

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

**MINUTES of January 5, 2004**

**Board of Selectmen:** Ilene P. Reed, Chairman; Keith Oppeneer;  
Dominic Albanese (arrived at 5:50 PM)

**Administrative Staff:** April Whittaker, Town Manager

**Others:** Dan Kiley

**CALL TO ORDER**

Mrs. Reed called the meeting to order at 5:30 pm.

**APPROVAL OF MINUTES**

Mr. Oppeneer moved to approve the minutes of the Public Work Session of December 8, 2003 as printed; Mrs. Reed seconded, vote unanimous.

Mr. Oppeneer moved to approved the minutes of the Non-Public Session of December 8, 2003 as printed; Mrs. Reed seconded, vote unanimous.

Mr. Oppeneer moved to approve the minutes of the Regular Session of December 15, 2003 as printed; Mrs. Reed seconded, vote unanimous.

Mr. Oppeneer moved to approve the minutes of the Non-Public Session of December 15, 2003 as printed; Mrs. Reed seconded, vote unanimous.

**ADMINISTRATIVE**

Mr. Albanese arrived at 5:50 PM.

The Board of Selectmen reviewed and approved the following documents: 2003 second issue property tax refunds for overpayment; 2003 property tax refund due to assessment correction; Certification of Yield Taxes Assessed.

**CITIZENS FORUM**

**Dan Kiley ~ Hazardous Waste Spill:**

Mr. Kiley inquired into the spill at the LaBombard property on Old Route 10 in Enfield.

The Enfield Fire Department took the appropriate remedial action.

**OLD BUSINESS**

**Town Manager's Report:**

The Town Manager's Report was held over due to time restraints.

**Other Old Business:**

The Board discussed Ilene Reed's resignation as Town Clerk effective after the 2004 Town Meeting and how the makeup of the office could be better managed in terms of work efficiency and staffing. Mrs. Whittaker explained that statute only allows for elected Town Clerk or elected combined Town Clerk/Tax Collector. However, statute also provides that the legislative body, i.e. Town Meeting, can choose to either elect or appoint a tax collector. The pros and cons of all combinations were discussed at length.

Mr. Oppenneer moved to support placing an article on the ballot to change the Tax Collector from an elected position to an appointed position; Mr. Albanese seconded. Mr. Oppenneer and Mr. Albanese voted in favor of the motion, Mrs. Reed abstained, motion carried.

**NEW BUSINESS**

**Encumbrances 2003 to Encumbrances 2004:**

The Board reviewed proposed encumbrances from 2003 to 2004. Mr. Oppenneer moved to approve the encumbrances from 2003 to 2004 as proposed; Mr. Albanese seconded, vote unanimous. A copy of the approved encumbrances is attached.

**2004 Selectmen's Budget:**

Mrs. Whittaker presented an estimated tax rate based on the current budget details and advised that serious reconsideration of the budget items would have to be undertaken. Following discussion, the Board agreed that the Budget Committee representative, namely Dominic Albanese, should work with Mrs. Whittaker to review and propose recommended cuts.

**PUBLIC APPOINTMENTS**

**Peter H. Giese & Richard Crate, Jr. ~ Police Department Operations:**

Chief Giese represented his department and expressed concerns regarding retention of staffing in light of salary scales of neighboring communities. The Board was not unsympathetic and expressed that concerns may be a little premature given the fact that the town is awaiting a pay scale review from the NH Municipal Association. Suggestions of a round table meeting with the Police Department was also discussed and was left to the Chief's discretion. The Selectmen

pointed out once again their support for the department and stated that staffing and salary levels were a priority in 2004.

**INFORMATIONAL ITEMS**

**Primex Risk Management Institute**

**Correspondence to Alex Vogt, NH Dept. of Transportation** re: DOT Public Hearing of December 8, 2003.

**Equalization Ratio for 2002** ~ 73%

**ADJOURNMENT**

Mr. Oppenneer moved to adjourn at 7:50 PM; Mr. Albanese seconded, vote unanimous. The following amounts are to be encumbered from the year 2003 to the 2004 Budget

Acct #	Acct Name	\$\$\$
01-4152-312	Reappraisal of Property	End of Yr balance
01-4152-313	Tax Mapping ~ Digitizing	\$8,000
01-4194-737	Enfield Center Addition	\$9,000
01-4312-614	Striping	\$12,000
01-4312-621	Winter Sand	\$13,000
01-4589-690	Historical Marker	\$1,500
01-4901-710	Community Building Complex	\$20,620
01-4903-733	Municipal Facilities Planning	\$15,000
02-4331-485	Taxes	\$2,200
03-4326-310	Engineering & Survey (sewer)	\$10,000

**Rationale for Encumbrance:**

Acct 4152-312	Assessor's Contract for 2003 work
Acct 4152-313	Outstanding Contract for Digitizing of Tax Maps 2003
Acct 4194-737	Enfield Fire Station Addition
Acct 4312-614 -621	Striping ~ Per 2003 Paving Contract Winter Sand ~ o/s Invoice from 2003 Delivery
Acct 4589-690	Marker on order ~ awaiting historical write up from Shakers.
Acct 4901-710	Community Bldg: Water Pipe & Drainage Per Miller Contract and Pavilion
01-4903-733	Municipal Facilities Architect/Engineer Expertise
02-4331-485	Taxes owed; Payment in Lieu of Taxes to be negotiated
03-4326-310	Survey & Engineering work ~ Re Route 4 Explorations

Approved by Board of Selectmen  
January 5, 2004