

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

MINUTES of December 20, 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, Public Works Director

Others: Dan Kiley, Curtis Payne, Kurt Gotthardt

BUSINESS MEETING

I. CALL TO ORDER

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

II. APPROVAL OF MINUTES

December 6, 2010:

Mr. Crate moved to accept the regular session minutes of December 6, 2010 as printed, Mr. Cummings seconded, vote unanimous in favor of the motion.

Mr. Cummings moved to approve the non-public session minutes of December 6, 2010 as printed, Mr. Crate seconded, vote unanimous in favor of the motion.

III. COMMUNICATIONS

Mascoma Savings Bank Foundation Donation:

The Mascoma Savings Bank Foundation generously donated \$750 toward stocking the Enfield Food Pantry. A thank you will be sent.

IV. BOARD REPORTS

Budget Committee:

The Budget Committee completed review of the Ambulance Department and Regional Organizations. One percent of the general fund was the dollar amount that will be funded for regional organizations. This is in keeping with what has been spent over the past decade. In 2011 that will be between \$45,000 and \$50,000, a bit lower than the amount expended in 2010.

Planning Board:

The Planning Board talked about redoing planning documentation. They have decided not to change zoning definitions for the Laramie Farms area.

Enfield Village Association (EVA):

EVA is awaiting a response to a grant application which has been submitted.

V. TOWN MANAGER'S REPORT**Emergency Services Signs:**

Red & white signs will be put up at some intersections at the request of the Fire Department. These signs designate which direction the house numbers on the street run.

Mr. Crate mentioned that in Vermont there are communities in which every house has a reflective house number. Some house numbers that people have put up can't be seen in the dark.

Mr. Schneider has experience with this in a Vermont community. The cost for the numbers is about \$10 - \$15 each. The Vermont community did it through the E-911 and it may have been paid as part of their bill or paid for by each property owner.

Abatement Settlement Hearings:

Mr. Schneider has 2 settlement hearings tomorrow evening as part of the abatement appeal process. The property owners have the chance to meet with Mr. Schneider and Norm Bernaiche, the Town's assessor, before continuing on with the Board of Tax & Land Appeals.

Ice Skating Rink:

The ice rink has been ordered. Brackets are back ordered. The size is 43' x 85' and will cost \$2,000 to \$2,100. This is less than expected, but with the bigger rink the difference in elevation from one end to the other is too great. The level can be off no more than 6". The rink will fit between the Community Building and the church.

Mr. Kluge said there will be a need to determine the maintenance of the rink. He spoke with folks in Norwich that have dealt with one for a long time and discussed even small details such as where to store the shovels so they don't disappear, etc. The Recreation Commission might want to touch base with the Norwich folks.

Mr. Kluge mentioned the tradition of shoveling the frog pond seems to have continued.

Mr. Schneider met with the Executive Director of EVA. They spoke about the ice rink and Mr. Schneider wondered if EVA would be interested in doing rink maintenance one weekend a month.

Farmers' Market:

Mr. Schneider also talked with the Executive Director about the Farmers' Market. He still has to touch base with the Shaker Museum a bit more before we solidify things. EVA has been successful with the Hometown Holidays and the Town may be able to hold a successful winter market. EVA doesn't seem to want to take over management of the Farmers' Market.

Mr. Kluge feels EVA would probably want to assist with the Market.

State Aid:

The Town got a notice of Highway Block Grant Aid from the State. The State will give us \$151,000 vs. the \$138,000 we expected.

Mr. Kluge said this is unexpected. It looks like the State needs to cut their budget by 12%.

The Town still hasn't received its Rooms & Meals Tax yet. That check will be a couple of hundred thousand dollars. That number has been frozen and will not change.

VI. PUBLIC COMMENTS

Kurt Gotthardt ~ Budget Committee/Regional Organizations:

The Budget Committee has been discussing Regional Organizations. There was discussion at Town Meeting of using the United Way criteria to review the Regional Organization budget requests.

Mr. Cummings responded that the Budget Committee has used the same forms the United Way uses and a sub-committee has reviewed the agency requests to be sure they meet the criteria. Mr. Cummings believes all of the Regional Organizations, except for Advance Transit, go through the United Way.

