

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

MINUTES of July 5, 2005

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

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

Others: Dan Kiley; Joe Cote, Connecticut Valley Spectator; Police Chief Richard A. Crate, Jr.; Henry Cross

CALL TO ORDER

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

APPROVAL OF MINUTES

June 17, 2005:

Mrs. Scovner moved to accept the minutes of June 17, 2005 as printed; Mr. Payne seconded, vote unanimous.

June 29, 2005:

The Board reviewed the minutes of June 29, 2005. Mrs. Whittaker asked that it be made clear in these minutes that she did not use the word “dysfunctional” in her conversation with the press, but that the Spectator took this directly from her performance review. (Joe Cote of the Connecticut Valley Spectator confirmed this.)

Mr. Albanese moved to amend the minutes of June 29, 2005 to reflect that the word “dysfunctional” was picked up by the Spectator in Mrs. Whittaker’s answer to her 2004 performance review; Mrs. Scovner seconded, vote unanimous.

June 27, 2005:

The June 27, 2005 minutes were tabled until the next meeting.

ADMINISTRATIVE

The Board reviewed and approved the following documents: Veterans tax credit and MS-5 Financial Statement.

Mr. Albanese wished to confirm that the next Selectmen’s meeting would be held at the Public Works Building.

BUSINESS**Acceptance of Grant Funding & Effect on Gross Budgeting:**

Mrs. Whittaker provide the Selectmen with a copy of the warrant article adopted March 10, 1998 that states, "Shall the Town accept the provisions of RSA 31:95-b providing that any town at an annual meeting may adopt an article authorizing indefinitely, until specific rescission of such authority, the selectmen to apply for, accept and expend, without further action of Town Meeting, unanticipated money from state, federal or other governmental unit or a private source which becomes available during the fiscal year?"

As no rescission has occurred it is therefore legal to accept monies such as grants without prior gross budgeting. A separate fund (04) has been set up to track grant revenues and expenses.

The Selectmen had asked for a DRA opinion, but were comfortable with Mrs. Whittaker's explanation. Mr. Albanese feels it still needs to be brought up with the Budget Committee; not for their approval, but to keep them informed.

Containment Tank for DPW Facility ~ Unbudgeted:

Mrs. Whittaker said this item has been requested each year, but has been cut from the budget. Kelly Butler, Highway Supervisor, is completing an annual report to NHDES and the section referring to containment is left blank each year. Does the Board want to forgo this for another year proceed with it this year?

Mr. Albanese would like to bring this up before the Budget Committee. It is his understanding that if one department has leftover funds the amount can be transferred to another department. Mrs. Whittaker confirmed that this is correct.

Mrs. Scovner suggested Mrs. Whittaker ask Ken Daniels and Kelly Butler if they can find the somewhere within their budgets to skim it from.

2005 Trucks and Outfitting:

Two bids were received for trucks for the Department of Public Works from L&B and McDevitt. Mr. McDevitt, although on first blush appeared to be the low bidder, did not provide a quote based on the town's specifications. McDevitt's was given the opportunity to re-bid based on the town's specifications as defined, but did not tender a re-submittal. The bid was awarded to L&B.

Veterans Memorial park Signs:

Mrs. Whittaker reported that the State did not look favorably upon the town's request for informational signs for the Veterans Memorial Park. In response to Mrs. Whittaker's inquiry, Mrs. Scovner replied that, yes, Mrs. Whittaker should contact Ray Burton. If she has no success, Mrs. Scovner will contact Peter Burling.

Water/Sewer Usage at Lions Fair:

Total water usage for the fair came to \$36.05. The Selectmen agreed that they would not bill the Lions Club for water usage.

Hanover Dispatch Services Agreement:

Mrs. Whittaker has not yet heard from town counsel. The cost in 2006 will be \$52,000, plus estimated technology upgrades of \$12,000 - \$14000; still less expensive than dispatch service with Lebanon would be.

Planning Board Appointment:

The Board received a recommendation from the Planning Board for the appointment of Paul Withrow as an alternate member. Mr. Withrow has been attending and participating in Planning Board meetings for some time. It was also recommended the Suzanne Laliberte be appointed to the Upper Valley Lake Sunapee Regional Planning Commission, except that she may have a conflict with the UVLSRPC regular meeting night.

