

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

MINUTES of May 16, 2005

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

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

Others: Fred Cummings, Enfield FAST Squad; Richard A. Crate, Jr., Chief of Police; Kristen Fountain, Valley News; Joe Cote, Connecticut Valley Spectator; Ilene Reed & Leafie Cantlin, Enfield Senior Association; Nancy Smith; Ken Daniels, Director of Public Works; Dan Kiley; Meredith Smith; Dwight Marchetti; Paul & Kay Mirski; Henry Cross; Carol Felix & Stephanie Small, Recreation Commission; Marcia Cornell, Recreation Director

CALL TO ORDER

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

APPROVAL OF MINUTES

Mr. Albanese moved to approve the non-public session minutes of April 16, 2005; Mrs. Scovner seconded, vote unanimous.

Mrs. Scovner moved to approve the minutes of May 2, 2005; Mr. Payne seconded, vote unanimous.

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

ADMINISTRATIVE

Property Tax Warrant:

The Board of Selectmen reviewed and approved the First Issue Property Tax Warrant for 2005. Mr. Albanese asked how does what Julie Huntley do impact the warrant? Mrs. Whittaker explained that she does the data entry for all of the updates and changes submitted by the assessor.

PUBLIC APPOINTMENTS**Meredith Smith ~ Heritage Commission:**

Mrs. Smith reported that at the last three meetings of the commission only 1 other person showed up. Without a quorum they were unable to vote for a new chairman. Evelyn Palmer was recently appointed as an alternate member, rather than a full member, leaving the commission short a member. One member must be a Selectmen, per NH RSA. Mrs. Smith asked for consideration of increasing the membership to 7 at the next town meeting in order to have a better chance of getting a quorum at meetings. Mrs. Smith would like to see some representation from the Museum on the Commission. The benefit of having a member that is both on the Heritage Commission and the Planning Board was noted.

Mrs. Smith went on to discuss her membership on the Enfield Village Association Design Committee as a measure toward a better communications between the two groups. The Design Committee wants to put up markers on historic buildings downtown and make a walking trail. Even some locations where buildings once stood will have a marker. Research needs to be done in some cases.

There is some confusion as to what the Commission does versus what the Historical Society does. Mrs. Smith explained that the Commission has a broader mandate.

Discussion ensued regarding possible volunteers for the commission and the possibility of including something in the town's newsletter. The next printing of the newsletter is expected in June of this year. Advertisement also will be posted on the Town's web site. Mrs. Smith feels the recruiting of volunteers takes a personal touch; people won't respond to an ad.

Mrs. Smith feels Enfield has a treasure trove of history and heritage and it needs to be preserved.

ADMINISTRATIVE, CONTINUED**Exemptions:**

The Board reviewed property tax exemptions. It was noted that the Outing Club provides for Santa Claus, gift giving, provides a shooting range for the Police Department and awards a scholarship. The Dartmouth Yachting club has an educational exemption on their property for only a small percentage of the year.

Mrs. Scovner asked if the Humane Society was going to charge the town for strays? She was informed that it hadn't been determined yet. Mrs. Whittaker informed the Board that they could go ahead and approve the exemption now and review it again at a later date if required.

Mr. Albanese moved to approve the religious exemption for St. Helena's church; Mrs. Scovner seconded, vote unanimous.

Mrs. Scovner moved to approve the religious exemption for LaSalette; Mr. Payne seconded, vote unanimous.

Mrs. Scovner moved to approve the religious exemption for the Union Church of Enfield Center; Mr. Payne seconded, vote unanimous.

Mr. Albanese moved to approve the religious exemption for Living Waters Bible Church; Mr. Payne seconded. It was made clear that this exemption does not include the land, but only the grounds and the church itself. Mr. Albanese and Mr. Payne in favor of the motion to approve the exemption, Mrs. Scovner abstained, motion carried.

Mrs. Scovner moved to approve the charitable exemption for the Humane Society of the Upper Valley; Mr. Payne seconded. Mrs. Scovner and Mr. Payne in favor, Mr. Albanese opposed, motioned carried.

