid, but with the vacant lots on Grafton Pond Road a realtor is an easy way to go. We can do sealed bids with those properties. We've done auctions in the past as well.

Mr. Hackeman asked if there's a current use penalty on the Bicknell Brook property.

Mr. Schneider does not think there'd be a penalty on that property.

The Town can wait to sell property after we get feedback from other Boards. Comments on the sale of Town-owned property were invited from the Public Works Department, Planning Board, Conservation Commission, Recreation Commission and Heritage Commission.

Mr. Kluge thinks we should move ahead with the sale of the Bicknell Brook properties.

Mr. Crate doesn't think we'd get anything for it now.

Mr. Kluge said we could put it out with a minimum price.

Mr. Cummings agreed that he doesn't think now is the time to sell the property either, unfortunately.

Mr. Hackeman suggested putting a minimum of \$40,000 or \$50,000 on it.

Mr. Schneider said the 5 acre parcel is assessed at \$48,000. Even with sealed bids we don't have to accept them.

Mr. Cummings agreed that we could do sealed bids and see where they come in. We could reject them all.

Mr. Hackeman said that if the Town sells them and gets \$40,000 or \$50,000 for them the new owners would probably build a house and the Town would get additional taxes.

Chief Crate noted that there's also a timing thing when people start looking for property to build on.

The Board also discussed two small lots on Meadow Lane and NH Route 4A. These are at Foster Circle and these properties include access to the lake. The abutter has offered about \$2,000 for these lots. They're too small to build a house on but big enough to put a camper on it. Town regulations allow you to reside in a camper for 6 months, so these would make good lots for summer recreation purposes; or you could simply park your car there and have access to the lake.

Mr. Crate moved to table the issue of property sales for tonight and revisit it at the end of October or first of November, Mr. Kluge seconded, vote unanimous in favor of the motion.

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

Mr. Schneider reported that the culvert is in and covered. The work was all done through a hurricane and interesting encounters with the State. Good work was done by Ken Hill of Enfield Plumbing and Heating, Don Daniels and LaCasse Installations. If weather had been fine it could have been completed in a week. The project required the installation of 36 pieces of pipe. They



still have stone to put down and seeding to do, but water is running through it and all for the price they said it would be. It's a 42" concrete pipe and you can see daylight from Route 4 to the river. This project was funded through TIF dollars.

**Water/Sewer Extension Planning:**

The Board was provided with a list of all of the properties within the proposed water and sewer extension area of the TIF District.

The Board was provided with a list of past actions regarding sewer connections for those that have a working septic system. In 1990, homeowners were required to connect within 90 days if they were located within 300' of the line; several exemptions were granted. In 1992, homeowners were required to connect within 90 days if they were located within 150' of the line; exemptions were granted for up to 7 years. In 2010, homeowners were required to connect within 90 days if they were located within 100' of the line; exemptions were up to the Town Manager.

The Board was also provided a list of sewer issues that must be addressed:

- Connections – fees, requirements, time frames
- Cost Impact – on tax payers, TIF District residents, water/sewer users
- Future Development – plans, any commitments
- Communication – to residents and TIF District property owners
- Timing – discussions with residents, public hearings
- Town Meeting presentation
- Finances – cost to connect, impacts on property values
- Cost of Project – get bid numbers
- Proposed Timing of Construction – spring/summer/fall 2012

At the next Selectboard meeting Mr. Schneider will provide a break out of each of these issues.

The Board has had discussions about meeting with just property owners to go over the project. The sooner we can get real data out to property owners and taxpayers the better.

One of the big issues is connection – when and how do we ask those with functioning systems to connect. Rolling the cost into their quarterly bill is one of the easier ways for their costs to be paid.

Mr. Kluge agreed we need to get the information out. He tried to make a strong case to the Planning Board to keep planning and zoning issues out of Town Meeting so things don't get too confusing.

Mr. Schneider agreed. Keep it simple with one issue to consider.

**Main Street Water Main Replacement:**

There's been a healthy back and forth between our engineer and the State regarding the installation, centering on where the line would end. Because the State will end up paying for a

portion of this they felt they had input. Mr. Schneider has emailed Jeff Potter regarding the timing of this. He hasn't received a response yet. There's still a lot of work to do on Route 4A. The Town's engineer is done and is still within the dollar amount we've allotted from the capital reserve funds.

**Shaker Bridge/Rail Trail:**

Mr. Kluge asked if there was any news on the Rail Trail Issue.

