

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

MINUTES of July 2, 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; Richard A. Crate, Jr., Chief of Police

Others: Joe Mandel, Richard Martin, Wayne Claflin, Earl Brady, Dan Kiley, Sergeant Ken May, Leigh Davis, Celie Aufiero, Bruce Hettleman, Debra Truman

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 minutes of June 18, 2007 as printed; Mr. Crate seconded, vote unanimous.

III. BOARD REPORTS

Capital Improvement Program Committee:

Mrs. Stewart reported on the first meeting of the CIP Committee. Ken Daniels was voted chairman and Lee Carrier was voted vice chairman. The Committee then reviewed the duties of the committee. An action item for Ken Daniels for the next meeting is to work on the current vehicle inventory.

Heritage Commission Meeting:

Mr. Schneider attended the last Heritage Commission Meeting. The Commission spoke about Historic District guidelines and how to best prepare them, what is going to be their plan of action and if there will be a cost.

The Commission's main tasks this year will be to develop guidelines and move forward with the designation of a Historic District.

Mr. Payne asked if the Commission was going to make the Historic District contiguous. He was informed that they would be concentrating on the village for now and yes; this would be one

contiguous area, though not a square. The Historic District does not need to stop with the original designation but can also include Enfield Center, or other appropriate areas of the Town.

Mr. Schneider informed Mr. Payne, upon his inquiry, that a copy of the proposed guidelines would be provided to the Selectmen.

Planning Board:

Mr. Payne attended the last Planning Board meeting. It was a brief meeting that dealt with a number of minor subdivisions and boundary line adjustments. Shaker Valley Auto was also in.

Mr. Kiley added that there was also discussion of a duplex on Flanders Street.

IV. TOWN MANAGER'S REPORT

Mr. Schneider provided the Board with a copy of his July 2, 2007 Town Manager's Report and discussed the same.

LCHIP Grant:

Mr. Schneider met with Mary Boswell and got some good feedback. The Town may need to hire someone to prepare a historic structures report on Whitney Hall. By the end of the week the Town will know what needs to be done in that regard.

Regional Telecommunications Network:

Members of WCNH.net met with a co-op attorney. The group is still struggling with the question of whether or not residents must be a member of the co-op to get the high-speed service. Mr. Schneider pointed out that you don't need to be a member of the Hanover Co-op to shop there. Mr. Schneider is leaning toward not requiring membership by residents. If the Town is committing public dollars should the Town force residents to join the co-op as well? If the Town follows the Hanover Co-op model, if you want to be a member there's an advantage to it. Those are big points to consider.

Emergency Plan:

Changes need to be completed by the end of the summer.

Stump Dump:

The Bog Road Stump Dump is officially closed. Restoration will begin July 15 and must be done by July 30. Funds were budgeted for this project.

The Board was provided with a copy of a memo to the Conservation Commission that outlines the impact on the Bicknell Brook property with regard to the Town's Stump Dump facility.

Mr. Crate asked what would be done with the brush. He was informed that it would be stored until it became a danger at which time the Town would grind it.

Discussion ensued regarding when the new site would be open. Mr. Schneider hopes it will be by September. Mr. Crate expressed concern about meeting the needs of summer residents. Mr. Schneider replied that the opening could be sooner if the Conservation Commission approves the list of impacts on the Bicknell Brook site.

There is a restriction on permanent structures on the site, so a portable shed would be set on the property. Mrs. Stewart suggested obtaining a portable toilet for the workers.

Mr. Crate asked if a contractor would be doing the Bog Road Stump Dump reclamation. He was informed that two contractors would be doing the work. Mr. Schneider believes they are local people; he will find out and let Mr. Crate know.

Community Building Lighting:

Mr. Schneider reported that the lighting project has been delayed until the middle of August. Mrs. Stewart inquired about temporary lighting. Though it's lighter out now, Mr. Schneider will look into it. Mr. Payne agreed that something should be done before 2 months from now.

Capital Improvement Program Committee:

The next meeting is scheduled for July 10, 2007 at 6:00 PM in the Public Works Facility.

Comcast:

Mr. Schneider had a meeting with Comcast on June 28th regarding what it will take for Enfield to create its own station. Mr. Schneider provided the Board with an email from Oak LoGalbo of Richmond VT, a similar community to Enfield, with information on their experience. Mr. LoGalbo's comments mirror those of the Comcast representative. If you have dedicated people that can do the work it may work fine. If you expect to be able to pay full-time staff, it would be difficult to accomplish.