Mr. Albanese moved to appoint Paul Withrow as a Planning Board Alternate for a three year term; Mrs. Scovner seconded, vote unanimous.

Adelphia Cable Franchise:

Mrs. Whittaker alerted the Board to their appointment with Attorney Ciandella on July 18th to discuss the Adelphia Cable Franchise. Specific issues the Board would like to discuss include extension of the cable to areas not currently being served, length of the franchise agreement, possibility of a community access channel, free connection and installation in municipal and school offices, franchise fees and high speed internet.

Reported Incident:

Mrs. Whittaker received a voicemail about boulders being placed across logging roads. She informed the Board that this was happening in Canaan, not Enfield.

Storm Damage:

FEMA was performing preliminary assessments regarding recent storm damage to roads and the beach. There is a possibility that the town will receive some funding to offset repair expenses.

Shaker Mill Bell:

The Shaker Mill Bell has been moved to a visible location on the Union Street Fire Station thanks to Ken Daniels and his crew. A number of DPW employees are hosting a car wash at the Enfield Garage on Route 4 to raise money to benefit the bell. The Lions Club has offered to pay for the plaque, so proceeds from the car wash will go toward perpetual care.

Bailey Culvert:

Mrs. Whittaker explained that a culvert runs under the Rail Trail at Union and Pillsbury Streets. To help, in the past, the town had put in a grate to prevent the culvert from getting plugged with debris. Town crews regularly cleaned the grate to keep it clear. Unfortunately, the grate became clogged during recent heavy downpours and the area experienced severe flooding. This culvert is the State's responsibility. In order to eliminate the town's liability, Mrs. Whittaker directed Ken Daniels to remove the grate and to notify the State that the town will no longer maintain this culvert. The Town's insurance company denied a claim for flood damage. Mrs. Whittaker stated, that like other issues in town, this is not our responsibility and we should not take on things that aren't our responsibility. The property owner that experienced the flood damage will be given NH DOT contact information in case he experiences problems in the future.

Mobile Home:

Mrs. Whittaker reported that she has asked Ken Daniels for a price to remove the trailer from the mobile home park. If the town tries to sell it we must wait 4 months to provide legal notification to the former owner. She has asked Phil Neily to find out if it could be pulled. The town's attorney has not responded yet to the town's request for guidance. Mrs. Whittaker is not paying any park fees at this time as she has not received a bill and has a dispute over the amount the town is said to owe.

Lease of State Land:

The State owns the old Shaker Bridge Motel property. LLBean has asked to lease the property for use as a kayak training site. Mrs. Whittaker has asked Bill Janelle of NHDOT to provide her with a copy of the proposed lease. The property, if leased, will no longer be tax exempt. If Mrs. Whittaker has not heard from Mr. Janelle within a week she will contact him again.

Abatement Request:

Vale Church wrote to Curtis Payne regarding his submitted abatement request. There is nothing that can be done about his request until Julie Huntley returns from vacation. Mr. Albanese suggested that a response be sent to Mr. Church to let him know that his most recent letter was received.

Emergency Management Meeting:

Police Chief Richard A. Crate, Jr. reported that an Emergency Management meeting was held on June 28th and was well attended.

There is a CERT (Community Emergency Response Team) committee that has been meeting each month. This committee has not accomplished what has been hoped. Chief Crate noted the need for training of volunteers to assist in times of disaster. He would like to see the Cadets, Rangers and other volunteers work together. Under CERT the town can apply for grant funds, but Chief Crate would like to apply for these funds in a well thought out fashion. CERT funds are not intended to help with the expense of regular equipment.

Mrs. Whittaker pointed out that what was lacking due to the big ice storm was enough warm clothing, flashlights, blankets and a water delivery system.

Chief Crate noted that we're likely to have ice storms, floods, and fires, but there's a limited amount volunteers will be able to do. Volunteers will provide bodies to call upon. We need to be sure they have the proper equipment.

