

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

MINUTES of January 19, 2004

Board of Selectmen: Ilene P. Reed, Chairman; Dominic Albanese
Keith Oppenneer (absent)

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

Others: Kurt Gotthardt, Don Roberts, Henry Cross, Dan Kiley, and Mike Dudley

CALL TO ORDER

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

APPROVAL OF MINUTES

Mr. Albanese moved to approve the minutes of January 5, 2004 as written; Mrs. Reed seconded, vote unanimous.

ADMINISTRATIVE

Meeting Schedule:

The Board of Selectmen will hold meetings on the following dates (all meetings will be held at the Public Works Facility, 74 Lockhaven Road):

- Monday, January 26th at 5:30 PM for a budget workshop
- Tuesday, February 3rd at 5:30 PM. This is the last day for the Selectmen to accept petitioned warrant articles.
- Monday, February 9th at 6:30 PM the 2004 Budget Hearing will be held.
- Tuesday, February 17th at 5:30 PM.

The first portion of Town Meeting will be held on Tuesday, March 9th for election of officers. The polls will be open in the Whitney Hall Auditorium from 8:00 AM until 7:00 PM. The second portion of Town Meeting will be held at the Enfield Elementary School beginning at 9:00 AM.

Other Administrative:

The Board of Selectmen reviewed and approved an abatement of 2003 property taxes for property located at Map 18, Lot 47.

CITIZENS FORUM**Kurt Gotthardt ~ Town Forest:**

Kurt Gotthardt came before the Selectmen to ask if they will be putting an article on the warrant to designate the Bicknell Brook Trial property a Town Forest. Mr. Gotthardt provided a timeline of action and discussions he has had over the course of this project, beginning with his initial approach to the Conservation Commission.

The Selectmen attended the January 8th Conservation Commission meeting at which this subject was discussed at length. Mr. Albanese stated to Mr. Gotthardt that he thought an agreement had been reached at that time. Mr. Albanese pointed out that designation as a Town Forest is not a permanent method of conservation and requires yet another committee and possibly a town forester as well.

To clarify the Board's intentions, Mr. Albanese moved to go forward with the plan to investigate a permanent conservation easement on the trail and area around the Bicknell Brook and possibly the rest of the property, except for one to three building lots which the Selectmen may subdivide from the main parcel to offset the costs incurred by this project, with the aim of achieving this goal in 2004; Mrs. Reed seconded, vote unanimous.

Kurt Gotthardt ~ Resignation:

Mrs. Reed announced the receipt of a letter of resignation from Kurt Gotthardt as a member of the Conservation Commission. Mr. Albanese moved to accept Mr. Gotthardt's resignation with regrets and to notify the Conservation Commission; Mrs. Reed seconded, vote unanimous.

Dan Kiley ~ Town Warrant:

Mr. Kiley understood there would be an article on the warrant to change the position of Tax Collector from elected to appointed. Mr. Kiley asked about the logistics of the change.

Mrs. Whittaker explained that a Tax Collector would be elected for a three-year term on March 9th. If the article to change to Tax Collector to an appointed position passes on March 13th it would become effective in 2005.

Don Roberts ~ 18 High Street:

Mr. Roberts reported to the Board of Selectmen that the roof of the High Street property needed to be removed due to rot. Removal of the roof exposed the support of the post and beam system and it was all rotten. Mr. Roberts met with April Whittaker, Jim Taylor and Phil Neily earlier in the day. Mr. Taylor took photos. Mr. Roberts proposed tearing down the building and rebuilding on the same footprint. Mr. Roberts would like to save what he can to do decorative detail, such as beams and flooring. He still plans on a Labor Day completion date.

Mr. Roberts stated that he has a potential tenant for the building for a professional office. There is sufficient parking for the intended purpose.

The foundation of the building is out of level and needs some additional granite block. Possible sources of granite block were discussed.

Mr. Roberts will speak with Meredith Smith to keep her informed of the status of the building since he knows she is interested.

The Board expressed support of Mr. Roberts plans for removal of the building and reconstruction as presented.

OLD BUSINESS

Primary Caregivers Association ~ 2004 Budget Request:

A request was received from the Primary Caregivers Association requesting funding in 2004 for the purchase of land in Canaan for an adult daycare facility.

The Board discussed the merits of this admirable program, but sited budget constraints and the possibility that even with a donation the facility might never be realized, as reasons that they could not support the request for funding.

