

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

MINUTES of July 10, 2006

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

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

Others: Bernard Folta, Claremont Commissioner to UVLSRPC; Public Works Director Ken Daniels; Police Chief Richard Crate; Dan Kiley; Joe Cote, Connecticut Valley Spectator

BUSINESS MEETING

I. CALL TO ORDER

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

II. APPROVAL OF MINUTES

June 19, 2006 Regular Session:

Mr. Albanese moved to approve the regular session minutes of June 19, 2006 as written; Mr. Payne seconded, vote unanimous.

June 19, 2006 Non-Public Session:

Mr. Albanese asked that the motion read, "Mrs. Scovner moved to deny two abatement applications as submitted by Mr. Bill and Mr. Laware; Mr. Albanese seconded, vote unanimous."

Mr. Albanese moved to approve the non-public session minutes of June 19, 2006 as amended; Mr. Payne seconded, vote unanimous.

III. COMMUNICATIONS

Building Inspector/Health Officer Report ~ July 2006

NH DOT Wetlands and Non-Site Specific Permit #2005-02771

NH DES Notice of Enforcement re: File #2004-02602

NH DES notice re: Wetlands Bureau Complaint, File #2004-01424

NH DES re: Baltic Mills Dam #077.02, Enfield:

Copies of this notice will be sent to emergency services departments.

Carbon CO₂alition re: 2007 warrant article:

The Carbon CO₂alition informed the Board that a local resident is working on a citizen's petition to have a resolution on global warming put on the town warrant in 2007. Mrs. Scovner expressed support.

Upton & Hatfield re: Rich v. Town of Enfield

The court has ruled in the Town's favor on this case.

Mrs. Scovner asked if the Town could collect damages for attorney's fees. While it could not be done for this case, but the Board would like the Town's attorney to try to collect legal fees, when he feels it is appropriate, specifically in cases where an individual has sued the Town multiple times.

Letter of commendation ~ Det. Sgt. Kenneth F. May**Terri & Tim Rich correspondence re: Capt. Wayne Agan:**

Mr. Payne moved to commend both Det. Sgt. Kenneth F. May and Capt. Wayne Agan for their work for the community; Mrs. Scovner seconded, vote unanimous.

Mr. Albanese moved to thank Paula Rowe for yet another excellent Memorial Day parade; Mr. Payne seconded, vote unanimous. The parade went off without a hitch.

Standard Dredge & Fill Application for proposed 18-lot subdivision known as Evenchance Phase II; Iskandar**Standard Dredge & Fill Application re: 30' x 3' retaining wall at Crystal Lake; Regan****Permit by Notification re: driveway culvert at NH Rt. 4A & Shaker Hill Road; Fulton****Water/Sewer unpaid balances report:**

Mr. Albanese inquired into the process for collection of delinquent water and sewer bills. Delinquencies are turned over to the Tax Collector who will place liens on the subject. [This is done annually in conjunction with the property tax lien procedure.]

Mr. Schneider reported that 91% of the first issue property taxes have been collected, amounting to over \$4,000,000. The average in prior years is 90%-93%, so collections are right on target.

IV. BOARD REPORTS**Budget Committee:**

Bob Cusick was appointed to the Budget Committee until the next election.

The Budget Committee is pleased with the Iworq program and will be requesting reports from Ken Daniels during budget preparation.

The Selectmen will meet with the Budget Committee on August 24th, 6:00 PM at the Public Works Facility to discuss strategic planning and building plans.

The Budget Committee has assigned liaisons to the various Town departments who will begin discussion with department heads following the next Budget Committee meeting. Any inquiries before that time will be directed to Mr. Schneider or the Board of Selectmen.

The Budget Committee has also formed a subcommittee to look at the review process for regional organization budgets. Mr. Albanese would be unable to serve but volunteered representation by another Selectman. Mrs. Scovner agreed to serve on this subcommittee. The Budget Committee members of this subcommittee include Eric Crate, David Steward, Judy Finsterbusch, and Bob Cusick.

Cemetery:

Mr. Albanese will be attending the Cemetery Trustee meeting on Thursday. Mr. Henderson wants to know where the Town stands on the Shaker cemetery. The Cemetery Trustees would like to take over the maintenance of the cemetery, which is currently being done personally by Mr. Henderson. A bank owns the cemetery. The Board was supportive of taking over the maintenance of the cemetery, but needs to talk to the bank. Mr. Schneider suggested that the Enfield Shaker Museum might be interested in the cemetery. Mr. Schneider will contact Karen Hambleton.