Mr. Payne stated that the Town has \$10,000 for initial outlay, which he'd like to use solely for equipment.

Whitney Hall Repairs:

The Town now has two quotes for furnace work and two more are expected by the end of the week. By the next meeting the Selectmen will need either accept one of the quotes or discuss what they want to do.

Library Building Committee:

The Library Building Committee will have a meeting on July 10th with the School Board. Mr. Schneider will be happy to discuss details with the Board in non-public session.

250th Anniversary of the Upper Valley:

The Upper Valley will be celebrating its 250th anniversary in 2011. A group has been formed. The anniversary includes all communities chartered in 1761, which includes Enfield. Mary Boswell and Sharon Carr are candidates to represent Enfield with this effort.

Auditorium Space:

Defiance Electric has looked at the auditorium space and the electric service downstairs to determine if we have enough power for anyone to use the auditorium space. What we have should suffice. There is 3-phase power at the street that could be brought in if required. Defiance Electric and Bill Coons are communicating to see if there's anything he needs, and whether we need a separate panel for him.

Property Inventory:

Mr. Schneider reported that the Town's inventory practices and documentation of our property (tables, chairs, etc.) will be reviewed. Mr. Payne questioned the need for it. Mrs. Stewart stated that if there's ever a fire and the Town needs to restock knowing what was lost would be beneficial. Mr. Schneider believes the Town needs a firm understanding of what it has.

Cell Tower:

Verizon has approached the Town to construct a cell tower at the Town's water tower location. The proposed lease has been sent to the Town's attorney for review. The lease would be about \$12,000 per year and they've agreed to allot space to the Town. They're pushing for scheduling a Special Town Meeting to get approval for a long-term lease. Mr. Schneider understands they want to secure the site, but is not included to push for a Special Town Meeting unless the Selectmen want it.

Police Chief Crate explained that if the Town were to use the tower a base radio would need to be installed. He's happy with the coverage now, which is about 95%. The benefit of a cell tower in Town would be with the use of the mobile data terminals. The water tower site would be more ideal for this purpose than the tower at Whaleback.

Mr. Schneider reported that the School had a special meeting last week and had less than 80 Enfield residents vote.

The Selectmen indicated that they are not interested in a Special Town Meeting. Mr. Schneider will write to Verizon informing them. This may result in a 3 or 4-month delay for them.

Solid Waste Collection:

Solid Waste Collection has gone out to bid with a potential change in coverage. It's proposed that non-owner occupied residences not be covered. The main reason for this requested change in coverage is to maintain the same definition of commercial business among all Town ordinances. Rental units also transition more often and this puts a tax on the single-family homes. It's as if we're subsidizing apartment buildings. In house this is the direction we want to go.

Mrs. Stewart asked if these properties are serviced more with dumpsters. She was informed that some are, some are not. Even condominiums, which are covered, use dumpsters. It's an issue of volume and level of service.

Mr. Crate is not in favor of this change. Each of these property owners pays for this service in their taxes.

Mr. Schneider stated that if the Selectmen are not comfortable with the change, the staff could get better data that explains the differences.

Police Chief Crate feels some would not bother to pick up trash at all and leave it to pile up. From the police side of things, dumped trash takes more time.

Mr. Crate stated that the Town used to allow up to a 50-gallon barrel of trash per residence.

Mr. Schneider suggested looking at what other communities do. Andy MacDonald finds communities with Pay-As-You-Throw (PAYT) programs have increased recycling. Mr. MacDonald sees the increased recycling as the real benefit. This is something Enfield struggles with.

Mrs. Stewart is afraid that some people will stockpile rubbish and not buy bags.

Mr. Schneider explained that PAYT is not a new concept. He will get additional information for the Board.

The Solid Waste Committee report was briefly discussed. Their report did not make any recommendations, but simply listed options available to the Town.

Mr. Crate inquired about the revenue from recycled metal and if the Town gets weight slips. He was informed that the Town does make money on the recycling of scrap metal, particularly since switching companies we do our metal recycling with. Weight slips are provided for each collection.

Mr. Schneider summarized the Selectmen's preferences: 1) all current commercial properties that receive pick up service will continue to receive that service, 2) he will provide PAYT information and 3) he will provide scrap metal data.

