

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

MINUTES of July 7, 2008

Board of Selectmen: Rebecca S. Stewart, Chairman; Donald J. Crate, Sr.; John W. Kluge

Administrative Staff: Steven Schneider, Town Manager; Alisa D. Bonnette, Recording Secretary

Others: Dwight Marchetti, Henry Cross, Dan Kiley, Bob Cusick, Fred Paradis

BUSINESS MEETING

I. CALL TO ORDER

Mrs. Stewart called the meeting to order at 6:00 pm.

II. APPROVAL OF MINUTES

Mr. Kluge moved to approve the minutes of June 16, 2008 as printed; Mr. Crate seconded, vote unanimous.

III. COMMUNICATIONS

LGC Action Bulletin, June 24, 2008 ~ 2009-2010 Legislative Policy Process:

Before they start the 2009-2010 legislative session, LGC looks to municipalities for input on legislation they are working on. There is still time for the Town to offer input on any issue the Town thinks the State should amend or adopt.

Grafton County Commissioners FY 2009 Budget Recommendations:

The Board received a copy of the FY 2009 Budget recommendations, which, during the time between Selectboard meetings, was adopted.

The Selectmen were aware of the discussion between the County Commissioners and the Register of Deeds regarding the software company they were going to use for deed registration. The two parties have called a truce. The software company the Commissioners preferred was selected.

Competitive Energy ~ 2008 Fuel Bids:

The Town is looking at a new approach for 2008 fuel bids. Lebanon and others are using a broker to find the best bid price for the Town. Fuel costs are up. Some groups are able to obtain very good prices. The broker being considered has been successful at obtaining low prices in the state of Maine. Price quotes should be back to the Town by mid-month.

Planning Board July 9, 2008 Public Hearing Notice:

The first hearing to be held at the July 9 Planning Board meeting is for Stonemount Academy at 78 Main Street. They hope to have modular structures this year, placed to the riverside of the building.

The developer has met with Jim Taylor, Community Development Director, Phil Neily, Building Inspector, and Steven Schneider, Town Manager. They are continuing to get opinions in advance so issues can be addressed ahead of time. They expect to open for business this fall. The modular aspect of the proposal is brand new this year.

Laramie Farm Estates Site Plan/Subdivision Plan:

Laramie Farms will be at the July 9 Planning Board meeting. It consists of an 8-lot subdivision and 154 units. Each residential building has to have its own separate lot. They have included some amenities close to Route 4, including a clubhouse, pool and tennis court.

Part of what they've heard from the Planning Board is the length of the road. The developers have added private driveways off of the cull-de-sac to try and address that problem. It was suggested that it might be a good idea to contact the Town's attorney to determine if that approach meets the intent of the road length limit.

The Board discussed the lot sizes, layout and property access. Mr. Crate continues to have concerns about traffic and the likelihood of accidents on Route 4 with the volume of traffic the development would generate. Mrs. Stewart voiced concerns about safety, including access by emergency vehicles and evacuation of residents during emergencies; there's no secondary entrance.

Mr. Crate inquired into the ownership of the lot that has frontage on Route 4, which he stated was not part of the original Laramie Farms.

Mr. Crate also pointed out that the State didn't hold a public hearing on the property access. He thinks this is an inappropriate place for the entrance to a large development and feels it's time to make noise in Concord.

Mr. Kiley responded that the problem is that all the State is approving is a curb cut.

The Selectmen acknowledged that there is a potential for accidents caused by left-hand turns.

Mr. Kiley added that the Planning Board has the option to require they use Maple Street. They went the easy way. The big problem with the Ironman Development was they used Maple Street and the neighbors didn't want the traffic.

Town Clerk's Report ~ June 2008:

Overall, revenues are slightly ahead of last year at this time.

Tax Collector's Report ~ June 2008:

Ninety-three percent is collected. Typically at this time 95% would have been collected, but the Town has brought in about \$4.6 million. The biggest payment each month is to the school district and they rely on the Town paying them each month.

Dwight Marchetti noted that revaluation of property is done every year by sections. He sent Julie Huntley, Assessing Administrator, a request for new values, but they have not been posted yet.

Mr. Schneider replied that next year the Town would have a town-wide revaluation [statistical analysis of base rates and update of values]. Even if the Town posted new values they would not be at 100% due to the equalization ratio. There is a relationship between assessed values and taxation, but it's not direct. Mr. Schneider went on to explain the process of valuations and taxation.

Henry Cross asked how long it would take to do the town-wide update. Mr. Schneider explained that it was a one-year process. Doing a 5th of the Town each year keeps data up-to-date, but the equalization ratio is different. Norm Bernaiche is experienced with waterfront land values and Upper Valley land values. Assessing is 80% statistical and 20% art.

