

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

MINUTES of June 6, 2005

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

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

Others: Gordon Clough; Tim Taylor, Fire Ward; Richard Martin, Fire Ward; Kurt Gotthardt; Kelly Butler, Highway Supervisor; Kristen Fountain, Valley News; Bart Thurber, Library Trustee; Dan Kiley; Richard A. Crate, Jr., Chief of Police; Peter H. Giese; Henry Cross; Joe Cote, Connecticut Valley Spectator; Judy Kmon, Library Trustee; Francine Lozeau, Library Trustee; Marjorie Carr, Librarian

CALL TO ORDER

Mr. Albanese called the meeting to order at 5:05 pm.

PUBLIC APPOINTMENTS

Bob Spoerl, NH Bureau of Trails:

Mr. Spoerl came before the Board to discuss the disposition of the old Shaker Bridge Motel property following the NH Dept. of Transportation project to replace the Shaker Bridge and realign Main Street at the rail trail underpass. The Bureau of Trails is interested in a nice parking lot for trail access. Mr. Spoerl's preliminary proposal is to have NH Dept. of Resources and Economic Development transfer the property to the Bureau of Trails and then the town could share in the use of the parking lot. The purpose of the lot would be to provide trail access to snowmobiles in winter and horses, bikes and hikers in the summer. This initial meeting is to scope out if the Selectmen are interested in going further. Mr. Spoerl has no formal proposal.

Mrs. Scovner asked who would be responsible for upkeep. Mr. Spoerl said that is up in the air.

Discussion ensued about past thoughts of a beach at this location. Mrs. Whittaker stated that due to siltation at this location, a beach would not be feasible, however the property would be good for recreation. Until the bridge and road realignment are complete it's hard to conceptualize and visualize. If a parking lot were there, a bathroom would also be needed.

Mr. Spoerl agreed that a developed parking lot would definitely want that. They're looking at composting toilets. Mr. Spoerl's discussions with the NH Dept. of Environmental Services indicated that it would take a lot to turn this property into a beach, and there would be a constant

fight to maintain it. It's simply the wrong spot for a beach. It is a fairly good-sized property and the property next to it would be good for a picnic area. While there is not fixed plan at this time, he wants to work with the engineers doing the bridge and road projects. The state will be using this area as a construction staging site and Mr. Spoerl hopes they will leave a lot of the material in place or even to prepare the lot site.

The Board expressed general approval of the concept. Mr. Albanese suggested that Mr. Spoerl get in touch with the Director of Public Works, Police Chief and Town Manager, who can then get information to the Selectmen when appropriate.

Mr. Spoerl handed out a few flyers about a trail workshop that will be held on Tuesday June 28th in Portsmouth and on June 29th in Peterborough. A copy will be forwarded to the Conservation Commission.

MINUTES

Mrs. Scovner moved to accept the minutes of May 11, 2005 as printed; Mr. Albanese seconded, vote unanimous.

A couple of typographical errors will be corrected in the May 16, 2005 minutes, and approval of the remaining minutes (May 16, 25 & 25) will be tabled until the next meeting.

ADMINISTRATIVE

The Board of Selectmen reviewed and approved the following documents: Emergency Management Director appointment (previously voted); yield tax warrants; 2004 audit representation letter; property tax abatements; property tax refunds.

The Board discussed a change in meeting dates for remaining abatements from June 20th to another date when Mrs. Scovner would be able to attend. Julie Huntley will be asked to schedule an alternative date.

PUBLIC APPOINTMENTS, CONTINUED

Kurt Gotthardt ~ Update re: Enfield/Lebanon Town Line:

Mr. Gotthardt discussed his findings when perambulating the Enfield/Lebanon town line. Mr. Gotthardt discussed the history of various markers and previous perambulations. Walking the town line, using the existing markers and a consumer model GPS unit, and plotting on a USGS map he found discrepancies between the existing tax maps, the USGS boundaries and where the town line should be according to the markers. In one area they may have gone off course due to the rough terrain.

Peter Giese stated that if Mr. Gotthardt was on Moose Mountain he wasn't using the right post. In reality, he stated, Enfield does not border on Hanover.

Mr. Albanese understands that once Ken Daniels has purchased GPS equipment for the town, he will go out with Mr. Gotthardt. Mr. Albanese also asked Mr. Gotthardt to incorporate Mr. Giese's comments into his report.

Mr. Gotthardt traced the report and the post back to the 1800's using the Lebanon/Hanover perambulation reports. He proceeded to share the history of the post.

