

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

MINUTES of June 7, 2004

Board of Selectmen: Dominic Albanese; Nancy Scovner

Absent: Keith Oppenneer, Chairman

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

Others: Dan Kiley; Joe Cote, Connecticut Valley Spectator; Tina & Brian Stearns; Ken Daniels, Director of Public Works; Nancy Smith

CALL TO ORDER

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

APPROVAL OF MINUTES

Tabled due to Mr. Oppenneer's absence.

PUBLIC APPOINTMENTS

Brian & Tina Stearns ~ Road Name Change:

The Board of Selectmen had denied the Stearns' request for a road name change at their May 17, 2004 meeting based on several factors, including that this would be the third name for this road and would require a public hearing, map changes, program updates, and notification of several emergency management agencies. The Stearns, of Stearns Septic Service, contend that this is a private drive and the Board of Selectmen have already set precedent by renaming the road from its original name of Jayne Drive to Laurie Lane. Grantham charges just a \$10 fee for a map change and they would be willing to cover the costs incurred by the town for map and sign changes.

The Board of Selectmen discussed considering other names, possibly a historic name, rather than the ones original suggested – Outhouse Lane, Flushing Heights, Natures Call Lane – or the latest suggestion by the Stearns – Seclusion Drive. The property once belonged to a family by the name of Kidder. There was also discussion about the possibility of the Stearns creating an industrial complex, beginning with their own business, which might be better served by a more conventional name.

Mrs. Scovner indicated that she is not in favor of changing the road name.

Mr. Albanese moved to hold a public hearing to change the name of Laurie Lane to Kidder Lane; there was no second, motion failed.

ADMINISTRATIVE

Veterans Tax Credits:

Mr. Albanese moved to approve the two applications for Veterans Tax Credits as presented; Mrs. Scovner seconded, vote unanimous.

Other Administrative:

The Board reviewed and approved the following documents: Appointments of individuals to various committees per vote of May 17, 2004; 2004 Dog Warrant for unlicensed dogs; Current Use Lien Release.

CITIZENS FORUM

Nancy Smith ~ Economic Revitalization:

The Enfield Village Association (EVA) received two awards, one for their newsletter and the other for the Farmers Market. The Farmers Market will be part of a pilot program through the Cooperative Extension which will allow individuals to use their food stamps (now in a debit card form) to purchase scrip which can then be used at various booths to purchase goods. The vendors would then exchange the scrip they receive for cash or check.

Mrs. Scovner commended Mrs. Smith on the Farmers Market, an outstanding idea.

Nancy Smith ~ Market Analysis:

EVA will soon begin Phase I of a market analysis by talking to people doing business in Enfield, asking them why they shop in Enfield and will they buy more. Phase II will include a telephone survey, assuming EVA can raise \$4,000-\$5,000 to perform the survey, to cover a wider area and to gather information from people that aren't necessarily shopping in Enfield now.

Main Street Improvements:

Mr. Albanese noticed that work seems to have halted on the Main Street Improvements project. Ken Daniels explained that they are setting right-of-way bounds and waiting for the curbers. There is just not enough help. Mrs. Whittaker explained that unemployment in the area is 1.2%, down .3%, while all other areas of NH range from 3.0% to 6.7% on the seacoast, and even higher in Coos county. Unemployment in Manchester is 4.2% and in Concord is 3.4%.

Nancy Smith ~ Shaker Seven Road Race:

Mrs. Smith reminded everyone that the Shaker Seven Road Race, which will benefit EVA, is on June 27th. She encouraged everyone to participate. She will contact the police department regarding assistance from the Rangers.

OLD BUSINESS**Town Manager's Report:**

A meeting has been scheduled with Adelphia Cable on Monday, June 21, 2004 at 5:00 PM. The public is encouraged to attend.

Assessment information by Vision will not be available until the fall. A new version of the Vision software will allow the assessors to work in the field on a laptop and then download the information into the town's system. This will save a considerable amount of time and labor for data entry. A laptop will be included in the 2005 budget for this purpose.

The Town of Canaan has approved the installation of a "Canaan Rd., Enfield" sign on the post at the corner of Mud Pond Road and South Road in Canaan. The sign has been ordered. This additional sign should alleviate some of the confusion for both package deliveries and emergency responses.

Engine Brake Ordinance:

The Board of Selectmen were provided with a packet of information regarding this issue. "Jake Brake" is registered trademark of Jacob Vehicle Systems and refers to a engine brake system. Use of the term in an ordinance or on signs exposes the town to a potential lawsuit. Engine brakes are safety equipment, therefore the town must word any ordinance very carefully. A lot of noise is caused by either too much speed, requiring the use of engine brakes where it might not be needed otherwise, or poorly maintained exhaust systems. Mrs. Whittaker recommended a cautionary sign asking for slow speed, that the police are monitoring speed, and consideration in residential neighborhoods and near schools. The police department will be asked to step up enforcement and appropriate signage will be prepared for the Board's review.

Paving Bid:

The high bidder was Blaktop, the low bidder was Pike. Included in Enfield's portion of the multi-town agreement includes 2 large sections of Methodist Hill Road and scattered shimming and chip sealing. Nothing was included for the Public Works Facility.

Huse Park Pavillion:

Mr. Daniels reported on the bid process for the Huse Park pavilion project. The project was advertised. A site visit was held. Only Estes & Gallup picked up a bid package and attended the site visit and they did not submit a bid.

Mrs. Whittaker recommended going out for proposals rather than bids and to simplify the "bid package." The project will move forward if a contractor can be found to do the job. Regrettably, most contractors are already booked for the year.

