

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

MINUTES of February 2, 2010

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

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

Others: Dan Kiley; Jon Steiner, Local Government Center

BUSINESS MEETING

I. CALL TO ORDER

Mr. Crate called the meeting to order at 6:01 pm.

II. APPROVAL OF MINUTES

Mr. Kluge moved to approve the minutes of January 19, 2010 as printed, Mr. Cummings seconded, vote unanimous in favor of the motion.

III. COMMUNICATIONS

The Municipal Network Meeting:

Mr. Kluge has attended one of these meetings. David Saladino has also attended some of these in the past. The next one is Thursday, February 11, 2010 at the VFW in White River Jct. Mr. Schneider will attend.

James & Rebecca Petryk:

The Board received correspondence from James & Rebecca Petryk regarding the assessment of structures on property which they own that they believe is assessed to them and should be assessed to Lakeview property owners. They request the Board to assess the well, septic field and appurtenant structures to the Lakeview Condos as part of the common land.

The Board sold the property in question to the Petryk's by sealed bid. Part of the property has a septic system on it that serves Lakeview Condos. The property has an easement. The Petryk's are asking for a review. Mr. Schneider will check with Julie Huntley to see if an abatement is required on this.

Trustees of Trust Funds ~ 4th Quarter Report 2009:

There is little change in the balance of funds in Capital Reserves (CRF). Some money was expended from the Revaluation CRF and Technology CRF. The Town still has over \$1 million in CRF.

Mr. Cummings asked if there wasn't money coming from the Emergency Services CRF.

Mr. Schneider replied that there should have been money for pay for the rescue retrofit. Some reserve funds are particularly meaningful to us: Public Works Vehicles & Equipment has a balance of \$7.86, Fire Vehicles & Equipment has a balance of \$289,356.69, close to enough for one engine. The Library Building CRF established a couple of years ago is up to \$272,806.92.

Mr. Kluge asked how money goes into the Land Acquisition CRF. He was informed that it would be a vote of Town Meeting.

Mr. Schneider noted that the Trustees of Trust Funds Report is a good reference document to have. This year we combined as many as we could into one CD to get the highest rate of return we can, about 2.1% on average.

Town Clerk's Report ~ January 2010:

Town Clerk revenues at year end were \$714,087.16. January 2010 revenues of \$53,443 are higher than 2007, 2008 and 2009; we don't know why since there are no special programs incentivizing vehicle purchases. Revenues are being budgeted at about \$700,000 in 2010.

Tax Collector's Report ~ January 2010:

Ninety-five percent of 2009 taxes have been collected. The collection rate is good and on par with previous years.

IV. BOARD REPORTS

Energy Committee:

The Energy Committee is proceeding with grant applications for a heating & cooling system at the Police Department, solar panels at the Public Works Facility and outdoor lighting at the Veterans Memorial Park and Main Street. The Town can't ask for better qualified individuals to be working on these grants.

Heritage Commission:

The Heritage Commission is working on the Town's 250th anniversary. The Commission will be meeting at the end of the month to coordinate with the Historic Society. They are talking about a Shaker play and displays throughout the community to show what various buildings were used for. This display will likely be in place throughout the summer season and may include such buildings as the Copeland Block and Lockhaven schoolhouse. The Heritage Commission is a well-versed and qualified group.

V. TOWN MANAGER'S REPORT

Grant Award:

The Eastman Foundation has awarded a \$4,000 grant for a NH Lakes Association pamphlet regarding watershed protection. The pamphlet will be mailed to property owners around Mascoma and the Connecticut Valley watershed. They will also establish an ordinance to protect Mascoma Lake and the Connecticut Valley watershed. Shirley Green has put a lot of work into this.

Sewer Line Replacement:

Mr. Schneider spoke with CLD Engineering regarding the sewer line replacement. The contractor is having problems with the equipment. They will start later in February.

Cable Franchise Agreement:

Mr. Schneider spoke to the Town's attorney that is handling the cable franchise agreement. They need E-911 addresses for areas that want cable service, perhaps Boys Camp Road? The Town can push the cable company to extend service. Cable doesn't extend on Lockhaven far beyond Ibey Road. There is nothing at Spectacle Pond either.