Mr. Albanese stated that it sounds like everyone can be right. Things were less scientific so many years ago. There is nothing the Selectmen can do, but Mr. Gotthardt was encouraged to continue working with Ken Daniels and April Whittaker.

Mr. Gotthardt reported that he obtained copies of the legislation for the 1860's that describes the granting of land from Grantham to Enfield. When plotted on the USGS map they show it longer than what Mr. Gotthardt measured.

Mr. Gotthardt was thanked for his diligence.

Library Trustees ~ Town Offices/Library Building Project:

Mr. Albanese stated that the Board wanted to meet to regroup and try to strategize what ought to be the next step.

Bart Thurber, unsure how familiar Mr. Payne was with the project to date, explained that there was a brief report in the 2004 annual report. A study was done in late 2003 of library needs. The library is at about 1/3 capacity of what it ought to be today. This does not allow for growth. Mr. Thurber relayed stories of events he has wanted to hold at the library that he was unable to due to lack of space within the facility.

Mr. Albanese pointed out the problems with security and safety in the town offices. He also noted that the town is asking for heightened levels of service, but everyone is piled on top of each other.

Mrs. Whittaker stated that her opinion is mute. She encouraged the trustees to carry on as they have and to look at alternatives for themselves. The trustees know the limitations of the building. The current town offices are not conducive to good office practices.

Mr. Albanese stated that the town is in the throes of getting a new Town Manager. He knows the Board talked about going in a different direction but that does not relate to this project.

Discussion ensued regarding taking advantage of what has been done so far, whether a new committee would be put together, and if the project would wait until there's a new town manager in place.

Mr. Albanese asked what was going to be done about the furnace. Mrs. Whittaker responded that the town was going to do an expendable trust fund, but was deleted due tot budget constraints.

Mr. Thurber suggested the Selectmen engage Dave McIntire to be part of the process because he has a large body of expertise. Mr. Thurber also suggested Ken Daniels, Dan Kiley, and Marjorie Carr. He does not want the committee to be too large. Mr. Albanese asked who of staff might be good to bring on? It was agreed that a meeting would be set up for some time in July, maybe at the Public Works Building in order to brainstorm options.

Selectmen's Statement ~ Town Manager:

Curtis Payne read a brief statement, a thought out response, to the phrase "going in a different direction." (copy attached)

Mr. Payne asked for comments; none were forthcoming.

Gordon Clough ~ Shaker Mills Bell:

Mr. Albanese received an email from Mrs. Mason in support of displaying the Shaker Mills Bell more prominently that it is now.

Gordon Clough would like to move the bell to the roof over the kitchen area. He would like to do the relocation project on a volunteer basis. He would also like a plaque mounted on the building explaining the historical significance of the bell.

Mr. Taylor expressed concerns about safety of the workers and the bell due to its weight. Equipment used to move the bell in the past will no longer reach with the addition that has been built on the station.

It was suggested that a tree crane might work. Assistance may be sought from Dana Fox or Barker Steel.

Ownership of the bell was discussed. Mr. Albanese heard from David Crate that Donnie Crate owns it. Mr. Taylor knows that the Crate's moved the bell.

Mrs. Whittaker recommends checking with the town's insurer to be sure volunteers are covered.

On behalf of the fire wards, Mr. Taylor requested that if there is ever a new building, that the bell be moved to the new station.

Mr. Albanese moved that it is the consensus of the Board of Selectmen and the Fire Wars that the Shaker Mills Bell stay with the Fire Department and be displayed in perpetuity; Mrs. Scovner seconded, vote unanimous.

Mr. Clough said it would be nice to have a cupola. He would like to do this project at no cost to the department. He'd also be willing to buy the plaque.

Henry Cross offered to assist in obtaining a good price on the plaque.

The Board granted permission to move the bell to the lower roof. Ken Daniels and the Fire Wards can work on this project.

Fire Department Meeting:

Richard Martin requested a meeting with the Board of Selectmen and to obtain the deliverables from the Selectmen. The Board of Selectmen will attend the next meeting of the fire department. While Mr. Taylor is concerned about a meeting with the entire department, Mr. Albanese wants everyone in the room hearing the same thing, including the Board of Selectmen. This is not

meant to undermine the Fire Wards. A meeting of the Board of Selectmen will be posted as soon as a date is set.

OLD BUSINESS

Town Manager's Report:

Mrs. Whittaker has emailed Jim Taylor to focus on TIF. A meeting will be held on the subject on June 22nd. Nancy & Ed Scovner will be unable to attend.

CITIZENS FORUM

Mr. Albanese opened up citizens' forum for questions from the public.

