

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

MINUTES of July 19, 2010

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

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: Dwight Marchetti, Dan Kiley, Curtis Payne

BUSINESS MEETING

I. CALL TO ORDER

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

II. APPROVAL OF MINUTES

June 7, 2010:

Mr. Crate moved to accept the June 7, 2010 regular session minutes as printed, Mr. Cummings seconded, vote unanimous in favor of the motion.

Mr. Cummings moved to accept the June 7, 2010 non-public session minutes as printed, Mr. Crate seconded, vote unanimous in favor of the motion.

June 28, 2010:

Mr. Kluge asked that on page 9, Map 23, Lot 4, Sanborn, 4th paragraph, the word “slope” be changed to “shape.” Mr. Cummings moved to accept the minutes of June 28, 2010 as corrected, Mr. Crate seconded, vote unanimous in favor of the motion.

III. COMMUNICATIONS

Standard Dredge & Fill Application ~ NHDOT NH Route 4A & Main St. Reconstruction:

This is the State reconstruction project of NH Route 4A from Evenchance to Lower Shaker Village and Main Street from NH Route 4A to Sargent Street.

Town Clerk’s Report ~ May 2010 & June 2010:

In June, the Town Clerk revenues are right on target, very close to what was brought in last year, though still below revenues from 2006, 2007 & 2008. This is a reflection of the economy.

Tax Collector's Report ~ June 2010:

It's difficult to compare year to year, but collections are on par with previous years at 94%. If revenue from motor vehicle registrations is one indicator of the economy, revenue from payment of taxes is the other. Enfield taxpayers are still keeping up with their tax payments.

Permit By Notification ~ Kristi Fenner, Map 48, Lot 9, Replacement of Retaining Wall:

This is for replacement of a wood retaining wall with a stone retaining wall.

NHMA 2011-2012 Legislative Policy Process Important Dates:

NHMA is a lobby group in Concord. They are asking if there are any issues we want to bring before the entire group for discussion.

Trustees of Trust Funds Report as of June 30, 2010:

Interest is at 1.57%. Small gains were made Trust Fund and Capital Reserve Fund accounts in the second quarter of 2010.

State Historical Resources Council ~ Enfield Village Historic District:

It was a long time coming and two Town Meeting discussions, many Heritage Commission meetings and \$15,000 to get it done, but the Enfield Village National Historic Register District has been approved. This is the largest District the State has registered so they are very excited. Many thanks to Meredith Smith, members of the Heritage Commission and office staff for the hours of work to put together the application.

If a property owner doesn't want their property include they can say no thank you, but if they participate they become eligible for tax credits.

The Selectmen asked that official thanks and recognition be bestowed upon Meredith Smith and the Heritage Commission for their hard work.

Nomination of Mascoma River to the NH Rivers Management and Protection Program:

A public hearing will be held August 5, 2010 from 6:30 PM to 8:30 PM at the Whitman Building on Water Street, Lebanon NH.

Mr. Kluge asked if Canaan came out in favor of the nomination.

Mr. Kiley said the Selectmen could send a letter of support or not.

IV. BOARD REPORTS**Planning Board:**

Mr. Kluge reported that a representative from the outfit doing an energy audit and audit of the Enfield Planning and Zoning regulations came before the Planning Board. The presentation was a long one. Some of what was presented was spot on, but some was a bit far for rural New England. A lot of what they are doing is recommending and much is touched on in our regulations. We're a step ahead with adoption of the Village Plan Alternative.

Tax Increment Finance (TIF) Committee:

The TIF Committee met a couple of weeks ago. The preliminary plans for the Huse Park TIF Project were introduced by the engineer and landscape architect. The ball field could still be oriented in the same direction but moved 20' to 30' toward Mickey's. The pavilion has not moved. There is potential for a travel way from Huse Park to Whitney Hall. The plan separates younger kids from older kids and adds 60 more parking spaces. The basketball court doesn't move. It doesn't seem that a lot of basketballs end up in the road. It was the consensus of the Committee that this first draft was better than the plan in the 2009 Town Report. This plan is scaled back from that plan as well.

A meeting is scheduled with Mascoma Savings Bank the first week of August to discuss their thoughts on having a seasonal road to connect Huse Park to Whitney Hall. In the summer there is a greater need. This proposal did have a gazebo down on that portion of land.

Mr. Cummings mentioned that the Bank plows their snow over the bank and probably won't mind if the area is not used in the winter.

Mr. Clough and Tim Taylor remember a drainage pipe that runs through Huse Park. The Town needs to be sure that pipe is sufficient before paving is done.

Mr. Crate is unsure if that pipe has ever been replaced. It isn't located very deep.

Mr. Crate was told at the fair that the field as started to grow in on the perimeter. We could gain some area if brush was cut.

Mr. Schneider replied that part of the plan was reclaiming scrub along the edge. Mr. Hill was happier with this new plan. They are making sure the ball field is big enough for Jr. High games and for the fair.

