

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

**MINUTES of April 17, 2006**

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

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

**Others:** Richard A. Crate, Jr., Chief of Police; Ken Daniels, Director of Public Works; Phil Neily, Building Inspector/Health Officer; Joe Cote, Connecticut Valley Spectator; Sharon Carr, Enfield Village Association; Tate Picard, Julie Huntley, Sharon Kiley, Enfield Community Building Board of Directors; Ken Hill, Enfield Community Building Board of Directors & Enfield-Mascoma Lions Club; Don Daniels, Enfield-Mascoma Lions Club; Dwight Marchetti; Dan Kiley

**BUSINESS MEETING**

**I. CALL TO ORDER**

Mrs. Scovner called the meeting to order at 5:00 pm.

**II. ACCEPTANCE AND EXPENDITURE OF FUNDS FROM PRIVATE SOURCES**

The Board of Selectmen, in accordance with RSA 31:95-b, held a public hearing to discuss the acceptance of monetary donations to the Food Pantry in memory of Dolores “Do-Do” Gaudette.

Mrs. Scovner opened the hearing at 5:00 PM.

Mrs. Scovner invited comments from the public and Board of Selectmen; none were forthcoming.

Mrs. Scovner called the hearing to a close at 5:02 PM.

**Mr. Albanese moved to accept the funds in memory of Dolores Gaudette and to authorize Diane Monmaney to expend the funds for the purpose received; Mr. Payne seconded, vote unanimous.**

**III. APPROVAL OF MINUTES**

**Mr. Albanese moved to accept the minutes of March 27, 2006 as written; Mr. Payne seconded, vote unanimous.**

**Mr. Payne moved to accept the non-public session minutes of April 3, 2006 as written; Mr. Albanese seconded, vote unanimous.**

**Mr. Albanese moved to discuss the minutes of April 3, 2006; Mr. Payne seconded, vote unanimous.**

Mr. Albanese asked that page 4, paragraph 3, second sentence read, "Mr. Albanese does not feel there is enough invested in Enfield Center."

**Mr. Payne moved to accept the minutes of April 3, 2006 as amended; Mr. Albanese seconded, vote unanimous.**

**Mr. Albanese moved to accept the minutes of April 10, 2006 as written; Mrs. Scovner seconded, vote unanimous.**

#### **IV. COMMUNICATIONS**

##### **Trustees of Trust Funds 1<sup>st</sup> Quarter Report:**

Mr. Albanese would like to meet with the Trustees of Trust Funds to discuss the investment of funds. He will attend one of their meetings rather than ask them to attend a Selectmen's meeting as he has the greatest interest in this information.

##### **Concerned Citizens for Regional Impact ~ North American Training Lodge proposal:**

The Concerned Citizens for Regional Impact are attempting to increase awareness of the proposed "Private Military-Like" training facility in Groton, NH. The Selectmen discussed what, if any, position they would like to take on the issue. Mrs. Scovner suggested support of the Concerned Citizens. Mr. Albanese is unsure he wants to take a position against the training facility when he is unsure what he would be taking a position against.

Mr. Marchetti cautioned the Board against taking a position that represents the entire town before finding out enough information to make a decision.

**Mr. Albanese moved to direct the Town Manager to write a letter to the Town of Groton to find out the facts of the proposal; Mr. Payne seconded, vote unanimous.**

##### **Dwight Marchetti ~ Conservation Commission Letter of Interest:**

Letter withdrawn.

##### **Building Inspector's Report ~ March 2006**

##### **Tax Collector's Trial Balance Report ~ March 2006**

##### **Updated Board and Committee Membership Report**

#### **V. BOARD REPORTS**

##### **Planning Board:**

Mrs. Scovner provided an update on Planning Board activities:

- Mr. Iskandar was granted a building permit for 17 dwellings on his proposed 18-lot subdivision.
- The Verizon tower will be 120' tall.
- The Planning Board heard a conceptual for a granite store and possible restaurant in Enfield.
- Mr. Drummond is attempting to purchase a piece of land from the Enfield Shaker Museum to be used for 6 building lots, providing additional revenue to the museum.

The following items were discussed out of agenda order.