Mrs. Scovner wished to thank Henry Cross for the flags and plaques and asked where they would be displayed. It was agreed they should be framed or in a case and could be displayed at the Enfield Community Building.

Kurt Gotthardt ~ Surplus Properties:

Mr. Gotthardt wished to make comments on the inventory of town property. Mr. Albanese noted that the Selectmen have not received a final list yet.

If there is a mill foundation on Map 8 Lot 25 or 27, as noted on the list, Mr. Gotthardt believes the town should retain that parcel for historical purposes. Mr. Gotthardt was informed that Lot 27 has been sold and should be removed from the list.

Mr. Albanese was of the understanding that the town sold everything it could last year.

Mr. Gotthardt mentioned that there were notes that DPW & PB (abbreviations for Director of Public Works and Planning Board Administrator) recommended subdividing Map 50 Lot 18, Spectacle Pond Access. Mr. Gotthardt recommends retaining this parcel.

Mr. Gotthardt was informed that in spite of the recommendations the property on Spectacle Pond has already been coded as one that is recommended for retention.

It has been recommended to the Selectmen that they wait until 2006 to look at the sale of property in order to take the greatest advantage of the town's advertising dollars.

Dan Kiley ~ Benefit Survey:

Dan Kiley informed the Board that the State of New Hampshire puts out a benefit survey based on the size of the business. This skews out DHMC.

Mrs. Whittaker replied that the business survey does not look at municipal benefits.

For the purposes of clarification, Mr. Albanese moved to authorize the Town Manager to collect information on benefits and that the Selectmen have no intention to make changes for the 2006 budget; Mrs. Scovner seconded, vote unanimous.

The meeting was recessed at 6:50 PM for a short break and was reconvened at 6:54 PM

Peter Giese ~ Non-Public Session:

Peter Giese requested a non-public session to discuss issues that fall under RSA 91-A:3 II (a) & (c).

Mr. Albanese moved to enter non-public session at 6:55 PM, RSA 91-A:3 II (a) & (c); Mr. Payne seconded. Roll call vote: Mr. Albanese – aye, Mr. Payne – aye, Mrs. Scovner – aye.

Mr. Albanese moved to come out of non-public session at 7:29 PM; Mrs. Scovner seconded, vote unanimous.

Municipal Facility Cleaning:

Mr. Albanese relayed some complaints he's received regarding the lack of cleanliness at the Enfield Community Building.

Mrs. Whittaker reported that she and Alisa Bonnette had inspected the building this afternoon and made a list of things that need attention by the cleaning crew. It was noted that if problems are reported to the office they could be corrected more quickly and are traceable back to the prior user(s).

Mrs. Whittaker stated that the woman that heads the cleaning crew was out sick, but is now back on the job.

Mr. Albanese stated that he only wanted clarity. The perception is they're coming into the offices and not getting attention. Mr. Albanese was informed that the office has not received any complaints about the building.

Proposed Humane Society Service Agreement:

Mrs. Whittaker drafted a letter to the Upper Valley Humane Society in response to their proposal for the payment of strays brought in by the town's animal control officer.

Mr. Albanese's understanding is that part of the agreement when Peeney Goodwin sold the property to the Humane Society was that they would not charge the town for strays. Unfortunately, there is no written documentation of this.

It was suggested that Mrs. Whittaker's letter be revised to include a statement that institutional memory is that part of the original deal with Peeney Goodwin was that Enfield would not be charged for strays.

The Selectmen expressed disappointment, but respect for the Humane Society's decision.

Kurt Gotthardt asked if the past director might have some recollection of this.

COPS Fast Grant:

Mrs. Whittaker reported that the town has an application pending. Her recommendation is to keep it in the shuffle. If the town is in the shuffle and gets the grant, the town can then consider whether or not to accept it. The town would not look for another officer without town meeting

approval, following budget recommendation of the Board of Selectmen and/or Budget Committee.

Police Chief Crate confirmed that by law the town could not hire another officer under the grant without town meeting approval. He also clarified that while the paperwork states two positions, the town only applied for one. If the town does get the grant it can't be used to offset the cost of an officer that has already been hired.

D. Marchetti Concerns of November 15, 2004:

Ken Daniels provided an update on the issues brought up by Mr. Marchetti on November 15, 2004.

Lighting of flag at Lakeview Cemetery – the estimated cost for this would be \$6,000 to \$8,000. The Board agreed they would not pursue lighting of the flag at Lakeview Cemetery.

Improved lighting of the Whitney Hall flag has been addressed.

An additional sidewalk crossing on Main Street does not meet state guidelines and is not warranted.

The lights on the bridge are not wired. This is a State highway problem and they have been called repeatedly.

