

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

MINUTES of February 27, 2006

Board of Selectmen: Dominic Albanese, Chairman; Nancy Scovner; Curtis Payne

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

Others: Dr. David Beaufait, Moderator; Lee Carrier, Budget Committee Chairman; Ken Daniels, Director of Public Works; Richard Crate, Jr., Chief of Police; Joe Mandell; Kurt Gotthardt; Dan Kiley; Michael Bates; David Corriveau, Valley News; Joe Cote, Connecticut Valley Spectator; Kim Withrow and other members of the Enfield FAST Squad

REGULAR BUSINESS MEETING

I. CALL TO ORDER

Mr. Albanese called the meeting to order at 5:02 pm.

II. APPROVAL OF MINUTES

Mrs. Scovner moved to approve the non-public and regular session minutes of February 13, 2006; Mr. Albanese seconded, vote unanimous.

The following issues were discussed out of agenda order.

III. COMMUNICATIONS

North American Training Lodge:

The Board of Selectmen received correspondence from Schuster, Buttrey & Wing, a law firm that represents the Concerned Citizens for Regional Impact, pertaining to North American Training Lodge's proposal to construct a large shooting range and defense training facility in the Town of Groton. It is their view that the proposed military training facility will substantially impact the area beyond the Town of Groton's borders and that surrounding municipalities have a right to participate in the consideration.

Police Chief Crate does not feel this will affect the Town of Enfield.

The Board of Selectmen took no action on this issue.

Local Control of Wetlands:

Focus: Tamworth, an organization that supports careful and fair initiatives and regulations that protect Tamworth's economic and natural resources, requested the assistance of the Board of Selectmen in an upcoming appeal to the N.H. Supreme Court regarding the local control of wetlands. The Board of Selectmen was asked to contact the NH Municipal Association to register support of a brief in support of local control.

The Board of Selectmen took no action on this issue. Mr. Albanese suggested forwarding this issue to the Planning Board or Conservation Commission.

Curtis Payne arrived at 5:14 PM.

The meeting was recessed at 5:17 PM until 5:23 PM for the celebrating of Curtis Payne's birthday.

IV. BOARD REPORTS

Planning Board:

Mrs. Scovner reported that Verizon is back for a re-hearing with the Planning Board. The 120' tower will probably pass because the homeowner on Methodist Hill that had a direct view of the tower site had no objections.

There is nothing new to report regarding the Ironman Development.

Mrs. Scovner reported on new businesses in town, a new mobile breakfast wagon, and a garage door opener business at the APD property on US Route 4.

V. TOWN MANAGER'S REPORT

Steve Schneider has asked Police Chief Richard Crate and Public Works Director Ken Daniels to come to the Selectmen's meetings every other month to provide updates to the Board. These updates are not necessarily for daily operations, but for anything special going on within the department.

Police Department:

Chief Crate reported that Twigs has graciously hosted "Coffee with a Cop" where members of the public can interact with a member of the Department in a relaxed atmosphere. "Coffee with a Cop" will begin with the Chief of Police, but will later include other officers. Police Officers deal with 10% of the populations 90% of the time. "Coffee with a Cop" will provide interaction with the other sector of the population.

Keith Bergeron will begin teaching the DARE Program to 5th graders next Thursday. The program has been reduced from previous programs, but it will still give the kids a chance to interact with local police officers.

The new filing system has been installed and the transferring of files to the new system is going on now. The Department hopes to have it completed by the end of next month.

Mr. Albanese received a call regarding Officer Roy Holland who has been called to serve in Iraq. There was no one to testify on a recent case. Chief Crate responded that they did everything they could. The Department will be able to re-file.

Chief Crate has been tracking overtime each month and where it is going. A chart for the month of January was provided to the Board along with a monthly activity summary for the months of January and February. Chief Crate has been working on the best way to provide the activity summary on the web. Patrol mileage is down slightly.

The switch to Hanover Dispatch is going well.

Public Works Department:

The second of two trucks purchased in 2005 has arrived. The first truck arrived in late 2005. Ken Daniels explained the delay was due to the shortage of Mercedes engines. These engines meet emission standards and are in high demand, thus leading to the delay.

Town Manager:

The Board of Selectmen and Library Trustees will meet on Thursday to continue discussion of the Town Offices/Library Project. Mr. Schneider expressed the need to develop survey questions; he will email the Board.

Representatives of the Shaker Museum will attend the next Selectmen's meeting.

Last week Mr. Schneider spoke with Jeff Densmore, acting EMS Chief, about many of the same issues brought up at this meeting.

The Town Report is at the printer and will arrive soon.

There was a lot of support for SB 653. The next meeting of WCNHRHSCC has been rescheduled for March 8th.

Mr. Schneider had more water & sewer rate information to share with the Board and suggested March 20th as a possible public hearing date.

The IWORQ work order management system is approved and in operation. It will be a positive addition to Public Works operations. Data entry has begun with inventories and work order templates.

Mr. Schneider and Mrs. Scovner went to Concord for a hearing on HB403. They submitted information, including pictures of the damage from the June 2005 storm for which funding is requested. The Town of Hanover also did a presentation. It is likely that the funding will get rolled into the storm damage that happened in southwest NH earlier in 2005.