IV. BOARD REPORTS

Capital Improvement Program Committee:

Mrs. Stewart reported that the CIP Committee held its initial meeting for the fiscal year. Lee Carrier resigned, so there is a vacancy on the Committee. The Committee did not elect a new vice chairman. They went over time frames and will look at a 20-year period, rather than the minimum 6-year period that is required. The Committee will do its best to recommend flat budgeting to help eliminate spikes in funding. They will also make sure their capital equipment has capital fund accounts.

Mr. Schneider reported that a new CIP project request form has been designed that required department heads to submit more information up front.

Mrs. Stewart believes the Fire Department will be one of the bigger issues to address this year. Last year was the library and ambulance.

Bob Cusick asked if the Committee would have an RFP (Request For Proposal) form for documentation for equipment. Mr. Schneider replied that is not the CIP Committee's role. NH doesn't require competitive bids. Mrs. Stewart added that the Selectboard's general policy is that we do obtain competitive quotes.

Discussion ensued regarding possible candidates for the vacancy on the CIP Committee, including Bob Cusick, who would be welcomed as a member.

V. TOWN MANAGER'S REPORT

Septage:

Mr. Crate had asked previously about Enfield septage disposal in the municipal sewer system. The Town's agreement with the City of Lebanon allows Enfield homeowners to discharge in Lebanon, but not in Enfield, even if treated. The agreement expires in 2010, so this is not a bad time to bring up things we would like to change.

Mrs. Stewart asked if Mr. Schneider had a sense of ability to move them off this point. Mr. Schneider told her that he has a good relationship with the Lebanon city manager, but doesn't know if talking with him would result in a change in the agreement.

Mr. Crate would like to pursue it. Mrs. Stewart and Mr. Kluge agreed.

Joint Loss Management:

The Joint Loss Management Committee had a successful wellness/safety seminar for employees.

We will have a heat index postcard for everyone so employees are cognizant of the need to hydrate in hot weather.

Safety was also a topic of the seminar and the need to wear the correct vests or other markings and signage. We're prepared with the necessary vests now.

The next part of the employee safety education will be the Car Control Program. The Police Department has already done it. Highway employees go in August, the rest in October. Mrs. Stewart said the Fire and Ambulance Departments should be encouraged to attend.

Shoreland Protection:

Mr. Schneider is almost finished with the urbanized exemption from the Shoreland Protection Act from the Baltic Mill to the outlet into the Lake. One major requirement is appropriate land use regulations. The Town has zoning, site plan and subdivision regulations. Mr. Schneider believes the Town meets that standard. We can demonstrate that the area for which the exemption will be sought has typically been a dense urban village. It is hoped the application package will go out by the end of the week.

Upper Valley Lake Sunapee Regional Planning Commission:

In a note from UVLSRPC, the Selectmen are asked to take a 10-minute survey regarding what UVLSRPC should offer the community. UVLSRPC has Jim Taylor, Steve Schneider and Ken Daniels behind the scenes. The Selectmen can give individual input.

Transfer Station:

Mrs. Stewart asked that a complimentary email regarding the transfer station be passed along to Andy MacDonald, if it has not already been done.

VI. PUBLIC COMMENTS

Bob Cusick ~ Ambulance Charges:

Mr. Cusick prefaced his comments by saying that this is not any retribution for the ambulance billing issue. It was clear at Town Meeting that the voters want free ambulance service.

Mr. Cusick has paid for some research. It appears there may be a problem that the Town should address – some people are being charged for ambulance services. Some people are paying for the service because they happen to need the ambulance at an hour when the Town's volunteers can't respond. According to his research the Town should think about providing free service to all or none, even if we have to pay for someone to respond from elsewhere.

The Town's population is aging and response times are longer from Lebanon. The Town should think about bringing on a group of full-time people who are available when the part-time people aren't available. The 20-minute response time from Lebanon could mean life or death.

Mr. Cusick's two points are: 1) free ambulance service; and 2) a combination group with people that can respond to fire and ambulance calls during the day.

Mr. Cusick won't go further with any efforts until the board has had a chance to think about it and talk about it. He will, however, pursue free service.

Discussion ensued regarding the billing practices of the City of Lebanon for ambulance service, both to the Town of Enfield and the individual served. Charges would vary depending on the service provided. Insurance coverage for individuals can vary. Perhaps 60-70% would turn the bill over to insurance, leaving about 30% not covered. The bottom line for Mr. Cusick is that nobody should pay.

