

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

MINUTES of April 16, 2007

Board of Selectmen: Curtis Payne, Chairman; Rebecca S. Stewart; Donald J. Crate, Sr.

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

Others: Marjorie Carr, Library Director; Bill Coons; Joe Mandell; Joe Cote, Connecticut Valley Spectator; Francis Bill; Bob Cusick; Lee Carrier; Kim Withrow; and other members of the public.

BUSINESS MEETING

I. CALL TO ORDER

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

II. APPROVAL OF MINUTES

Mrs. Stewart moved to accept the regular meeting minutes of April 2, 2007 as printed; Mr. Crate seconded, vote unanimous.

III. COMMUNICATIONS

Town Clerk's Report ~ March 2007:

Revenues are about \$11,000 behind this time last year. The reduction can be attributed to fewer people buying new cars.

Tax Collector's Trial Balance ~ March 2007:

Mr. Schneider explained the tax lien and deeding process to the Board. After deeding properties are held for 3 years before sale. Later this spring a list of potential surplus property will be provided to the Board of Selectmen for consideration.

Trustee of Trust Funds Report ~ First Quarter 2007:

There should be little change to this report from the information the Selectmen had at Town Meeting. These funds are unrelated to the undesignated fund balance, which is the balance of funds from unexpended appropriations in prior years. The undesignated fund balance is approximately \$1.2 million at this time. The 2006 budget was in the black by approximately \$70,000, thus adding to the undesignated fund balance. The Town is currently on the high side of the recommended range. Lee Carrier, Budget Committee Chairman, explained last year

about the use of the 2006 surplus to write down the tax rate in 2007 in order to keep the tax rate stable.

IV. BOARD REPORTS

Historical Society:

While this is not a Town board or committee, Mrs. Stewart attended their last meeting. At their meeting next month the Historical Society will have a presentation on historic homes in town.

Conservation Commission:

Mr. Payne reported a problem last month. A number of members arrived at the Public Works building, but no one had a key. Mr. Payne offered to cover Conservation Commission meetings when Mr. Crate can't attend. The Commission currently has no chairman.

Planning Board:

Mr. Payne attended his first Planning Board meeting. Bill Warren was before the Board for a subdivision that couldn't be done because the road specifications in the proposed project meet the new road specifications of the subdivision rules have not yet been adopted by the Planning Board.

Mr. Schneider will check with Jim Taylor, Community Development Director to clarify who, if anyone, was approved represent the Planning Board on the Capital Improvement Committee and the Heritage/Historic District Committee.

Library Trustees:

Mrs. Stewart reported attending the Library Trustees meeting on April 9th. At this meeting there was open discussion about alternatives to the previously proposed plan for expansion and renovation of Whitney Hall, as well as open discussion and different views on what the vote meant. Nothing concrete was decided.

Mr. Payne feels the Library Trustees appeared to be amenable to splitting it into 2 projects instead of one, while Bob Cusick doesn't feel they were leaning toward separate projects. Marjorie Carr replied that they are investigating all options.

V. TOWN MANAGER'S REPORT

Police Department:

Mr. Schneider provided the Selectmen with the Police Department bi-weekly report that is submitted to him by the Chief of Police. This report is a snapshot of what's happening within the Department.

All of the officers are now armed with tazers. The officers received training last week and all of the officers were tazed, except for Luke Frye who is at the Police Academy. Joe Cote also volunteered to be tazed. The tazing of the officers was videotaped and the FAST Squad was on hand. The officers are happy to have these instruments at their disposal.

Mr. Cote relayed his experience with being tazed, stating that, "it was awful." The tazer is active for 5 seconds for each pull of the trigger. The trigger can be pulled multiple times.

During the 5 seconds that the tazer is activated you can't move. The experience was described as painful. You come away from the experience a bit shaky and amped-up, but there are no lasting effects.

Mr. Cusick stated that the tazers are the safest weapon the Police Department has. Mr. Schneider explained that this is a safety factor for the officers.

VI. PUBLIC COMMENTS

Joe Mandell ~ Historic Commission:

Mr. Mandell asked if the Historic Commission is looking for another member. He would like to be on that board. Mr. Payne offered to submit Mr. Mandell's name to the Heritage/Historic District Commission.

Joe Mandell ~ Arts Commission:

Mr. Mandell inquired about an Arts Commission that was mentioned at Town Meeting. Mrs. Stewart explained that she mentioned it as a possibility, but that is as far as it has gone. There has been no discussion among the Selectmen.

