

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

MINUTES of October 6, 2003

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

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

Others: Fred Altvater, Cemetery Trustee; Mary Quintana; Jim Gallagher, Chief Engineer of the Dam Bureau, NH Department of Environmental Services; Sharon Carr; Henry Cross; Dwight Marchetti; Peter Martin; Phil Neily, Building Inspector; David MacIntire; Dan Kiley; and other members of the public.

CALL TO ORDER

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

APPROVAL OF MINUTES

Non-Public Session ~ September 2, 2003:

Mr. Albanese recommended changes to the non-public session minutes of September 2, 2003.

Mr. Albanese moved to accept the non-public session minutes of September 2, 2003 as amended;

Mr. Oppenneer seconded, vote unanimous.

Public Session ~ September 15, 2003:

Page 6, New Business, Budget 2004 – Process and goals, paragraph 1, insert "and Selectman Albanese" following "Mrs. Whittaker".

Mr. Albanese moved to accept the minutes of September 15, 2003 as amended; Mr. Oppenneer seconded, vote unanimous.

Non-Public Session ~ September 15, 2003:

Mr. Oppenneer moved to accept the non-public session minutes of September 15, 2003 as amended; Mrs. Reed seconded, vote unanimous.

ADMINISTRATIVE

NHAOA Official Ballot ~ 2004 Election:

Mr. Oppenneer moved to accept the ballot of the NH Assessing Officers Association; Mr. Albanese seconded, vote unanimous. Mrs. Reed signed the ballot as chairman.

Yield Tax Warrant:

The Board reviewed and approved a Yield Tax Warrant for Carolee Higbee.

Certificates of Appreciation for Volunteerism:

The Board signed certification of appreciation for several individuals that volunteered their time to the Summer Recreation Program.

CITIZENS FORUM**Peter Martin re: Great View Roller Rink:**

The Board of Selectmen approved a revised letter from April Whittaker to Peter Martin in response to his concerns regarding recent discussions and decisions affecting the allowed capacity at Great View Roller Rink. The letter was provided to Mr. Martin.

Mr. Martin explained the sudden limitation in the number of people allowed in his facility following an inspection by Phil Neily, Building Inspector, and the Fire Department. Safety violations were cited and the limit to the building capacity was issued.

Discussion ensued regarding safety issues, including, but not limited to egress. The town's inspection of the property was not in retribution for any political views held by Mr. Martin, but rather to avoid a potential tragedy such as the fire in a nightclub in Rhode Island.

Mr. Martin would like to bring more kids back to Enfield and would prefer to keep the roller rink for recreation. However, Mr. Martin stated that if the Roller Rink is not commercially viable over the next year he may apply to the Planning Board for senior housing, which is much needed in town. Mr. Martin's main concern is that if he goes in front of the Planning or Zoning Boards he wants to be treated fairly, which he was reassured by the Selectmen.

Mr. Martin is continuing to work with Phil Neily and has received approval for an upcoming event, King's Night, which draws 400 to 600 people. Mr. Martin would be more than happy to discuss the use of the roller rink for a Town Meeting if the town needs it.

Mr. Neily noted that the King's Night event has been approved, but each event is different and requires a different square footage, therefore, the town would still require a case-by-case review for special events.

Main Street Improvements:

Sharon Carr and Dave MacIntire came before the Board to discuss the retaining wall and railing between the Copeland Block and Blacksmith Alley.

There is an additional expense for railings. While the State plan that was provided to the Budget Committee included the railing and the railing was included in preliminary negotiations, there is now no funding included in the State's budget. The retaining wall is marked on the plan as being provided by the Town. If the Town does not come up with the estimated \$8,000 for the project the State will leave the chain link fence in place.

It was discussed that Mr. MacIntire and Ken Daniels, Director of Public Works, should contact the State to negotiate installation of the railing. Failing that the Town can look for funding in a capital reserve account. If no funding can be found in capital reserve then half of the project cost can be charged to the Highway Department and half of the cost can be borne by the Enfield Village Association.

