

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

**MINUTES of May 20, 2003**

**Board of Selectmen:** Keith Oppenneer; Dominic Albanese

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

**Others:** Dan Kiley; Ken Daniels, Director of Public Works; Richard Crate, Fire Department; Kurt Gotthardt

**Absent:** Ilene P. Reed, Chairman ~ due to illness.

**CALL TO ORDER**

Mr. Oppenneer called the meeting to order at 5:25 pm.

**APPROVAL OF MINUTES**

Mr. Albanese submitted corrections for the 5 May 2003 minutes:

Page 3, Paragraph 7, replace “Mr. Albanese noted that the Fire Department, apparently ignoring the Selectmen’s request for an estimate for repairs, had the Blazer fixed at a cost of about \$1,000.” With “At the 3/27/03 Fire Department/Town Manager meetings with the Fire Chief, Wards and Officers agreed to submit an estimate for fixing the Blazer prior to having the work done. Subsequently we learned that the blazer has been fixed without submitting the estimate for budget review.”

Page 4; replace the paragraph starting with “Mr. Albanese stated that it’s...” with “Mr. Albanese stated that the Town Manager/Board of Selectmen attempted to intervene regarding the purchase of this vehicle. Principally because he (Albanese) feels that the truck has too many options, especially when compared to a town vehicle that in theory will be used much more than this truck will. Unfortunately, the truck was already ordered by the Fire Department by the time the Town Manager/Board of Selectmen became aware of what they were purchasing. This, again, goes against the Town Policy for the Manager to review any purchase order/grant of \$800 or more. Mr. Albanese asked Mrs. Whittaker to send another memo to all Department Head’s and Committee Chairs reminding them that purchases of \$800 or more need Town Manager approval and if the purchase is \$3,000 or more the Board of Selectmen reviews it as well prior to purchase being made or the grant being submitted.”

Mr. Oppenneer moved to approve the minutes of May 5, 2003 as corrected; Mr. Albanese seconded, vote unanimous.

Mr. Albanese moved to approve the minutes of May 14, 2003 as presented; Mr. Oppenneer seconded, vote unanimous.

**ADMINISTRATIVE**

**Pike Industries Credit Application/Account Information Update:**

The Board signed the credit application.

**State Surplus Distribution Center:**

The Board signed a State Surplus Distribution Center Authorization for persons allowed to sign for surplus property.

**Crack Sealer:**

The Board discussed the possibility of purchasing a crack sealer for the Public Works Department. No decision was made.

**CITIZENS FORUM**

**Dan Kiley ~ Planning Board Fees:**

Mr. Kiley expressed his displeasure with the Planning Board fees and the waiving of them for some projects.

Mrs. Whittaker sent a letter to the Planning Board recommending the establishment of a policy for the waiver of Planning Board fees. Planning Board expenses amount to about \$28,000 and about \$10,000 is received in annual revenues from fees. The Planning Board did not respond favorably to Mrs. Whittaker's recommendation to site certain types of projects (golf courses, storage facilities) as special exceptions and to be consistent in what fees are waived.

Mr. Albanese suggested getting the Town Manager and Board of Selectmen on the Planning Board agenda to discuss this issue.

Mrs. Whittaker explained that the Zoning Ordinance does allow for the waiver of fees. She would like some consistency in the application of these waivers.

**OLD BUSINESS ~ TOWN MANAGER'S REPORT**

**DPW Facility Erosion Control:**

Mrs. Whittaker met with the Town's Auditor and it appears that just \$900,000 is authorized debt was issued, leaving \$100,000 un-issued. Mrs. Whittaker advised that if the accounting held firm, pending numbers review, it would seem advisable to borrow the un-issued \$100,000 to complete site work at the DPW. The NH Department of Revenue Administration and the Auditor confirmed this.

Mrs. Whittaker told Chief Giese that the police impound lot could be included at the DPW building. Chief Giese now wants it located somewhere else – behind the Police Department.