V. TOWN MANAGER'S REPORT

The Town has had issues with Whaleback and their ability to make their monthly tax payments. Mr. Schneider has spoken with Frank Sparrow and connected them with the Grafton County Economic Development Council (GCEDC). He was told the Town would love to have this over with. They are current up to a point. They are late on their 2010 first issue bill. The GCEDC won't provide them with a loan without a funding plan.

Mr. Kluge asked if GCEDC provides loans or grants.

Mr. Schneider responded that they provide loans as a last resort after all other funding avenues are exhausted. They also provide grants. Whaleback is pursuing both.

VI. PUBLIC COMMENTS**Dwight Marchetti ~ Main Street Sidewalk:**

Mr. Marchetti noticed a cold-patch repair on the sidewalk in the area west of the Copeland Block. Next year is the Town's 250th anniversary and that repair is a black eye in that area. He hopes it's a temporary fix.

He also noticed a gap in the sidewalk on each end of the bridge where the sidewalk of the bridge transitions to the rest of the sidewalk. There's a 1-1/2" to 2" gap between the sidewalks in one area and a smaller gap on the other side. Is there something this can be filled with?

Jim Taylor will look at it. The Town does not have a stamp and paint to repair the sidewalk.

Mr. Marchetti expects to repair the sidewalk a section will have to be cut out, refilled, stamped and painted.

Dwight Marchetti ~ Lebanon & Enfield Sewer Agreement:

Mr. Marchetti asked about the status between Lebanon and Enfield on the septage issue.

Mr. Schneider reported that the Town was waiting for two things, a new Public Works Director, which we now have, and a new Lebanon City Manager. He'll arrange a meeting with the Interim Lebanon City Manager

Mr. Marchetti noted that Lebanon was apparently against dumping septage directly into the line in Enfield, while Mascoma Campground dumps into the line.

Mr. Schneider said the Town has tanks on NH Route 4A that can hold some septage if the City will allow us. The City hasn't warmed up to entering into any discussion of an agreement.

Mr. Crate said the Town is paying for it.

Mr. Schneider replied that septage is at a concentrated level which can cause problems for treatment for Lebanon. We'll revisit it.

Curtis Payne ~ Enfield Channel 8:

The Enfield Channel 8 needs money. The Total Access package is expiring next month. The cost is \$900 and it provides news, weather and dailies. The sound drops on the station because the power at the Public Works Facility is unstable. Mr. Payne wants an uninterruptable power supply (UPS). A UPS will cost about \$1,500. Those two items are the channels needs. Wants include another camera so events such as the Police/Fire ball game and Town Meeting can be filmed with two cameras at the same time. The ball game airing would benefit because more than one camera can capture more of the action.

Mr. Kluge feels spending \$1,500 on a camera for one event may seem unnecessary.

At Town Meeting Mr. Payne would like one camera on the Board and another on the audience. There are a lot of two camera issues, but Mr. Payne is making one work.

Mr. Kluge added that the Board has been holding the line on budgets so thinks the Board can hold the line on this budget as well.

Mr. Cummings stated that the Board was going to give some revenue to Channel 8 so this is a short term fix.

Mr. Schneider is not sure if the fiber issue is something that may impact the Town's negotiations with Comcast.

Mr. Cummings said a lot of people watch Selectmen's meetings. He'd be supportive of other requests but would like to think about the camera. Like last year at year's end we can look at what we have for money and maybe buy another camera then.

Mr. Kluge is OK with the requests other than the camera. Mr. Crate agreed.

VII. OLD BUSINESS

Sewer Force Main:

The project is done and at the punch list phase. Jim Taylor met with the engineer last week. There's a change order or two that we'll be challenging because their requested change order puts us over the \$583,000 approved at the Special Town Meeting. They claim the paving of Mr. Bill's lot is a change order and it was supposed to be returned to original condition.

Mr. Crate asked if the punch list included grading and cleaning up at the boat launch.

Mr. Taylor said it does and a couple of covers that say "water" and are actually sewer. The pump we have is handling the current needs.

Mr. Schneider informed the Board that there are sensors along the line. For a project of nearly \$600,000 having a dispute totaling \$9,000 is good. We're much closer to figuring out how to fund one portion. Mr. Schneider needs to meet with the engineer. We need to decide how much will be funded by users and how much by taxes. This issue will be on a future agenda.

Shaker Bridge Project:

The lighting plan has been received from the State. The plan includes two lights at each end and one light opposite each bump out. The State will install the conduit and the lights will be similar to what we have on the bridges on Main Street. The State needs confirmation that the Board has approved expenditure of about \$20,000, which can come from the Bridge Capital Reserve Fund. The State wants to know the Town has the money available.

Mr. Cummings thought the Board said it was OK to expend these funds.

Mr. Schneider replied it's a matter of paperwork.

Also, after repeatedly contacting the Governor's Office there still is no meeting scheduled. The project has not gone out to bid.

Rail Trail:

Mr. Cummings said there is support for leaving the underpass expressed in a letter from several individuals in a letter dated June 3, 2010. The letter says that a sidewalk or pathway can reduce pedestrian injuries by as much as 88%. Main Street won't be as busy as Riverside Drive and that has an at-grade crossing. There are arguments that the incline would be steep and possibly icy, but an at-grade crossing isn't steep, but has a gentle slope. The Board has addressed everything in the letter and Mr. Cummings feels at at-grade crossing is the best option.