Mr. Payne moved to approve the charitable exemption for the Enfield Outing Club; Mr. Albanese seconded. Mr. Payne and Mr. Albanese in favor, Mrs. Scovner opposed, motion carried.

Mr. Albanese moved to approve the educational exemption for Dartmouth College Trustees; Mr. Payne seconded. Mr. Albanese and Mr. Payne in favor, Mrs. Scovner opposed, motion carried.

Mrs. Scovner moved to approve the exemption for the Oak Grove Cemetery Association pursuant to RSA 72:22; Mr. Payne seconded; vote unanimous.

Mrs. Scovner moved to approve the charitable exemption for the Enfield Historical Society; Mr. Payne seconded, vote unanimous.

Mrs. Scovner moved to approve the religious exemption for the United Methodist church; Mr. Payne seconded, vote unanimous.

Mr. Albanese moved to approve the charitable exemption for Chosen Vale (Museum); Mrs. Scovner seconded, vote unanimous.

Mr. Albanese requested a list of abatements in advance so the Board has a chance to review them before the meeting at which they'll be considered for approval. The board was advised by Mrs. Whittaker that all abatements/refunds carry an explanation for abatement/refund for audit and DRA purposes.

CITIZENS FORUM

Ilene Reed:

Mrs. Reed reported the success of dinners by the newly formed Enfield Senior Association. The dinners are supported by local businesses. The Enfield-Mascoma Lions Club supported the first 2 dinners. The Association now has money for 2 more dinners, which has required them to open a bank account to hold the money. The group works together for all the seniors in the area. The first dinner was planned for 50 or 60 people; 85 attended. The dinners are advertised. They had previously been held on Wednesdays, but due to conflicts with other area dinners they will now be held on Thursdays. Mrs. Reed voiced her appreciation for the town office staff and April Whittaker for working so well with them.

Mrs. Reed expressed her concern over the Selectmen's decision to not renew April Whittaker's contract in order to "move in a different direction." She is anxious to know what the different

direction is. She is concerned that the senior programs will not continue to have the support they now enjoy. Mrs. Reed was assured that the Board of Selectmen and staff do support the program for seniors and will continue to do so.

Henry Cross ~ Veterans Memorial Park:

Mr. Cross would like signs erected on US Route 4 both east and west of the Veterans Memorial Park indicating the park is there. Mrs. Whittaker offered to can the NH Dept. of Transportation on Mr. Cross' behalf.

Mr. Cross asked how the committee should go about officially turning over the park to the town. There is still some work to do and Mr. Cross wondered how the continued oversight would be handled. Should a board of trustees be appointed? He would be happy to serve.

Mr. Albanese said that as long as Henry Cross was here it's not concerned, but asked if a committee were to be appointed, could it be renewed every 5 years?

Mrs. Whittaker mentioned the need to keep track of those that pass away and whether they were veterans or not. It should work nicely while Henry Cross is a Cemetery Trustee.

Mr. Payne suggested taking the issue under advisement. Mr. Albanese agreed.

Mr. Payne thanked Mr. Cross.

Dwight Marchetti ~ Skateboard Park:

Mr. Marchetti has come to see the Board of Selectmen last October or November with a suggestion for a skateboard park. He has not heard back. He has since done a little work on the on the idea and has found an organization that would be willing to make a substantial donation or pay for the whole thing. Mr. Marchetti has seen a very nice one somewhere that was made of concrete. He would like it to be built in the downtown area and suggested Huse Park.

Ken Daniels discussed the need for additional parking, above and beyond the original number of spaces planned. He was asked to draw up a plan for the parking as well as a skateboard park for the Selectmen's consideration.

Nancy Smith mentioned the importance of having shade trees in the park.

Paul Mirski ~ Administration Change:

Mr. Mirski said that Enfield is looking pretty good. With the new administration change the Selectmen said they wanted to go in a different direction and asked the Selectmen what their plans are for the community.

Nancy Smith said that a lot of people have been working on going in one direction, and thought they were headed in the right direction. She feels the statement is a tough one to send out and it might be hard to convince new businesses to come to Enfield with this unqualified statement out there.