Discussion of the cost to complete the DPW facility followed. Mr. Albanese does not expect the project to cost \$100,000. Mr. Daniels informed the Board that the pavement alone would be about \$78,000 due to the heavy loads the pavement must bear on a daily basis.

Mrs. Whittaker stated that a proposed plan would be submitted to the Selectmen in the event that the town is able to borrow the aforementioned amount.

**Sale of Town Properties:**

No update was available. Mrs. Whittaker has not heard from the Town's attorney.

**Status of Tax Exempt Properties:**

The Board approved issuance of supplemental warrants for previously tax-exempt properties, namely, Oak Grove Cemetery, Living Waters Bible Church and the Enfield Outing Club due to questions arising out of the fact that said properties did not qualify for such exemptions per statute.

**Enfield Village Association Abatement Request:**

Mr. Albanese has no problem refusing the request for abatement. It does not make sense to abate for possible future plans.

Mr. Albanese moved to deny the Enfield Village Association request for abatement based on the premise that the consideration of future public use of the property was not a tangible reason for abatement. The Board of Selectmen is only empowered by statute to review requests for abatement on an annual basis for "just cause"; Mr. Oppeneer seconded, vote unanimous.

**NEW BUSINESS****Committee Appointments ~ Town Hall/Library Building Committee:**

The Board received letters of interest from the following individuals: Dan Kiley, Lee Ann Marsh, Leafie Cantlin & Rob Rudd.

Mr. Oppeneer moved to appoint Dan Kiley to the Town Hall/Library Building Committee; Mr. Albanese seconded, vote unanimous.

Mr. Albanese moved to appoint Lee Ann Marsh to the Town Hall/Library Building Committee; Mr. Oppeneer seconded, vote unanimous.

Mr. Oppeneer moved to appoint Leafie Cantlin to the Town Hall/Library Building Committee; Mr. Albanese seconded, vote unanimous.

Mr. Oppeneer moved to appoint Henry Cross to the Town Hall/Library Building Committee; Mr. Albanese seconded, vote unanimous.

Mr. Albanese moved to appoint Pat Paradis to the Town Hall/Library Building Committee; Mr. Oppenneer seconded, vote unanimous.

Mr. Albanese moved to appoint Keith Oppenneer as Ex-Officio member of the Town Hall/Library Committee, with voting rights; Mr. Oppenneer seconded, vote unanimous.

The EVA and Library representatives have not yet been decided. Gayle Hulva volunteered to act as the Budget Committee Representative.

Mr. Oppenneer moved to appoint Mike Seiler as an alternate member on the Town Hall/Library Building Committee; Mr. Albanese seconded, vote unanimous.

**Committee Appointments ~ Heritage Commission:**

The Board discussed why the Selectmen are appointing this commission. Discussion of the petitioned warrant article to establish this commission followed.

The Commission's charge, the pertinent RSA's and the NHMA information in layman's terms was sent to each prospective member.

Mr. Oppenneer moved to appoint Rob Rudd, Evelyn Palmer, Marjorie Carr and Meredith Smith as regular members and Dominic Albanese as Ex-Officio member to the Heritage Commission; Mr. Albanese seconded, vote unanimous.

**Committee Appointments ~ Conservation Commission:**

Mr. Albanese moved to appoint Fred Paradis to the Conservation Commission for a three-year term; Mr. Oppenneer seconded, vote unanimous.

Mr. Albanese stated the need to think about alternates for the Conservation Commission.

**Other New Business ~ Pending Legislation:**

The Board signed letters to Senator Clifton Below and Representative Nancy Scovner relative to House Bill 717. HB 717 reduces nearly \$250,000 in adequacy grants. Other pending legislation that could affect town revenues was discussed, including Rooms & Meals Tax, Revenue Sharing and changes in State contributions to the NH Retirement System.

**Other New Business ~ Beaver Dam:**

Mr. Albanese wished to extend his thanks to Ken Daniels for taking care of the beaver dam at Suki's Marsh. Mr. Albanese noted that he reached Mr. Daniels in his office on Saturday.

