

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

MINUTES of March 15, 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

Others: Dan Kiley; Curtis Payne; James Presher & Liz Bedard, Concord Co-op

BUSINESS MEETING

I. CALL TO ORDER

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

II. ORGANIZATION OF THE BOARD

Mr. Cummings moved to appoint John Kluge as Chairman of the Board of Selectmen, Mr. Crate seconded, vote unanimous in favor of the motion.

Mr. Kluge moved to nominate Fred Cummings as the Board's representative on the Budget Committee, Mr. Crate seconded, vote unanimous in favor of the motion.

Mr. Crate moved to nominate Fred Cummings as the Board's representative on the Capital Improvement Program Committee, Mr. Kluge seconded, vote unanimous in favor of the motion.

Mr. Cummings moved to nominate Donald Crate as the Board's representative on the Conservation Commission, Mr. Kluge seconded, vote unanimous in favor of the motion.

Mr. Cummings moved to nominate John Kluge as the Board's representative on the Planning Board, vote unanimous in favor of the motion.

Ken Daniels was serving on the CIP Committee. Ken Daniels also served on the Tax Increment Finance (TIF) Advisory Committee and the Upper Valley Lake Sunapee Regional Planning Commission.

Mr. Cummings recommends filling one of the vacancies on the Committee with Doug Pettibone, Budget Committee Chairman. He will talk to Mr. Pettibone and request a letter of interest. There is a second vacant position to be filled on the CIP Committee.

The Selectboard has not assigned someone as a representative on the Energy Committee.

Mr. Kluge mentioned the possibility that the Enfield Village Association (EVA) by-laws require a representative of the Board of Selectmen. EVA is looking into this. If EVA does need a Selectmen's representative John Kluge would like to fill that position.

Mr. Cummings asked if the Board could ask Steve Schneider to serve on the TIF Committee. Mr. Schneider prefers not to be a voting member. The majority of the members have to live in the District, own property in the District or adjacent to the District. There is no requirement to have a Selectboard member on it.

Mr. Kluge moved to nominate Donald Crate to serve on the Tax Increment Finance Committee, Mr. Cummings seconded, vote unanimous in favor of the motion.

The Board discussed the position of Tree Warden which was previously held by Ken Daniels. Mike Sousa and Scott Johnston were considered for the position. Mr. Schneider will look into this further.

Mr. Schneider said at the next Planning Board meeting they may discuss a representative to the Upper Valley Lake Sunapee Regional Planning Commission.

Mr. Cummings suggested putting the vacancy on the CIP Committee on the Town's website.

Mr. Cummings said that Rebecca Stewart is the Selectmen's representative to the Heritage Commission and wondered if she would be interested in continuing.

The Board was informed that all board and committee members whose terms are expiring soon will be contacted to see if they are interested in reappointment.

III. APPROVAL OF MINUTES

January 19, 2010:

Correction: Section II. Approval of Minutes, January 4, 2010 should read, "Mr. Kluge moved to accept the minutes of January 4, 2010..." Mr. Kluge moved to approve the minutes of January 19, 2010 as corrected, Mr. Crate seconded. Mr. Cummings was absent from the meeting at this time. Vote unanimous in favor of the motion.

March 1, 2010:

Correction to regular session minutes: Section VII. New Business, Enfield 250th Anniversary, paragraph 9, change "love" to "lot". Mr. Kluge moved to approve the regular session minutes of March 1, 2010 as corrected, Mr. Crate seconded. Mr. Cummings was absent from the meeting at this time. Vote unanimous in favor of the motion.

Mr. Kluge moved to approve the non-public session minutes of March 1, 2010 as printed, Mr. Crate seconded. Mr. Cummings was absent from the meeting at this time. Vote unanimous in favor of the motion.

