

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

MINUTES of November 21, 2005

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

Administrative Staff: Steven Schneider, Town Manager; Alisa D. Bonnette, Secretary

Others: Ken Daniels, Director of Public Works; Richard Crate, Jr., Chief of Police; Amy Zelig, Jill Harris and Dick Jaeger, Upper Valley Humane Society; Bruce Prior; Henry Cross; Dan Kiley; Kristen Fountain, Valley News

CALL TO ORDER

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

APPROVAL OF MINUTES

Mrs. Scovner moved to accept the regular session minutes of November 7, 2005 as printed; Mr. Albanese seconded, vote unanimous.

Mr. Albanese moved to accept the non-public session minutes of November 7, 2005 as printed; Mrs. Scovner seconded, vote unanimous.

ADMINISTRATIVE

The Board reviewed and approved the following documents: 2005 Property Tax Refund, and a bill for services from Municipal Resources, Inc.

Committee Appointment:

Mrs. Scovner moved to reappoint Mary Ann Haagen to the Heritage Commission for a three year term ending May 1, 2008; Mr. Albanese seconded, vote unanimous.

PUBLIC APPOINTMENTS

Upper Valley Humane Society ~ Proposed Agreement:

Mr. Albanese explained that 2006 would be the first year the Upper Valley Humane Society (UVHS) would charge the town for stray dogs taken to the shelter. The Town was under the impression that there was an agreement Peeney Goodwin made when he sold the property to the UVHS that the town would not be charged. There is, unfortunately, no written documentation to support this belief.

A memo to the Town, dated September 5, 1990, was provided to the Board in which the UVHS offered free stray boarding for the Town of Enfield for one year. Based on this information, the Board of Selectmen has no problem with the proposed agreement.

Mr. Albanese pointed out that the Town would be looking at the non-profit status of UVHS annually.

Ms. Harris reminded the Board that UVHS offered to do a public outreach program, perhaps something in the schools such as dog bite safety, or something with municipal workers. They also offered to write articles for future town newsletters.

Parking at the end of Old Route 10 near UVHS was discussed. UVHS staff parks in their lots, but a problem still exists with others parking in the turn-around who are using the trail. Mr. Daniels explained that many people don't know there's more parking at Exit 14. Signs are posted.

Mr. Albanese will share the above discussion with the Budget Committee and will budget \$1,000 in 2006 for UVHS services.

Bruce Prior ~ Use of Town Fields:

Mr. Prior requested permission for the Mascoma football team to use Huse Park and/or Shaker Recreation Park.

The Budget Committee has voiced concern that the fields would get torn up. Mr. Daniels replied that cleats might help the field. The Board was provided with a report from 2 years ago regarding the condition of the fields at Shaker Recreation Park. These fields have little to no topsoil and are compacted. These fields need aeration.

Liability issues were discussed. Mr. Schneider stated the town would be named as additional insured and the school would bear the main liability. Mr. Prior has not spoken to the Boosters yet, but assumes the school will assume the liability.

Mr. Albanese moved to support the use of the Shaker Recreation Park or Huse Park, contingent upon liability coverage, and the Board will look at this again in a year; Mrs. Scovner seconded, vote unanimous.

Mr. Schneider said the fields would get torn up because there's nothing holding the grass there. It's in the second and third year that there will be stronger grass.

CITIZENS FORUM**Henry Cross ~ Lockehaven Road Drainage:**

Mr. Cross first wanted to thank Ken Daniels, the grounds crew and Water Department for taking good care of the Veterans Memorial Park this year.

Mr. Cross came before the Board to remind them of their conversation with him back in April or May regarding drainage on Lockehaven Road. He would like something in the 2006 budget to

fix the problem, which will be compounded with the clear cutting of a private property on Lockehaven Road where there will be horses, and thus fertilizer run-off to the lake.

A brief discussion followed regarding the cutting of trees on a scenic road. Property owners are exempt.

Mr. Daniels explained the delay caused by the lack of maps. Mr. Daniels has no data on which to make his drainage calculations. He does not want to fix the problem for Mr. Cross, but adversely affect someone else. Mr. Daniels also pointed out that a temporary fix would do more harm than good. Making a change in drainage patterns now will result in an initial siltation problem, which he does not want to repeat by changing the drainage pattern again. He expects it to take at least 10 months to get the necessary permits.

Mr. Albanese moved to direct the Town Manager to work with Ken Daniels to come up with a scenario or scenarios in 2006; Mrs. Scovner seconded, vote unanimous.

Evelyn Palmer ~ Enfield Center Town Hall:

Mrs. Palmer had a talk with Joe Mandel who is interested in improvements to the Whitney Hall Auditorium. She mentioned the Enfield Center Town Hall and gave Mr. Mandel a tour of the building. He was quite impressed. She believes there may be funding available for theaters.