Bob Cusick ~ Boys Camp Road:

Mr. Cusick reported that Boys Camp Road, especially from Lockehaven Road to Kolbe and Butman Roads, is very muddy, more so than other roads. Can someone mention this to Ken Daniels? Boys Camp Road is heavily trafficked and the Lockehaven end will be more so when the bridge is out.

Lee Carrier ~ Livingstone Lodge Road:

Mr. Carrier inquired about the paving done on Livingstone Lodge Road that was done in three sections that are not contiguous. The unpaved section had deteriorated. Mr. Schneider responded that the sections that received the pavement were fairly stable. Those that didn't get paved needed reconstruction first. Mr. Payne asked that the costs for reconstruct and repave Livingstone Lodge Road be investigated and reported to the Board.

Bob Cusick ~ School Budget & Proposed School Building:

Mr. Cusick asked if the Selectmen intend to pay any attention to the upcoming school budget and proposal for a new school building. He has looked at the tax rates in the whole state and reported Enfield as being about 30th from the top. When talk begins about adding a new high school building, it's going to be brutal for this town. Mr. Cusick is unsure what the Selectmen see as their responsibility in regard to the school budget.

Mr. Payne explained that the Selectmen would not ignore any information that is submitted to them. Mr. Schneider added that the School Board had expressed interest in meeting with the Selectmen of the school district communities. They have had two meetings so far. Mr. Schneider will attend those meetings as much as he can.

Mr. Carrier stated that the Selectmen could give their opinions to the School Board. Mr. Payne agreed.

Mr. Cusick is going to call and ask for a tour of the high school when they have the biggest load. The Selectmen would be interested in attending.

In response to a question from Joe Mandell, Dr. Beaufait explained that approval of a bond for a new high school would require a 2/3-majority vote. The school operates under the official ballot system (SB-2) so there would be no public vote at a meeting. A typically smaller public meeting is held before the day of voting to determine what will go on the ballot. Mr. Schneider pointed out that the voters of Enfield comprise around 40% of the school district so if everyone in Enfield voted no the article would not pass.

Mr. Crate questioned if the school can have a second story added to it. Mr. Cusick believes that building specifications have changed so much that, even if it could be done when the building was designed, it can't now. Mr. Schneider added that it could be done but would be cost prohibitive. There was no rebar in the walls and the roof can't bear the load of a new floor.

Discussion ensued regarding gathering information and keeping the Town informed of what the School Board is doing. Dr. David Beaufait suggested that the Enfield School Budget Committee members would be naturals for relaying information to Town officials. Bob Cusick plans to attend school meetings but is not interested in serving in a capacity that could be construed as a public one representing the Selectmen. He would rather attend the meetings as a private citizen. Dr. Beaufait suggested making it unofficial. Lee Carrier expressed willingness to back up Bob Cusick. Mrs. Stewart agreed that an unofficial committee would be good.

VII. OLD BUSINESS

FAST Squad Building:

Mr. Crate received a call this afternoon about the FAST Squad building cellar, which was full of water and the pumps weren't working. The steel columns set in concrete in the basement are rotting. Mr. Schneider received a call from John Markowitz. Kim Withrow reported that the Fire Department is pumping out the cellar now.

Discussion ensued regarding drainage and the expected future use of the building. Mr. Schneider stated that he will speak to Ken Daniels and will, if we need to, install a drain around the building. Kim Withrow will have someone meet with them to let them in the building.

Community Building:

In response to Mr. Crate's inquiry, Mr. Schneider explained that Phil Neily handles the day-to-day operations of the building and we use the same cleaning crew that cleans other Town buildings.

Mr. Crate received a report from the Lions Club regarding a few things that need attending to: some light bulbs need replacing, a bit of siding is missing on one side of the building and an ice and water shield should be installed, there are no lights on the outside stairs or handicapped ramp. Mrs. Stewart agreed that some lighting is needed.

Lighting was discussed, including whether the Town wants to spend money on a temporary solution or wait and spend funds on a permanent solution. Mr. Crate feels it's best to find some

money and get up some lights sooner rather than later. Mr. Schneider expressed the previous Board's desire not to spend the money twice by first doing temporary, then permanent, lighting.

The Lions Club also reported to Mr. Crate that the walls in the rear entry need cleaning and that one bathroom and the downstairs meeting room were dirty. The floors also need to be washed and waxed.

Mr. Schneider will have these things checked out. He also asked Mr. Crate to have the Lions Club member he spoke to give Mr. Schneider a call. Mr. Daniels will be asked to report on the cost for permanent lights.

Cable Access Channel:

Mr. Payne asked how the Town goes about getting a cable access channel. Mr. Schneider replied that a meeting must be scheduled with Comcast. Mr. Mandell indicated that he would like to be involved.