IV. COMMUNICATIONS

Heritage Commission:

The Heritage Commission has written correspondence to the NH Dept. of Transportation (DOT) reiterating that they would like an at-grade crossing of the Rail Trail and Main Street near the Shaker Bridge. They also told the State they would like the \$1 million saved to be reallocated to the bridge project. This letter was copied to Executive Councilor Raymond Burton.

Mr. Schneider sent a reminder to DOT that the Town is opposed to construction of a replacement Rail Trail bridge and that an at-grade crossing is wanted. The State is developing the engineering for an at-grade crossing, though they haven't said there will be an at-grade crossing.

The lighting design needs to be firmed up. Conduit for a future water line will be discussed at a meeting with DOT, Steve Schneider and Paul Mirksi.

V. BOARD REPORTS**Planning Board:**

Mr. Kluge reported that the Cronenwett's were in about moving a driveway. The issue became complex. The Cronenwett's need to address some legal issues then return to the Planning Board for further review. Mickey's Roadside Café wants to expand seating. The problem is they are using the church overflow parking. They have a letter from the church allowing Mickey's to use the lot.

VI. TOWN MANAGER'S REPORT**Comcast Cable Television Franchise Agreement:**

The Town is very close with Comcast negotiations for a franchise agreement renewal. They've given us a fee for build-out to Boys Camp Road and Crystal Lake. It will be about \$65,000 and provide service to 20 homes. The cost can be rolled into the cable bill for all subscribers for the life of the agreement. There's another request for an extension on Eastman Hill Road. The Town doesn't have a cost figure for that. Do we want to roll the cost for a Boys Camp Road/Crystal Lake extension into this 5-year deal? Comcast can figure out the costs/subscriber for the Town.

The franchise fee the Town currently charges is 3.5%. The Town can charge up to 5%. At 3.5% the Town gets about \$20,000, which is deposited in the general fund. Charging subscribers an extra 1.5% could allow the Town to dedicate this portion of the fees to support the Enfield 8 station. The Town hasn't impacted the cable bill in 5 years.

Mr. Crate asked if there are any other cable companies interested in serving Enfield. He was informed there weren't, but that's why we've been working so hard on fiber to the home.

Mr. Crate asked why the Town didn't have an agreement with satellite television providers. He was informed it's because they're direct providers. Comcast has cable on the poles within the Town's rights-of-way.

Mr. Crate asked who decides what airs on the Enfield 8 channel. He was informed that the channel Board of Directors makes those decisions, but input from the Board of Selectmen is more than welcome.

Mr. Kluge asked if the Selectboard could get some examples of typical cable bills with the changes discussed this evening.

Mr. Schneider replied that is possible. He also mentioned that, while a 5-year term is currently on the table, the Town can lengthen the agreement with Comcast and spread costs over 10 years. Mr. Crate is opposed to extending the agreement to 10 years.

The Board will look at different scenarios with the franchise fee increased to 5% and the extension to Boys Camp Road and Crystal Lake Road included.

It will be easier, administratively, to give a set percentage of the franchise fee to the Enfield cable channel. An agreement can be set up between the Town and Enfield 8. Mr. Cummings first wants to see the numbers and how it will impact things. Mr. Kluge and Mr. Crate agreed.

Police Cruiser:

Mr. Schneider provided the Selectmen with information on the new Police cruiser.

Energy Grant:

The Town has received an energy grant to replace lights at the Veterans Memorial Park and decorative bridge lighting on Main Street. Two projects for which applications were filed were not funded, a geothermal system for the Police Department and solar panels at the Public Works Department.

Mr. Kluge asked if the project would go out to bid.

Mr. Schneider replied that the Town needs to talk to the State about how they want the Town to go about this.

Mr. Crate asked what would happen if the replacement lights are installed and they don't do what we think they will.

Mr. Schneider said there is an Energy Committee meeting scheduled for next week and they can figure out how we'll address this.

