

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

MINUTES of April 5, 2010

Board of Selectmen: John W. Kluge, Chairman; B. Fred Cummings

Excused: Donald J. Crate, Sr.

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

Others: Dan Kiley, Bob Cusick

BUSINESS MEETING

I. CALL TO ORDER

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

II. APPROVAL OF MINUTES

Mr. Cummings moved to approve the minutes of March 15, 2010 as printed; Mr. Kluge seconded, vote unanimous in favor of the motion.

III. COMMUNICATIONS

Emergency Action Plan for the Municipal Water & Sewer Systems:

The Board received a copy of the Emergency Action Plan. The appendix, with contact information, must be up-to-date. Mr. Schneider asked if there were any changes to contact information for the Board of Selectmen; there was none. If we have a major municipal water or sewer emergency Leroy Neily and Bruce Prior will contact the Chief of Police and Town Manager after which the Selectmen will be contacted.

Lighting Upgrades Grant Award:

A public hearing to accept the grant funds has been scheduled for April 19. The grant will pay for energy efficient lighting for the Veterans Memorial Park and the bridges in Enfield Village. While replacement of energy efficient LED lighting is not inexpensive, it does save energy and they last a long time. Obtaining this grant is a real success for the Enfield Energy Committee.

Town Clerk's Report ~ March 2010:

March 2010 revenues are a bit ahead of 2009 March revenues and a bit behind 2008 March revenues.

Tax Collector's Report ~ March 2010:

It's hard to compare year-to-date figures because the 2nd issue bill for 2009 taxes was not due until mid-January 2010.

The Board was provided with a list of potential deedings. Deeding will not take place until May 3rd and most of those on the deeding list will likely have paid their past due taxes by that date. If the list of potential deedings was pulled from last year the Board would likely see many of the same property owners. Whaleback is prepared to give the Town four checks to get off the deeding list. Only \$78,000 is outstanding.

The Board received a list of water & sewer bills that may be liened. Some of the totals are as much as those owed by others in past due taxes. There is an opportunity to work with all of the folks on this list. The Town does not want to take property for past due water & sewer bills, but it would not be fair to others that pay.

IV. BOARD REPORTS**Planning Board:**

Mr. Kluge reported that the Planning Board is increasingly busy. There is some movement in building and renovations.

Budget Committee:

The Budget Committee met last week. The purpose of the meeting was to create a sub-committee to come up with a process to handle funding requests for regional associations. Paul Mirski is Chairman of the sub-committee. Others that were vocal about this subject at Town Meeting were also invited to join, including Bob Cusick, Bart Thurber and Steve Stancek. The sub-committee will come up with a process to determine how much money will be appropriated, obtain reporting for where it is spent and determine how we can tell the money is being spent well.

Mr. Kluge noted that United Way does this.

Bob Cusick stated that it's a philosophical question. Should they just look at Enfield, at Enfield and surrounding communities, or the entire county?

Mr. Schneider said they need to determine what to ask. Maybe the process can be done regionally in such a way that regional associations can compile the same data for all local communities so they only have to do it once.

Mr. Cusick feels this should also shorten Budget Committee meetings. Funding of regional associations is the most difficult thing the Budget Committee has to deal with.

Fred Cummings will serve on this sub-committee.

V. TOWN MANAGER'S REPORT**Grants:**

The Town has applied for a Moose Plate Grant for relocation and restoration of the Whitney Hall drape. It will be restored and moved to Whitney Hall where it can be stored and go on periodic display. The Town has applied for \$10,000 in funding.

The Conservation Commission is currently working on the Eastman Foundation Grant. They received \$4,000. These funds will be used to send brochures to residents in the Mascoma Lake and Crystal Lake watersheds. These will be mailed to the vast majority of homeowners in Enfield as the watersheds cover most of the area of the Town. Remaining funds will be used to gather data.

Bids:

Bids for a backhoe and one-ton truck are due April 19th. The bid opening will take place at 1 PM and the results brought to the Selectmen's meeting that night.

Abatement Hearings:

Norm Bernaiche, Assessor, will be done with his review of abatement applications and expects to be ready for hearings in May. If he agrees with the abatement request or they are happy with the adjustment he proposes the process stops there. The remainder of the abatement requests will go before the Selectmen. The Selectmen will hold a separate meeting for abatement hearings. Hearings must be held and the Selectmen must make a decision by July 1st.

Sewer Project:

The contractor is about 2 weeks away from putting in their trailer at the boat launch. The later it goes the more likely it will impact people putting in their boats.

Mr. Cummings moved to waive the rules which prohibit trailers at the upper beach parking, for the duration of the project, Mr. Kluge seconded, vote unanimous.