Bob Cusick asked about cable service being extended in Enfield. He mentioned a deal that was made in Norwich. The cable line is 1/10 to 2/10 of a mile from his home. He was told by Comcast that it would cost him \$10,000 to connect and he would not be reimbursed unless others connect and want to contribute to the cost.

VIII. NEW BUSINESS**Police Department Cruiser:**

This issue was tabled until the Chief of Police can be present.

Whitney Hall Auditorium Use:

The Board of Selectmen heard two proposals for use of the Whitney Hall Auditorium.

Bill Coons has a great deal of experience and is currently staging productions in Thetford, Vermont. He would like to do something in the Upper Valley with its potential for a greater audience. He requested exclusive use of the Auditorium, except for twice monthly Selectmen's meetings and hopes to put on theatrical and musical performances and to provide a variety of classes for adults and children, maybe even after school. He does not expect any financial commitment. The stage will likely not be used at all. Equipment to be used, such as sound and lights, would not be permanent installations. He anticipates holding performances at least 4 times per year, including one outdoor Shakespeare production in the summer. At that time the auditorium would be used only for rehearsals. If he is going to use the space it cannot be intermittent. He needs to be able to set down roots in the community and this means he must be responsible for control, use and programming of the space.

Mr. Payne asked about Town functions such as elections, meetings, Sweet Treats. Is Mr. Coons saying any other performances would have to go through him? Yes, was Mr. Coons reply.

Mr. Coons explained that one performance would be outside, there would be 4 throughout the year. Each performance would run 2 or 3 weekends in a row. Conceivably there would be other things as well.

Mrs. Stewart asked if Mr. Coons had a deadline he'd like a decision by and did he have something in mind for a production? Mr. Coons replied that all his plans are just smoke until the Selectmen make a decision. A summer production in July would need May and June to get into rehearsals. He also felt it only fair if he was going to use the space to include as part of the proposal \$100/month over the course of the year to offset expenses.

Mrs. Stewart asked if Mr. Coons was prepared to have a Board and obtain 501(c)3 status, if he was aware he'd probably need to do that? Mr. Coons replied that if his proposal is accepted he would begin work on obtaining 501(c)3 status.

Mr. Payne opened the meeting up to public comment.

Lee Carrier pointed out to Mr. Coons that the Town would probably want him to carry a liability policy. Mr. Coons replied that he would be willing to do that.

Mr. Carrier suggested that there might be other costs as well, such as police on duty and traffic control, and as a non-profit he would have to keep financials. How would he handle excess profit? Mr. Carrier also expects the Town would want to see the financials. Mr. Coons pointed out that a 501(c)3 form has to be submitted annually with the IRS.

Mr. Carrier also assumes the agreement would include a written contract, liability insurance and a non-competing exclusive.

Mr. Payne has a copy of the Lebanon Opera House lease and he'll be drafting the lease for the Town himself.

Mrs. Stewart mentioned that some events are scheduled for the auditorium.

Mr. Mandell asked Mr. Coons if he was aware that he was proposing the same thing that Mr. Mandell has been proposing since 2005? Why Enfield? Mr. Coons replied that the space was here. He's been working in Thetford and wanted something that might have a broader base.

Mr. Mandell is an Enfield resident. Mr. Coons is a Lebanon resident.

Dr. Beaufait stated that Mr. Coons has wonderful performances but there has been a group working locally. His concern is the competing proposals. Does Mr. Coons have people he's been discussing this with? Local individuals? Mr. Coons responded that his is an independent proposal. As for any competing proposal, he was unaware of it.

Mrs. Stewart disclosed that she has been working with Mr. Coons as a performer. He asked if anyone has any space and she mentioned Whitney Hall. He has contact with another resident of Enfield that is also a performer. That's the extent of her involvement.

Marjorie Carr pointed out that for a good many years the auditorium has been used by the Library for story time, book sales and other functions. The Library uses the space extensively.

Nate (undisclosed last name) asked hasn't Joe Mandell worked for two years toward this? Mr. Payne responded that Mr. Mandell has been generating interest for at least that long.

Mr. Cusick mentioned to Mr. Coons that the auditorium is not air-conditioned. Mr. Coons has no intention of installing window A/C units and assumes the wiring would not support A/C.

Mr. Beaufait asked Mr. Coons if he would be willing to work with people that have been working in the community. Mr. Coons responded that it depends on what “with” means. This would be his theatre company.

Mr. Carrier wondered if Mr. Coons had exclusive use for specific dates, but not the space, why would there be a problem with other groups? Mr. Coons replied that rehearsal time is 150-200 hours for a production. The other idea is to have classes for adults and junior high school students. Mr. Carrier asked if Mr. Coons concerns then are more about not having availability versus competition in the space?

