

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

**MINUTES of March 1, 2004**

**Board of Selectmen:** Ilene P. Reed, Chairman; Keith Oppenneer; Dominic Albanese

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

**Others:** Phil Neily, Building Inspector/Health Officer/Fire Inspector; Dan Kiley

**CALL TO ORDER**

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

**APPROVAL OF MINUTES**

**February 17, 2004 Regular Session Minutes:**

Mr. Oppenneer noted a minor correction needed on page 4, first sentence continued from the previous page: include the work "show" before "permit sticker."

Mr. Oppenneer moved to approve the regular session minutes of February 17, 2004 as corrected; Mr. Albanese seconded, vote unanimous.

**February 17, 2004 Non-Public Session Minutes:**

Mrs. Reed moved to approve the non-public session minutes of February 17, 2004 as printed; Mr. Albanese seconded, vote unanimous.

**PUBLIC APPOINTMENTS**

**Phil Neily ~ Building Inspection/Health/Fire Inspection Department Report:**

Mr. Neily provided informational packets to the Board of Selectmen.

Mr. Neily updated the Board on current issues of concern, including carbon monoxide venting at Lakeview Condos. The Selectmen briefly discussed the possibility of charging for Mr. Neily's labor for issues such as this one that require a great deal of repeat inspections.

Mr. Neily provided an overview of multi-family dwelling inspections. The multi-family dwelling inspection program needs reworking. The program was on a five-year schedule, but Mr. Neily feels inspections need to be performed at more frequent intervals. While it is agreed

that this program is important is of secondary importance to current complaints. Mr. Neily is receiving more fire safety related complaints than those relating to building inspections. Mr. Neily explained how the buildings list needs to be categorized into different dwelling types since different types must meet different codes. Mr. Neily commended Dana Robes for a well cared for facility.

Mr. Neily reported on a full inspection of the Enfield Village School that took place with the Fire Marshall following the sprinkler line break. The Fire Marshall found some deficiencies, as in any building, but nothing that can't be rectified easily. The Fire Marshall gave the Enfield Village School high marks overall.

The Selectmen briefly touched on the subject of junkyards, including a past case where the property owner is now in compliance. More information can be obtained from Jim Taylor at a later date. Mr. Neily suggested finding a way to assist people to dispose of old cars they no longer want, which may save money when compared to the costs of enforcement.

The Board discussed cooperation with and assistance to the Conservation Commission. Mr. Neily informed the Commission if a failing septic system has the potential to affect what appears to be an ecologically sensitive area.

Mrs. Whittaker stated that the town has been fairly diligent following up on any hint of a septic problem. She added that 6-8 residents with access to the municipal sewer system are still using septic systems. It might be prudent to do a dye test of these systems to verify that they are still functioning properly, and if not, to have them hook up to the municipal system.

## **CITIZENS FORUM**

### **Dan Kiley ~ Cemetery Headstone Improvements:**

Mr. Kiley asked if the \$28,000 for cemetery headstone improvements is part of the operating budget for 2004 or if it will be presented as a separate warrant article. He was informed that it was a separate article.

## **ADMINISTRATIVE**

### **Timber Tax Levy:**

The Board reviewed and approved a Timber Tax levy.

### **Veterans Tax Credit Application:**

The application met all necessary requirements for approval. Mr. Oppeneer moved to approve a Veterans Tax Credit as presented; Mrs. Reed seconded, vote unanimous.

### **Town Clerk Appointment:**

The Board of Selectmen signed the appointment for Carolee T. Higbee as Town Clerk, effective March 14, 2003.

**Elderly & Disabled Deferral Application:**

The applicant met all necessary requirements to receive the deferral. The Board reviewed and approved the Elderly & Disabled Deferral Application as presented.

**OLD BUSINESS****Town Meeting Preparation:**

The Board of Selectmen prepared for Town Meeting by reviewing the role each Selectmen will play in presentations.

The Board received a memo regarding the unavailability of a voting booth for the handicapped that meets State requirements. The manufacturer of voting booths that is suggested by the State of NH, in fact the only manufacturer of voting booths readily available, does not make a voting booth to the State's specifications.

**NEW BUSINESS****Resolution in Opposition to HB 1416:**

The Selectmen reviewed a proposed resolution in opposition to HB 1416 regarding the exemption of taxation of telephone poles. Utility poles are currently taxed. The Selectmen are in favor of the taxation of telephone poles. Mr. Oppenneer moved to sign the resolution in opposition to HB 1416; Mr. Albanese seconded, vote unanimous.