Smith Pond Dam:

The dam has been repaired. Mr. Schneider is working with the property owner to develop a long-term agreement. The town attorney is struggling with the long-term maintenance issue. That is not something the Town wants to be obligated for. As long as there's a fund to maintain the dam, the Town could repair it. The Town also wants to maintain public access. A value on the dam is needed for insurance purposes.

Concord Co-op ~ Single Stream Recycling:

Mr. Schneider was contacted by the Concord Co-op regarding single stream recycling. Does the Town have any interest in joining the Co-op? All recyclables are put in one bin, hauled to the recycling facility and they sort it there. They are permitted for this purpose. The recycling facility is close to their solid waste co-op site. What they need to be viable is 25,000 tons of recyclables per year. They're in the 23,000 ton range now. This information has been provided to Ken Daniels and Andy MacDonald. What does this mean to Enfield?

The group would do all the education and meet with the people. All recyclables would be put into one bin, taken to the transfer station and dumped in one container. From the Town's perspective we want to be sure there's some protection in guaranteeing revenues. Perhaps a minimum rate per ton, but increased revenue if the rates go up. They want a 15 year commitment.

This is information only at this point. They'd be happy to come and speak with the Board. The closest municipality to Enfield to join is New London. This would simplify out transfer station. We would need two compactors, one for solid waste and another for recyclables. It will require some outlay on the Town's part since we would need a second compactor. We'd also have to haul the recyclables to the facility.

Mr. Crate asked how New London does theirs.

Mr. Schneider replied that they haul it. Those are cost's the Town of Enfield would have to consider. The Town could see a tonnage reduction in solid waste disposal as a result.

Mr. Crate asked how long New London has been in it.

Mr. Schneider stated they have just signed on. They may be others further north that have joined as well.

Mr. Crate would like to know how expensive trucking will be.

Mr. Schneider informed the Board that in a good year the Town gets \$20,000 in recyclables; \$10,000 in a bad year.

Mr. Crate feels this is worth checking into.

VI. PUBLIC COMMENTS**Dan Kiley ~ Budget:**

Mr. Kiley asked, in light of the two Supreme Court rules this last week, if the Town has a contingency plan in place if rooms & meals tax is taken away. State revenues have been affected by the Court rulings. Mr. Kiley responded that the State can't run a deficit.

Mr. Schneider stated that the State budget is a two-year budget and a two-year law. Mr. Schneider has not seen a lot of concern among managers or municipalities on the listserv. The State can't take away rooms & meals tax from municipalities or they'd be breaking their own law.

Mr. Kluge said the State would cover some of the shortfall with a rainy day fund.

Chief Crate believes the paper reported a \$20 million shortfall.

Mr. Kiley asked if LGC was going to have an effect. LGC was sued. They have \$6 million in salaries and \$1 million in dues. Where did the other \$5 million come from?

Mr. Schneider said LGC lost their Right-to-Know case regarding salaries. He doesn't know if the Courts have ruled on the other piece.

Dan Kiley asked if the Town could have a public hearing on the budget a week before the deadline for petitioned warrant articles. With the current schedule if the Budget Committee cuts \$50,000 out of the budget there's no way to do a petitioned warrant article.

Mr. Schneider replied that a voter can present an amendment to the budget at Town Meeting. The Budget Committee has to act on monied articles. The Town will have about \$30,000 in petitioned warrant articles to address. These monied articles have to be acted upon by the Budget committees. This is not an issue for this body (Board of Selectmen).

Mr. Kluge said that as far as contingency plans, it's to be as cautious as we can.

Mr. Kiley pointed out that there was a contingency plan last year. He was informed by Mr. Schneider that this year is not as dire because the State's budget is done.

VII. OLD BUSINESS

There was no old business.

VIII. NEW BUSINESS**2010 Town Meeting Warrant / Acceptance of Petitioned Warrant Articles:**

Nine petitioned warrant articles were received; all have been certified by the Town Clerk.