State-owned Railroad Corridor/Sale of Railroad Land/Crossing Agreement:

The Board reviewed the agreement for sale of property from the State to the Town of Enfield. Mr. Albanese has reconsidered the acceptance of this property since it would result in additional maintenance expense and liability for the town. He would like to wait until the Selectmen know how much of the Shaker Bridge Motel property might also become available to the town. This issue was tabled.

2004 Budget:

Mrs. Whittaker provided the Board of Selectmen with several financial reports, including a comparative statement of revenue surplus and summary of the 2003 budget expenditures. Mrs. Albanese noted that the Police and Fire Departments went over budget in 2003. He would like these departments alerted that close attention will be paid to their budget expenditures in 2004.

Mrs. Whittaker discussed the budgeting and tax rate setting processes, as well as the undesignated surplus.

Mr. Albanese moved to extend congratulations to Mrs. Whittaker for managing the budget, particularly with the unanticipated expenditures in 2003. The department heads are feeling more empowered. This is a key indicator of the job that Mrs. Whittaker is doing; Mrs. Reed seconded, vote unanimous.

The Board discussed NHMA's new pay scale proposal noting that 10 towns were used together with State Police rates and State Dept. of Transportation rates. Following discussion regarding methodology to reach median levels of pay, longevity issues, and new grade and step, the Board supported the equity pay raise amounts and felt that the plan was fair in its pay scale ranges. General discussion also ensued regarding retention of employees and the tight labor market. No other pay raises will be provided to employees in 2004 and in 2005 the town will move to a single annual review date for all employees, following town meeting, versus annual reviews on the employee's anniversary date of hire.

Mrs. Reed moved to support the pay plan as presented subject to discussion with the Budget Committee; Mr. Albanese seconded, vote unanimous.

The Town did not receive the Air Pac Grant in 2003 and will therefore need to add \$82,000 to the Town's share of \$8,200 from Capital Reserve in the 2004 budget. There will be \$72,800 on the revenue side to offset this expense.

Tasco will no longer be servicing the Town's alarm system. A \$2,300 upgrade will be required out of Whitney Hall maintenance.

The Board discussed contracting out for custodial work at a significant savings versus employing three part-time custodial employees with the accompanying wages and benefits.

Mr. Albanese would like to look at all of the supply lines within the budget. Supply expense have risen 47.5%

NEW BUSINESS

Lions Club Request for Extension on Community Building Agreement:

The Enfield-Mascoma Lions Club is constructing a Community Building for the Town of Enfield. The agreement between the Lions Club and the Town calls for completion in three years, which would be by April 25, 2004. Although most of the building is complete there is still much work to do including the front entry, sprinkler system, basement floor, basement ceiling, final plumbing connections and other small details.

Mrs. Reed moved to approve the extension of the agreement between the Enfield-Mascoma Lions Club and the Town of Enfield for one year for a new deadline of April 25, 2005; Mr. Albanese seconded, vote unanimous.

Town Report/Town Meeting:

The Board considered warrant articles regarding education funding as proposed by the Town of Plaistow. Mr. Albanese is not opposed to the first proposed article provided the phrase "by the Republican-controlled Senate" is removed. Mrs. Whittaker will reword the articles a bit for reconsideration by the Board.

ANY OTHER BUSINESS

Mr. Albanese asked Mrs. Whittaker to talk to other area Town Managers regarding Adelpia and rising rates. He also asked Mrs. Whittaker to have the contract with Adelpia reviewed by the town's attorney.

A break in an un-insulated sprinkler system pipe at the Enfield Elementary School over the weekend resulted in about \$100,000 in damage. The Fire Department went above and beyond the call of duty. Mr. Albanese moved to thank the Fire Department for their quick response and hard work at the Enfield Elementary School this past weekend; Mrs. Reed seconded, vote unanimous.

Mr. Albanese does not think redistricting is helping. Mr. Albanese asked Mrs. Whittaker to write to the Valley News expressing the town's dismay that the districts continue to be changed. Mrs. Whittaker suggested writing to the Democratic chair and Governor Benson.

INFORMATIONAL ITEMS

Draft Town Forest Management Plans

Letter of Deficiency re: Failed Septic on Map 5, Lot 14

State of NH v. Energetic Enterprises

Adelphia ~ Digital Video Recorders

NH DOT Public Informational Meeting Notes of December 8, 2003

2004 Assessment Review Schedule. Julie Huntley to attend 1/29 meeting.

Heritage Commission ~ Proposed Projects

2003 Sewer Flows Report

ADJOURNMENT

Mr. Albanese moved to adjourn at 7:30 PM; Mrs. Reed seconded, vote unanimous.