V. PUBLIC COMMENTS

Meredith Smith ~ Trash:

Mrs. Smith remarked that when she and her husband lived in Wilmot they took their trash to the dump. Some people contracted with private haulers.

The Town of Sutton has a beautiful recycling program, but it's compulsory; they performed spot checks.

Mr. Smith pointed out that the Town of Wilmot voted to make recycling compulsory but the Selectmen didn't enforce it. Recycling saves on tipping fees.

Mr. Payne noted that Enfield's percentage of recycling is still pretty low.

Mr. Smith responded that you could increase recycling by implementing a PAYT program or compulsory recycling program.

Mr. Schneider said the Town has a pilot PAYT program for non-residents that is being used by residents on Moose Mountain. It's less expensive for them at \$3.00/bag than to drive to the dump in their own town.

Mr. Smith took this opportunity to comment on the terrific job Andy MacDonald is doing at the Transfer Station. He's very conscientious. Mr. Schneider agreed that Mr. MacDonald does a phenomenal job for the Town. He continually looks for ways to improve our programs. He recently had a representative from NH Fish & Game look to see if the Town's operations at the Transfer Station were impacting the neighboring wetlands. The Fish & Game biologist was very

impressed with the operation and determined there was little to no impact on the wetlands, which contained good wildlife diversity.

Mr. Brady feels the Town needs to educate more people about recycling so the Town can get rid of the \$5/ton surcharge it's paying on solid waste disposal.

Mr. Kiley pointed out that the Selectmen were going to revisit the non-resident PAYT program after a year, which is coming up soon. Mr. Kiley still believes the Town should not be offering this program because it's competition to private haulers.

Mr. Kiley asked if 3 to 5-unit apartment buildings aren't commercial, shouldn't the Town also pick up commercial rubbish? They are also paying taxes. Apartments are a business, but we're not counting that as a business. Mr. Kiley worked at Tasco for 5 years and they had to pay to haul their rubbish away, but a 5-unit apartment building is not considered a business.

Ms. Davis noted that a lot of people participated when the recycling program was first established, but participation seems to have dropped off.

Leigh Davis ~ Lockehaven Ditches:

Ms. Davis commented on ditches being dug along Lockehaven Road; some are wider than others, some are deeper than others, tree roots are being exposed. Some rocks in stonewalls are falling down the slope and she believes this may be due to less soil and vibration from trucks. What's the reason for the differences in the ditches?

Ms. Aufiero added that some are deeper, and wondered why some are wider. She tried to contact Ken Daniels, but he was unavailable. The wider ditches are going closer to the stonewalls. The sides of some of the ditches are almost straight up and down. Would it be possible to add more of an angle for support?

Celie Aufiero ~ CATV:

Ms. Aufiero pointed out that many people don't get Comcast and won't get CATV. Is there anything Comcast can do?

Mr. Payne replied that Comcast would not be laying new cable. Comcast is doing what is most cost effective for them.

Mr. Payne recessed from Public Comments to hold the scheduled Public Hearing.

VI. PUBLIC HEARING

Mr. Payne called the public hearing to order at 7:04 PM.

Mr. Schneider explained the purpose of the public hearing is to discuss a property tax abatement requested under the Community Revitalization Tax Relief Incentive Program, RSA 79-E. Under RSA 79-E the Selectmen must make a decision within 45 days of the conclusion of the public hearing.

Bruce Hettleman thought, after the vote passed in March to adopt RSA 79-E, that they were entitled to an abatement of property taxes for improvements made to their building which is located in the specified area. The building owned by himself and his wife, Debra Truman, is the old hardware store building. Major improvements have been made to the building itself, the fire escape and the old horse barn. The building is now pleasing to look at and houses an excellent group of tenants. They've taken a piece of property in Town and increased the value. They feel they've improved the neighborhood. Mr. Hettleman relayed an experience where he encountered teenager with drugs behind the buildings. He believes their improvements to the building may have helped improve some of that. He and his wife are happy to be part of the downtown improvement and are proud every time they look at it.

Mrs. Stewart and Mr. Payne agree they should be proud, they did a nice job.

Ms. Truman explained that they tried to keep the character of the building. They were hoping things would be revitalized downtown and remarked on the improvements being made at 78 Main Street.

Discussion ensued regarding the Tax Increment Finance (TIF) district that works differently than the Community Revitalization Tax Relief Incentive Program. The Tax Increment Finance district takes taxes raised on property improvements and dedicates those funds to improvements within the TIF district. The Community Revitalization Tax Relief Incentive Program forgives taxes for a period of time.