Tri-County CAP requests \$3,472 in a petitioned warrant article. Last year \$2,000 was appropriated for Tri-County CAP, the year before \$2,371 was appropriated. This is for fuel assistance.

Mr. Cummings stated that he would like a vote tally included on the warrant.

Mr. Schneider stated the NH Department of Revenue Administration has the opinion that warrants not show a vote tally.

Mr. Cummings contends that some towns are doing it and he'd like the vote to show on the warrant. He believes even the school district has done so. Everyone should see if it was a divided decision or a unanimous one for both the Board of Selectmen and the Budget Committee.

Mr. Schneider noted that if all the monied petitions are added up it will come to close to 9 cents on the Town tax rate.

Mr. Kluge said he is willing to support Tri-County CAP fuel assistance and homeless outreach is important. Mr. Cummings would also support this entity. Mr. Crate asked if the Town's Human Services Department helps with fuel. Mr. Schneider said the Town has \$1,250 in the fuel line. There prior year nothing was spent for fuel. The previous Human Services Director directed people to fuel assistance from State and Federal sources. Tri-County CAP provides \$179,025 in direct financial assistance to citizens of Enfield: 112 received household fuel, 65 received electric assistance, 35 received homeless assistance and 6 were provided weatherization. The Budget Committee chose not to get to this level of detail. It was a philosophical decision.

Mr. Kluge moved to recommend the petitioned warrant article to support Tri-County CAP, Mr. Cummings seconded, vote unanimous in favor of the motion.

Dr. David Beaufait will ask the lead petitioner of each petitioned warrant article to speak to the article at Town Meeting.

Visiting Nurse Association & Hospice of VT & NH requests \$13,900 in a petitioned warrant article at a cost of \$2.527 cents per \$1,000 valuation.

Mr. Cummings moved to recommend the petitioned warrant article to support the Visiting Nurse Association & Hospice of VT & NH, Mr. Kluge seconded, vote unanimous in favor of the motion.

Grafton County Senior Citizens Council requests \$7,258 in a petitioned warrant article at a cost of 1.32 cents per \$1,000 valuation. Mr. Cummings noted that the cost to provide services was \$126,979.84.

Mr. Cummings moved to recommend the petitioned warrant article to support Grafton County Senior Citizens Council, Mr. Kluge seconded, vote unanimous in favor of the motion.

Last year \$6,000 was appropriated for the Senior Citizens Council, the year before \$6,708 was appropriated. Mr. Crate would prefer to fund at last year's amount. Dr. Beaufait said this can be amended on the floor of Town Meeting.

Advance Transit requests \$5,250 in a petitioned warrant article at a cost of .955 cents per \$1,000 valuation. About 8,800 trips originated in Enfield in 2009. This is the lowest ridership of the communities served. Canaan had over 10,000 trips, Lebanon over 200,000 and Hanover over 100,000. The Town appropriated \$4,000 for Advance Transit in 2009 and \$4,285 in 2008.

Mr. Cummings moved to recommend the petitioned warrant article to support Advance Transit, Mr. Kluge seconded, vote unanimous in favor of the motion.

Mr. Cummings noted that there are not many of the services that he doesn't support.

Mr. Crate agreed, but wants to let the people decide if they want to support the organizations.

Mr. Kluge stressed that it is crucial for people to get to work and services.

West Central Behavioral Health requests \$5,491 in a petitioned warrant article.

Mr. Cummings moved to recommend the petitioned warrant article to support West Central Behavioral Health, Mr. Kluge seconded, vote unanimous in favor of the motion.

Mr. Cummings stated that he had a problem with salaries paid to the upper echelon.

Headrest requests \$7,000 in a petitioned warrant article at a cost of 1.273 cents per \$1,000 valuation.

Mr. Cummings moved to recommend the petitioned warrant article to support Headrest, Mr. Kluge seconded, vote unanimous in favor of the motion.

WISE requests \$2,300 in a petitioned warrant article.

Mr. Cummings moved to recommend the petitioned warrant article to support WISE, Mr. Kluge seconded, vote unanimous in favor of the motion.