She noted that the Town has no leverage with Mr. Muzzey, the neighboring property owner, since the town did a quitclaim deed in 1977 for his driveway.

Evelyn Palmer ~ Enfield Center Post Office:

Mrs. Palmer informed the Board that the first postmaster in Enfield Center was appointed January 1, 1806. She would like to have some recognition of this 200th anniversary.

Mrs. Scovner suggested a Governor's proclamation. Mr. Albanese will contact Representative Paul Mirski and Mrs. Scovner will contact the democrats. Mrs. Palmer will also get in touch with the National Association of Postmasters of the United States (NAPUS); she'll start something with the postal service.

Dan Kiley ~ Solid Waste Committee Minutes:

Mr. Kiley has not seen the August 30th minutes of the Solid Waste Committee on the town's website yet. This will be taken care of.

Kristen Fountain ~ Non-Public Session:

Ms. Fountain asked what this evenings' non-public session was about. She was informed that it was to discuss attorney opinion.

BUSINESS

NH Route 4A:

Police Chief Crate informed the Board that NH Route 4A is supposed to open this week, within a couple of days. The State hopes to pave Tuesday. He will ask the NH Dept. of Transportation to do a press release when the road opens again.

Mascoma Valley Health Initiative (MVHI) Request for Funding:

MVHI requested funding in the amount of 75 cents pre capita or roughly \$3,500 in 2006. Mr. Albanese would like to wait until Curtis is present to discuss this funding. There is a form that other regional organizations are required to complete; one should be sent to MVHI and their request can be considered in January.

Non-Public Session:

Mr. Albanese moved to enter non-public session at 5:54 pm. under RSA 91-A:2 (c) to discuss a legal opinion; Mrs. Scovner seconded. Roll call vote: Mr. Albanese – aye, Mrs. Scovner – aye, motion carried.

Mr. Albanese moved to come out of non-public session at 6:05 PM; Mrs. Scovner seconded, vote unanimous.

PUBLIC HEARING

Mr. Albanese opened the public hearing at 6:07 PM and proceeded to read the public hearing notice. The purpose of this hearing is to discuss the withdrawal of funds from the Technology Capital Reserve Fund and the acceptance of a gift valued in excess of \$500, namely a new stove for the Enfield Community Building.

The range originally installed in the Community Building was a used appliance, which had problems with the pilot lights not remaining lit. The Enfield-Mascoma Lions Club donated a new range valued at \$5,200.

The Board discussed the withdrawal of funds from the Technology Services Capital Reserve Fund (CRF) to offset expenses in 2005 for technology upgrades and new technology equipment. The Board of Selectmen is named as agent to expend.

Where hardware and software is purchased was discussed. Much of what is purchased by the Town Offices is obtained at State contract prices.

Discussion ensued regarding the organization of spending from the Technology Services CRF and the need to track planned expenses and to keep the Selectmen informed.

Mr. Schneider suggested a separate IT fund for expenses from all departments. This would allow for easier tracking of IT expenses town-wide.

The existing procedure for the use of purchase orders was discussed. Under April Whittaker purchase orders in the amount of \$800 or more required approval by the Town Manager. Ken Daniels pointed out the problems the \$800 limit puts on the Public Works Department.

Mr. Schneider noted that purchase orders are typically used only for unexpected items, not pre-planned purchases.

Public input was invited.

Mrs. Scovner moved to close the public hearing at 6:21 PM; Mr. Albanese seconded, vote unanimous.

Mrs. Scovner moved to accept the generous donation of the range, valued at \$5,200, from the Enfield-Mascoma Lions Club; Mr. Albanese seconded, vote unanimous.

Mrs. Scovner moved to withdraw \$28,031.66 from the Technology Services Capital Reserve Fund; Mr. Albanese seconded, vote unanimous.

BUSINESS, CONTINUED

Other Business:

The Board spoke to Phil Neily previously about the smell of smoke from cigarettes in the Community Building. Mr. Albanese reported that at the last Budget Committee meeting held in the Community Building there was no smell of smoke.

Police Dept. Filing System:

Police Chief Crate informed the Board that he is investigating a couple of other options for the filing system. Some work will be done in-house to save money. He still wants to complete the project in 2005 and hopes to have figures by the next Selectmen's meeting.

Police Station Improvements:

Police Chief Crate would like to improve the appearance of the pillars at the front of the Police Station. Mr. Schneider and Chief Crate have been talking about alternative solutions.

INFORMATIONAL ITEMS

Recycling and Solid Waste Committee Report

ADJOURNMENT

Mrs. Scovner moved to adjourn at 6:28 PM; Mr. Albanese seconded, vote unanimous.