Everything else is moving smoothly. There are only 2 people at the State level who are reviewing everything.

Shaker Bridge Project:

As part of the bridge project there are 2 easements the State will pay the Town for, one being a drainage easement behind the Pine Street pump station and the other a construction easement on the Town beach and along the slope of the upper beach parking lot on NH Route 4A. There will be some drainage work done along Route 4A and the State will replace the staircase. The State will improve drainage at the Pine Street property.

Mr. Schneider can sign the easements. He asked Norm Bernaiche, Assessor, if it was worth spending money to have him determine a value, which might differ from what the State is offering. Mr. Bernaiche doesn't recommend it as there would be a long review process. The total payment for both easements would be about \$25,000.

The Town is paying Peter Bill \$4,800 for a temporary construction easement and a permanent easement.

Mr. Schneider reported that Peter Bill has his two lots on Mascoma Lake on the market for \$510,000 and \$399,000.

VI. PUBLIC COMMENTS

Police Chief Crate ~ Main Street Crosswalk:

Chief Crate understood that installation of a crosswalk on Main Street in front of the Copeland Block was approved by the State. The Town was supposed to put in a curb cut.

Mr. Schneider remembers the State not wanting to install a crosswalk in that location. He will contact Alan Hanscom of NH DOT, District 2.

Mr. Schneider spoke to Mr. Hanscom about the 4-way stop. It has to go from District 2 to the State for approval, but it is in the process.

Chief Crate has called National Grid about the streetlight on Shaker Hill Road that has been previously discussed.

Bob Cusick ~ Ambulance Service:

Mr. Cusick asked whether he should start thinking about ambulance service again; billing being part of it, but also staffing. It can be 20 minutes before Lebanon arrives on the scene in Enfield. He'd like to look at the whole thing. Do we join with Canaan? Do we form a regional squad? Do we hire full-time people? What would be the relative cost?

Mr. Cusick asked if Canaan does their own billing.

Mr. Cummings replied that they have discussed it, but were not yet doing it. He would be happy to work with Mr. Cusick on this.

Mr. Cusick will put something together and bring it back to the Selectmen. He doesn't want to proceed if the Selectmen don't want it.

Mr. Kluge feels it's worth studying.

Mr. Cummings said he can provide some information.

Mr. Schneider stressed the need to involve the Enfield FAST Squad. Mr. Cummings believes there is support there now.

VII. OLD BUSINESS

Comcast Franchise Agreement:

The Board received correspondence from the Town's attorney handling the Comcast Franchise Agreement negotiations. They also received correspondence from Bob Cusick in favor of the extension.

At a past meeting the Selectmen discussed the \$68,000 to extend the cable to Boys Camp Road and Crystal Lake. It looks like Comcast will eat the cost if the Town extends the agreement from 5 years to 10 years. Our attorney thinks this is a win-win situation and is looking for a tentative agreement that this makes sense so a public hearing can be held in May and the agreement signed.

Mr. Cusick pointed out that the way things are going people can't sell their homes without the availability of high-speed internet. Three people in his area won't build their houses until they can get high-speed internet. Mr. Cusick asks the Selectmen to consider this.

Mr. Schneider pointed out that an additional 5 years from now we don't know what things will look like. It might be possible to reduce the cost for a request for Comcast service on Eastman Hill for one homeowner. If the Selectmen approve a 10-year extension Comcast will cover the Boys Camp Road / Crystal Lake extension.

Chief Crate mentioned that the Town of Hanover has free internet for all Hanover town buildings. That's something that could save Enfield a couple of hundred dollars each month. We just need to be sure it's business class, as it is in Hanover.

Mr. Schneider will mention it to the Town's attorney.

Mr. Cummings and Mr. Kluge are OK with a 10-year extension if the Town's attorney is OK with it.

Main Street Rail Trail Crossing:

The Board received a copy of correspondence from Steve Schneider to Jeff Brillhart, Assistant Commissioner, NH DOT, expressing the Town's desire for a Rail Trail at-grade crossing vs. a bridge crossing at Main Street. Maps were included showing four at-grade crossings that already exist in Enfield, one crossing that runs under the roadway at Shaker Hill Road and one crossing over the roadway at Main Street.

Mr. Schneider has attended Rail Transit Authority meetings. Peter Burling of the Rail Transit Authority is strongly opposed to an at-grade crossing. The Trails Alliance is also opposed to an at-grade crossing. The State Department of Transportation is OK with an at-grade crossing. Mr. Schneider also wrote a letter to the editor of the Valley News in response to a letter to the editor by Dick Mackay of the Friends of the Northern Rail Trail.

