

**Enfield Board of Selectmen
Enfield NH**

MINUTES of November 22, 2004

A business meeting of the Board of Selectmen was called to order by Chairman Keith Oppenneer at 3:00 PM in the Ilene Reed Training Room located in the Department of Public Works at 74 Lockehaven Road.

Present:

Keith Oppenneer, Chairman
Dominic C. Albanese, Selectman
Nancy Scovner, Selectman
April Whittaker, Town Manager

Approval of Minutes

The board reviewed the Minutes of November 15th, 2004 denoting the following corrections:

Under “Call to Order” page 1 change from *Mr. Oppenneer* to *Mr. Albanese*.

Under “Fire Department” page 4 change sentence in 4th paragraph to read “*The Board briefly discussed the leave of absence of one firefighter and pending suspension of the same from the FAST Squad.*”

Under “Conservation Commission” page 5 7th paragraph, delete the word “to” in front of the word “drew.” Sentence to read as “*She stressed the importance of showing how much the town cares about natural resources and drew the Board’s attention to the number of citizens that have taken brochures, and expressed pleasure with the opportunities for recreation available to them.*”

Motion Albanese to approve as amended, second Scovner, vote 2– 0, Oppenneer abstaining due to absence from the meeting.

The board reviewed the non-public minutes of November 15th, 2004. Motion Albanese to approve as written, second Scovner, vote 2 – 0; Oppenneer abstaining due to absence from the meeting.

Public Appointments

Mrs. Whittaker, at the behest of the Board of Selectmen and Budget Committee, was requested to pull together an overview of how a “Tax Increment Finance District” TIF for short, may impact the working parameters of the departments who would be affected. To facilitate the same, Mrs. Whittaker invited the affected employees to speak first-hand with the board.

Jim Taylor, Community Development Director, advised that if approved by Town Meeting, statute committed the town to forming a TIF committee, which he would, in all likelihood, administer to. He said that, hopefully, such a District would facilitate greater commercialization and thus, more Site Plan Reviews as opposed to residential development and the need for

subdivision reviews. He advised that the greatest impetus at this present time was the need to facilitate the dissemination of information and material to the community. In other words explaining what a TIF District is, how it works financially, and what it could accomplish for a commercially zoned district.

In response to Mr. Albanese's question re zoning, Mr. Taylor advised that the Route 4 corridor is appropriately zoned for both commercial and residential development in common with many municipal zoning ordinances. Over the years the zoning trends have favored mixed use. Mr. Albanese questioned whether the Board of Selectmen and townspeople more generally had a clear understanding of what could be developed on Rt. 4 if TIF is implemented. Discussion ensued around the current zoning laws and the number of houses that could be built in combination with any commercial development that would be driven by the creation of a TIF district.

Julie Huntley, Assessing Coordinator, advised that much of her role would involve the setting up or coding in the computer for properties located in the TIF of their incremental values if improvements take place. She advised that the software was already geared towards the State Form MS-1 ~ Statement of Valuations, and she opined that she saw no problems in preparing the system for the district improved increments in calculation of taxes to be retained within the TIF fund, which the Town Manager would calculate from the MS-1. Mrs. Huntley confirmed that the MS-1 contains sections for municipal TIF district information, which the State of NH would require. She concluded by stating her support as a citizen for such a district in as much as it was a proven way of providing needed infrastructure without further burdening the tax rate. And she felt it needed to be implemented as expeditiously as possible to capture improvements from the Iron Man Development.

Wendy Huntley, Financial Assistant, advised that she would simply have another expense line, if money were appropriated to build infrastructure, and that taxes would be transferred to a TIF fund under the Town manager's direction to the Treasurer.

Philip Neily, Building, Fire and Health Inspector, advised that he would obviously have more permits for review and would be working more with engineering review processes with the consultants assistance. It was expressed that there would be more third party engineering review, expenses being borne by the developer, thus there was more complexity due to commercial loading. But with the help of the engineers he felt that there would be a professional review body to expedite processes. His personal opinion supported the formation of the TIF district but felt it may be more understandable to voters if the District was formed in one year and dollars appropriated in the next fiscal year. The rationale being that proof of the accumulation of revenue would be in the bank and would provide a proof mechanism that voters would understand.

Ken Daniels Public Works Director, felt that there would be no significant increase to his workloads other than coordination with the overseeing engineers if moneys were appropriated to the District to revitalize the Route 4 corridor. He, in common with Mr. Taylor, advised that the impetus of the workloads was occurring at this time due to estimate preparation for sewer and water lines, and sidewalks. He advised that base mapping was complete and produced to the board a map of the work explaining how sewer and water would be laid out if funding were made available. He supported the concept of the TIF district as the alternatives of (i) placing \$1.5 million on the overall tax rate probably would not pass muster and the alternative (ii) of placing the burden on the sewer and water users capital reserve accounts also was probably politically unpalatable. When asked, Mr. Daniels indicated that he could continue with engineering work

required to plan for Sewer & Water expansion (to Canaan town line) with available funds regardless of TIF decision. He indicated that he had about another year's worth of engineering work to do before actual digging could begin.