Mr. Cusick asked if the performances would be paid for or free. Is one reason you want exclusivity because there are only so many dollars and amount of people? Mr. Coons asked if Mr. Cusick meant finite? He hopes not. Mr. Coons would like to be optimistic that more performances would engender more people attending.

Chris of the Connecticut Valley Spectator, asked how many years Mr. Coons has been working directly with theatre programs. Mr. Coons has directed 150-175 productions. He has worked as a professional actor and recently directed 5 productions in the Upper Valley over the past 2 years.

Joe Mandell has been working for a couple of years on establishing a theatre company based out of the Whitney Hall Auditorium. He has already held a number of theatrical, musical and film events in the Hall. He expressed a willingness to share the space with the Selectmen, Library and Scouts.

Mr. Mandell made a presentation to the Board of Selectmen including the history behind his request, dating back to November 2005. Mr. Mandell informed voters on Election Day in 2006 of the possibility of the auditorium being converted to office space. He created S.T.A.G.E., Sister Theatre Association of Greater Enfield, in 2005 to include the Enfield Center Town Hall.

Mr. Mandell has been involved in a very successful concert by James S. Taylor, a collection of short films written and filmed in Enfield by Christopher Macie, and two “Discover Your Potential Within” seminars by Mark Own of The Balanced Energy Centre.

Mr. Mandell provided a list of individuals that would be involved in all aspects of his new program, “Imagine...A Theatre”. The mission of Imagine...A Theatre is to create and continue with a professional arts company that is uniquely original in its concepts for the Enfield community. Mr. Mandell would like to create an apprenticeship-training program for young adults, create new shows and perform some old shows. He would like to work with the Town Government and Library to rehabilitate and bring the auditorium up to code and restore Whitney Hall.

Mr. Mandell’s proposed 2007 schedule includes: *The Point*, a musical by Harry Nilsson; *Tolkien the Musical* by J. Mandell; *Dracula*, a work in progress; *No Lights No Sound No Costumes No*

Refunds, a personal remembrance of Whitney Hall, a musical review. He sees the possibilities of what can be done to and in this artists' space as endless.

Mr. Mandell would generate monies through unique sales and events, with corporate sponsors and local theatre angels. Imagine...A Theatre is a non-exclusive community focused organization dedicated to bring a better quality of life through theatre.

Mr. Mandell invited the Board to stay after the meeting to see excerpts from one of the group's shows.

Mrs. Stewart thanked Mr. Mandell for coming before the Board one more time. She added that the Board has a tough decision to make. Proposals have been presented by two very talented individuals.

Mr. Mandell explained that his vision is to bring people back to the space and to rejuvenate the space. He has a company that may donate a floating floor for the auditorium floor and possibly the stage as well. He expressed his willingness to work with the Scouts, Sweet Treats and the Library.

Productions by Mr. Coons involve rehearsals 6 days a week for 8 weeks.

Mr. Mandell informed Mr. Coons that there's a thriving library in the building and you can't make a lot of noise when they're open. They are closed only Fridays and Sundays.

Mr. Payne moved to table this issue until the rest of the Board's business is completed; Mrs. Stewart seconded, vote unanimous.

Whitney Hall Mechanical & Electrical and Structural Reports:

The Board was provided with a mechanical & electrical report that included costs for various improvements and repairs and a structural report of Whitney Hall

As part of the mechanical & electrical report, Whitney Hall electrical service and heating systems were reviewed. The cost for a new boiler is estimated at \$28,000 and new electrical service at \$48,000. There is approximately \$40,000 in the Whitney Hall Renovation capital reserve fund.

Mr. Carrier inquired about other building funds. It is believed the municipal building fund is not available for renovations. The purpose of this fund will be investigated.

Whitney Hall is structurally sound, but improvements are needed. Mr. Carrier pointed out that they refer to the flammability and toxicity of the insulation and feels that is something the Board should look into. Bob Cusick also suggested blowing insulation into the floor of the auditorium for both insulation for the library as well as sound-proofing.

After a brief conversation the Board agreed to look further into the costs of the most important repairs: exterior drainage, foundation repairs and boiler. After these priority items, insulation and window replacements can then be considered.

Mr. Mandell wished to remind the Board that the building was designed like a barn and if it's opened up the wind will rush through the building.

Technology CRF:

The Board of Selectmen reviewed requests for funding for Fire Department software and computers. The software package enables them to do reports to comply with the State and Federal governments. The software tracks calls and creates incident-by-incident reports. The quote is good for 60 days.

