

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

MINUTES of March 15, 2004

Board of Selectmen: Keith Oppenneer, Chairman; Dominic Albanese; Nancy Scovner

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

Others: Carolee Higbee, Town Clerk; Ken Daniels, Director of Public Works; Ellen Hackeman; Shirley Green; Francine Lozeau; Jim Gerding; Eric Crate; Chris Christopolous; Dan Kiley; David Stewart; Celie Aufiero; Fred Altvater and Paul Putnam, Cemetery Trustees; Senator Clifton Below

CALL TO ORDER

Mr. Oppenneer called the meeting to order at 5:30 pm.

OATHS OF OFFICE

The following individuals were sworn into elected office: Nancy Scovner, Selectwoman; Jim Gerding, Supervisor of the Checklist; Eric Crate, Budget Committee Member; Celie Aufiero, Zoning Board of Adjustment Member; David Stewart, Budget Committee Member; Francine Lozeau, Library Trustee; Shirley Green, Budget Committee Member; Chris Christopolous, Budget Committee Member; and Ellen Hackeman, Trustee of Trust Funds.

Mr. Albanese moved to appoint Keith Oppenneer as chairman of the Board of Selectmen for the coming year; Mrs. Scovner seconded, vote unanimous.

APPROVAL OF MINUTES

The Board of Selectmen reviewed the regular session minutes of March 1, 2004. The following changes will be made: Page 2, paragraph 4, change informed to informs; Page 2, last paragraph, change 2003 to 2004; Page 4, paragraph 2, change Albanese to Oppenneer.

Mr. Albanese moved to accept the minutes as corrected; Mr. Oppenneer seconded. Mr. Albanese and Mr. Oppenneer in favor, Mrs. Scovner abstained, motion carried.

ADMINISTRATIVE**Licenses to Operate Motor Vehicle Junk Yards:**

The Board reviewed and approved licenses to Operate Motor Vehicle Junk Yards for C/H Chase & Sons, and Joseph & Frances Lassen.

Timber Tax Levy:

The Board reviewed and approved a Timber Tax Levy for Lois Devins (Map 6, Lot 34), Conkey Enterprises LLC (Map 1, Lot 5-1), and Lionel & Jamie Dalton (Map 12, Lot 10).

PUBLIC APPOINTMENTS**Cemetery Trustees:**

Fred Altvater and Paul Putnam came before the Board to discuss the status of the Town's Cemeteries, in part because of concerns voiced by the Board of Selectmen about opening of Countryside Cemetery.

Mr. Albanese said that it seems odd to him to open a new cemetery that might require additional staff and/or equipment to maintain it. From a tax standpoint Oak Grove is a public cemetery and has plenty of space. Mr. Albanese acknowledged that the decision lies with the Cemetery Trustees, not the Board of Selectmen. Mr. Albanese thanked the Cemetery Trustees for listening to his concerns, but acknowledged that he and the Trustees would have to agree to disagree on this subject.

Discussion of available gravesites was discussed. There is a limited number of lots in Lakeview; one third of the available lots are reserved for indigents. About 20 cremation-only lots are available at Lockhaven. Some previously purchased lots at Lockhaven are grandfathered as full burial lots.

Discussion of cemetery record keeping was discussed. Records for Montcalm Cemetery are incomplete. Montcalm was a private cemetery turned over to the town and very few, if any, records were provided to the town. It is unknown at this time how many lots might be available in this cemetery. Further research is planned.

Maintenance of cemeteries was discussed. Only one section of Countryside will be opened and regular mowing has been done over the past year to maintain healthy grass. Mr. Altvater explained the extent of work completed at Countryside, as well as what is planned for future improvements.

CITIZENS FORUM**Dan Kiley ~ Town Warrant Narrative:**

Mr. Kiley expressed displeasure with the description of articles 4 and 6 in the Town Warrant Narrative. Article 4 was described as a housekeeping issue. Mr. Kiley contends that it was more than housekeeping, but rather changed the minimum size of a structure for which a building permit would be required. Mr. Kiley also disagreed with narrative regarding Article 6. He feels the interpretation of Article 6 was very subjective.

Mrs. Whittaker stated that she would pass Mr. Kiley's concerns on to the Planning Board. She also suggested a section within the warrant narrative pertaining to zoning amendments that tracks the changes in a similar fashion to that used for articles at Town Meeting.

OLD BUSINESS

Town Meeting Wrap-Up:

Mrs. Whittaker addressed some issues put forward in an email from Mr. Albanese.

Mr. Albanese suggested weekly meetings and/or a different meeting night. Discussion ensued regarding the time spent on administrative tasks not directly related to issues discussed, e.g. minutes. Mr. Albanese stated that while it is not in the budget, he would be very open to hiring out the recording of the minutes if someone could be found at a reasonable rate. Mrs. Whittaker responded that she would be agreeable, but that Ms. Bonnette would lose a lot of continuity and she [Mrs. Whittaker] would have to spend time going over what the Selectmen have covered at the meeting.