Mr. Kluge stated that leaving the present underpass has never been supported.

Mr. Cummings feels it's time to end the fight and to have an at-grade crossing.

Mr. Kluge agrees the Selectmen are united on that front.

Enfield 250th Anniversary Celebration:

The Committee is still pushing for several events. They will be putting in a funding request for the 2011 budget.

Mr. Kluge added that they're moving along. Enfield seems to be a bit ahead of other towns in planning. Plainfield is ahead of Enfield on fundraising.

VIII. NEW BUSINESS

Boat Launch Parking:

The issue of parking at the boat launch has come up again and is more of a problem this year because of the warm summer. Email regarding this problem was received from Dwight Marchetti. In the last couple of weeks, boat launch parking signs have been put up but largely ignored. This is causing problems for vehicles with boat trailers not having room to maneuver and use the boat launch.

The Police Department has issued some tickets, but has had trouble having them upheld in court. Because of this difficulty with enforcement, Mr. Schneider and Chief Crate will work on wording for a parking ordinance.

The handicapped parking is paved and striped, so that is easier to enforce.

Discussion ensued regarding various issues with parking, including the difficulty some people have backing up with a trailer and the safety of pedestrians using the beach.

Mr. Cummings suggested removing the signs at the boat launch if they can't be enforced.

Plow Bid Results & Recommendations:

Mr. Taylor suggested going with Tenco. Because the bid predates Mr. Taylor's date of hire as Director of Public Works, Mike Sousa and Scott Johnston are handling this. One quote is much higher than the other two. Of the remaining two, the Tenco bid is very slightly higher than the other, but has advantages over the other equipment. The low bidder has quality issues.

Mr. Cummings moved to go with Tenco for the plow, Mr. Crate seconded, vote unanimous in favor of the motion.

Mr. Taylor informed the Board that the backhoe was supposed to be in August, but they shut down the production line, so it's looking like it will be October. They've put the word out looking for one on a dealer lot. They will still honor the trade in.

Personnel Issue:

Mr. Schneider spoke about his need for a short leave of absence of one to two months. He will be around and available, but not in the office. Jim Taylor, Director of Public Works, Richard Crate, Jr., Chief of Police and Alisa Bonnette, Executive Assistant are each capable to running their departments. Schedules will be coordinated to cover the town. Mr. Schneider may ramp up the budget process.

Administrative Items:

The Board reviewed and approved the following documents: Inventory of Taxable Property Form, Property Tax Refunds, Timber Tax Levy and Cable Franchise Agreement Extension to 8/31/2010.

IX. OTHER ITEMS**2009 Property Tax Abatements:**

The Board was provided with a spreadsheet of abatements for 2009 property taxes. The grand total was \$32,000 out of the \$100,000 budgeted. These are the ones seen by the Board of Selectmen as well as those that accepted Norm Bernaiche's changes. Some refund checks have been mailed.

Wage & Benefit Survey:

Mr. Kluge informed the Board that the Local Government Center does a Wage & Benefits Survey based on populations. Should the Board of Selectmen and Budget Committee have copies of this?

Mr. Schneider noted that when reviewing the data in the Wage & Benefit Survey you have to be sure you compare apples to apples.

Mr. Kluge agreed. Enfield and New London are similar in size, yet very different towns.

Mr. Kluge will send a link to the other Selectmen so they can view the data on-line.

New Hires:

Mr. Cummings inquired about the status of new hires.

The Board was informed that Derek Corbin of Hartford has been hired for grounds maintenance. Interviews for the vacant position at the Transfer Station will begin tomorrow. There is also an opening for a light equipment operator in the Highway Department.

Mr. Kluge asked if we have a position where we give an edge to Enfield residents.

Chief Crate does not think you can do that as an Equal Opportunity Employer.

Mr. Kluge thought there was an outer distance.

Chief Crate replied that the State has a 20 to 30 minute limit.

Mr. Kluge has not found one for Enfield.

Veterans Memorial Park Maintenance:

Mr. Crate noticed weeds in the bark at the Veterans Memorial Park. He was informed the weeds would be taken care. Mr. Crate then asked if the irrigation was working. Jim Taylor did not know.

Bill Property, Main Street:

Mr. Crate asked about the Peter Bill property on Main Street.

Mr. Schneider explained we were waiting for the sewer project to be done. We're done in regard to the sewer project; Mr. Bill has been paid for the rights-of-way.

Discussion ensued regarding the action to be taken. It is not only Peter Bill's property, but Francis Bill's property as well. It was suggested that photos taken on a weekend would be beneficial. The Police Department was asked to do this.

Main Street Bridge Lights:

Mr. Crate pointed out there are lights out on the Main Street Bridge.

Mr. Taylor responded that 2 lights were replaced last week on the bridge by the Lutheran Church.

Apparently 4 or 5 lights are out and need attention.

CONFERENCE

I. ADJOURNMENT

Mr. Cummings moved to adjourn at 7:32 PM, Mr. Crate seconded, vote unanimous in favor of the motion.