

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

MINUTES of September 18, 2006

Board of Selectmen: Nancy Scovner, Chairman; Dominic Albanese

Absent: Curtis Payne, excused

Administrative Staff: Steven Schneider, Town Manager; Alisa D. Bonnette, Secretary; Jim Taylor, Community Development Director; Ken Daniels, Director of Public Works; Richard Crate, Jr., Chief of Police

Others: Sharon & Dave Carr; Jim & Lynne Martel; and other members of the public.

BUSINESS MEETING

I. CALL TO ORDER

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

Mrs. Scovner announced that Curtis Payne is in the hospital and hopes to be back at the end of the week.

II. APPROVAL OF MINUTES

September 5, 2006:

The Board reviewed the minutes of September 5, 2006. Mr. Albanese asked that the paragraph regarding funding for the fiber optic communications project be clarified.

Mr. Albanese moved to accept the minutes of September 5, 2006 as amended; Mrs. Scovner seconded, vote unanimous.

III. PROCLAMATION

Mrs. Scovner read a proclamation that declared Wednesday, September 20, 2006, Downtown Revitalization Professionals Day. The Board recognized Enfield Village Association's current director, Sharon Carr, the Enfield Main Street Board of Directors and all the volunteers who have made Enfield Main Street such a successful and vital program for the revitalization of downtown Enfield.

Sharon Carr reported that the Enfield Village Association is putting together a fall newsletter thanking everyone who has given to the Main Street Program either through donations or through volunteering. The list is just shy of 900 names.

IV. COMMUNICATIONS

Building Inspector Report ~ August 1006:

The Board received the Building Inspector's Report for August 2006. Mr. Albanese requested a graph of the building permits issued over the past five years. Mr. Schneider replied that a graph would be provided that includes the number of building permits issued for new homes and the total number of building permits issued.

Planning Board Report ~ August 2006:

The Board discussed work being performed at the Crate pit on the Bog Road. Mr. Taylor reported that they are working on what the Town requires of them. The remainder of the work that needs to be done falls under State jurisdiction. Mr. Albanese wished to make it known that the Selectboard approved the excavation permit earlier this year under the conditions that certain work be performed, including grading, reseeding and some fencing. The work must be completed before Mr. Albanese will sign a permit next year.

Anthony Lozeau ~ Right of Way Access to "Back Land":

Mr. Lozeau has spoken with Steven Schneider, Jim Taylor and Ken Daniels about his concerns about access to existing properties by rights-of-way. This issue came up at the Town Meeting in March 2006.

Mr. Taylor explained to Mr. Lozeau that existing lots using rights-of-way could get building permits; it is only moving forward that rights-of-way cannot be used to access "back land". Mr. Lozeau also seemed to be under the misapprehension that road specifications for access to "back land" requires Town Meeting approval; this is not true. The Planning Board sets specifications.

A Planning Board subcommittee has been charged with reviewing this issue. Mr. Taylor expressed his desire to do Subdivision Regulation updates more comprehensively.

A written response will be provided to Mr. Lozeau informing him that pre-existing lots are grandfathered. If someone comes in with a new subdivision they would fall under the new rules.

Comcast ~ FAQs:

The Town Manager received a letter from Comcast regarding the transition from Adelphia to Comcast, including a list of Frequently Asked Questions (FAQs). These FAQs will be posted on the Town's website.

V. BOARD REPORTS

Planning Board:

The Planning Board report for August 2006 provides a comprehensive list of projects currently before the Planning Board. The Selectmen discussed the Planning Board's workload and its ability to manage workflow as it increases, as well as pro-active projects. Mr. Taylor feels the Board has improved over the past two years.

Mr. Albanese asked how things were going with the Upper Valley Lake Sunapee Regional Planning Commission. Mr. Taylor replied that he has no problem with them. Ken Daniels is currently serving with Sandra Akacem as Enfield representatives to this Board.

VI. TOWN MANAGER'S REPORT

Mr. Schneider reviewed his report with the Board of Selectmen.

Whitney Hall:

A press release was issued last week announcing the agreement to hire Trumbull-Nelson as construction managers. Public presentations are scheduled on October 4th and November 13th.

2007 Budget:

Department requests are due to the Town Manager by September 25th. The Selectmen will receive the Town Manager's draft in October.

Henry Cross Property:

A meeting is scheduled for tomorrow at 12:30 PM with a representative of the NH Dept. of Environmental Services.

Regional Telecommunications Network:

WCNH.net met this afternoon to discuss the next steps in the process. A meeting will be held on the 29th in New London to discuss further developments. The project is moving in a positive direction.

Emergency Plan:

A meeting is scheduled for September 20th to review the emergency plan. Everyone named in the document will receive a copy.