Mr. Albanese moved that assuming there is no funding available in a downtown capital reserve fund, or that Ken Daniels & David MacIntire cannot negotiate with the State, to authorize the expense of \$4,000 out of the Highway Department 2003 budget for fence between the Copeland Block and Blacksmith Alley; Mr. Oppenpeer seconded, vote unanimous.

PUBLIC HEARING

Grafton Pond Draw Down:

The hearing regarding the Grafton Pond draw down began at 6:08 PM. Jim Gallagher, Chief Engineer of the Dam Bureau, Department of Environmental Services explained the history, purpose and effects of the draw down. Questions arose in the fall of 2002 regarding the State's plan not to draw down Grafton Pond. Mr. Gallagher came to discuss the proposals for 2003 ~ whether to draw down the pond, and if so, how much. Mr. Gallagher prepared a PowerPoint presentation for the evening that mirrored a letter written to Mrs. Whittaker, dated October 1, 2003 (see attached).

Homeowners around Crystal Lake, as well as individuals that use Grafton Pond for recreational purposes, voiced their concerns for maintaining wildlife habitat at and preventing erosion at Grafton Pond and preventing flooding of properties and leach fields, and increased sediment in Crystal Lake. A compromise was struck. It was agreed that the State should lower Grafton Pond just 2 feet, instead of the historical 8-foot draw down, and the flashboards should be removed at the Crystal Lake Dam.

The hearing was closed at 7:15 PM.

CITIZENS FORUM, CONTINUED

Dwight Marchetti ~ Oak Grove Assessment:

Mr. Marchetti requested an update on the assessments of the buildings at Oak Grove. He advised that the old shed is assessed at \$6,000. Mrs. Whittaker replied that she would review the assessor's card with the town appraiser. There is still time to have the assessment completed before the 2nd tax bill.

Discussion followed regarding research into other communities that are granting a tax exemption for private cemeteries. Mrs. Whittaker has this on her to-do list. She did note that all taxpayers have until March 1 to file for abatement.

Dwight Marchetti ~ Salt and Sand:

Mr. Marchetti inquired about the sand piles at the DPW facility and if they had salt in them. He left and returned with a sample from the pile. There was salt mixed with the sand. Concerns were voiced regarding the environmental impact and perceived need for a salt/sand barn. Mrs. Whittaker will follow up.

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

Celie Aufiero is concerned about the extent of work the Public Works Department was going on the beaver dam at Suki's Marsh. The Selectmen confirmed that the intent was only to substantially lower the water level, not to entirely remove the beaver dam.

Mrs. Whittaker reported that the Baltic Mill cleanup is substantially completed and should be done on October 18th. There will be a meeting at 9:00am on October 24th to view the site with town officials.

The Fire Department did an excellent fire prevention presentation at the Elementary School for which they should be commended. They did a Jaws of Life demonstration, a tour of a fire engine and visited with Smokey Bear.

Mrs. Whittaker will provide the Selectmen with copies of the minutes of the Thursday Fire meeting with Property Liability Trust and Primex, Workers Comp.

There was a brief discussion of gears in a fire truck. Ken Daniels will be asked to talk to David Crate regarding this issue.

Sale of Town Property:

The Selectmen received an inventory of town property. Discussion of the sale of property will be postponed until the next meeting.

Enfield Outing Club tax exemption request:

The letter from the Enfield Outing Club notes three charitable purposes, (i) as scholarship, (ii) use of the club by the Enfield Police Department as a shooting range, and (iii) community Santa Claus. Mr. Albanese asked if the scholarship was awarded regularly and if these charitable purposes meet the 4 corners of the statute. Mrs. Whittaker replied that it is a public benefit. If the Enfield Police Department had to obtain a different shooting range there would be a taxpayer expense. This cost alone would offset the Outing Club's annual tax bill. Mr. Albanese stressed the need to be consistent with how we deal with these issues. Mrs. Whittaker will ask how the scholarship is administered for the Board's final decision.