Conservation Commission:

Mr. Payne reported on the appointment of Tim Lenihan as chairman of the Commission.

V. TOWN MANAGER'S REPORT

Mr. Schneider went over his report to the Board of Selectmen.

Henry Cross Property:

Mapping is complete and will expedite the permitting process. The NH Dept. of Environmental Services (DES) was asked to come for a site visit, but declined until something is submitted in writing. Mr. Schneider will make additional inquiries since it would be beneficial for Ken Daniels to walk the site with a DES representative beforehand so a new drainage plan application can be completed the first time in a manner that will be acceptable to DES. If further inquiries to DES do not pan out, Mr. Schneider is meeting with Executive Councilor Ray Burton next Tuesday and can broach the subject with him.

Regional Telecommunications Network:

A meeting of the West Central NH Regional High Speed Communications Consortium will be held on Tuesday, July 11th at the Community Building. They will preview the final report at this time.

Oak Grove Street:

There have been more slides on the bank of the Mascoma River upstream of the Oak Grove Street slide. The State continues to remove trees greater than 4" in diameter. The State will not object to the Town adding some type of groundcover to the bank. Volunteers might be utilized for the planting as long as it's safe.

Emergency Plan:

Captain Agan has been working diligently on the Emergency Plan. Mr. Schneider recently met with Captain Agan and Chief Crate to review the progress of the plan. Once completed it will be sent for review to those departments that are affected by the plan. The plan will then be finalized and the final version distributed.

Strategic Plan Meeting:

Mr. Schneider expressed the need for another Strategic Plan meeting of the Board. He will email the Selectmen with possible dates.

Sale of Property:

Mr. Albanese inquired when the Town might be able to bid out surplus property. Mr. Schneider has met with Jim Taylor and was provided a plot plan of the NH Route 4A property behind Lakeview Condos. A portion of the property has an easement for the condominium septic system. This property does not have road frontage.

Clarification of a few points need to be made, including the zone, property access, list of abutters, and a rough build-out analysis by Jim Taylor.

Police Department Report ~ May 2006:

Police Chief Crate reported on Police Department operations. He is continuing work on a bicycle helmet program for kids in response to a law passed in January that requires children to wear a helmet if they're riding on a public way. He is organizing a program that would provide helmets for free to those who can't afford them, and at cost for those that can. Revenue from the sale of helmets would in turn be used to purchase more helmets for distribution. There are plans to have a display at the Enfield Farmers' Market and then in September at the elementary school.

Chief Crate discussed the June statistics, which do not reflect the true level of activity. A new laptop was being tested in one of the cruisers and the information has not correctly transferred for reporting purposes. The true figure is closer to last year's figures for this time period.

Officer Roy Holland has returned from Iraq. He will begin work again next week.

The Police budget is going well. There had been some concern in April and May about overtime, but it's looking good now in spite of being down one officer. Chief Crate will forward a budget report to the Board soon. Administrative overtime refers to overtime for dealing with administrative functions. Paula Rowe has been working on the new filing system. The Police intern has been working hard, but will be leaving for college next month. They are interviewing a new intern, part of whose job will be to get the filing completed.

Capt. Agan brought with him the ability to teach officers how to prepare good, detailed reports. Investigations were top notch and now reporting is getting there as well. Improved reporting will save on court appearances and time on prosecutions.

Chief Crate has issued a press release regarding unregistered vehicles. New residents from out-of-state must register their vehicles within 60 days. The Police Department is approaching this problem with a balanced approach to encourage the registration of vehicles without levying undue fines, which could discourage spending money on the registration of vehicles.

Mr. Albanese does not see the need for the Police Department to have a more aggressive approach, but noted that revenues from registrations are lagging and it is important to get those revenues.

VI. PUBLIC COMMENTS

There were no public comments.

VII. OLD BUSINESS

Website Business Listing:

The Board received a copy of the business listing maintained by the Enfield Village Association. The Board approved the posting of this information, or a link to this information, on the Town's website, whichever is technically the easiest to accomplish. A disclaimer will be added that the Town does not endorse any one business, but provides this listing for informational purposes only.