ISO Rating:

Mr. Schneider sent a letter in response to the proposed drop in the Town's ISO rating. The Town now has two months to put together a plan that demonstrates how the Town will improve the rating, and then one year to implement the plan. Mr. Albanese asked that the Selectmen be kept informed of the progress.

Stump Dump:

A closure plan is in process. It won't be opened until a Special Use Permit is issued. Mr. Schneider explained that the NH Fish & Game Department has been a self-sufficient department, but is now in the position of asking the State for funding. This had kept Fish & Game busy and may have resulted in a delay in issuing the Town the Special Use Permit. Mr. Schneider will give Fish & Game a call regarding the status of the permit this week.

Mr. Albanese asked Mr. Schneider to drop an email to Michael Dudley who had made an inquiry.

Town Calendar:

The Board reviewed the latest draft of the Town Calendar. Mr. Albanese asked that the Town's web address be put at the bottom of every page.

Discussion ensued regarding religious holidays. Religious holidays are only included if the Town Offices are closed.

Energy Plan:

Kelly Butler, Highway Supervisor, and Mike Sousa, Assistant Highway Supervisor, attended a bio-diesel program. Both were enthused about the bio-diesel program and have arranged to have a test tank brought to the Public Works Department within the next week. While the cost is slightly higher than regular diesel fuel, bio-diesel provides better mileage, lower vehicle maintenance and is better for the environment. Mr. Schneider wrote to Becky Powell and Nancy Smith to inform them of this initiative.

Public Works Report:

Mr. Daniels provided the Selectmen with a DPW Project Status Report and a list of what the Department is currently working on.

Mowing:

Mrs. Scovner is pleased with the mowing that was done on Lockhaven Road. Mowing was done throughout Town, a little more aggressively than usual, exposing stonewalls. The crew will follow up with some chipping.

Livingstone Lodge Road:

Since this year's resurfacing of sections on Livingstone Lodge Road, some requests have been received from residents for speed limit signs. After review of the area and road conditions, Mr. Daniels recommended posting the road at 25 mph.

Mrs. Scovner moved to post Livingstone Lodge road at 25 mph and to post speed limit signs; Mr. Albanese seconded, vote unanimous.

Paving Bid:

The warranty period for paving starts today. Striping should take place by the end of October.

Oak Grove Street:

Everything is completed except for some paperwork that is due to NH Dept. of Environmental Services.

Truck Bid:

The funds have been expended in 2006, though the trucks are not yet operational. There will be no need to encumber funds into 2007.

Wetlands Permitting:

A public hearing will be held for the installation of replacement culverts in prime wetlands. Mr. Daniels will work over the winter with GIS maps to be ready for the 2007 construction season.

Community Building Ramp:

Mr. Albanese asked if there was enough money left. Mr. Daniels replied there is about \$28,000. The money must be spent in 2006 or it returns to the general fund. Mr. Daniels is looking for a contractor that has the necessary expertise to do the concrete work; the project is outside the normal scope of work for many local contractors. The plans call for a concrete ramp with a stone facing. Railings may be similar in style to those used on Main Street.

Mr. Albanese extended his congratulations to Kelly Butler and the crew for getting everything done that the Selectmen have asked for, even though the Department is short staffed.

Discussion ensued regarding lighting. Mr. Daniels reported that light fixtures like the ones used on Main Street cost approximately \$6,000 not including installation.

George Hill Road Rock Removal:

The Department is aiming to get the rock removal done by the end of October.

Lockehaven Road Drainage:

A meeting is scheduled for September 19th with NH Dept. of Environmental Services and Henry Cross. Wanner Excavating has been asked to provide a cost estimate for the proposed drainage project. Communications with abutters are ongoing.

Stump Dump:

The Town is awaiting a burn permit. There are a very limited number of alternative sites for a new stump dump. Two are lower cost options; a third option is more costly. The pros and cons have to be weighed for each site.

Shaker Mountain:

Water source exploration is an SRF fundable project. Mr. Daniels will research Town Meeting records to find the amount that was voted for a water source. Part of the approved funding was spent on Moose Mountain. A Special Use Permit is needed to prospect for water on Fish & Game land.

When the State replaces the Shaker Bridge the Town will need to work on the water crossing. There are a couple of options with different financial impacts on the Town. If the Town opts to run the water along the bridge in keeping with its current practice, the State will pay for the temporary lines and replacement of new piping on the bridge. The Town can opt to run the water line underground, in which case the State will provide only a portion of the funding equal to the costs they would have funded if putting the lines back on the bridge. Funding for this project will be discussed during the 2007 budget discussions.

Public Works Staffing:

The Department has one advertised position open for a light equipment operator.