The tires belonging to the now defunct E & R Paintball operation that were adjacent to the field have been removed. The tires on the field that are covered with a tarp can stay until a new site plan is approved.

VI. PUBLIC COMMENTS**Kurt Gotthardt ~ Cell Tower:**

Mr. Gotthardt mentioned that whenever a cell tower discussion comes up the question comes up about whether the Town wants space on the tower. Mr. Schneider replied that yes, the town would.

Chief Crate spoke with Verizon about space on the proposed tower. He told them the Department would be interested, but that he didn't want to take a position on it. Where the tower will be positioned, Chief Crate does not know if the Department would use it now; it could be 2-3 years into the future.

Mr. Albanese asked Mr. Schneider to coordinate with Jim Taylor, Community Development Director about seeking Town Department input on Planning Board projects.

Site Plans:

Mr. Albanese asked if a company goes out of business can their site plan become null & void? Mr. Gotthardt replied that the site plan goes with the land, not the owner. Mr. Albanese asked if dissolution of the site plan could be part of the approval process? It was thought that it might be allowable if it's a written condition of approval.

Discussion ensued regarding bonding to assure compliance with conditions.

Kurt Gotthardt ~ Iskandar subdivision:

Mr. Gotthardt again stated his position regarding the backside of the lots in the Iskandar subdivision that is restricted for the next 15-17 years. Mr. Iskandar has mentioned the possibility of a municipal well there. As a conservationist, Mr. Gotthardt is in favor of this if the Town establishes a large no-build wellhead protection zone. Mr. Gotthardt would be in favor of protection of the area now, even if the Town won't be ready to drill for 10 years.

Mr. Albanese replied that the Selectmen would spend some time this summer developing a strategic plan for water and sewer. They will speak to the when, where, why and how with regard to water. One reason to extend the sewer line along US Route 4 is for wellhead protection.

Mr. Daniels stated that the mountain is saturated with water. Mr. Iskandar spoke with him and Leslie Bolton.

Mrs. Scovner stated that before the Town does anything the offer should be put in writing.

Dan Kiley ~ Adelpia:

Mr. Kiley remembered that 6 – 8 months ago the Board wanted to raise cable rates for a community access channel. Rates went up this month. Mr. Kiley has not seen a community access channel.

Mrs. Scovner replied that ComCast is supposed to come in to speak with the Selectmen in the spring.

Mr. Albanese stated that he did not want to do the community access channel. He understood that it is not an immediate benefit.

David Corriveau ~ Warrant/Town Meeting:

Mr. Corriveau requested clarification of Article 3 on the warrant relative to rights-of-way. It was explained that the article was placed on the warrant and then the Town got the Town Attorney opinion, too late to remove the article.

The proposed budget amendment was discussed. The purpose of Stage 1 of the project is to determine the best use of Whitney Hall, then to work on where the Town should proceed from that point. The quote for the architect's services is not yet in hand so the additional amount needed is not known.

VII. OLD BUSINESS

Oak Grove Street:

There has been no work done on the Oak Grove slide. The ground is frozen and must thaw before work can begin. There has been no further damage since the initial slide, but when the weather warms up further damage is expected. It's been arranged to have Verizon move the utility poles. Plans are being developed, what failed and what the correction action should be.

Mr. Daniels has been trying to meet with Alan Hanscomb of the District 2 NH DOT office. The property is owned by the state and after the Town fixes it, the land will still be owned by the state.

Chief Crate mentioned that he and Capt. Agan are putting together a grant to obtain funding for to repair the slide and the surrounding area.

Emergency Management:

During the recent windstorm that resulted in power outages throughout town, the Town's crews performed extremely well. Mr. Schneider was frustrated with the lack of direct contact with the utilities. He has put in requests to the local utilities for information and local numbers so the Town can know who's out in the field. Mr. Schneider wants to develop the communication portion of the Emergency Management Plan, so people know where to get information and where information can be provided. This is one part of the whole plan, but impacts everyone in the community.

It was suggested that if there is little or no response to Mr. Schneider's request that a call be put into the Public Utilities Commission.

Mr. Albanese asked Mr. Schneider to try to have the redundant utility poles on Main Street removed. He also expects a presentation of the Emergency Management Plan after Town Meeting.

Water & Sewer Rates:

The Board received a memo from Ken Daniels regarding the effect of the proposed water and sewer rates on the average customer's bill. The balance of the Water Fund is now \$191,600. The balance of the Sewer Fund is \$205,000.

The Board reviewed the charges, which consist of four parts: account base charge, fixed cost share (based on number of allocated units), water meter/backflow preventer replacement fund, and consumption charge. The new rates were calculated by including the cost to raise funds for reserve within the account base charge. This will charge each user one "unit" of the amount to be raised. The proposed rate changes raise \$15,000 each for the water and sewer reserve funds. If the amount to be raised for reserves changes it will be easy to make an adjustment to the account base charge, and the raising of funds would not be dependent upon a fluctuating usage amount.