## **VI. TOWN MANAGER'S REPORT**

Mr. Schneider spoke with a Verizon representative. They have expansion plans for the switching station on Main Street. Mr. Albanese remarked that expansion plans don't mean the Town and Verizon can't work together.

Mr. Schneider presented his report for the month of April.

### **Whitney Hall:**

Mr. Schneider met with Chris Lizotte and Eric Palson about the Whitney Hall project. A lot of the work done previously is still applicable to the current project. They discussed space, flow and grouping of departments. The architects are still collecting information. Two engineers, electrical and mechanical, inspected the building on Friday to determine what's good and what isn't. The next meeting of the Town Facility Committee will be May 8<sup>th</sup>.

Mr. Schneider is going to talk to STAGE about cleaning up the stage. Mr. Albanese also expressed concern about liability issues related to the speakers left in the auditorium. Mr. Payne responded that the speakers are left there at the owner's risk.

### **Regional Telecommunications Network:**

Mr. Schneider has two meetings this week with the Regional Telecommunications Network West Central NH Regional High Speed Communications Consortium. A letter from the Consortium seeking support from those that have not joined was provided to the Selectmen as it provides background information on the project. There is nothing owed by the Town of Enfield yet. With the current configuration the Town would owe about \$13,000 in 2 phases, with the first payment not expected until the fall.

### **Oak Grove Street:**

Ken Daniels reported that the NH Dept. of Transportation operations are done. Plans for the repair are on their way to the NH Wetlands Bureau for an emergency repair number. The Public Works Department plans to begin work within 3 weeks.

Oak Grove Cemetery Association was concerned about access to the cemetery. The jersey barriers will be moved so Oak Grove has access to two of its three entrances. Mr. Daniels hopes to have all entrances open by Memorial Day.

**Economic Development:**

Mr. Albanese received a phone call asking if the Selectmen were trying to run George's market out of town. He replied to the caller that they were not. In the context of a discussion of an Enfield Village Association survey, George's market was not interested in participating.

Mr. Schneider agreed and stated that the Town needs to devote as much attention or more to existing businesses.

**Emergency Plan:**

The Town's Emergency Action Plan overall is in good shape, but requires updating of contact information and other materials. The plan will also be updated in the area of potential or perceived threats, as the current plan does not address biological hazards. Mr. Schneider also noted the need to bring in the Fire Department and Ambulance.

The plan also needs to be regionalized with Lebanon and Hanover for everyone's benefit. On a managerial level there was support of Enfield being part of their efforts.

**Police Chief's Report:**

April has been a busy month. Operationally the department is still within budget. Chief Crate may shift some of the department's resources from new desktop computers to laptops. Captain Agan is continuing with changes to the departments report procedures, buttoning those up a little. Having laptops for the officers will help.

There's a new law, effective January 1 that requires any child under 16 riding a bicycle on a public way to wear a helmet. Rather than issue tickets for failure to comply with the law, Chief Crate would rather give them a helmet, or provide one at reduced cost. He will be talking to businesses and others for funding and for obtaining helmets at reduced cost. Mrs. Scovner suggested having the business name on the helmet. Chief Crate agreed, or a press conference could be held. Chief Crate may also hold a bicycle safety event at the school.

The department is still working on the new filing system. Each file is being reviewed and unnecessary and duplicate items are being removed.

Dispatch services with Hanover are going well. There have been a couple of incidents where alarms were still ringing into Lebanon, but Chief Crate has followed up on these cases and they have been resolved.

Mr. Albanese asked if Chief Crate was going to have officers more visible downtown. Chief Crate replied that he would like officers more visible all over town. Having officers in public view deters crime.

**VII. PUBLIC COMMENTS****Dwight Marchetti ~ Sidewalks:**

Mr. Marchetti reported tire skid marks on the downtown sidewalk where there was an auto accident recently. He inquired about painting the sidewalk. Mr. Daniels replied that he could have that taken care of. Mrs. Scovner would prefer it be completed before Memorial Day.

**Dwight Marchetti – Skateboard Park:**

Mr. Marchetti facetiously stated that there is no longer a need for a skateboard park in Enfield; skateboarders have found an alternative downtown. Unfortunately the alternative has resulted in dangerous behavior with skateboarders unexpectedly riding into the street. One of the skateboarders, a Canaan resident, informed him there was nowhere else to go. He apparently was unaware of the skateboard park located in Canaan.

