

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

MINUTES of April 4, 2005

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

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

Others: Dan Kiley; Peggy Norbury; Ken Daniels, Director of Public Works; Joe Cote, Connecticut Valley Spectator

CALL TO ORDER

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

APPROVAL OF MINUTES

Mrs. Scovner moved to approve the regular session minutes of March 14, 2005 as printed; Mr. Payne seconded, vote unanimous.

Mr. Payne moved to approve the non-public session minutes of March 14, 2005 as printed; Mrs. Scovner seconded, vote unanimous.

Mrs. Scovner moved to approve the non-public session minutes of March 16, 2005 as printed; Mr. Payne seconded, vote unanimous.

Mr. Payne moved to approve the non-public session minutes of March 28, 2005 as printed; Mrs. Scovner seconded, vote unanimous.

ADMINISTRATIVE

The Board signed appointments for positions previously voted upon.

The Board reviewed and approved the following documents: 2005 yield tax refund, veterans tax credits, yield tax warrants.

Mrs. Scovner moved to approve a disable exemption as presented; Mr. Ablanese seconded, vote unanimous.

CITIZENS FORUM

Dan Kiley ~ 911 Numbering:

Mr. Kiley pointed out that the 911 numbering policy has been in place for 5 years and there are still homes where numbers have not been posted.

Mrs. Whittaker replied that some non-compliance issues were found last year and the Police Department was duly authorized to enforce the town's policy.

Dan Kiley ~ Ironman Development:

Mr. Kiley has heard rumors regarding the Ironman Development.

Mr. Albanese reported that he had breakfast with Tomacz Jankowski regarding concerns that David Beaufait had raised regarding logging on the subject property. Mr. Jankowski denied the rumors regarding financing of the project. Mr. Albanese asked Mr. Jankowski to meet with the Board of Selectmen to provide an update on the project's progress.

Mrs. Scovner noted that the most stringent covenants are between Linda Jones and the developer – the Town is not involved.

Mr. Albanese wants Mrs. Whittaker to work with town staff regarding the mechanisms for monitoring developments.

Mrs. Whittaker explained that Ken Daniels is basically acting as Clerk of the Works and as Director of Public Works will also oversee road construction. Mrs. Whittaker would like to meet with Jim Taylor, Mr. Daniels & Mr. Jankowski to discuss the project.

PUBLIC APPOINTMENTS

Swearing In Ceremony:

The Board of Selectmen moved the meeting to the Auditorium to swear in Richard A. Crate, Jr. as the town's new Chief of Police. Performed by Chairman Albanese, the swearing in ceremony was witnessed by members of the Enfield Police Department, State police, family and friends.

Peggy Norbury ~ Methodist Hill Run-off:

Ms. Norbury reported drainage concerns, which on three occasions have resulted in damage to her driveway due to heavy run-off. Ken Daniels drew an illustration of the drainage swales and flow of run-off. Discussion included a planned subdivision uphill from Ms. Norbury's property and the improvement to the drainage situation that is expected for Ms. Norbury.

Ms. Norbury questioned why she is responsible for managing all of the water that comes down off the hill. Mr. Daniels explained that the water is draining onto her property by natural causes.

It was suggested that Ms. Norbury might need to install larger culverts to manage the volume of water that is draining across her property. It was explained that the town cannot redirect the flow of water onto private property, that this is an act of god and is currently an easement by prescription.

Mr. Albanese and Mrs. Scovner stated that they would like to help Ms. Norbury if they can. Mr. Daniels stated that he cannot repair Ms. Norbury's driveway or replace her driveway culverts. He could provide some assistance in the form of advice. The Selectmen considered ways the town could assist, including the possibility of supplying the culvert pipe, if not the installation, but no decisions were made. Curtis Payne requested additional time to consider the request before making a decision. Ms. Norbury was informed that the Board might not be able to help her, but that consideration would be given to her request for assistance.

BUSINESS**Town Manager's Report:**

Mr. Albanese requested an update on tax liens and deeding as soon as the information is available.

ISO Insurance Services Offices ~ Fire Insurance Classification:

ISO rates communities on fire protection. An ISO rating is important for citizens' insurance ratings. Mrs. Whittaker spoke with Fire Chief Crate regarding the need for an inventory of fire equipment. The ISO inspector has been asked to meet with Ken Daniels at his convenience.

Generator 50/50 Grant:

Chief Giese negotiated a generator grant from the State. The purpose of the grant is to provide a generator for the Enfield Village School, which would act as the town's emergency support center in the event of an emergency. The generator hookup at the school would need to be redone to work with a new generator for a cost of \$12,000-\$15,000. Mrs. Whittaker feels it would be a good idea for the Selectmen to meet with the School board on a quarterly or semi-annual basis and this would provide an great opportunity to discuss this grant and funding for the new generator hookup. It is hoped the school could assist financially. Mrs. Scovner will talk to the School Superintendent regarding sharing expenses.

The town does not have the money raised for the town's share of this grant. Mrs. Whittaker suggested emergency funding with monies from surplus. The Board considered other funding alternatives.

Mrs. Scovner moved to purse the grant and to try to find funding from a capital reserve fund; Mr. Payne seconded, vote unanimous. If capital reserve funding does not work out, Mrs. Whittaker should report back to the Board.