Conflicts were sited should the meeting night be changed, or weekly meetings held. It was agreed that the meeting night would remain the first and third Monday of each month, plus the fifth Monday of the month, as needed. The Selectmen's meetings would also be moved up to 5:00 PM and the meeting would be limited to about 7:00 pm.

Mrs. Scovner suggested having one Selectman available to meet with the public from 10:30 am until 12 Noon a couple of Saturdays each month. Msrs. Oppenheimer and Albanese suggested no more than once per month. Mr. Albanese stated the need to factor in that the people seem to be happy with the way things are going.

Carolee T. Higbee was voted in for a three-year term. At Town Meeting, the voters elected to change the Tax Collector to an appointed position. As a result of this vote, Ms. Higbee will retain her position as elected tax collector until Town Meeting in 2005, at which time the position will be appointed. Mrs. Scovner suggested having the Town's attorney review this article. Mrs. Whittaker responded that the Town's attorney drafted the article.

The Selectmen arranged to attend the Town Offices / Library Needs Assessment Committee meeting of April 15 at 6:00 pm at the Public Works Facility.

Mr. Albanese inquired about the Emergency Services meetings. Mrs. Whittaker replied that these are her department meetings with Fire and Ambulance, held every other month. The purpose of these meetings is to be sure the departments stay current in training, and can provide communication continuity.

Rather than create a technology committee, tasking the staff with this project and reporting back to the Selectmen, was suggested. Mrs. Whittaker expressed the need to update the equipment inventory. Mr. Albanese would also like an inventory of software. Mrs. Whittaker would like to have a point person, such as Michael Dudley in his capacity with technology rather than his position on the Budget Committee, to go over to the Police Department when issues arise there.

The Enfield Village Association is looking for representation from various town boards and committees. Lee Carrier has asked that decisions be postponed for a short time.

PUBLIC APPOINTMENTS, CONTINUED**Clifton Below ~ Smith Pond Update:**

Senator Below presented the Board of Selectmen with information and maps regarding the dams and dikes of Smith Pond and ownership of surrounding properties. There is new legislation that will allow the State to take over the dam and dikes, subject to some conditions.

Discussion ensued regarding the conditions placed on acceptance of these structures and the possibility of conservation easements and pond access that is dependent upon the cooperation and generosity of neighboring landowners. The State will hold a public hearing on March 24th. Mr. Oppeneer suggested a resolution in support of the project because (1) it would protect public life and property, (2) it would protect the historic nature of the dam and dikes, and (3) would open up the area to public recreational use. Mr. Albanese and Mrs. Scovner concurred. Mrs. Whittaker will prepare a resolution for the Selectmen's signature.

OLD BUSINESS, CONTINUED**Town Meeting Wrap-Up, continued:**

The Board discussed appointments to various boards and committees.

It was determined that the Public Works Facility building is complete. The only items remaining are the sand/salt storage, paving and landscaping. Mrs. Scovner moved to disband the Public Works Facility Building Committee; Mr. Albanese seconded, vote unanimous.

Mr. Albanese would like to be the Selectmen's representative for Emergency Services. He was informed that this is not a formal committee, but rather a department meeting, but that he is welcome to attend.

The Board discussed the possible disbandment of the Shaker Recreation Park Development Committee. Jane Plumley will be contacted and asked what remains to be accomplished by the Committee.

Mr. Albanese moved to appoint Mrs. Scovner to the Enfield Village Association, Keith Oppeneer to the Planning Board, Nancy Scovner to the Conservation Commission, Dominic Albanese to the Budget Committee; Mrs. Scovner seconded, vote unanimous.

NEW BUSINESS**Canaan Road / Mud Pond Road:**

The Board of Selectmen received a request from Kathy Decato for the renaming of Canaan Road Mud Pond Road so there is continuity in street names from Canaan into Enfield. This would require that the portion of the road now named Mud Pond Road also be renamed. Suggestions

for a new road name are needed and the current Mud Pond residents should be approached regarding the proposed change.

George C. Seiler correspondence re: Freedom Lost:

Mr. Seiler wrote to the Board of Selectmen regarding the taxation of property, which has limited use due to local regulations. The Selectmen requested a copy of Mr. Seiler's assessment card. This issue was tabled until the next meeting providing time for Town Manager response.

INFORMATIONAL ITEMS

Shaker Valley Auto ~ Sanitary Protective Radius of Prior 1 well Mr. Albanese would like to address this at the next meeting.

Study for the Enfield Public Library by Patti L. Houghton

Standard Dredge & Fill Application ~ Charles Bacon to replace 4'x16' docks with 4'x20' docks

Public Notice re: Proposed Reconstruction of NH Route 4A & Main St.

Town Clerk Monthly Report

Zoning Board of Adjustment Hearing Notice ~ Tuesday, March 16, 2004

Volunteer Lake Assessment Program ~ 2003 Annual Report

ADJOURNMENT

The Selectmen scheduled a meeting for Monday, March 22, 2004 at 5:00 PM to continue with the items on the agenda that were not covered this evening.

Mrs. Scovner moved to adjourn at 7:58 PM; Mr. Albanese seconded, vote unanimous.