

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

MINUTES of January 18, 2005

Board of Selectmen: Keith Oppenneer, Chairman; Dominic Albanese; Nancy Scovner

Administrative Staff: April Whittaker, Town Manager; Alisa D. Bonnette, Secretary

Others: Police Chief Peter H. Giese, Police Captain Richard Crate, Director of Public Works Ken Daniels, Assessing Administrator Julie Huntley, Assessor Norm Bernaiche, Dan Kiley, Kurt Gotthardt, Valley News Reporter Mark Davis

CALL TO ORDER

Mr. Oppenneer called the meeting to order at 5:00 pm.

APPROVAL OF MINUTES

Mrs. Scovner moved to approve the minutes of the January 3, 2005 public session with one small typographical error corrected; Mr. Albanese seconded, vote unanimous.

Mrs. Scovner moved to approve the minutes of the January 3, 2005 non-public session as written; Mr. Oppenneer seconded, vote unanimous.

Mrs. Scovner moved to approve the minutes of January 10, 2005 as written; Mr. Albanese seconded, vote unanimous.

ADMINISTRATIVE

2004 Property Tax Refunds:

The Board reviewed and approved 2004 property tax refunds.

Election Parking Ordinance:

The Board considered the Election Parking Ordinance as revised January 3, 2005. The changes consist of the inclusion of the Police Chief, Assistant Moderator or designee as individuals that can grant exceptions, and a clarification of the fine for violation of \$25 per hour. Mrs. Whittaker asked that the ordinance be deferred, as she wanted to be sure Chief Giese has had an opportunity to review it prior to the Board's acceptance.

Yield Taxes:

The Board reviewed and approved a Yield Tax Warrant.

Appointment Blank:

The Board signed an appointment blank for the appointment of Larry Gardner as a Planning Board alternate member as voted at the January 3, 2005 meeting.

Real Estate Transfer Tax:

The Board signed a Real Estate Transfer Tax form for property sold during the 2004 public sale of town property by sealed bid. Said property identified as tax map 19, lot 10.

PUBLIC APPOINTMENTS**Norm Bernaiche & Julie Huntley ~ Revaluation:**

Julie Huntley reported an estimate for a full revaluation as provided by Vision Appraisal of \$75/parcel. In 5 years it could increase to about \$80/parcel, for a total cost of \$224,000 to \$240,000. Even with a full revaluation every 8-10 years, work would be required in intervening years.

There is currently \$70,425 in the Revaluation capital reserve fund.

Performing revaluations on 1/5 of the town each year for 5 years would result in revaluation of the entire town after 5 years, which falls within State requirements for revaluations.

Julie Huntley reported on the 2004 process. Of 3,000 parcels, 150 hearings were held, and to-date 16 abatement requests have been received. Five of the individuals filing for abatement went through the hearing process and were dissatisfied with the results. The deadline for filing an abatement application for the 2004 tax year is March 1, 2005.

Mr. Bernaiche explained that the recent revaluation process was completed for \$60,000 to \$70,000. The goal is improvement of records and continuous review of assessments versus market values.

The Board was provided with a copy of General Assessing Events Guidelines.

Mrs. Whittaker stressed the need to continue placing money into the capital reserve fund, because in the event the town loses current knowledgeable staff, finding staff as knowledgeable that can perform incremental revaluations might not be possible.

Norm Bernaiche & Julie Huntley ~ Elderly Exemptions:

The Board was presented with information regarding existing elderly exemptions within town, assessment data relating to the subject properties, and elderly exemption amounts of both area towns and other towns within the state with populations between 3,500 and 5,500.

After careful review of the information provided the Board of Selectmen agreed to propose increases in the elderly exemption as follows:

For persons between ages 65 and 70, \$46,000
For persons between ages 71 and 79, \$69,000
For persons age 80 or over, \$92,000

The proposed income limit will be \$20,000, or if married, \$28,000. No change was recommended in the asset limit of \$70,000.

These increased numbers more closely reflect the increases in assessments and increases in Social Security benefits.

CITIZENS FORUM

Police Chief Peter Giese and Police Captain Richard Crate ~ Communications:

Chief Giese made a presentation on the dispatch service negotiations with the City of Lebanon, discussions with Hanover Dispatch, and the benefits offered by the Town of Hanover. Countywide services were touched upon.

Discussion ensued regarding radio frequencies and the need to maintain control over the use of the town's frequencies in order to comply with FCC rules and regulations. Mr. Albanese recommended including something in the Selectmen's deliverables to the Fire Department.