Mr. Albanese explained that the choice of words was deliberate. He explained that the four of them (the Selectmen and April Whittaker) agreed on that official statement and there was nothing more they could say.

Mr. Payne said that the Selectmen live in Enfield too, and asked for the people to have some faith in them. He stated that the Board couldn't give a date certain when information would be disclosed.

Nancy Smith, Ilene Reed and Leafie Cantlin expressed their support for April Whittaker and their appreciation for her support of their projects and the town as a whole. They are happy with the direction in which the town is headed.

Paul Mirski wished to know in which direction the Selectmen wanted to go. Mr. Mirski did not want personnel information to be disclosed, but felt the Selectmen must have a plan and they should let the townspeople know what that plan is as soon as possible.

Dwight Marchetti and Dan Kiley expressed their support for the Selectmen and willingness to put their trust in the Selectmen and to wait for more information when the Select board felt they could disclose it.

Leafie Cantlin expressed support for the job April Whittaker has done in the town and feels the committees are working together better than ever.

Henry Cross expressed the importance of committees and involvement of the citizens of the community in town government.

The Selectmen explained that the four of them (the Selectmen and April Whittaker) agreed on that official statement and there was nothing more they could say. They thanked the individuals present for expressing their concerns, but asked for the residents of Enfield to have faith in the Board's decision and to have patience.

Mr. Albanese stated that the town has outstanding department heads. The Planning Board is working better than ever and the Selectmen won't impact that. At a recent employee meeting the Selectmen did not receive any questions. Search firms have already been contacted.

Nancy Smith ~ Selectmen's Meeting Location:

Mrs. Smith congratulated and thanked the Selectmen for moving their meetings downtown. Mrs. Smith was informed that the change in location is only temporary because of Mrs. Whittaker's broken ankle. It was noted that the Whitney Hall conference room is too small and the acoustics in the auditorium are poor.

Press Questions:

Kristen Fountain of the Valley News as the Selectmen to clarify, is the different direction just for personnel issues or for general policy? Mr. Payne replied that there were no delineations.

Joe Cote of the Connecticut Valley Spectator asked if the town would be continuing with TIF? Mr. Albanese replied that TIF was something they wanted to discuss at this meeting.

Police Chief Richard A. Crate, Jr. ~ Dispatch:

Chief Crate provided an update to the Board regarding the plans to transfer dispatch services to the town of Hanover. EMS Chief Fred Cummings attended to show his support for the change over. Costs are now estimated at 11,825, plus a 10% contingency fee. Bills will be due in 2006. A very few expenses are expected in 2005. Mrs. Whittaker suggested the use of Technology Capital Reserve Funds after the town is finished with the flyover for mapping.

Mr. Albanese recommended that Chief Crate speak with the Budget Committee in July.

Chief Crate met with EMS Chief Fred Cummings and Fire Chief David Crate to do some tests with Hanover and overall they were very pleased.

Chief Crate explained that Hanover does not have contracts with the other communities it serves, but is not opposed to a contract. The Board of Selectmen and April Whittaker prefer to have a contract. The Town of Enfield will draw up a contract for proposal to the Town of Hanover.

Hanover is on a fiscal budget, so Enfield will be billed twice a year.

Mr. Albanese noted that the Selectmen had given the OK to go forward with the switch. He suggested the contract go to April Whittaker and the Town's attorney for review. Chief Crate needs only to check with the Selectmen one more time.

Police Chief Richard A. Crate, Jr. ~ Emergency Management Director:

Retired Police Chief Giese is still the official Emergency Management Director (EMD). Police Chief Crate spoke with retired Chief Peter Giese about this position and the role he wants to play. Chief Crate also wanted to be sure he wasn't biting off more than he could chew. After discussions with retired Chief Giese, Chief Crate feels that the Emergency Management Plan for the town is a collaborative effort with departments and it only needs oversight.

Discussion followed regarding the payment of wages to John Pellerin in his role as Deputy EMD. John Pellerin has been working over the past year on obtaining various grants. He is being paid by the Citizens Emergency Response Team (CERT) grant.