Mrs. Stewart thinks people generally are aware the Town has a part-time response team. What Mr. Cusick contends is that this is a Town service, no matter who shows up the Town should be responsible for the cost of service. Whether people know about it or not the issue is the Town has to have a level of fairness. Chris Christopoulos in Lebanon would provide information of what was billed, if asked.

Mr. Schneider pointed out that this could be a topic for discussion during the Board's strategic planning session. How do we fund ambulance services 5, 10 and 20 years down the road?

Dwight Marchetti ~ Fuel Costs:

Mr. Marchetti asked if the Board has considered fuel costs and the elderly? Does the Town have a plan for people on fixed incomes? What's the status of the Town's Welfare Department? Are there any programs for the elderly? If there are programs are they being broadcast to the elderly so they know about it?

Mrs. Stewart stated that anyone that comes to the Welfare office has the right to be reviewed without prejudice. Perhaps any programs available could be broadcast on the new Enfield cable channel.

Mr. Marchetti pointed out that a lot wouldn't come and ask for it.

Mr. Schneider explained that the Town has an information network. Diane Heed, Human Services Director, reaches out. She has fuel cards and stockpiles of fuel. As for the programs available, a lot depends on how generous the federal government is going to be.

Mr. Cusick spoke to Ms. Heed. He heard that folks were getting gasoline and diesel fuel and using it as fuel oil – a dangerous practice. New England has the highest percentage of fuel use in the country. Ms. Heed is reaching out to regional organizations.

Mr. Marchetti informed the Board that in Ohio they're going to a 4-day workweek. Mr. Schneider is not sure the Town of Enfield is there yet, though some individuals can do work from home.

Mr. Marchetti feels if the Selectmen haven't talked about it, they should think about it; find ways to reach out to the elderly and help employees.

Mrs. Stewart appreciates Mr. Marchetti's concern and the need to be conscious of these things.

Mr. Cusick stressed the need to not only notify people of what's available, but also to start a fund now, rather than wait until November.

Fred Paradis suggested contacting the Town's legislators and ask them to put a cap on fuel prices. Mrs. Stewart agrees – and has. She would like a moratorium on State and Federal taxes. Wages aren't going up at the same rate.

Henry Cross ~ Lockhaven Drainage:

Mr. Cross came before the Board to ask about the status of the Lockhaven drainage project. He has waited over two years for a resolution to the problem. There has been no satisfaction from the State.

Mr. Schneider explained that this week the Fire Department is supposed to take a truck out and run water down the ditch to mimic a heavy rain. This will indicate areas that may need some work before the berm is removed.

Mr. Cross stated that either the Town will do the project or he will proceed along legal avenues. He has spoken to legal counsel. He was told it would be done last fall and it was delayed. Then he was told it would be done this summer.

Mr. Schneider replied that the Town is committed to doing this. The Town had a yearlong dance with the State without satisfactory results. The funds have been encumbered and it's part of the Town's project list for this year. But Mr. Schneider does not want to remove the berm without first seeing what we're dealing with. Once that's done it's a quick fix to remove the berm. Then it will be a matter of coming up with a way to restore the Crosses' property.

Mrs. Stewart asked if Mr. Cross could get a date for when the test will be run and a timeline for completion. Mr. Schneider expects the Fire Department to be out there this week.

Mr. Schneider explained that the problem was trying to deal with two things at once, the siltation and redirecting the water. So the Town got the Department of Environmental Services involved. That's what took so long. If all we wanted to do was remove the berm we could have done it last year.

Part of the problem is slowing the water before it gets to the lake, whether it's with hay bales or some other method.

Mr. Crate expressed concern about a possible fine from the State if the project is not done to their satisfaction. Mr. Schneider has been told that removal of the berm does not require a DES permit.

The Board discussed ongoing siltation problems at the lake as well as existing drainage at Ibeys Road, Lockehaven Road and Hawley Drive.

Mr. Schneider said the Lockehaven drainage project will be done this year in a way that the Town won't be tagged by DES or cause more problems.

VII. PUBLIC HEARING

Mr. Crate moved to open the public hearing at 7:44 PM, Mr. Kluge seconded; vote unanimous.

Mrs. Stewart read the public hearing notice. The purpose of the public hearing was to discuss the acceptance of gifts of personal property valued in excess of \$500, said gift being a 10KW generator and a set of 6 tires for the Fire Department rescue truck.

Bob Cusick donated the 10KW generator. It will be used as a mobile generator and will be good for emergencies or water/sewer uses. It's not big enough to power the Public Works Facility.

The Wheelers donated six tires for the Fire Department Rescue Truck. The tires are valued at \$150 each.

Mrs. Stewart invited public comments and questions.

Dan Kiley said the Board should accept the donations. There were no further public comments.

Mr. Crate move to close the hearing at 7:47 PM, Mr. Kluge seconded; vote unanimous.