Mr. Cummings suggested having Paul Mirksi contact the State. Mr. Cummings is also less inclined to worry about the letter from Dick Mackay who is not a resident of Enfield. Few, if any, people from Enfield are looking for the bridge to remain.

Mr. Schneider told the Board that the Trails Alliance and Rail Transit Authority have peppered Concord with letters.

It's important for the Selectmen and Town Manager to be active in this issue. These groups have characterized the new bridge as a pleasant architectural feature and that isn't the case. A

map of the Enfield Rail Trail crossing and a drawing of the proposed Rail Trail bridge are available for viewing on the Town's website under What's New.

Mr. Cummings is sympathetic to people that want to use the trail, but most of the trail crossings are at-grade.

The Enfield Village Association has sent a strong letter in favor of an at-grade crossing to the State.

Dan Kiley mentioned that the Valley News has taken a stance in favor of an at-grade crossing.

There is the argument of safety. Chief Crate says it's a wash as either option has its pros and cons. Important to keep in mind is that whatever project is completed over the next three years is what the Town will have for the next 100 years.

Chief Crate has asked Executive Councilor Ray Burton to view the project. A meeting will be set up. Chief Crate has also spoken to Alex Vogt and the Communications Director. Generally, the State wants to keep the towns happy.

Mr. Schneider noted that Mr. Brillhart was very well versed with the project. He also mentioned that there is another Rail Transit Authority meeting scheduled for later this month.

Chief Crate and Dan Kiley both pointed out that the bridge they're going to put in won't support rail traffic.

Mr. Schneider said he will continue to work on this issue.

Chief Crate suggested that, since this project goes to Governor and Council, it might be important to send a letter to the Governor. The underpass has to come out before the Shaker Bridge is closed because trucks can't fit through the underpass.

Mr. Kluge will draft a letter from the Selectmen to the Governor for review by the Board.

VIII. NEW BUSINESS

Jim Martel ~ Mascoma River Nomination:

Mr. Martel will be addressing the Selectmen on May 3rd. The program nominates Mascoma River for protection. The program regionalizes protection so those things that may affect the river downstream are included. The one thing Mr. Schneider was not thrilled with is they included all of Mascoma Lake in the designation.

Memorial Day Helicopter:

Chief Crate informed the Board that the Commander of the Vermont Air National Guard Medical Unit, who lives in Town, has agreed to do a static display of a Black Hawk helicopter on Memorial Day. He'll be landing at Huse Park. The field will be cordoned off. He'll be flying in from Burlington and will need a landowner agreement signed.

Mr. Cummings noted that John Kluge could sign as chairman.

Idling Awareness Sign Placement:

Placement of idling awareness signs is proposed for four Town locations, Whitney Hall, Huse Park, Transfer Station & Shaker Recreation Park, as well as the Enfield Village School and Mascoma Savings Bank. The Energy Committee will be contacting the school and bank to inquire if they are willing to post the signs. The signs don't require vehicles to be turned off, they are just asking people to be aware.

Mr. Kluge wished to thank the Enfield Energy Committee.

The Selectmen were in approval of the placement of the Idling Awareness signs at the locations requested.

Board & Committee Appointments:

The Board reviewed and considered board and committee appointments.

Mr. Cummings moved to reappoint Kurt Gotthardt to the Capital Improvement Program Committee, Mr. Kluge seconded, vote unanimous in favor of the motion.

Mr. Cummings moved to appoint Douglas Pettibone to the Capital Improvement Program Committee, Mr. Kluge seconded, vote unanimous in favor of the motion.

Mr. Cummings moved to appoint Gary Gaudette to the Capital Improvement Program Committee, Mr. Kluge seconded, vote unanimous in favor of the motion.

Mr. Cummings moved to reappoint Shirley Green, Gary Gaudette and Sue Hagerman to the Conservation Commission, Mr. Kluge seconded, vote unanimous in favor of the motion.

Mr. Cummings moved to reappoint Steve Goldsmith to the Energy Committee, Mr. Kluge seconded, vote unanimous in favor of the motion.

Mr. Cummings moved to appoint Kim Quirk to the Energy Committee as a regular member, Mr. Kluge seconded, vote unanimous in favor of the motion.

Mr. Cummings moved to reappoint Marjorie Carr, Paul Mirski and Rebecca Stewart to the Heritage Commission, Mr. Kluge seconded, vote unanimous in favor of the motion.

Mr. Cummings moved to appoint Mike Seiler as an alternate member on the Heritage Commission, Mr. Kluge seconded, vote unanimous in favor of the motion.