Mr. Schneider responded that the Town hasn't gotten a "Purpose & Need" report. There's been no progress. He did go to the last meeting of the State Historic Preservation Office when they looked at all of the alternatives again and whether the newest proposal has an adverse impact because it's altering the historic resource. The land, not the bridge, is the historic resource. Mr. Schneider doesn't know if the adverse impact is an impediment to moving forward. Even the original bridge design had an adverse impact and it was moving forward.

**Water/Sewer Rates:**

Water and sewer rates have not been altered in quite some time. The main driver on rates is not our personnel or administration costs; it's the City of Lebanon changing their rate. They've raised theirs a few times. We can't change the rates tonight as we have to hold a public hearing. A public hearing will be held at the next meeting. If we don't alter our rates we'll be running in the negative.

**Jones Hill Road Speed Limit and Weight Limit:**

Tabled at a previous meeting, the Board considered a request from Wayne Claflin for a reduced speed limit and weight limit on Jones Hill Road. Police Chief Crate recommends lowering the speed limit from the current 35 mph to 30 mph. He takes no position on weight limits.

Mr. Crate said there's nothing wrong with Jones Hill regarding weight limits.

Mr. Crate and Mr. Kluge can support a reduced speed limit.

Mr. Crate moved to reduce the speed limit on Jones Hill Road to 30 mph, Mr. Kluge seconded, vote unanimous in favor of the motion.

The Selectmen will take no action on weight limits.

**Mascoma River Designation:**

The State Legislature has designated segments of the Mascoma River as protected river under the NH Rivers Management and Protection Program. Nominations are requested for individuals to serve on a local advisory committee for the Mascoma River. Two individuals have expressed interest: Tim Taylor and Kurt Gotthardt. Tim Taylor has a connection as a property owner and dam owner on the river.

Mr. Crate moved to appoint Tim Taylor to the advisory committee, Mr. Cummings seconded, vote unanimous in favor of the motion.

Mr. Kluge informed the Board that Kurt Gotthardt has the support of the Planning Board. Mr. Kluge moved to appoint Kurt Gotthardt to the advisory committee, Mr. Crate seconded, vote unanimous in favor of the motion.

**Meeting Schedule:**

The Board discussed its schedule for the summer of 2012 for the purpose of inclusion in the 2012 municipal calendar.

After discussion by the Board in which Mr. Kluge expressed that he was not a big fan of 3 months with only one meeting each month the Board agreed to schedule two meetings in June and one meeting each month in July and August with those meetings held at the Enfield Center Town House.

**Administrative Items:**

The Board reviewed a recommendation by the Tax Collector to grant an abatement on an abandoned mobile home so it could be demolished and removed from the trailer park in which it is located. The abatement amounts to a total of \$311. Mr. Cummings moved to abate the past due taxes per the Tax Collector's recommendation, Mr. Kluge seconded, vote unanimous in favor of the motion.

The Board reviewed and approved the following documents: Notice of Intent to Excavate, Land Use Change Tax, Petition & Pole License – Ibey Road, Property Tax Abatement and Timber Tax Levy.

**VIII. OTHER ITEMS****Skating Rink:**

Mr. Crate asked if the Town ever got a skating rink.

Mr. Schneider responded that we had and that Public Works will put it together in the late fall. He's had a lengthy discussion with the Recreation Commission and the rink will be lighted with lights mounted on the backstop and it will be located closer to the pavilion to provide more shelter for people putting on their skates.

**Shaker Boulevard Bridge – Latest Update:**

Police Chief Crate reported that the Town can rent to own the larger bridge but it may have to set a bit to one side due to the location of a utility pole. E.D. Swett will provide a formal revised quote with the concrete and material changes.

**School Board Meeting Reminder:**

September 13, 2011 5:30 PM. MVRHS Library. RSVP requested.

**Next Meeting:**

Monday, September 19, 2011, 6:00 PM. Whitney Hall

**CONFERENCE**

**I. NON-PUBLIC SESSION**

Mr. Crate moved to enter non-public session at 7:40 PM to discussion a personnel issue, RSA 91-A:3 II (a), Mr. Cummings seconded. Roll call vote: Mr. Crate – aye, Mr. Cummings – aye, Mr. Kluge – aye, motion carried.

Mr. Crate moved to come out of non-public session at 7:48PM, Mr. Kluge seconded, vote unanimous in favor of the motion.

**II. ADJOURNMENT**

Mr. Crate moved to adjourn at 7:48PM, Mr. Kluge seconded, vote unanimous in favor of the motion, meeting adjourned.