**VIII. NEW BUSINESS****Gravel Tax Levy:**

The Board approved a Gravel Tax Levy.

**Petition & Pole License ~ Bog Road:**

The Board approved a pole license for Bog Road.

**Solid Waste Ordinance:**

Phil Neily submitted a proposal for a solid waste ordinance that would require rubbish be placed curbside in appropriate containers and no sooner than 24 hours prior to collection. The purpose of the ordinance is to limit the public's exposure to infectious disease. Crows are often carriers of West Nile Virus and it is in the public's best interest to avoid having them congregate in public areas.

After further thought on the matter, Mr. Neily was unsure if his proposed enforcement was realistic.

Chief Crate suggested a simpler fine schedule. Rather than have multiple warnings and multiple levels of fines, he suggested the ordinance simply state a fine for violation of the ordinance. There can be a warning issued first, before a fine is levied.

Discussion ensued regarding the ability to enforce the proposed ordinance, levels of discretion that can be used, and the need for fairness to everyone. The Selectmen indicated that the issue is a priority for them.

Mr. Payne asked if the trash is in the proper receptacle, how strong does Mr. Neily feel about the 24-hour limit? Mr. Neily replied that even in proper receptacles they can be knocked over by dogs, then crows can get in.

Sharon Carr asked, "How strict will it be?" Someone would either have to complain or see it. "It's only a problem if it's a problem" and the ordinance allows the Town to address it if it is. Mr. Payne replied that he's concerned about selective enforcement.

Mr. Schneider reported that the city of Battavia had a similar ordinance, and shared his experience with that ordinance.

The Board concurred that Mr. Schneider could take the proposed ordinance and work out the details.

**IX. OTHER ITEMS**

Mr. Albanese reported that he and Mrs. Scovner met with Celie Aufiero on Saturday to look at stone walls and rocks on George Hill Road. The site visit gave the Board some things to talk about at the Strategic Plan Meeting.

The Board took a short break from 6:10 PM. to 6:15 PM.

The Board tabled the approval of an Intent to Excavate. The Board was concerned that work that was supposed to be done at the site had not been completed in the timeframe allowed.

**Mrs. Scovner moved to approve a veterans tax credit as presented; Mr. Albanese seconded, vote unanimous.**

**Mrs. Scovner moved to accept the tax exemption for Dartmouth College as presented; Mr. Payne seconded. Mrs. Scovner and Mr. Payne in favor. Mr. Albanese abstained as he is employed by Dartmouth College. Motion carried.**

**Mrs. Scovner moved to accept the tax exemption for the church portion of Living Waters; Mr. Albanese seconded, vote unanimous.**

**Mr. Albanese moved to accept the Chosen Vale tax exemption as outlined by Julie Huntley; Mr. Payne seconded, vote unanimous.**

**Enfield Shaker Museum:**

Mr. Albanese stated that if the Museum decides this is the way they want to pay off the overdue taxes, the offer to them to waive a portion of the interest is void if the agreement is not signed. While the Board may do it, he will no longer feel obligated to do so.

Mr. Schneider responded that the Museum Board would rather not have an agreement. Without an agreement the Town can deed the property if the taxes remain unpaid.

**CONFERENCE****I. LIONS CLUB / COMMUNITY BUILDING BOARD OF DIRECTORS**

Mr. Schneider stated that there were three issues to address: 1) Community Building Board of Directors role and involvement; 2) building maintenance; 3) site plan (a draft proposal was displayed).

**Community Building Board of Directors:**

There was discussion of the role of the Board of Directors. There has been talk of disbanding the Board.

Tate Picard feels the building is at a point where the Town no longer needs a Board of Directors. The building is up and running and the Directors are now typically dealing with requests for waivers of fees or questions of use. He does not see the need for a perpetual committee.

Julie Huntley agreed. The Directors have done a good job getting the policy and procedures in place. The building is now at point where the Board of Selectmen can handle anything that comes up.

Sharon Kiley feels the Directors are no longer needed.