The Board tabled appointments to the Planning Board until the Planning Board has an opportunity to discuss it.

Mr. Cummings moved to reappoint Jeanine King to the Recreation Commission, Mr. Kluge seconded, vote unanimous in favor of the motion.

Mr. Cummings moved to formally disband the Solid Waste Committee, Mr. Kluge seconded, vote unanimous in favor of the motion.

Mr. Cummings asked how the Tax Increment Finance District Advisory (TIF) Committee was able to spend money on an architect or engineer on something that wasn't included in the plan.

Mr. Schneider explained that they can spend money on planning materials to determine future projects. Huse Park is located in the district, though the improvements to the park were not included on the project list.

Mr. Cummings noted that the Town, as a governing body, has no control over how the TIF Committee spends the money.

Mr. Schneider replied that Mr. Cummings is correct, unless the project is bonded. Bonding requires Town Meeting approval. The TIF Committee has a lot of authority.

The Board discussed the authority of the TIF Committee, the process for implementing projects and obtaining public input. The Huse Park project would include parking, lighting and site layout improvements. Construction won't happen before 2011 and nothing will happen without a lot of cooperation with the Selectmen.

The criteria for being a member of the TIF Committee were discussed.

Mr. Cummings moved to reappoint Rob Malz and David Saladino to the Tax Increment Finance District Advisory Committee, Mr. Kluge seconded, vote unanimous in favor of the motion.

Mr. Cummings asked what is happening with the Tree Warden position.

Mr. Schneider informed him the position doesn't need to be filled today.

Mr. Kluge reported that the Enfield Village Association would like a Selectboard member to serve on the Board of Directors.

Mr. Cummings moved to nominate John Kluge as the Enfield Village Association representative, Mr. Kluge seconded, vote unanimous in favor of the motion.

Administrative Items:

The Selectmen reviewed and approved the following documents: Certification of Yield Taxes Assessed, Gravel Tax Levy, and Property Tax Abatement.

IX. OTHER ITEMS

Road Postings:

Mr. Kluge assumes the roads are no longer being posted for weight limits since the signs on Kluge Road are gone.

Mr. Schneider will check with Mike Sousa.

Mr. Kluge noted the need for dust control.

Fire Department Generator:

Mr. Cummings asked about getting a Fire Department generator. A new generator would cost approximately \$27,000 to \$30,000.

Mr. Schneider explained that the unanticipated revenues from the easements previously discussed will go into the general fund. While the Fire Department equipment line could be over-expended we need to be conscious of the requirement that we not over-expend appropriations.

Mr. Cummings stated that the purchase of a generator has been discussed for a long time.

Mr. Schneider noted that the Fire Department made choices.

Mr. Kluge asked if the Fire Department had someone do an analysis of their needs.

Mr. Schneider replied that Tim Taylor has done that. The generator they want is a 25kw generator.

Mr. Cummings said they were being prudent and smart by getting the Fire Department rescue vehicle as inexpensively as possible. They are also being prudent and smart with the generator by looking for one on wheels so it could also be used at the school in an emergency.

Mr. Kluge asked if the money was in the budget.

Mr. Cummings said they were already cutting the 2010 budget because they used 2009 funds. He has spoken to Don Crate. The Town needs a rainy day fund.

Mr. Schneider explained that there is no trust fund or capital reserve fund that fits this purpose that had any funds in it to withdraw. Anything that is appropriate requires Town Meeting approval.

Mr. Kluge would like to see some firm estimates.

Mr. Schneider would put it out to bid as we've done for Highway vehicles.

Mr. Cummings would like to direct Mr. Schneider to come up with specifications and rough cots for the next Selectmen's meeting.

Upcoming Events:

There will be a regional dinner which the Selectmen may attend at Jesse's Restaurant on April 22, 2010.

A meeting about open space fragmentation will be held May 6, 2010 at the VFW in White River Jct., VT. This meeting is free.

CONFERENCE

I. NON-PUBLIC SESSION

Mr. Kluge moved to enter non-public session at 7:20 PM to discuss a personnel issue, RSA 91-A:3 II (b) and 91-A:2 I (b), Mr. Cummings seconded. Roll call vote: Mr. Kluge – aye, Mr. Cummings – aye, votes unanimous in favor of the motion.

Mr. Cummings moved to come out of non-public at 7:29 PM, Mr. Kluge seconded, vote unanimous in favor of the motion.

II. ADJOURNMENT

Mr. Kluge moved to adjourn at 7:29 PM, Mr. Cummings seconded, vote unanimous in favor of the motion, meeting adjourned.