2007 Budget Goals:

The Board discussed goals for the 2007 budget. The budget will be looked at in three portions: capital, operations and compensation. Mr. Schneider was asked to prepare an operations budget at 2% less than the 2006 budget, level funded and at 2% greater than the 2006 budget. The capital and compensation budgets will be dealt with separately. Mr. Schneider is conducting a compensation review.

Mr. Albanese didn't believe any of the Selectmen was interested in reducing services. Mrs. Scovner and Mr. Payne concurred.

VIII. NEW BUSINESS

Upper Valley Lake Sunapee Regional Planning Commission (UVLSRPC):

Bernard Folta, UVLSRPC Commissioner from Claremont, came before the Board to discuss the operations of the UVLSRPC. He has been inquiring about the fact that they have a surplus of about \$300,000, yet are asking for an increase in dues. He is also encouraging all member towns to fill their available seats. There are currently 40 commissioners, but if all the seats were filled there would be about 57.

Sandra Akacem currently represents the Town of Enfield, but Enfield has a second seat on the UVLSRPC Board to fill. While the Selectmen had hoped to have Jim Taylor, Community Development Director, serve for the Town, it was found that the seat must be filled with an Enfield resident and the appointment is made by the Planning Board (RSA 36:46).

Mr. Folta has also been inquiring of member towns about their levels of satisfaction with UVLSRPC services. Enfield is not the only town that has considered pulling out of UVLSRPC. Mr. Folta provided the Selectmen with a packet of information relating to the finances of UVLSRPC and their services to municipalities.

Mr. Folta has been speaking with Sandra Akacem and was unable to inform her that he would be at the Selectmen's meeting this evening. He will continue to keep in touch with her.

Mr. Folta stressed that he was not at the meeting representing the Commission. As a commissioner he has a role on behalf of his municipality and on behalf of the Commission.

Ken Daniels offered to serve as a Commissioner if the workload was not too great. He was told that there are two-hour meetings every other month, but UVLSRPC encourages Commissioners to attend other sessions. Mrs. Scovner will nominate Ken Daniels at the next Planning Board meeting.

Administrative Items:

The Board reviewed and approved the following documents: property tax refund and yield tax warrant.

Lloyd Hackeman Excavation:

The Board received a memo from Jim Taylor along with a Notice of Intent to Excavate for consideration by the Board. Mr. Hackeman received approval from the Planning Board a few years ago, and plans to construct a dwelling in the near future. Mr. Taylor recommended the Selectmen's endorsement of the Intent as long as it is clear that this excavation will continue to be incidental to the development of the lot.

Mr. Albanese moved to approve the Intent to Excavate in accordance with Jim Taylor's memo of June 22, 2006; Mr. Payne seconded.

Mrs. Scovner would like to talk to Jim Taylor before making a decision.

The motion was withdrawn.

Draft Master Project List:

The Board was provided with a draft Master Project List. Mr. Schneider asked them to review the list and add any projects they feel are missing.

IX. OTHER ITEMS**Assessment Booklet/Town Report:**

In response to an inquiry from Dwight Marchetti, Julie Huntley researched the origins of the assessment booklet that the Town has mailed to property owners every three years. Mr. Marchetti recalls it being discussed in the 1980's. Mrs. Huntley found the first instance of the information provided in the 1950 Town Report. In 1970 an article "To see if the Town of Enfield will vote to abolish the Taxpayers List of Properties and Assessments now being reissued every third calendar year" was "passed over". There was further discussion at the end of the 1970 meeting regarding the cost of the mailing, but no indication of a vote on the article. No further references were found to the assessment booklets.

A copy of this information will be provided to Dwight Marchetti.

Mr. Albanese would like to revisit this issue later in the year, for possible publication in the 2006 Town Report. He would like three things considered for printing in the 2006 Town Report: 1) taxpayers list of properties and assessments; 2) list of delinquent property tax payers; and 3) list of delinquent water and sewer payers.

The cost to add the list of properties and assessments will be estimated and the information provided to the Board.

Sewer Service Connection Request:

Mrs. Scovner moved to approve a sewer service connection for Map 18, Lot 20, NH Route 4A; Mr. Payne seconded, vote unanimous.

CONFERENCE

I. ADJOURNMENT

Mr. Payne moved to adjourn at 6:32 PM; Mr. Albanese seconded, vote unanimous.