It was noted that the building improvements made by Mr. Hettleman and Ms. Truman were done primarily in 2006. The Board received an opinion from Attorney Paul Sanders of the NH Local Government Center stating that the Community Revitalization Tax Relief Incentive Program is not retroactive. Mr. Hettleman pointed out that improvements are on going.

Mr. Schneider would like to contact the Town's attorney to see if there is a way to give credit for work already done. Mr. Schneider would also like to meet with Mr. Hettleman and Ms. Truman to discuss their investment into the property. Mr. Schneider recommended continuing the public hearing to the next Selectboard meeting, which would extend the deadline for a decision.

Mr. Payne moved to continue the Public Hearing to the next meeting of the Board of Selectmen, July 16, 2007; Mr. Crate seconded, vote unanimous.

VII. PUBLIC COMMENTS, CONTINUED

Following the Public Hearing he reopened the floor to public comments.

Doug Smith ~ 78 Main Street:

Mr. Smith wished to correct the impression of 78 Main Street improvements. The Town is not fixing up this property. A private non-profit group is doing improvements to 78 Main Street.

Police Chief Richard Crate ~ Police Department Updates:

Chief Crate reported that the order has been placed for the new cruiser. It may be in this week.

The Police Department has discussed cruiser design and the officers have come up with some suggestions. Chief Crate provided the Board with an illustration of a color scheme for the cruisers of light and dark blue. The change includes the Town seal and the cruisers would continue to include the phrase “dedicated to improving our community”. Chief Crate asked for input from the Selectmen on the proposed change.

Chief Crate will have to look at his budget before considering repainting any existing cruisers, but would like to at least begin with the new color scheme on new cruisers. Mrs. Stewart thought it would be best if the cruisers were all the same, but Chief Crate is unsure he has the funding for that.

The Selectmen approved the change to the color scheme as proposed.

Chief Crate discussed highway safety issues.

The Police Department received a 50% grant for new hand-held radar. This new unit replaces the old hand-held unit that is 25 years or older.

Speed saturation patrols will be held in conjunction with Hanover, Lebanon and Canaan, focusing on Routes 4, 4A, 120 and 10.

A DWI patrol will also be done on a Friday and Saturday night in August. The Department applied for a sobriety checkpoint for July 21st. The Department must meet all the criteria for the program and approval is needed from Superior Court. There will be publicity of the event. With this sobriety checkpoint traffic should move through quickly. They’ve been conducting sobriety checkpoints in VT for the last few years.

Officer Luke Frye graduated from the Police Academy last week. Mr. Schneider and Chief Crate attended the ceremony. Officer Frye begins field training later this week.

Paula Rowe is anticipated back in the office on or about July 23rd. The entire Department has been fielding calls and performing administrative duties. Diane Heed has been helping out in the afternoons and the Department’s intern has worked additional hours.

At the end of June the Special Olympics held a torch run. This year the Enfield Police Department raised \$743 and two officers donated the \$200 they received from Unicef as a reward for being hometown heroes last year.

Chief Crate announced that former Police Chief LaBounty passed away. A detail of officers were at the wake and funeral. Fire Department members also helped at the wake.

Wayne Clafin ~ Emergency Plan:

Mr. Clafin is fond of the emergency plan and hopes it will be done by the end of the summer. Without a plan the Town can’t get State and Federal aid.

Mr. Payne called Public Comments to a close.

VIII. OLD BUSINESS**Skateboard Ordinance:**

Mr. Schneider has conducted some research. There was a question of whether the Town could enforce this ordinance on State roads; it can. Does the Board want to prohibit skateboarding throughout Town, only on certain roads or in a specific area? Does the Board want to allow riding but with structure, and how? There are many options. Mr. Schneider provided a draft ordinance for the Board's consideration modeled primarily after the ordinance from Franklin, NH. While the Police Department could handle issues without an ordinance in place with disorderly conduct, the draft ordinance allows the Town to be more creative and flexible with penalties for violation.

Mr. Payne thinks an ordinance is needed, but would like to bring this back to the next meeting. Skateboarders and cars don't mix and there's a wide range of rider skills to consider.

Mr. Schneider pointed out that the Town could prohibit skateboards within the village and have strict rules of riding conduct outside the village area.

Mrs. Stewart would like to discuss the ordinance in conjunction with discussion of a skateboard park.