Mrs. Whittaker would prefer that Chief Crate be the EMD and as such would manage John in his role.

Chief Crate is comfortable taking on the role of EMD.

Mr. Albanese moved to appoint Richard A. Crate, Jr. the Emergency Management Director for one year; Mrs. Scovner seconded, vote unanimous.

Mrs. Whittaker believes it is the Emergency Management Director that appoints the deputy EMD.

Police Chief Richard A. Crate, Jr. ~ Grants:

Chief Crate reported that he is looking at obtaining grants to do major routes for a saturation patrol for DWI and speed. The only cost to the town would be the benefits for the officers. The grant pays overtime wages.

Police Chief Richard A. Crate, Jr. ~ Retirement Party:

Chief Crate provided the Board with an update on the retirement party for former Police Chief Peter Giese. The cost to do a pig roast in Enfield was too high, so the party will instead be held at the Elks Lodge. There will only be 250 tickets available, so he recommended the Selectmen no wait to purchase their tickets.

Memorial Day Parade:

Nancy Scovner wished to thank Paula Rowe for all of the hard work she's put into organizing the Memorial Day parade. Chief Crate agreed that Ms. Rowe does a great job.

I-89 Signage:

Mrs. Whittaker presented a revised letter for the Selectmen's signatures. Members of the office staff has recommended a sign at Exit 15 that states either "No Services" or "Services at Exit 16" but she was concerned about the plethora of signs and felt it would be better for people to be stranded on the off ramp of Exit 15 than on the highway. The local businesses are happy with it.

PUBLIC APPOINTMENTS**Recreation Commission:**

Mrs. Whittaker explained that the Select board wanted to meet with the Recreation Commission to discuss concerns about notices and meetings not being held as they should have been.

Mrs. Scovner mentioned that Dwight Marchetti had asked about having a skateboard park at Huse Park. Carol Felix asked where it would go and was informed that Ken Daniels will be drawing up a potential plan.

Dwight Marchetti asked the Recreation Commission if they had any feelings on a skateboard park. Stephanie Small mentioned only that she'd be concerned about potential liability to the town. Mr. Albanese replied that Hopkinton has one, and Lebanon has one.

Carol Felix expressed the need to know when there is a large event scheduled for the Community Building so parking conflicts can be avoided. She said she could be called at work.

Meeting times and notices were briefly discussed. Some members didn't get notified of meetings and were feeling left out. The Recreation Commission meets the third Monday of each month. There was a recent exception when Carol Felix had a conflict with the regular meeting date.

Letters will be sent to Jane Smardon and Dave Carr whose terms are expired to find out if they're interested in reappointment.

Marcia Cornell provided an update on the status of new hires for the summer programs. A number of people are returning from last year. Three additional people have to be hired for the summer program. Materials have been ordered for the summer program.

Ken Daniels reported that the pavilion building would be completed by the start of the program even if he has to do the work himself.

Marcia Cornell will be attending a State inspection of Huse Park, which is required due to the receipt of state funding for improvements. Mrs. Whittaker asked Ken Daniels to have the park checked for safety issues. Mr. Daniels replied that these issues were covered during the routine spring inspection, but that he will have it double-checked.

OLD BUSINESS

Town Manager's Report ~ Tax Increment Financing:

The Board reviewed the statute that specifies the make-up of the Tax Increment Financing District advisory committee. One member must be a member of the Board of Selectmen. Other members must own property or reside within or immediately adjacent to the district.

Mrs. Whittaker does not have any suggestions for committee members but she has worked with Wally Andrew, Bob LaCroix, Bill Warren, Francine and Tony Lozeau and Lee Carrier during the proposal stage. Wally Andrew has said that he'd be honored to serve. The Selectmen need to establish a committee, then delineate their duties.

The Board discussed a roundtable discussion with the Planning Board, Zoning Board and Board of Selectmen that is scheduled for June 22nd. They considered whether the advisory committee should be formed in advance of this meeting, but decided instead to invite those individuals that have expressed interest in the past. Mrs. Whittaker will invite them.

David Saladino has volunteered, but it is unclear if he is within the prescribed area.