Mr. Crate moved to accept the donations of the 10KW generator from Mr. Cusick and 6 tires for the Fire Department rescue truck from the Wheelers, Mr. Kluge seconded; vote unanimous.

Thank you letters will be sent to these individuals for their donations, along with receipts for tax purposes.

VIII. OLD BUSINESS

WCNH.net:

Mr. Schneider leaves Sunday and returns Tuesday on his trip to visit similar operations in other communities.

Library:

Mr. Schneider, Mrs. Carr and the architect met with four construction manager groups. The Board received a summary of the proposals. They would like to go with Bauen. Trumbull-Nelson, Milestone and North Brands have their own construction crews. Bauen does not. Arguments can be made both for and against a company with its own crews.

Mr. Crate does not know Bauen, but has worked with North Branch and Milestone and would recommend either of them.

Mrs. Stewart noted a significant difference in staff size between Bauen and the other three firms. Would that be a detriment to Bauen? Mr. Schneider does not believe so. They're an older company. They're all committed to getting in local contractors as much as possible. It's not dollars the Town is going to spend; the fundraising portion will cover this expense.

Mrs. Stewart asked is they are still considering using TIF funds for the parking lot. Mr. Schneider informed her that they were. Mrs. Stewart wondered how that would affect other projects.

Cable TV:

Paperwork has been signed. Steve Schneider, Rebecca Stewart and Dan Kiley are on the Board. There will be a meeting with Comcast this week.

National Historic District Application:

A more formal contract with the consultant will be sought. If there are certain points the Commission wants to incorporate they should mention them now. The project is moving forward.

Strategic Plan:

Mr. Schneider asked the Board for common experiences that represented the good and bad of Enfield so the group can have a consensus of where to start. The group needs to identify and address things about Enfield that need to be improved upon. It is not intended as a finger-pointing party. The first meeting will be an opportunity to find common themes and set up the next meeting.

Other Old Business:

Flag Pole Lighting:

Mrs. Stewart brought up as a reminder, the need for a light on the flagpole in front of Whitney Hall.

FairPoint:

Mr. Crate asked about the removal of the stairs and lowering of the box at the end of High Street. What's the time frame? Mr. Schneider was led to believe it would be done already. He will talk to them.

Enfield Center Town Hall:

Mr. Crate asked why things from Whitney Hall were taken over to the Enfield Center Town Hall. Mr. Schneider replied that it was the folding tables and metal chairs. It's cold storage and is not being used for anything that would be hurt by being stored there.

The Board agreed to hold it's first meeting in August at the Enfield Center Town Hall.

Heritage Commission:

The Heritage Commission got the consult back. Where do we go from here? Which do we fund? When do we start? Do we need a warrant article?

Public Works Generator:

Mr. Crate inquired about the generator at the Public Works Facility. Mr. Schneider explained that the Town received a grant from the Federal government. The Town has the money to install it.

Mr. Crate asked how much the grant was worth and was told it was about \$30,000 for a generator large enough to light the whole building.

Ambulance:

Mr. Crate is unsure how to fix the ambulance issue. Mr. Schneider noted that Mr. Cusick's issue is that if it's free, it should be free. If Lebanon responds and insurance doesn't pick up the cost then Enfield should pick up the cost. Mr. Schneider recommended contacting the Town's attorney.

Mr. Crate noted that Mr. Cusick wanted full-time staffing. The Town can't afford that. Mr. Kluge pointed out that was "Plan B." Mr. Schneider noted that two people would be needed to supplement current staffing and the need might be affected by any changes in Lebanon service or cost to the Town. Mr. Kluge thought perhaps that Mr. Cusick was saying that this is an issue coming down the pike.

Economic Development Brochure:

Mr. Schneider presented the Board with a draft for an economic development brochure that is intended to promote Enfield as a place for business.

Mrs. Stewart recommended changing the picture of the light pole on Main Street to a summer picture. One taken now with the flower baskets would be nice.

Dan Kiley recommended pushing I-89 development.

IX. NEW BUSINESS**Administrative Items:**

Mr. Crate moved to approve a sewer service request for Map 10A, Lot 75A-14 (Jones), Mr. Kluge seconded; vote unanimous.

The Board reviewed and approved the following documents: 2008 property tax refund, veteran's tax credit.

X. OTHER ITEMS

Next Meeting:

Strategic Planning Session ~ Monday, July 21, 2008, 6:00 PM, Whitney Hall Conference Room
(No regular business will take place at this meeting.)

CONFERENCE

I. ADJOURNMENT

Mr. Kluge moved to adjourn at 8:17 PM, Mrs. Stewart seconded; vote unanimous.