Captain Crate of the Enfield Police Department advised that for his department, he saw development impact coming to Route 4 no matter what form ~ either residential or commercial. However the benefit that he saw with business development was that there was an opportunity for the Town to control how the development would look, and the benefit that Enfield would receive of those business services not only to the tax base but to the enhancement of the community whose residents were beginning to be demanding of services. Captain Crate described formulas that Chief Giese had used in the past in determining numbers of officers per population count, generally speaking about 8 or 9 officers per current population numbers, which indicates that Enfield is still below staffing standards. He felt that his department would probably be involved in traffic control as with any major road construction and if anything commercial business would probably mean more possible burglaries or attempts. But he felt that because of the more professional investigative training that has occurred within the department, the department would be more capable of mitigating and enabling additional crime investigation in this area. In other words they were better educated as to how to conduct thorough investigations than they were capable of 15 years ago. Generally speaking he advised that residential development brought more social problems such as alcohol or domestic violence related incidents. He advised that the department did not always schedule currently 24/7 protection; additional commercialization may mean an extra officer to serve 24/7.

Mrs. Whittaker provided a memorandum from Alisa Bonnette who was unavailable for the meeting of her anticipated role within a TIF District.

The Board thanked the employees for their input and advised in the last 2 years they had experienced first-hand that the town had accomplished more administratively than in the previous 10 years, and needed to hear from the departments of any additional workloads especially as they saw the following as additional workloads for management such as management of the CERT program, continued monitoring of the Fire Department, possible ambulance billing introduction, reorganization of the DPW, employee benefit reviews, outreach to volunteer committees i.e. training, implementation of the Solid Waste Committee recommendations, emergency communications in light of Lebanon's request to renegotiate the dispatching contract and new water sources search.

Administrative

The board signed a letter to Mr. Jerry Rich advising of forfeiture of his surplus land bid deposit for failure to pay the amount bid. The land will be offered for sale again, at the next bidding cycle.

The board completed signatures for the 2nd Billing Warrant to the Tax Collector.

Citizen's Forum

There were no citizens present at this time.

Old Business

Mrs. Whittaker presented alternative pricing for the Town's Worker's Compensation Insurance. She advised that currently the town has placed its property/ liability insurance and health insurance with the Local Government Center. The Center was now prepared to discount workers compensation insurance if all three products were placed with the Center; workers compensation insurance quote of \$30,739 provided the Town joined the TriM program. She outlined the training requirements that town departments would have to undertake to maintain the discount, and stated that such training would also fit within the mission of the Joint Loss Management Committee making employees more safety conscious and aware of situations that might lead to accidents and injury.

She confirmed that the current vendor for Workers Compensation insurance was Primex and if all three packages i.e. Property/liability, Health and WC were placed with them, the price quote would be \$33,765 for WC. Mr. Albanese expressed outreach concerns for the Upper Valley regarding Primex's health insurance package which currently only encompassed Harvard Pilgrim.

In review of the two price quotes for WC, the board liked the concept of one-stop shopping and the new TriM accountability program as presented by the Local Government Center. Motion Scovner to support and switch workers compensation insurance from Primex to the Local Government Center's multi rate program for the 3-year period from January 1, 2005 as outlined in the resolution (attached) for property / liability insurance and to become participants in the TriM program (attached), second Albanese, vote 3 – 0.

Mrs. Whittaker advised that CLD Consulting Engineers will be attending the Board December 6th, 2004 meeting and would assist the board with questions regarding a Tax Increment Finance District and engineering estimate proposals.

New Business

The Board reviewed the new mileage rates 2005 set by the Internal Revenue Service, namely 40.5 cents per mile up from 37.5 cents per mile 2004 rate. Motion Scovner, second Albanese to adopt the new rate for 2005, vote 3 – 0.

The board reviewed the DPW Director's new tree removal and notification policy along Non Scenic roads, and approved the same with the inclusion of a paragraph denoting that scenic road tree cutting must conform to RSA 231: 157 & 158.

Any Other Business

The Board reviewed planning board alternate positions and noted that the statute allows for up to 5 alternates to serve. Mrs. Scovner suggested that the Board interview Nancy Smith who had expressed interest in serving on the Planning Board. Mrs. Whittaker will arrange to have Mrs. Smith attend at the same time as the other interested candidate.

The Treasurer's job description was provided to the board for their information.

The board briefly discussed the proposal by Mr. Cavalieri to meet with the Conservation Commission and members of the Crystal Lake Association regarding his campground proposal. Mr. Albanese will attend the December 2nd, 2004 Conservation Meeting and requested Mrs.

Whittaker to contact Mr. Taylor re facilitation of such a meeting. The board also requested an update with regards to Mr. Daniel's meeting with Mr. Green re Algonquin road issues. Mrs. Whittaker advised that Mr. Daniels would be filing a report for their consideration directly.

There being no further business, motion Albanese, second Scovner to adjourn, vote 3 – 0. The meeting adjourned at 6:10 PM.

Respectfully submitted, April Whittaker