Mr. Crate asked if the Fire Wards approved of the purchase. As long as the Fire Wards are OK with it, he is all for it.

It was decided that the Fire Wards and John Pellerin will be asked to attend the next Selectmen's meeting to discuss the request for software.

The Board reviewed a request for a new computer for the Fire Department. The cost of the new computer, off-site and on-site labor was quoted at \$2,317.

Mrs. Steward moved to accept the proposal to buy a new computer for the Fire Department for \$2,317; Mr. Crate seconded, vote unanimous.

Mr. Schneider informed the Board that the Police Department had a number of requests as well, but these can wait until Police Chief Crate can come in a do the presentation to the Board.

Mr. Schneider proposed an upgrade to the existing copier in the Town Offices that would network the copier for use as a printer and would also allow scanning documents to email. The price quoted for the parts, training and set-up was \$1,238. This feature would allow documents to be scanned and emailed to the Selectboard, Budget Committee and other board members for review prior to a meeting. Bob Cusick wondered if it would allow the copier to scan to editable text.

Mr. Schneider suggested scheduling a public hearing on these expenditures at the next meeting and another at the following meeting for the remaining requested items.

Mrs. Stewart moved to accept Mr. Schneider's proposal for an upgrade to the Town Office copier for \$1,238; Mr. Crate seconded, vote unanimous.

Mr. Schneider informed the Board that the Police Department requests are all for replacing equipment, not adding new equipment.

Recreation Commission:

Marcia Cornell resigned as Recreation Director. There are two main functions overseen by the Recreation Director, the summer program and the beach. There are two individuals that are returning to run the summer program and swim lessons. Ms. Bonnette and Mr. Schneider will take up the slack for this year.

Mr. Schneider has spoken to some people about what the Recreation Department can be. The current program doesn't address the needs of 13 & 14 year olds. There was thought given to

transporting some kids to Whaleback. There is also a couple that runs the after school program at Enfield Village School. They run an all-day program and go out on field trips. Last year they had 20 field trips over a 10-week period. Mr. Schneider was approached about integrating the Town's programs with this one. Mr. Schneider also spoke to the Town Administrator of Canaan, NH about a joint program and extending the program to all age groups; a full service program with a variety of recreation options. Mr. Schneider hopes to come up with alternatives for next year. The Town has an abundance of natural recreation capabilities, including hiking, boating, etc.

Committee Appointments:**Heritage/Historic District Commission:**

Mrs. Stewart asked Joe Mandell to submit a letter of interest if this is a board on which he'd like to serve.

Mr. Crate moved to reappoint Marjorie Carr to the Heritage/Historic District Commission for a three year term; Mrs. Stewart seconded, vote unanimous.

The next meeting of the Heritage/Historic District Commission is April 26th at 5:30 PM.

Mrs. Stewart moved to appoint Joe Mandell to the Heritage/Historic District Commission; Mr. Crate seconded, vote unanimous.

Conservation Commission:

Mr. Crate moved to reappoint Sue Hagerman to the Conservation Commission for a three year term; Mrs. Stewart seconded, vote unanimous.

The alternate members of the Conservation Commission will be contacted to see if they're interested in serving in a regular/full member position.

Recreation Commission:

Mr. Crate moved to reappoint Jeanine King and to appoint Jennifer St. James as regular members of the Recreation Commission for three year terms; Mrs. Stewart seconded, vote unanimous.

Administrative Items:

The Board reviewed and approved the following documents: Property Tax Exemption; Timber Tax Levy, Gravel Tax Levy.

IX. OTHER ITEMS**Next Meeting:**

May 7, 2007

New Street Name:

The Board reviewed a request for a new street name for a subdivision in Lower Shaker Village. Mrs. Stewart moved to name the road Nancy's Way as requested; Mr. Crate seconded, vote unanimous.

CONFERENCE

I. NON-PUBLIC SESSION

Mr. Payne moved to enter non-public session at 8:39 PM; RSA 91-A:3 II (c) & (d); Mrs. Stewart seconded. Roll call vote: Mr. Payne – aye, Mrs. Stewart – aye, Mr. Crate – aye. Motion carried.

Mr. Payne moved to come out of non-public session at 9:05 PM; Mr. Crate seconded, vote unanimous.

Mr. Payne stated to those present that the Board of Selectmen is going to table discussion of the use of Whitney Hall Auditorium and will give the Town Manager an opportunity to talk to the parties involved. The issue will then be reposted and the Board will make a decision.

III. ADJOURNMENT

Mrs. Stewart moved to adjourn at 9:06 PM; Mr. Crate seconded, vote unanimous.