Mr. Crate noted that when they put in the new bridge at Shaker Hill Road they removed a streetlight and it's now dark all the way to Union Street. He thought we were going to get a light put in. Mr. Kluge also recalls discussing this. Mr. Schneider will look into it.

Broadband:

Mr. Schneider attended 3 meetings today regarding broadband deployment in the Upper Valley. The Town is part of another stimulus funding project for broadband. This would allow us to take fiber off the proposed line and extend it to residents. This project, FastRoads, is a \$12 million project. A map of the proposed project installation was provided to the Board.

Mr. Cummings asked if the Town has to pay for the infrastructure extension. He was informed that the Town would not. The revenue realized from users would pay for the extension. There would be no dollar commitment from the Town.

Mr. Cummings asked how long it would take to get fiber to outlying areas, such as the area in which he lives. Mr. Schneider replied that it would take about 3 years.

Mr. Schneider added that the Town won't compete with providers. The Town would only build the road.

The FastRoads application is due next Friday.

This morning Mr. Schneider had a meeting at Dartmouth regarding Google who will fund a 1G network to one area of a minimum of 50,000 to a maximum of 500,000. Dartmouth in our region is a big plus and will link together a VT plan and NH plan into a single project. Google has 62,000 applications submitted so far. The application for the Google network is due next Friday as well. The project that includes Enfield is in the top 1,000 of applications based on the work already done by WCNH.net. It's a long shot still.

VII. PUBLIC COMMENTS

There were no public comments.

VIII. OLD BUSINESS

Sewer Force Main Replacement:

Mr. Crate asked about the status of the replacement sewer line.

Mr. Schneider had a preconstruction meeting last Tuesday with a State representative, CLD engineers, Brierly Associates engineers, Bore Tech, Bruce Prior, Leroy Neily and Jim Taylor. Mr. Prior and Mr. Neily will be sure the connection is done correctly. The contractor is probably about a month away from bringing the drill to Enfield. They will then be setting up in the boat launch parking lot. It will take 4 to 5 weeks to drill. They've been encouraged to start early because when the ice is out fishermen will want to access the lake. The Town may want to lift the "no trailer" ban on the upper parking lot. People will be able to launch boats at the boat launch, but they would then need to move their vehicle and trailer to the upper lot. More will be known when Bore Tech has firmed up its schedule. They'll have a small trailer next to the equipment. They'll start work each day at about 6:30 AM and continue until about 6 or 7 PM. They may work 6 days per week.

The Town will use the Enfield Listserv to let people know there will be some sound from the operations.

There will be weekly meetings when the project starts. Mr. Prior and Mr. Neily will be on site daily. CLD engineers will also be there daily to see how they're progressing, view the material they're going through, etc.

Dan Kiley asked if they figured out where they're going to put the pipe.

Mr. Schneider said the pipe will float. They can lay it along the old Shaker Motel land back across to the river. Or they may have to put it in the road. There is some flexibility to it. They may need to close a lane to traffic. They don't anticipate both lanes will be closed. When they reconnect the sewer main they may have to close the road. They may do this at night when there is less traffic and less flow through the pipe.

IX. NEW BUSINESS

Single Stream Recycling:

Jim Presher and Liz Bedard came before the Board to discuss single stream recycling with the Concord Regional Solid Waste Resource Recovery Cooperative (Co-op). A PowerPoint presentation (attached) was made to the Board. The Selectboard viewed a DVD showing the recycling process and was presented with information outlining governance, terms of the agreement, payments and costs, and other information.

The Co-op is a not for profit organization so revenue received by participating entities or payment for processing of materials will be at actual cost. A 15-year participation agreement is required, but there are no capital costs. Participating towns are as far east as New London and as far north as Waterville Valley. Enfield, like many other communities, would be considered an Associate Member. There are 27 Co-op members and about 20 Association members. The 27 Co-op members are participants as long as the facility is in operation. Associate members are required to make a 15-year commitment. The Town would have no liability if the facility goes bust.