Ken Daniels asked to be kept posted on developments for integration of the Public Works communication system.

Police Chief Peter Giese and Captain Richard Crate ~ Cruiser:

Chief Giese and Captain Crate made a presentation on the need for a new cruiser in 2005 and current department practices regarding the use of cruisers. Chief Giese stressed the need for a new cruiser as an essential part of the police function, and the practice of officers taking cruisers home resulting in improved response time and better geographic coverage.

Captain Crate provided information on the current age and current and projected mileage and condition of the current cruiser inventory.

Mr. Albanese requested a copy of the statistics presented be emailed to him and explained the need to review new initiatives in light of budget constraints.

Mr. Oppeneer commended Chief Giese and Captain Crate on a great presentation and asked Mr. Albanese to forward the information presented to the Budget Committee.

Ken Daniels ~ Sewer Connection Request:

Mr. Daniels presented a request for a routine sewer connection to the Henault property on map 10.

Mr. Oppeneer moved to approve the connection as requested; Mrs. Scovner seconded. Mr. Albanese added that this connection would be approved assuming they follow conditions set by the Public Works Department. The Board voted unanimously in favor of the motion as amended.

Ken Daniels ~ Communication:

Mr. Daniels reported that Public Works has been reclassified as first responders as part of the Homeland Security initiative and he will inform Chief Giese of this change.

OLD BUSINESS**Town Manager's Report:**

Mrs. Whittaker provided the Board with a comparative statement of expenses for 2004. There is an estimated surplus of \$87,638. She will develop a comparative statement of revenues soon.

Mrs. Whittaker informed the Board that she, Julie Huntley and Ken Daniels would be attending a seminar on utility pole legislation and taxation on Friday, January 21st.

Employee Compensation:

The Board considered a possible bonus for the transfer station workers for the excellent job that have done over the past year, not only in keeping the facility in top shape, but tightening up procedures to eliminate inappropriate disposal by non-residents. It was suggested they could be granted a paid day off rather than a bonus. Mr. Oppenheimer moved to authorize the Director of Public Works to give the transfer station attendants a paid day off in recognition of their fine work; Mrs. Scovner seconded, vote unanimous.

Tazers:

Mrs. Whittaker reported that she had tazer information available to the Board should they want it. She was instructed to keep it on file and to inform the Budget Committee of its availability.

NEW BUSINESS**Defibrillator:**

John Pellerin was instrumental in acquiring a free defibrillator for the Community Building with the condition that someone be assigned to oversee its use. The FAST Squad has volunteered to do so. The FAST Squad asked that it be kept in a locked box, but the question arose as to who would be responsible for the key. The Board was not in favor of storing it in a locked location for fear that the key would not be available. Mr. Albanese moved to accept the grant application and to leave it up to the Town Manager where it will be stored; Mrs. Scovner seconded. Mrs. Scovner wished to add that the storage location should not be locked. The Board voted unanimously in favor of the motion as amended.

LaFountain Sand Pit:

Mrs. Whittaker reported on the subdivision of the LaFountain property on which an inactive sand pit is located. \$5,000 from the sale of the subdivided lot has been put into escrow for reclamation of the pit. Reclamation cannot begin until after the winter. Mrs. Whittaker asked if the property could be classified as reclaimed as of April 1, even if actual reclamation does not take place until after that date. A copy of the purchase and sale agreement is in hand. The Board concurred with the proposal with the caveat that if the property is not reclaimed it goes back on the tax roles as an active pit in 2006.

Budget:

The Selectmen reviewed their budget for 2005. Mrs. Whittaker was asked to review certain personnel costs. She will also be preparing a table of tax rates at different budget amounts as discussed at a previous meeting. Mrs. Whittaker requested direction on capital reserve funds. Mr. Albanese suggested compiling the budget as recommended by the Selectmen but using the Budget Committee recommendations for capital reserve funds for the time being.

Mr. Oppeneer was provided clarification on the town's policy for earning and posting vacation time, particularly for a case where the employee leaves the town's employ partway through the year.

Other Business:

Mrs. Scovner asked if there were figures for total fire and police calls to Anne's Place in 2004. This will be looked into.

Mrs. Whittaker reported on TIF meetings held earlier in the day at the Community Building and County Commissioners' office.

Mark Davis, a new reporter from the Valley News who will be covering Enfield, was introduced to everyone.

A brief discussion was had in regard to the flagpole property on Main Street next to the Laundromat. This is private property.

ADJOURNMENT

Mr. Oppeneer moved to adjourn at 7:11 PM; Mrs. Scovner seconded, vote unanimous.