Town Manager's Report ~ Library/Town Offices:

The Board discussed the Library/Town Offices project. A meeting will be scheduled with the Library Trustees, Board of Selectmen, Marjorie Carr, Dan Kiley & April Whittaker.

Dan Kiley stated that the narrative included in the Town Report was the final report of the committee.

Town Manager's Report ~ Employee Benefits Committee:

Mr. Albanese does not think this committee is a good use of our energy and that it should wait since it will be implemented under a new manager.

Mrs. Whittaker disagreed and felt it would be an opportunity for education of town employees. She would like to obtain the information from other towns to compare the benefits received by Enfield employees with comparable and/or nearby communities. She feels an education process with employee representatives could help avoid a union.

The results of this committee would include a spreadsheet of comparisons for the Selectmen's review.

Mr. Albanese thought the committee was going to provide a recommendation for a way to move forward. Mrs. Whittaker explained that this process would provide information for employees and the Budget Committee. It shouldn't take that long, and is for fact gathering versus policy establishment.

Mr. Albanese said the Selectmen wouldn't be changing any benefits in 2006. He would like to include three or four local businesses, such as the college, hospital and Timken. Mrs. Whittaker replied that the town would then need their pay scales in order to compare apples to apples, and she does not think they would be willing to provide this information.

Mr. Payne agreed that it's a whole compensation package.

Mr. Albanese stated that this is one of the complaints. Each of these companies has a cafeteria plan. Mrs. Whittaker stated that if they were to be included she'd want to know the pay scale; it's a total compensation package and the town has no "pay for performance."

Mr. Payne said that including local businesses doesn't make sense.

Mr. Albanese summarized that the committee would be for fact gathering, there would be no policy changes, and no public sector comparisons.

Town Manager's Report ~ Water Update:

Ken Daniels was asked to schedule a date to provide the Selectmen with an update on the Water Department. Mr. Daniels expects he can have something for the Board in mid-July.

Town Manager's Report ~ Legal Update:

The Town's attorney has reported that the Rich v. Town of Enfield case is moving along. Mrs. Whittaker is being deposed next week.

Tax Increment Financing (TIF):

The Board of Selectmen discussed the newly formed TIF district. Mrs. Whittaker explained the need to get the customers expectations. How do the people want the district to look? Tree lined? Sidewalks? She would like to see the Enfield Village Association's design team involved, also the Conservation Commission.

The Board discussed zoning issues, including the need to look at allowable uses. The question of what they want there remains. Parking, landscaping, signage, etc. should all be addressed. All of these decisions are part of smart growth. What image are people expecting?

Mrs. Whittaker stated that it only takes one property owner to improve, then everyone follows suit. The Selectmen's job is to find out what that vision is and what the customers are expecting. Mr. Albanese suggested the Planning Board should take a lead in this. Mrs. Whittaker replied that they should, but the Planning Board has not attended any TIF meetings.

Smith Pond Dam:

Mr. Payne would like to invite Greg Baker, Cliff Below and the Conservation Commission to meet with the Selectmen and discuss the Smith Pond dam.

Ken Daniels ~ Project Priorities:

Mr. Daniels believes the Lockhaven drainage plan will take 80 to 100 hours to complete. He can probably have both the Lockhaven drainage plan and the Huse Park plan ready for the second meeting in June.

Mr. Albanese stressed that the Lockehaven project takes precedence.

Driveway Application:

The Selectmen received a memo regarding a driveway application, which was denied by the Planning Board. An alternative plan would be acceptable. The Board of Selectmen took no position on the Planning Board's decision as decisions about driveway applications are the Planning Board's responsibility.

Tax Deeds:

The Board considered the proposed tax deeding of a mobile home for non-payment of taxes. Mrs. Whittaker stated that there is no reason not to take the property. She went on to say that she sees no reason to pay the mobile home park rental fees. Mr. Albanese and Mrs. Scovner agreed. Mrs. Whittaker suggested offering the mobile home for sale or demolition depending on its condition. The Selectmen accepted the deed.

ADJOURNMENT

The meeting was adjourned at 7:50 PM