Mr. Crate thinks the Town needs a park. He understands the Lions Club may be willing to put something together.

Mr. Schneider mentioned that the Shaker Recreation Park is a proposed location. The Recreation Commission should be a driving force on this project. The Town can also approach the Lions. Funding can usually be gathered for this type of project.

Chief Crate has had some discussions with Mr. Schneider and the Police Department Staff. Even with banning in the village, there would still be problems on Lockhaven Road. When you're driving on the road you have to remember there are others out there sharing the road with you. Chief Crate likes that there are rules and penalties that the officers can enforce. Something needs to be crafted that's going to be safe a respectful to what the skateboarders are doing.

Mrs. Stewart does not want to prohibit skateboarding but wants consequences for negligent behavior.

Board Appointments:

The Board received letters of interest from David Saladino and Steve Goldsmith for positions on the Tax Increment Finance Advisory Committee and Energy Committee, respectively.

Mr. Payne moved to appoint David Saladino to the Tax Increment Finance Advisory Committee and Steve Goldsmith to the Energy Committee, Mr. Crate seconded, vote unanimous.

By consensus of the Board, both individuals will be appointed for three-year terms.

Sale of Property:

Mr. Schneider recommends the Town begin notice of sale for 2 properties, on NH Route 4A & Cogswell Way, taken by tax deed and discussed at previous meetings. State statute requires 90 to 120 days notice to prior owners. This puts the sale into October. This will give the other Boards and Committees time to provide feedback on the other properties.

There are some conditions that would probably be recommended for the NH Route 4A property. Upon Mr. Schneider's request, Phil Neily, Building Inspector/Health Officer, provided a list of 6 suggested items for the Selectmen to consider when selling the property: 1) move the water supply from across the street; 2) verify that septic system is still operational and if not operational a replacement system to be installed; 3) demolish the woodshed; 4) demolish the mobile home or bring it up to current life safety and building code standards; 5) work to commence within 60 days of the sale of property; and 6) work to be completed within 6 months of the sale of property.

There are some individuals interested in the NH Route 4A property. The Town may not get cash in hand that is equivalent to the value of the property due to the money that will be needed up front to pay for any necessary conditions placed on the sale by the Town.

Mobile homes within Wilson's Mobile Home Park (Cogswell Way) are subject to strict rules. The Park owner has to approve the transfer of ownership. The Town should incorporate into the bid notice that bidders must show they're an acceptable client to the Park owner. In the meantime, the Town has to pay park rent; this cost will be added to the cost to the property.

The Town Attorney recommends issuing letters to the tenants of these two properties telling them to vacate the premises. Two pieces of correspondence will be sent, the notice of impending sale and the notice to vacate the premises.

The Board signed drafted letters of impending sale.

Whitney Hall Repairs:

Mrs. Stewart presented an offer from several painters to volunteer their labor to paint the Whitney Hall Auditorium if the Town purchases the paint. They estimate the cost of paint to be about \$300. They can buy the paint and be reimbursed or charge the paint to the Town if the Town has an account at the store where it is purchased. The Board accepted the offer.

Mrs. Stewart recommended a shade of green for the walls that will work for theatrical uses and is in keeping with the historic exterior colors of Whitney Hall. Only the walls will be painted. The wainscoting and trim will be cleaned.

IX. NEW BUSINESS

Administrative Items:

Property Tax Exemption ~ Chosen Vale, Inc.: Mr. Schneider met with Shaker Museum Executive Director, Mary Boswell, on June 25th. They toured the two buildings that are the subject of the property tax exemption request. Mr. Schneider recommends that the Selectboard consider exempting the property tax on the aforementioned structures. This is not a permanent exemption, but must be looked at every year.

Mr. Crate moved to approve the property tax exemption for the 2007 tax year; Mrs. Stewart seconded, vote unanimous.

X. OTHER ITEMS

New Street Name:

The Board considered a request for a new street name for the existing un-named private road within the new Webster's Brook LLC subdivision. Mr. Payne moved to approve the naming of the private road Serendipity Way; Mrs. Stewart seconded, vote unanimous.

Moose Plate Grant Update:

The grant is still under consideration. Funding for the grant program is unclear at this time so it is not known how many grant applications will be approved and funded.

Next Meeting:

July 16, 2007

CONFERENCE

I. ADJOURNMENT

Mr. Payne moved to adjourn at 8:07 PM; Mrs. Stewart seconded, vote unanimous.