Dan Kiley ~ Upper Valley Lake Sunapee Regional Planning Commission (UVLSRPC):

Mr. Kiley attended an UVLSRPC event and met with about 17 State legislators. Ray Burton was in attendance and was interested in the Rail Trail crossing at Main Street. He asked to be kept informed. He wants to make sure the project is still on track.

Mr. Kluge said for the next State meeting on this issue the Town will have to give another big push to get people to attend.

Kurt Gotthardt ~ Sewer Force Main Cost:

Mr. Gotthardt asked if the Board of Selectmen decided the cost split for the sewer force main crossing at Shaker Bridge.

The Board has not discussed it yet. Due to State assistance with this project, the Town cost will be less than half of the total cost. The Town will be on the hook for \$130,000 vs. \$300,000 and change. The Town may be able to look at a 5 year note and pay it off quickly either by the taxpayers or the users of the system. It hasn't been decided yet. The bills are all paid and the State hasn't pushed for repayment yet.

Lakeview Tree Cutting:

Mr. Kluge has received 2 or 3 calls from Lakeview residents. Apparently, the Lakeview Condo Association Board of Directors has voted to cut down a large number of trees on the property. Some of the residents are upset about this decision.

Mr. Crate said that is a private issue.

Curbside Collection Schedule Change:

Mr. Crate asked if Waste Management has decided on the change for curbside pick up. Mr. Taylor informed him that the schedule will probably change around the end of January. The curbside recycling offering should start a month or two after that.

VII. OLD BUSINESS**Huse Park:**

The Town has received the Shoreland Permit from the State so work can begin in the spring.

Shaker Bridge:

The construction company working on the Shaker Bridge has asked to block access to the boat launch over the weekend. They're worried someone may fall in. Mr. Schneider doesn't think that's anyone's responsibility; people will walk out on the ice. As the ice gets thicker around the booms they may feel more comfortable.

Mr. Schneider is not happy with how they've monopolized the boat launch area, but as Mr. Crate pointed out, it's a good time of year for it.

They've been asked to move the trailer and while they weren't happy about it, it's now located in a better spot in the upper beach parking lot.

There won't be a lot of access from the Shaker Bridge Landing property though they think they may be mostly between the new road and the Rail Trail.

E.D. Swett is the main contractor; Coleman is the subcontractor.

A meeting is scheduled for March 1st at the Community Building to discuss the Rail Trail. If another location would be OK the meeting could be scheduled on an earlier date. The Board discussed the problems with scheduling the Community Building that is so often booked for other events. Mr. Schneider will look into the availability of the Enfield Village School or at the possibility of moving the Selectmen's meeting to a different date in order to move the Rail Trail meeting to an earlier date, if possible.

McConnell Road Property:

The Town received a letter from the NH Department of Transportation (NHDOT) regarding the proposed sale of railroad property adjacent to McConnell Road to the Town. NHDOT proposes to sell this parcel at a cost of \$45,000, plus a one-time administrative fee of \$1,100. The parcel in question has been considered for a land swap with another parcel owned by Robert LaCroix that lies within the Prior Well wellhead protection area on Lovejoy Brook Road. This is an appropriate use of our Land Acquisition capital reserve fund which has a balance of about \$117,000. Acquisition of the Lovejoy Brook Road parcel through a land swap would serve as a permanent solution for wellhead protection. If the sewer line goes in it increases the potential for development and thus contamination.

The Selectmen directed Mr. Schneider to draft a warrant article for acquisition of this parcel.

Transfer Station Fee Schedule:

Mr. Cummings moved to put the proposed fee schedule into effect as of January 1, 2011.

The Board reviewed the fees considering whether they were realistic and in keeping with neighboring communities. Mr. Taylor said they match Lebanon's fees exactly, except that he had to ballpark the fees for items that Lebanon does by weight, such as large TVs. He also checked with other transfer stations and the proposed fees are in line with those as well.

Mr. Kluge seconded Mr. Cummings motion.

Mr. Gotthardt requested clarification of tire disposal costs and was informed that the cost of disposing of car tires would be \$3 for one or \$5 for two.

Mr. Kluge mentioned "Town Bucks" which is a program proposed for encouraging people to recycle. Each time you recycle you earn credit toward a disposal cost. Mr. Kluge feels this is worth pursuing.

Mr. Cummings mentioned to the audience that the curbside trash collection provider is probably going to offer a subscription based single stream curbside recycling program.