Mr. Albanese stressed the need to keep a good paper trail so there is documentation of the process, including who was approached, what ads were placed, who responded, etc. It would be beneficial to make it clear that the town is not slowing the process down, but is doing everything it can.

Mrs. Scovner asked if this would slow the acceptance of the Community Building. Mrs. Whittaker replied that the Lions Club may not be ready as quickly as planned. Currently, they

are down to just 3 volunteers to complete the building. Additionally, the Lions Club would like to hold a few dinners as a test, to see how it goes.

NEW BUSINESS

Heritage Commission Request to Increase Membership:

The Heritage Commission has requested an increase in membership to 7 members as allowed by statute. Unfortunately, the petitioned warrant article specified 5 members, so a Town Meeting vote will be required to increase the number to seven.

Consultants can be utilized by the Commission, but unless they are appointed they are not voting members. Up to five alternate members can be appointed, but they have voting privileges only when they are filling in for an absent regular member.

Mr. Albanese did miss one meeting, but still plans to participate on the Commission.

The membership of the Commission will be reaffirmed to Meredith Smith and the findings of the Board will be relayed to her.

Montcalm Golf Course:

The Board of Selectmen was invited to survey what has been done at this new, private golf course. A meeting will be arranged for July 6th at 4:30 PM, with a regular Selectmen's meeting to follow.

2004 Annual Report Dedication:

The Board of Selectmen considered a possible dedication of the 2004 Annual Report. No decision was made, but the suggestions will be kept on file.

Use of Town Facilities & Equipment Policy:

The Board considered a new Town Facilities & Equipment Policy that is more specific than the current guidelines that are in effect. Mrs. Scovner moved to approve the Town Facilities & Equipment Policy; Mr. Albanese seconded, vote unanimous.

Mrs. Whittaker explained that the equipment is less important than the safety of the people. Then there is the issue of degree of responsibility for any equipment that is broken. This policy will be incorporated in to the Personnel Policy when it is redrafted.

Headrest ~ Celebration of Accomplishments:

Mrs. Whittaker is available to attend and is happy to support Mike Cryans, Grafton County Commissioner. Mrs. Scovner will also attend.

Homeland Security:

Mrs. Whittaker reported a meeting with FEMA representatives. By October 1 the Town is required to revamp its Emergency Management Plan to meet National Incident Management Systems requirements.

There has not been an emergency response exercise in Enfield. There is grant money available for this type of exercise, but the Town is ineligible for grant funding unless the new standards are on-line by October 1.

Conservation Commission Concerns:

Mrs. Scovner relayed concerns voiced at the last Commission meeting: 1) The water level at George Pond is low; boards need to be added; 2) the Commission is concerned about lots being subdivided off of the Bicknell Brook Trail property. The Selectmen briefly discussed old issues already addressed at previous meetings and stressed the need for balance between conservation and the needs of the Town as a whole. By taking this approach the remaining Bicknell Brook Trail property can be permanently protected, which is greater protection than Town Forest designation would provide. It was also noted that 20% of the town is already in conservation.

Recycling Container:

The Public Works/Sanitation budget includes \$4,000 for a new recycling container for paper. Unfortunately, the price of steel has sharply increased and the cost of the container has doubled. Mr. Daniels was asked to keep an eye out for any available grants. The expense will come out of the Public Works budget. Any additional action will be held off until the end of the year. The Board of Selectmen approved the purchase of the container at the higher cost, but asked that a memo be written to the Selectmen and the Budget Commission to explain why the budget might be over.

Engineering Services Request for Proposals:

Ken Daniels has put together a Request for Proposals for engineering services to find the estimated cost for an all-encompassing view of US Route 4 water, sewer, sidewalks, broadband, etc. These will be proposals only and will be a subject for discussion at the Selectmen's retreat on June 24th. The Town needs to get a company on-line since grants would require an independent firm.

Non-Public Session:

Mr. Albanese moved to enter non-public session at 6:25 PM, RSA 91-A:# II (a), (b) & (c); Mrs. Scovner seconded. Roll call vote: Mr. Albanese – aye, Mrs. Scovner – aye.

Mr. Albanese moved to come out of non-public session at 7:21 PM; Mrs. Scovner seconded, vote unanimous.

Any Other Business & Press Questions:

The Selectmen discussed their retreat, a worksession, which will be held at Keith Oppeneer's home at 4:00 PM.

The Facility Committee has taken more strides toward their goal during the past month. An engineer came and inspected Whitney Hall. An addition to the back of Whitney Hall will require a great deal of permitting. The pros and cons of Hewitt House, which the town has made no decision to buy, were discussed. The Library is very firm that they need an additional 6-7,000 square feet. Alternatives for town office space were discussed.

The NH Department of Revenue Administration now requires the use of a revised and clarified chart of accounts. This will be a summer project.

The Board briefly discussed State funding issues and school funding issues.

INFORMATIONAL ITEMS

Planning/Zoning/Economic Development Dept. Report, May 2004

Federal Assistance monies received for December 2003 Snow Event (\$10,257.90)

Tax Collector's Report ~ Corrected copy for year ending December 31, 2003

May 20, 2004 Legislative Alert Re: HB 1148 / Smith Pond

Going public with GIS by Scott Stephens, American City and County, April 2004

Report of Collector's Execution of Real Estate Tax Lien ~ April 21, 2004

Police Report, April 2004

Building Inspector/Health Officer Report, May 2004

Town Clerk/Tax Collector's Reports, May 2004

Town Manager's Report, May 2004

ADJOURNMENT

Mr. Albanese moved to adjourn at 7:40 PM; Mrs. Scovner seconded, vote unanimous.