Mr. Daniels removed some sections of the dam. He is looking for a long-term solution to the problem. Fish & Game installed a pipe, but the dam has been extended far enough to close the pipe off.

The Board discussed the possibility of having the beavers trapped. Mrs. Whittaker is concerned about traps so close to the public.

**Richard Crate ~ Fire Trucks:**

Richard Crate offered to take the surplus fire trucks to auction. Dick Chase will take the old junk fire truck if the town can get it to him.

Mr. Albanese moved to authorize Richard Crate to dispose of both vehicles by auction or Chase's Junk Yard as he feels appropriate; Mr. Oppenneer seconded, vote unanimous.

Mr. Crate mentioned that the Lions Club might be interested in the pump. That will be pulled out before disposing of the truck.

Mr. Albanese noted that any revenues received must, by law, go to the General Fund.

Mr. Crate recommended cleaning up the new DPW building site. If there is no money for paving, at least gravel and hard pack the front portion.

Mr. Albanese also said the area needs to be landscaped and seeded.

Mr. Crate also feels some trees should be cut so the building is visible from the road. This would reduce vandalism. Lights should also be installed.

**Other New Business ~ Request for Sewer Refund:**

Roger Chudzik requested a sewer refund for water that, due to a broken water heater, flooded his basement and soaked into the dirt floor rather than being discharged into the sewer. A refund for such a mishap was likened to the Pool Credit routinely issued by the Sewer Department for water that is pumped into a pool that does not go into the municipal sewer system.

Mr. Oppenneer moved to approve a partial credit on Roger Chudzik's sewer bill on the basis that the hot water tank burst, flooding hundreds of gallons onto the dirt basement floor which did not enter the sewer; Mr. Albanese seconded, vote unanimous.

**Other Business ~ Town Hall/Library Building Committee:**

Mr. Oppenneer moved to appoint Paul Mirski to the Town Hall/Library Building Committee; Mr. Albanese seconded, vote unanimous.

Mr. Albanese moved to increase the size of the Town Hall/Library Building Committee from 9 to 11 members; Mr. Oppenneer seconded, vote unanimous.

Mr. Albanese moved to make Mike Seiler a permanent member of the Building Committee; Mr. Oppenneer seconded, vote unanimous.

**Other Business:**

The "Code of the West" as prepared by Mr. Oppenneer will be made available on the Enfield website.

Mr. Oppenneer asked about Canaan's taxation of land owned by the Town of Enfield. Mrs. Whittaker sent a letter to the NH Dept. of Revenue Administration regarding taxing and payments in lieu of taxes. Canaan has put a lien on the property.

Mrs. Whittaker reported that a department head meeting was scheduled for the next day. A junkyard campaign will be started. Mr. Oppenheimer noted that Peter Martin has had a couple of vehicles at the skating rink that should be checked out.

Mr. Albanese wants to be sure to be invited to Mrs. Whittaker's next meeting regarding Fire Department issues. He also asked if the Town had received the Jaws of Life funding yet. Mrs. Whittaker replied that she has not heard yet.

The Board briefly discussed the Sewer Sub-Committee and the need to provide them with information but not to influence their decision-making. The Board also discussed RSA 149 and the Rules of Government.

**Other Business ~ Sale of Property:**

Kurt Gotthardt arrived at the meeting and asked if the sale of the Shedd Street property was discussed. He was informed that the sale of these properties was not discussed, only that of the High Street and May Street. Mrs. Whittaker informed Mr. Gotthardt that the Selectmen would need to go back to Town Meeting for approval to sell the Shedd Street properties.

**INFORMATIONAL ITEMS**

Conservation Commission Workshop

Driveway Permit: Veterans Memorial Park

Grafton County FY 2004 Commissioner's Recommended Budget

Planning Board Hearing, May 28, 2003 at 7:30 PM

**ADJOURNMENT**

Mr. Oppenheimer moved to adjourn at 6:35 PM; Mr. Albanese seconded, vote unanimous.