Building Permit Application Withdrawal:

Mr. Duphily has withdrawn his building permit application from the town of Canaan for the property located on May Street in Canaan. Mrs. Whittaker remarked on the organization of citizens and the speed at which they had a website up regarding Mr. Duphily's plans for the property, and gave due praise.

Board & Committee Membership:

The Board discussed vacancies on a number of boards and committees. It was suggested that the Board recommend to all committees to rotate the chairmanship among its members on an annual basis.

Discussion followed regarding an upcoming Zoning Board of Adjustment (ZBA) hearing for Jones' administrative appeal. Potential member conflicts of interest were discussed and what effects recusal may have, noting the need to alternatives. Attendance at the ZBA meeting on October 28th at the Public Works facility should be encouraged.

NEW BUSINESS**Solid Waste Management:**

The Selectmen received a copy of correspondence from CLD Consulting Engineers regarding solid waste management. There is a need to look into alternatives, and they indicated their interest in helping with consultative needs.

Andy MacDonald reports a number of individuals from outside of Enfield using the Transfer Station. There will be greater enforcement of the permit requirement for access to the facility. Permit stickers and a note explaining the need for them will be included in the next tax bill.

Address Assignment Fee Proposal:

Jim Taylor, Planning/Zoning Administrator requested adoption of an address assignment fee to cover the costs involved, including administrative paperwork, communication with the NH Emergency Communications, mileage to and from the site and time measuring the new address location in relation to other neighboring properties and/or street intersections.

Mr. Oppenneer suggested a fee of \$50. Mr. Albanese and Mrs. Whittaker disagreed, stating that a lower fee would be more appropriate.

Mr. Oppenneer moved to approve the recommendation to charge \$25.00 for an address assignment fee; Mr. Oppenneer and Mrs. Reed voted in favor, Mr. Albanese was opposed, motion carried.

Employee COLA 2004 and Health Insurance Buy-Back Policy:

The Social Security cost of living adjustment (COLA) will not be posted until October 16th.

Currently the Town's policy is to pay the employee 50% of the difference in the premiums between the plan for which the employee is eligible and the plan the employee accepts. For instance, if the employee is eligible to receive a two-person plan, but chooses the one-person plan because their spouse is covered by insurance elsewhere, the employee would receive 50% of the difference between the premium for the two-person plan and the one-person plan. Some communities offer less or no buy-back, other have a cap. Mrs. Whittaker suggested reducing the amount of buy-back offered, but not so much that employees take the insurance they don't really need as this would double the cost to the town.

Mr. Albanese suggested a benefits audit in 2004.

At the Board's request, Mrs. Whittaker will calculate the cost to the town if the buy-back is reduced to 25% of the difference in premiums or a cap of \$3,000 whichever is less, versus the existing plan.

The Board discussed the town's substance abuse policy. Mrs. Whittaker feels that if you ask an employee if they are using illegal drugs and they deny it, but a drug test comes back positive, that should be grounds for immediate dismissal. On the other hand, if an employee comes to the town and asks for help with a substance abuse problem the town should assist in any way possible. Mr. Albanese feels Mrs. Whittaker should have discretion in the first circumstance.

At Mr. Albanese's request, Mrs. Whittaker will request a copy of Hanover's policy.

Mrs. Whittaker will rework the town's policy for future review by the Board.

Non-Public Session ~ RSA 91-A:3 II (a):

Mr. Oppenneer moved to enter into non-public session at 8:16 PM; Mrs. Reed seconded. Roll call vote – Mr. Oppenneer-aye, Mrs. Reed-aye, Mr. Albanese-aye.

Mr. Oppenneer moved to come out of non-public session at 8:26 PM; Mrs. Reed seconded, vote unanimous.

Other Business:

Mr. Oppenneer provided a copy of The ABC's of MD&A to the Selectboard and Mrs. Whittaker.

It was the consensus of the Board that a card and flowers and/or a donation made to the Odd Fellows, should be sent to Evelyn Palmer due to the death of her husband, Wes Palmer. Condolences were stated at the meeting.

ADJOURNMENT

Mr. Oppenneer moved to adjourn at 8:34 PM; Mr. Albanese seconded, vote unanimous