Mascoma Valley Health Initiative requests \$3,463 in a petitioned warrant article.

Mr. Cummings moved to recommend the petitioned warrant article to support Mascoma Valley Health Initiative, Mr. Kluge seconded, vote unanimous in favor of the motion.

Mascoma Valley Health Initiative played a leading role in the Upper Valley with H1N1. Chief Crate noted that our area was the most prepared in large part because of the planning they took on.

The Board received a petitioned warrant article to support requesting stop signs at the Main Street / High Street intersection to create a 4-way stop.

Mr. Cummings moved to recommend the petitioned warrant article to request stop signs at the Main Street/ High Street intersection, Mr. Kluge seconded. Mr. Cummings voted in favor of the motion, Mr. Kluge and Mr. Crate voted in opposition of the motion. This petitioned warrant article is not recommended by a vote of 2 to 1.

Election Location:

Dr. Beaufait had a question about small volume elections and if they might be held at the Community Building. He has heard about the convenience of the Whitney Hall location for the Town Clerk and Supervisors of the Checklist. Another concern is that access is not as reliable as it would ideally be at Whitney Hall. The Community Building would be fine for low volume elections and the theatre wouldn't have to take down and set up. Dr. Beaufait doesn't feel strongly either way.

Mr. Kluge is inclined to support Town employees and Whitney Hall works well.

Mr. Schneider added that Carolee Higbee is independently elected in her role as Town Clerk.

Ms. Bonnette noted that the School has already posted their 2010 election warrant for Whitney Hall.

Mr. Cummings asked if Dr. Beaufait heard this concern from the Shaker Bridge Theatre group.

Dr. Beaufait replied that he has had no contact with the theatre group.

Public Works Article:

Mr. Cummings asked about a recommendation for the Public Works Vehicles & Equipment article. The amount is set and he won't be at the Budget Hearing.

Mr. Cummings moved to recommend the article appropriating funds for Public Works vehicles & equipment, Mr. Kluge seconded.

Mr. Cummings stated that Ken Daniels, Director of Public Works, came in with a request for 4 pieces of equipment at double the total cost. One dump truck and an F350 were not a necessity. The Budget Committee supported the two pieces of equipment in most need of replacement, which are included in this warrant article.

Mr. Crate asked if cost figures were obtained on the backhoe and what size backhoe is requested.

Mr. Schneider explained that it is not a wheeled excavator and that quotes were obtained from CAT.

Mr. Cummings asked if the Selectmen had Mr. Schneider's assurance that it won't be a wheeled excavator.

Mr. Schneider assured the Board it would not.

Mr. Cummings pointed out that the Board voted at a previous meeting that they see information on equipment before it is approved.

Mr. Crate expressed his concern that on a previous vehicle the vehicle that was purchased was not what the Board was led to believe it would be.

Mr. Schneider said they will be replacing a 1999 CAT backhoe that has 10,000 hours on it.

Mr. Crate said prices on more than 1 or 2 backhoes should be obtained. Whoever is going to work the equipment should be comfortable with it.

The Board voted unanimously in favor of the motion to recommend the article appropriating funds for Public Works vehicles & equipment.

Tax Increment Finance (TIF) District Plan Amendments:

Two articles pertain to amendment of the Project list within the TIF Plan that allows TIF dollars to be spent on these projects. Approval of these articles does not provide final approval of the projects themselves. The amendment regarding the Huse Park/Community Building improvements includes improvements to parking, lighting and site layout.

Petitioned Article for 4-Way Stop:

Mr. Cummings asked Police Chief Crate if he would be addressing the safety issue of the proposed 4-way stop at the intersection of Main Street, High Street and Shaker Hill Road.

Chief Crate replied that he would not. The Police Department will remain neutral on this subject.

Dr. Beaufait said the Police Department is called on to enforce whatever Town Meeting decides.

Mr. Crate has lived in Enfield his entire life and does not support a 4-way stop at this location.