Ken Hill doesn't think the Lions have a problem with it.

Mr. Albanese stressed that he wants to keep the lines of communication with the Lions Club open.

Mrs. Scovner began a round of applause and thanks for the Board of Directors.

**Mr. Albanese moved to disband the Community Building Board of Directors; Mr. Payne seconded, vote unanimous.**

**Maintenance:**

There have been some issues with the state of the building after events. Ken Daniels has prepared a detailed checklist to use prior to and after events. Mr. Daniels has also prepared a bid contract for cleaning of the building. This should go a good way toward having the building in pristine condition at all times. People have certain expectations that we would like to meet.

Mr. Schneider stated that the building gets a lot of use, more than he believes people expected. The staff spends a lot of time at the building and should spend the majority of time on scheduling and structural issues rather than cleaning. Discussion of maintenance issues continued.

Ken Hill reported on a member of the Lions Club that would be willing to put a stone-faced structure around the sign for the building. He will volunteer his time if allowed to put up a small plaque for his father, also a member of the Lions. The Board looked upon this proposal favorably.

Mr. Hill explained the Lions Club fundraiser that had been discussed previously and around which there has been some confusion. There had been unofficial discussion of the Lions assisting with the handicap ramp. A member of the club thought Texas Hold 'Em might be a good fundraiser and took it upon himself to make some inquiries. Nothing has been decided.

Mr. Albanese suggested that Ken Hill, be the person through which communications should come to the Town. Communications with the Town should go to Ken Daniels or Steve Schneider.

**Site Plan:**

Ken Daniels presented the draft site plan for the Board's consideration.

Ken Hill expressed the need for a dumpster.

Mr. Albanese added a caveat that the Selectmen have been talking about the use of land behind the Verizon building for additional parking and that the Huse Park parking can't be looked at completely until Whitney Hall is done.

Mr. Daniels explained that with the proposed plan the end of the handicap ramp and handicap parking would be on the Lebanon side of the building. The plan also eliminates the two entrances closest to Main Street, leaving only the eastern most entrance open for vehicle access.

The desire for green space must be balanced with the need for additional parking and the lack of concrete plans for Whitney Hall.

Concerns about children playing in the parking lot need to be addressed. A fence between the play area and the parking lot should help.

Chief Crate noted that marked parking is safer than unmarked parking.

Due to limited funding, this will be a multi-year project. The Board of Selectmen, unprepared to make a final decision at this time, agreed that the handicap ramp is a priority, that the end of the handicap ramp and the handicap parking would be located on the Lebanon side of the building. And the Board approves of the closing of the two western-most entrances.

**Mr. Albanese moved to support the closure of the 2 western-most entrances, to direct Ken Daniels to put in the proper handicap ramp, to put the handicap parking on the Lebanon side of the building, and get a temporary light; Mr. Payne seconded, vote unanimous.**

There was a brief discussion of the material out of which the ramp would be constructed. Ken Hill feels asphalt works well. Ken Daniels said that if concrete were to be used it would be sealed so it would not be damaged by salt. Dwight Marchetti suggested heating the concrete it like they do at the Mascoma Bank in Lebanon; this would eliminate the need for salt.

## II. STRATEGIC PLANNING RETREAT

Mr. Schneider provided the Selectmen with a draft agenda for the Saturday meeting. As proposed, the meeting will consist of two sessions: a morning session from 9 am – Noon, to address town-wide and general issues; and an afternoon session from 1 pm – 3:30 pm, to address organizational items.

The Session will not be used to solve problems, but rather to set goals and prioritize them. Stage 2 would be next year's retreat, which would be more intensive and involve volunteer committees to gather data for various projects and bring those reports back to the Board of Selectmen.

## III. NON-PUBLIC SESSION

**Mrs. Scovner moved to enter non-public session at 7:11 PM, RSA 91-A:3 II (a); Mr. Payne seconded. Roll call vote: Mrs. Scovner – aye, Mr. Payne – aye, Mr. Albanese – aye.**

**Mrs. Scovner moved to come out of non-public session at 7:25 PM; Mr. Albanese seconded, vote unanimous.**

**IV. ADJOURNMENT**

The meeting was adjourned at 7:26 PM.