Police Hiring Process:

Chief Crate reported on the status of the hiring process. The department needs to re-advertise. Of the previous 9 or 10 that applied only 5 appeared for the PT test. Of those tested only 2 passed and these two individuals did not pass the oral interview process.

Advertising that salary is negotiable might be beneficial. Other towns have been successful with that approach.

Mr. Albanese asked that Chief Crate provide a quick email regarding the status of hiring so they could bring this before the Budget Committee.

Flood Plain Meeting:

Mrs. Whittaker reported that a Flood Plain meeting was recently held which reviewed the procedures followed by the Planning and Building Inspection departments. The Town passed the review with flying colors.

Municipal Resources Inc. (MRI) Contract:

The Town's attorney reviewed the proposed MRI contract for professional recruitment services and no problems were found.

Mr. Albanese moved to sign the contract with MRI, not to exceed \$6,500; Mrs. Scovner seconded, vote unanimous.

Lockehaven Road Drainage:

Ken Daniels will be placed on the next agenda to discuss the proposed Lockehaven Road drainage project near Crystal Lake.

Henry Cross mentioned his concerns about erosion that has resulted on private property, including his own. He asked what would the town do to fix the erosion problems? There is also a problem with siltation in the lake.

Mr. Albanese explained there is a problem with doing private work with public equipment. Mr. Cross contends that the town caused the problem that's on the property. Mr. Albanese stated that the Board couldn't guarantee the town is going to fix it, but as long as Ken Daniels is out looking at Lockehaven Road, they can have him look at Boys Camp as well. Ken Daniels will be asked to check in with Henry Cross one more time before he completes the drainage plan. The Board has not decided whether anything will be done this year.

Other Business:

Jim Taylor is setting up another Tax Increment Financing (TIF) meeting.

There are no updates on the Ironman Development project, though individuals have had brief conversations with the developer.

Mr. Albanese and Mr. Payne have spoken to each other about switching boards. Mrs. Scovner moved to approve the switch of Curtis Payne to the Mascoma Valley Health Initiative and Dominic Albanese to the Enfield Village Association; Mr. Payne seconded, vote unanimous.

Police Chief Richard Crate, on a personal matter, asked how he would get a streetlight installed at the intersection of Fitzgerald Drive, the road on which he lives, and Lockehaven Road. Ordinarily, the Board of Selectmen would obtain the recommendation of the Chief of Police due to the safety issues involved in this type of decision. Mrs. Scovner moved to put a streetlight at the corner of Fitzgerald Drive and Lockehaven Road. There was no second. Mr. Albanese suggested Mrs. Scovner reword her motion to support the administration's efforts of looking into a streetlight at the corner of Fitzgerald Drive and Lockehaven Road, and to have the administrative staff report back with the estimated budget impact; Mrs. Scovner agreed, Mr. Albanese seconded, vote unanimous.

Mr. Cross asked if there was a decision made about where and how the flags and plaques presented on Memorial Day would be displayed. He was informed the decision was made to display them on the rear wall of the Enfield Community Building. Discussion ensued regarding how they would be displayed, whether in a larger case or not. No definitive decision was made.

INFORMATIONAL ITEMS

Minimum Impact Expedited Application: Scott MacDonald – replenish sand in small beach.

Mascoma Savings Bank ~ 2004 Statement of Condition (copy available for review)

Grafton County Commissioners ~ FY 2006 Budget Recommendations

Financial Statements and Supplemental Schedules (Audit), December 31, 2004 (copy available for review)

Planning/Zoning/Economic Development Monthly Report ~ June 2005

Community Health Institute conference ~ September 13, 2005

UNH Cooperative Extension “The Dollars and Sense of Saving Special Places Presentation”

Adelphia Franchise Agreement for review (Meeting scheduled for July 18)

Planning Board Notice of Hearing ~ July 13, 2005

UVLSRPC letter, dated June 30, 2005, re: Community Assistance Visit of June 27, 2005

Town Clerk Report ~ June 2005

Enfield Natural Resource Inventory Training & Presentation ~ July 13, 2005

ADJOURNMENT

Mr. Albanese moved to adjourn at 6:15 PM; Mr. Payne seconded, vote unanimous.