Town Attorney & Insurer Opinions re: Alcohol Policy:

The Board asked that these opinions be forwarded to Effie Bachand, Ken Hill & the Community Building Board of Directors and that they all be invited to a meeting of the Board of Selectmen in July.

Resignation:

Mrs. Whittaker received an email from Keith Oppenneer submitting his resignation as Planning Board Alternate and Upper Valley Lake Sunapee Regional Planning Commission, effective June 3, 2005.

Mrs. Scovner moved to accept Keith Oppenneer's resignation from the two positions; Mr. Payne seconded, vote unanimous.

Other Business:

Senator Burling's Office has called regarding a bridge dedication to which the Selectmen are invited.

The Highway Department is now working summer hours: Monday – Thursday, 6:00 AM – 4:30 PM.

Fred Cummings, EMS Chief, is tracking down a defibrillator.

The sewer contract between Enfield and Lebanon is currently with Lebanon counsel.

Mrs. Whittaker passed out a packet of information answering some of the Board's questions posed by email for the upcoming roundtable re: Tax Increment Financing.

Mrs. Whittaker will be attending a municipal conference June 20 – 23.

Mr. Albanese attended the last Conservation Commission meeting on June 5, 2005. He's glad he went. They're doing a good job. There is absolute clarity that they're on board with the Selectmen regarding the subdivision of 3 lots from the Bicknell Brook property. The Conservation Commission will compile the pros and cons for getting an easement with Upper Valley Land Trust (UVLT). They are also confirming that if they get an easement with UVLT that they don't need a survey of the portion of land that is affected by the easement but only the subdivided lots. Mrs. Whittaker disagrees and believes the entire parcel would need to be surveyed. Mr. Albanese discouraged the Conservation Commission from getting a landscape architect to address the pit area at the Bicknell Brook Trail properties and asked them to keep this as part of a package. The Commission was also instructed to keep the Public Works Department involved. Mr. Albanese informed them they didn't have funding for a landscape architect. They're heading in the right direction.

Town Manager Search:

Mr. Albanese stated that the Board needs to discuss whether or not they will require the new town manager to live in town. The Board met with Donetta Haley of the Local Government Center and Don Jutton of Municipal Resources, Inc. (MRI) regarding professional recruitment services. It was the Board's sense that Pat MacQueen of MRI would be available, and MRI has a more structured program.

Mrs. Scovner moved to enter into contract negotiations with Municipal Resources, Inc. for professional recruitment services; Mr. Payne seconded, vote unanimous.

Regarding a requirement for the town manager to live in town, a decision needs to be made soon. Mrs. Scovner would love it, but feels it may narrow the field too much. Mr. Payne would like to think about it some more before making a decision.

Deeded Mobile Home:

The Board of Selectmen accepted a deed for a mobile home for non-payment of taxes. It has come to the town's attention that the park owner might be interested in buying the mobile home. Since there would be a cost to move the mobile home, Mrs. Whittaker recommends allowing the sale of the mobile home to the park owner.

There was a welfare lien on the property, as well as the past due taxes. Mr. Albanese would prefer to sell for the full amount, rather than just the past due taxes. It was the consensus of the Board to authorize April Whittaker to negotiate for the sale of the mobile home, to start with an offer for the full amount owed, but with authority to reduce the price if necessary.

Committee Appointments:

Mrs. Scovner moved to appoint Cecilia Aufiero to the Heritage Commission for a three year term; Mr. Payne seconded, vote unanimous.

Mrs. Scovner moved to reappoint David Carr and Stephanie Small to the Recreation Commission; Mr. Albanese seconded, vote unanimous.

Meeting Schedule:

The Board discussed a possible date for a meeting for the review of tax abatement applications. Mr. Albanese would like the summary information for each application 2 or 3 days prior to the meeting date. Mrs. Scovner will be unable to attend the meeting of June 20th, so a new date will be scheduled. The date of the meeting will be determined by the availability of the assessor and when the summary information will be available.

INFORMATIONAL ITEMS

Data Collector Pricing

Enfield Senior's Association ~ donation of \$113 made 5/19/05

City of Portsmouth re: Portsmouth Naval Shipyard.

Town Clerk May Report

George Seiler correspondence re: Wetlands Reform

Planning/Zoning/Economic Development Dept. Report ~ May 2005

Building Inspection & Health Dept. Report ~ May 2005

Dept. of Public Works Status Report, dated 6/3/05

ADJOURNMENT

Mr. Albanese moved to adjourn at 8:00 PM; Mrs. Scovner seconded, vote unanimous.