Mr. Kluge added that the Town will have to monitor things and see what we find on the sides of the road.

Mr. Taylor responded that other communities have not seen an increased problem with roadside dumping due to fees for rubbish and/or recycling disposal.

The Board voted on Mr. Cummings motion to put the proposed fee schedule into effect as of January 1, 2011, vote unanimous in favor of the motion.

VIII. NEW BUSINESS**Trail Map Warrant Article:**

The Town has Trail Maps available for sale in Town. Mr. Gotthardt presented a proposed warrant article to address the issue of revenues from the sale of maps. The money now paid for maps is being tracked. The plan was that the sale of maps would pay for subsequent printings. In order to establish an account specifically for this purpose Town Meeting approval is required. Mr. Gotthardt developed a proposed article with 4 options in order of his preference: 1) Printing future copies of the Enfield Trail Map; 2) Future revisions of the Enfield Trail Map; 3) Maintaining trails located within the Town of Enfield; and 4) Creating new trails within the Town of Enfield. #2 could pay for someone to do the work of revisions. #3 could include the cost of acquisition of easements.

The proposed article will need to have review for legalities.

Mr. Crate asked how much is generated from the sale of maps.

Mr. Schneider estimates no more than a couple of hundred dollars so far. In the spring sales may increase again. When we sell them all revenues will total \$3,000.

Mr. Gotthardt admits it's a small number but sales bring in enough money to self-generate.

The Selectmen were not opposed to the idea and directed Mr. Schneider to include it in the draft warrant for Town Meeting. They asked that information on revenues be available.

Solid Waste Disposal ~ Bulky Items:

Mr. Crate asked what it cost to dispose of an upholstered chair.

Mr. Taylor explained that he still getting a price on a container for that. That type of refuse costs \$85/ton to dump plus \$175 to pull the dumpster. He suggested offering disposal of larger items a few times a year. If there's room at the Transfer Station it may be possible to offer it there, but space is tight.

Mr. Crate didn't see disposal of bulky items on the new proposed fee schedule. This is one of his pet peeves; the inconvenience of taking these items to Lebanon for disposal. If need be, why not put the container at the Public Works Facility? Mr. Crate would expect a fee for disposal of bulky items, but it would be a convenience so people didn't have to drive to Lebanon with gas prices at \$3/gallon.

Mr. Schneider said an update would be available at the next meeting.

Audit RFP Results:

The Board received a summary of the audit RFP results. Proposals were received from Melanson & Heath, our current auditors as well as Roberts, Greene & Drolet. One of the principals of Roberts, Greene & Drolet was with our prior auditor. Roberts, Greene & Drolet came in lower than Melanson & Heath. References were checked and good reports were received. Mr. Schneider is comfortable offering the work to Roberts, Green & Drolet. \$25,000 was budgeted in 2011 as that is what we're being charged now, so there will be a cost savings.

Board & Committee Appointments:

The Board considered requests for appointment.

The Library Board of Trustees recommends the appointment of Shirley Green as a trustee to fill the remaining term vacated by Judith Kmon. Per the Secretary to State's Office the position is filled until the next election in March 2011. The remainder of the term, which ends in 2012, will be filled at the vote of Town Meeting.

Sharon Kiley and Dolores Struckhoff expressed interest in serving on the Recreation Commission. There are currently two vacancies on the Commission.

Mr. Crate moved to appoint the individuals are previously named, Mr. Cummings seconded, vote unanimous in favor of the motion.

Administrative Items:

The Board reviewed and approved the following documents: 2010 Equalization Municipal Assessment Data Sheets Certificate, Current Use Assessment, Property Tax refunds for overpayment.

IX. OTHER ITEMS

Comcast Franchise Agreement:

The Board was presented with minor changes to the Franchise Agreement with Comcast. The new proposed effective date will be 12/20/2010. The Board approved the revised agreement as presented.

Officer Roy Holland:

Roy Holland has returned from military service and is returning to work in the Police Department in January. He's now getting some much needed rest.

Next Meeting:

January 3, 2011, 6 PM, Whitney Hall.

CONFERENCE

I. ADJOURNMENT

Mr. Cummings moved to adjourn at 6:58 PM, Mr. Crate seconded, vote unanimous in favor of the motion, meeting adjourned.

John W. Kluge, Chairman

B. Fred Cummings

Donald J. Crate, Sr.