The Co-op will provide education in a variety of ways to ensure maximum participation.

There are two termination clauses. The Town could terminate with 6-months notice if the monthly payment goes negative or if the cost to of processing materials at the facility is 90% or greater than the solid waste tipping cost the Town can terminate the agreement.

Mr. Presher said the Town will have to do an analysis of transportation costs which are the Town's responsibility, revenues received now, potential revenues with the Co-op, etc.

Ms. Bedard informed the Board that the Town can only become an Associate member in the beginning. Once construction on the new facility begins the Town can still bring material but at a higher cost.

Mr. Kiley asked what they have seen with recycling and Pay-As-You-Throw. He was informed by Mr. Presher that they've seen a 40% increase in recycling.

Mr. Kiley asked about bio-degradable materials. He was informed this is an issue. The bottles made of bio-degradable materials would get mixed in with the plastic bottles. Then if the plastics are used in strapping, for instance, there might be a problem with strength of the final product.

While there is a no "cherry picking" rule, the Town could continue to keep glass.

Mr. Schneider has spoken to the Transfer Station manager. The Town would need another compactor to be effective.

Ms. Bedard said a compactor would reduce the cost of hauling as you can haul perhaps 3 to 4 tons in one haul if the materials are loose and 7 to 8 tons in one haul if the materials are compacted.

Mr. Presher and Ms. Bedard were thanked for their presentation.

The Board briefly discussed single stream recycling, costs the Town will incur and extending the life of the Lebanon Landfill through increased recycling.

Town Meeting Recap:

The 4-way stop at Main Street/High Street/Shaker Hill Road was a petitioned article. It will require a letter written to the NH Dept. of Transportation.

Funding of several regional associations was approved at Town Meeting. Mr. Kluge is supportive of development of a process by which the Budget Committee will determine funding. Mr. Cummings feels it is clear that the people of Town Meeting are supportive of regional associations. Associations that receive funding through the United Way are put through a rigorous review process. All of the regional associations that received funding at Town Meeting are supported by the United Way.

Mr. Schneider explained to the Board that specifications will be developed by himself, Mike Sousa and Scott Johnston, for the backhoe and dump truck that were approved at Town Meeting. An RFP (Request-For-Proposal) will then be sent out. Does the Board want to see the specifications? The Board would like to review everything before a purchase is made. Mr. Schneider will keep the Board apprised of the process.

Mr. Kluge noted that Mr. Schneider made a comment at Town Meeting about the review of employee benefits. Mr. Schneider affirmed this.

Board Vacancies / Appointments:

Board and Committee vacancies can be posted on the Enfield Listserv. Mr. Cummings wants a member of the Budget Committee on the Capital Improvement Program Committee.

Administrative Items:

The Board reviewed and approved the following documents: Certification of Yield Taxes Assessed, MS-2 Statement of Appropriations

X. OTHER ITEMS

Main Street Crosswalk:

Rebecca Stewart asked Mr. Kluge about the status of the crosswalk from the Copeland Block to the municipal parking lot on Main Street.

Mr. Schneider replied that the State would not approve a crosswalk in this location because crosswalks have to go someplace and a parking lot doesn't count.

Rubbish Problem:

Mr. Kluge reported a problem with trash at a Main Street apartment building roughly opposite the Copeland Block. There have been bags of trash out all weekend, plus rugs and other rubbish.

Fred Cummings identified the building as the one located at 47 Main Street.

Mr. Schneider will ask Phil Neily to look into this.

Mr. Crate asked if Mr. Neily had looked at the property at the end of Stevens Street. He was informed that Mr. Neily had looked, but didn't see anything.

Mr. Kiley said they put all the trash into the foundation. The owners of the property have now moved.

CONFERENCE

I. ADJOURNMENT

Mr. Cummings moved to adjourn at 8:04 PM, Mr. Crate seconded, vote unanimous in favor of the motion.