Mr. Albanese asked one last time that the amount to be raised for reserve be reduced to \$10,000. The Board was informed that in 1984 Enfield was granted EPA funds for the sewer system. The federal grant requires that revenues raised cover operation and maintenance costs, including replacement. If the Town follows federal code, our current reserves are insufficient. In light of this information, Mr. Albanese asked Mr. Daniels to check with federal agencies to see if this contractually binds the Town. If so, this needs to be addressed. Given this information, Mr. Albanese withdrew his request to reduce the amount to be raised for reserves.

Mr. Schneider was asked to prepare a press release that explains the water and sewer rates in depth. This is an operational issue, so questions about the rate will be sent to Mr. Schneider.

The Board will discuss the rate structure, sewer ordinance, and other issues during the summer months.

VIII. NEW BUSINESS

Administrative Items:

The Board reviewed and approved the following documents: property tax refund, Health Officer nomination for Phil Neily, appointment form for David Stewart as Inspector of Election.

E-911 Revised Map Set:

The Board of Selectmen accepted the map set and associated data dated November 7, 2005 as submitted by the NH Bureau of Emergency Communications. The map set reflects all requested changes and additions made by the Town since the last map set dated February 23, 2000.

Fieldstone Ridge Street Names:

The Selectmen considered a request for two new street names for roads in the new Fieldstone Ridge subdivision off Methodist Hill Road. Mr. Albanese would like the Selectmen to have greater input in the selection of names, perhaps a list of names to choose from. He also noted the Board's desire to name roads after historic families or places.

Mr. Albanese moved to accept Poplar Lane and Birch Lane as new roads in the Fieldstone Ridge subdivision; Mrs. Scovner seconded, vote unanimous.

IX. OTHER ITEMS**Ambulance:**

Mr. Albanese announced the retirement of Fred Cummings as EMS Chief. **Mr. Albanese moved to thank Mr. Cummings for his years of service. The Board is grateful he is staying on the FAST Squad; Mr. Payne seconded, vote unanimous.**

Mr. Albanese explained to the FAST Squad members present that the Board of Selectmen is working toward treating the Ambulance Department like any other department. The Town Manager needs the ability to manage the department. The Town Manager and Board of Selectmen will not tell the Squad how to do their jobs, but want to provide support to the Department and need to hold the Department accountable administratively, just at the Public Works and Police Departments do. The Town Manager and Board of Selectmen need to be included in decisions regarding billing, preparing specifications for ambulances, etc... The Ambulance Department, by State law, reports to the Town Manager.

Kim Withrow stressed the need to communication between the Town administration and the FAST Squad administration. She was told the Selectmen want to work with the FAST Squad and provide the support the Department needs.

Nick Loupis Offer:

The Board received a letter from Nick Loupis to sell the Town property he owns adjacent to the Town Hall.

Mr. Albanese moved to thank Mr. Loupis for the offer, but to inform him that the Selectmen are not in a place to purchase property; Mrs. Scovner seconded, vote unanimous.

CONFERENCE**I. MICHAEL BATES**

Mr. Albanese moved to enter into non-public session at 5:23 PM, RSA 91-A:3 II (c); Mrs. Scovner seconded. Roll call vote: Mrs. Albanese – aye, Mrs. Scovner – aye, Mr. Payne – aye. Motion carried.

Mrs. Scovner moved to come out of non-public session at 5:34 PM; Mr. Payne seconded, vote unanimous.

Mr. Albanese moved to deny the property tax abatement and exemption requests by Michael Bates; Mrs. Scovner seconded, vote unanimous.

II. DR. DAVID BEAUFIT, MODERATOR ~ TOWN MEETING

The Board discussed the warrant and Town Meeting procedure with Dr. David Beaufait and Lee Carrier.

Articles 1 through 3, which will be voted by ballot on Tuesday, March 14th will be presented at Town Meeting. Discussion ensued regarding a legal opinion relating to Article 3 and how best to address the issue. An excerpt of the Town Attorney's opinion has been included in the Warrant Narrative and explains that RSA 674:41, III requires building lots to have road frontage; a right-of-way is not adequate. The Board of Selectmen is not prepared to discuss the details and ramifications of this turn of events at Town Meeting. Jim Taylor and the Town Attorney may wish to be prepared with a brief statement, but discussion as to how to address the issue is best done at the Planning Board level rather than Town Meeting.

Discussion ensued regarding who should speak at Town Meeting about each of the subsequent articles, how to approach discussion of Articles 5 through 9 relating to the discontinuance of several capital reserve funds, and the introduction of an amendment to the operating budget to pay for architectural services.

III. STRATEGIC PLANNING RETREAT

Mr. Schneider addressed the need for a Strategic Planning Retreat with the Board of Selectmen, himself, Ken Daniels and Chief Crate. The retreat needs to be structured with goals and some ideas of what we want to do. The retreat should be held where the group can concentrate without interruptions.

Chief Crate noted the benefit of brainstorming rather than working separately.

IV. ADJOURNMENT

Mr. Albanese moved to adjourn at 7:45 PM; Mrs. Scovner seconded, vote unanimous.