**Deer Crossing Signs:**

The Board received a request for deer crossing signs on Lockhaven Road from Celie Aufiero, as well as a recommendation from Ken Daniels, Director of Public Works, to deny the request based on the lack of enough evidence to justify its posting and lack of engineering judgment. After consideration of the request and recommendation, Mrs. Reed moved to approve the request for deer crossing signs on Lockhaven Road; Mr. Albanese seconded, vote unanimous.

**Society for Protection of NH Forests ~ Historic Preservation Easement:**

The Society for the Protection of NH Forests asked if the Town of Enfield would like to receive from the Society the gift of a historic preservation easement on several facades of the former Haffenreffer house at 838 Lockhaven Road in Enfield (Tax Map 17, Lot 20).

Mrs. Whittaker recommended not co-signing the deed as this gives the town liability, responsibility and ensuing legal fees. Meredith Smith of the Heritage Commission concurs with Mrs. Whittaker's recommendation not to accept the easement, together with the concurrence from the Historical Society.

Mr. Albanese moved to decline the offer with thanks, Mr. Oppenneer seconded, vote unanimous.

**Town Manager's Report/Other Business:**

Mrs. Whittaker responded to some budget questions posed by Mr. Albanese via email. She also recommended the full expense report be presented to the Selectmen on a quarterly basis, with a smaller summary expense report on a monthly basis.

Mrs. Whittaker authorized the Police Department to accept a drug forfeiture vehicle, a 1993 pickup truck. The Water Department could use an additional vehicle and Chief Giese is agreeable to this arrangement provided the Police Department can use the truck on occasions. Mr. Albanese suggested amending the budget by \$10,000 for the new pickup truck for the Water and Sewer Departments. Mrs. Whittaker recommended allowing the funds to lapse into capital reserve, as it would be desirable to increase these funds for eventual acquisition of a step van.

Mrs. Whittaker discussed the use of the town's credit card for purchases by departments. Mr. Albanese asked why there would ever be a late fee. He was informed departments not getting their invoices to the Selectmen's Office in a timely manner cause the late charges. This will be rectified. Mr. Albanese asked Mrs. Whittaker to report to the Board next month if there is a late fee on the credit card.

Mr. Oppeneer reported that SB 358 makes it clear that Town Manager's can sit on town and regional committees. Mrs. Whittaker replied that she used to sit on the HealthTrust Committee and the NHMA Board of Directors but, since consolidation of the entities into the Local Government Center, now serves only on the Board of Directors. The Board of Directors meets quarterly, plus a 2-day retreat.

Mr. Oppeneer expressed confusion by SB 305 regarding septage. Mrs. Whittaker replied that the town's septage goes to Lebanon and it is best to have that in writing.

#### **Non-Public Session:**

Mr. Oppeneer moved to enter into Non-Public Session at 7:12 PM for the purpose of conducting a performance review, RSA 91-A:3 II (a); Mrs. Reed seconded. Roll call vote: Mr. Oppeneer – aye, Mrs. Reed – aye, Mr. Albanese – aye.

Mr. Albanese moved to come out of Non-Public Session at 8:30 PM; Mr. Oppeneer seconded, vote unanimous.

#### **INFORMATIONAL ITEMS**

**LGC Regional Breakfasts** ~ Mr. Albanese will attend with Mrs. Reed as his guest.

**2004 Public Works Department Task Lists, updated 2/20/04** ~ Mrs. Whittaker stated that Ken Daniels needs to prepare a work plan and goals for 2004. Mr. Oppeneer would like the highway inventory program up and running this year.

**Police Department Outline for Public Briefing, March 24, 2004 at 6:00 PM** ~ Mrs. Whittaker recommended attendance by at least one member of the Board of Selectmen.

**Adelphia correspondence re: "Easy Access"** ~ Mrs. Reed had occasion to use this feature that consists of an 888 number based in Florida and a customer service representative that will attempt to walk you through whatever difficulty you are having. A technician was later dispatched, at Mrs. Reed's insistence, to solve the problem that could not be resolved over the phone.

**Notice of Condemnation/Declaration of Taking re: property owned by Energetic Enterprises**

**Illustration of Computer/Telephone Connectivity of Town Buildings** ~ Mrs. Whittaker plans a meeting with Lee Walker of SegNet to discuss this connectivity and possible price reductions. Mr. Albanese recommended inviting Michael Dudley to participate in this meeting.

**ADJOURNMENT**

Mrs. Reed moved to adjourn at 8:31 PM; Mr. Albanese seconded, vote unanimous.