VII. PUBLIC COMMENTS**Joe Cote:**

Mr. Cote asked why the Community Building ramp couldn't have right angles. He was told that to meet ADA requirements and with the width of the ramp, right angles would create a ramp that would prohibit any further use of the Main Street parking area at Huse Park.

VIII. OLD BUSINESS**Surplus Property & Bicknell Brook:**

Subdivision of the building lots from the Bicknell Brook property can get underway as soon as \$7,500 for survey costs is available. It is not anticipated that this could be completed for this year's surplus property sale. It could be added to the 2007 budget. Mr. Albanese asked Mr. Taylor to schedule something for the spring.

As an aside, Mr. Albanese mentioned that he no longer thinks the Public Works Department should get rid of the surplus tractor, but should instead strip it down as far as possible and use it for glass grinding operations only. This can be discussed further at another time.

There was a short discussion of the subdivision of the Lakeview Condominiums' septic field from the property the Town owns behind the Lakeview Condos. A survey would be required to complete the subdivision. Mr. Albanese would like the Condo Association to cover the costs of transferring the subdivided portion, which contains the septic fields, to the Association. There is always the alternative of selling the land as is, without subdivision.

The Board agreed to sell the available surplus property, except for the Bicknell Brook lots and the Lakeview property.

Laramie Farms Estates:

Mr. Albanese had requested a management plan at the last meeting. Mr. Taylor explained that when the developer decides they want to break ground, a pre-construction meeting would be held with the developer, Steve Schneider, Ken Daniels and Jim Taylor to review the project and make sure all the details are ironed out. Given the size of this project, Mr. Albanese asked for updates to the Board of Selectmen every six months. Mr. Taylor also reports regularly to the Planning Board and the same report can be provided to the Selectmen.

TIF District Zoning:

The Planning Board has had some brief discussions about zoning in the TIF District. Mr. Albanese would like the Selectmen to attend a Planning Board meeting to discuss this subject and asked Mr. Taylor to put the Selectmen on the Planning Board's agenda.

Mr. Albanese wants to know if there has been a comprehensive review of zoning in the TIF District to see if the zoning in the District is appropriate for the Town's long-term goals.

Mr. Taylor believes the zoning is appropriate, with maybe a bit of tweaking here and there. Sandra Akacem has expressed the opinion that the Town hasn't done enough with design standards, but Mr. Taylor believes that's a site plan issue.

Mr. Schneider pointed out the need for a planning session to look at potential development and what the Town is looking for. Mr. Taylor responded that about 4 years ago the Planning Board put an article on the warrant to restrict residential sue in the CB district and it failed 2 to 1.

Capital Improvements Program:

Department heads and the Budget Committee need to do a comprehensive review of the CIP as part of the fall budget review. The Planning Board members do not feel the Budget Committee listens to their input on the CIP. Mr. Schneider will see what can be done to move the CIP from the Planning Board; he believes there is another option.

IX. NEW BUSINESS

NHMA Voting Delegate:

Mr. Albanese moved to appoint Steven Schneider as Enfield's NHMA Voting Delegate and to authorize Nancy Scovner to sign the appointment; Mrs. Scovner seconded, vote unanimous.

Advance Transit Board of Directors:

Mrs. Scovner moved to appoint Jim Taylor to the Advance Transit Board of Directors to fill the vacancy left by Evelyn Palmer's resignation from the Board; Mr. Albanese seconded, vote unanimous.

Recreation Commission Appointment:

Jeanine King submitted an application for appointment to the Recreation Commission. Mrs. Scovner moved to appoint Jeanine King to the Recreation Commission; Mr. Albanese seconded, vote unanimous.

Marcia Cornell, Recreation Director, has requested the appointment of an alternate to the Commission. Mrs. Scovner moved to appoint Jennifer St. James to the Recreation Commission as an alternate member; Mr. Albanese seconded, vote unanimous.

X. OTHER ITEMS

Inspectors of Election:

The Inspectors of Election, also known as ballot clerks, whose terms expire October 31, 2006, expressed the desire for reappointment so they can work the November election.

Mrs. Scovner moved to reappoint the same Inspectors of Election that are currently serving; Mr. Albanese seconded, vote unanimous.

Tax Rate Increase Cap Proposed:

Mrs. Scovner received a request from a member of the public for a 5% limit on the increase of property taxes. Mrs. Scovner informed him that the Board could look into it. Mr. Albanese said he didn't want to raise taxes more than 5%, but doesn't want to sign anything.

Facility Committee Meeting:

The Facility Committee will be meeting at 7:00 PM to make a presentation of the proposal for Town Office and Library expansion.

CONFERENCE

I. ADJOURNMENT

The Board stated that they would take a short break before opening the Facility Committee meeting at 7:00 PM.

Mr. Albanese moved to close the Board of Selectmen's meeting at 6:50 PM; Mrs. Scovner seconded, vote unanimous.