Pigeon Problem:

The Board discussed the problems that are being experienced with the pigeons, which spend a considerable amount of time on the roof of Whitney Hall and leave droppings at the south entrance to the building. The Selectmen gave authorization to look into the cost for professional assistance.

Evacuation Plans:

The Joint Loss Management Committee recommends acquiring evacuation maps for each municipal building. The cost is estimated at \$300 per building. Phil Neily has been asked to negotiate a better price. Mrs. Whittaker recommended prioritizing Whitney Hall and seeing what the town receives for a product. In the event of a fire these maps provide liability protection.

Mr. Albanese stated that Whitney Hall and the Public Works Facility are the most important due to the number of meetings held in each building and the complexity of the escape routes. Mrs. Scovner agreed that the Public Works Facility is important because of the flammables stored there. Mrs. Whittaker will ask Marjorie Carr to go to the Library Trustees with a request for a 50/50 funding share with the town.

Other Business:

The Selectmen discussed Town Meeting. Carolee Higbee did an excellent job with the minutes. The people were very pleased to see the Selectmen more involved. And the only budget change was the reduction of \$5,000 for a search for a new police chief.

Mr. Albanese asked about employee reaction to the salary presentation. He was informed that some employees thought it had a negative tone.

Mrs. Whittaker offered to meet with Mr. Payne to explain the financial reports.

Thank-you notes were sent to all the individuals involved in the process of Richard Crate's promotion to Chief of Police.

Jim Taylor provided the Selectmen with a report of pit issues and status of compliance. Some pits have been reclaimed, others not. Enforcement is the Planning Board's role.

Mr. Albanese inquired into the status of a property with junk cars. Mrs. Whittaker reported that junk cars had been moved as of the first week of November 2004. The property owner has had a year to prepare a reclamation plan and will be asked for an update.

The Board briefly discussed issues of developable land, wetlands and steep slopes and their relation to the area of a property that can be developed. The Board also discussed the need for them to be kept abreast of what is going on in town. Current procedure in the Planning Department includes a request for comments from department heads regarding proposed development projects. The Selectmen would like to be informed of the projects and comments made by department heads in order to have the opportunity to make comments and consider potential budget impacts.

The Board discussed a proposed development on Methodist Hill Road, police response to the area and cost of capital improvements. Mrs. Whittaker recommended a roundtable discussion of the Board of Selectmen, Planning Board, Zoning Board and Heritage Commission. This would provide an excellent opportunity for the Selectmen to voice their concerns.

Employee pay raises went into effect April 1.

Evaluations, which were going to be completed immediately following town meeting have been delayed due to Mrs. Whittaker's injury, but will be completed soon.

Public Works Report:

Ken Daniels reported actions taken following town meeting:

1. He and Jim Taylor met with CLD to begin work on the TIF District.
2. Order of the GPS unit is in progress.
3. Aerial mapping is in progress. A mandatory meeting of interested vendors is scheduled for April 13th. There are two windows for a fly-over, spring before the leaves are out and fall after the leaves have fallen. A spring fly-over is preferred.
4. Truck specifications are in progress.
5. NH DOT is doing an overlay on NH Route 4A from Upper Valley Auto Body to the Grafton town line. Town has some work that needs to be completed prior to the State work. Mr. Daniels will do this necessary work in-house to save money.

Mr. Daniels express his frustrations with the pump at McConnell. He was directed to seek a remedy as he sees fit. It was recommended that he refer this problem to the vendor. Mr. Daniels was also asked to report at a later date on water operations in general.

Mrs. Whittaker reported that an advertisement is being placed for a new Highway Supervisor. Leroy Neily has been transferred from Solid Waste to Water/Sewer. Alfred Grace has transferred from Highway to Solid Waste.

Other Business:

Mrs. Whittaker met with the Upper Valley Humane Society regarding a proposed agreement between the two parties.

Mr. Albanese wants to remind department heads that the Board of Selectmen has full confidence in them.

The Board would like to attend the next Solid Waste & Recycling Committee meeting on April 19th. Mr. Albanese asked that the Committee Chairman and the Selectmen be emailed with a notice that the Selectmen will attend.

Use and Booking of Municipal Buildings:

The Board considered a request from the Hanover Senior Center to use the Community Building parking lot as a pick-up location and daytime parking area for Enfield seniors that wish to participate in three field trips. Concern was voiced over conflicts with other functions at the Community Building and Huse Park. Use of the Whitney Hall parking lot for this purpose was recommended.

The Board agreed that reservations for use of municipal buildings would be limited to one year in advance of the event. This will also apply to the Lions Club.

Non-Public Session:

Mrs. Scovner moved to enter non-public session at 7:54 PM, RSA 91-A:3 II (c); Mr. Albanese seconded. Roll call vote: Mrs. Scovner – aye, Mr. Albanese – aye, Mr. Payne – aye, motion carried.

Mr. Albanese moved to come out of non-public session at 8:10 PM; Mr. Payne seconded, vote unanimous.

INFORMATIONAL ITEMS

Peter Burling will be the Memorial Day speaker.

NH DOT notice of NH Route 4A reconstruction informational meeting

Police Dept. memo re: Mountain Meadows Development

Letter of interest from David Saladino re: TIF committee appointment

Court Updates of 2004

ADJOURNMENT

Mr. Albanese moved to adjourn at 8:10 PM; Mr. Payne seconded, vote unanimous.