Town Report:

The Board approved a photo of the Shaker Bridge and bobhouses on Mascoma Lake for the cover of the Town Report. They also approved the dedication of the report to the Enfield-Mascoma Lions Club.

Dr. Beaufait is pushing for the remnants of the Enfield Sub-Committee from the Enfield Withdrawal Study Committee to close the loop on that process. What's come out is too long and detailed for the Town Report and an abbreviated report will be submitted.

Mr. Cummings is working on the Selectmen's narrative report.

Code of Ethics & Conflict of Interest Policy Approvals:

Mr. Cummings moved to approve and authorize Donald J. Crate, Sr., Chairman of the Board of Selectmen, to sign the Code of Ethics and Conflict of Interest Policy, Mr. Kluge seconded, vote unanimous in favor of the motion.

These policies are already in place and are simply being re-adopted by the Board.

IX. OTHER ITEMS

Officer Hunold:

Police Chief Crate send the Board an email regarding Jeff Hunold. His first day with the Enfield Police Department will be the 15th of February. When he starts back he will be in to see the Selectmen. The Police Department will again be fully staffed. Roy Holland is still stateside.

Selectmen's Meetings:

The next meeting is scheduled for February 16, 2010 in the Whitney Hall Conference Room.

Mr. Cummings reported that he will be out of the state on March 15, 2010, so would not be attending that meeting of the Board.

Fire Department Generator:

Mr. Cummings pointed out that a generator for the Fire Department has been discussed for a long time and wondered if that can be taken care of.

Mr. Schneider will see what the Town has in the Fire Department emergency fund.

Mr. Crate agreed there should be a generator at the Fire Department.

Mr. Schneider pointed out that the Capital Reserve Fund won't fund the generator the Fire Department wants. It's not so much for lights and heat as it is for charging equipment.

Mr. Cummings said the generator should be on wheels so it can also be used at the Enfield Village School.

Mr. Schneider replied that a Fire Department generator was a priority until the rescue vehicle became a priority.

It was noted that a generator for the Fire Department was discussed by the Board in the summer of 2009 and even previous to Mr. Cummings being on the Board.

Mr. Schneider and Mr. Crate mentioned that there were other things with a higher priority and the Town took care of a lot of Fire Department equipment in 2009.

CONFERENCE

I. JON STEINER, LOCAL GOVERNMENT CENTER

Mr. Steiner informed the Board that the Local Government Center (LGC) is undergoing changes. The director has retired and they've lost a Supreme Court case. They are heading in a new direction becoming more open and transparent. LGC will be surveying Selectmen, Councilors, etc. They want to hear from towns and cities about what they want offered.

They will again offer local dinners for town officials. There is one planned for Jesse's in April.

Member dues is \$3,400/year and includes access to the LGC attorneys. Enfield has used LGC's attorney services. LGC does work at the State House, talking about what's important to municipalities and representing them at the legislature.

LGC is trying to keep prices stable on Property Liability Insurance, Health Insurance and Workers Comp Insurance. This year the increase is due to usage and rates going up with Anthem and hospitals. LGC can't pinpoint one area that has caused the increase in rates. They have worked with the prescription drug program to reduce costs.

LGC is not providing their employees with raises in 2010.

LGC has provided Risk Management Training information over the past few years.

Mr. Steiner invited questions and comments from the Board.

Mr. Kluge commented that he likes the work LGC does and loves the Legislative Bulletin

Mr. Steiner stated the every town and city in NH is a member, as well as unincorporated places. They also have a large portion of property liability, health and workers comp insurance.

Mr. Schneider noted that LGC has a number of training opportunities for the Board of Selectmen. Doug Pettibone, Budget Committee Chairman, attended the LGC conference last fall. Everyone affiliated with the Town has done some training with LGC.

Mr. Steiner added that LGC would do training for groups of managers or selectmen; they can do a Right-to-Know presentation or team-building for free.

Chief Crate said they're also working on model policies for Police Departments that will provide a central location for Towns to obtain this information.

II. ADJOURNMENT

Mr. Kluge moved to adjourn at 7:53 PM, Mr. Cummings seconded, vote unanimous in favor of the motion.