

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

MINUTES of October 20, 2003

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

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

Others: Ken Daniels, Director of Public Works; Dan Kiley

CALL TO ORDER

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

APPROVAL OF MINUTES

October 6, 2003 ~ Regular Session:

Page 2, CITIZENS FORUM, Peter Martin Re: Great View Roller Rink, first sentence insert "revised" immediately before "letter from April Whittaker".

Page 5, OLD BUSINESS, Board & Committee Membership, paragraph 2: change the date from "October 24" to "October 28".

The Board discussed a request from Dwight Marchetti for amendment of the minutes. It was stated that the minutes are not verbatim and, though they may not be as detailed as Mr. Marchetti would like, they are accurate. Mr. Albanese stated that Mr. Marchetti should be informed of the reason for not changing the minutes.

Mr. Oppeneer moved to approve the regular session minutes of October 6, 2003 with the 2 corrections as discussed; Mrs. Reed seconded, vote unanimous.

October 6, 2003 ~ Non-Public Session:

Mr. Oppeneer moved to approve the non-public session minutes of October 6, 2003 as printed; Mr. Albanese seconded, vote unanimous.

October 13, 2003:

Page 1, Business, Winter Salt & Sand, paragraph 2, delete all text following "Lockehaven site".

Page 2, paragraph 3, insert the words, "in writing" following "compliance date".

Mr. Albanese suggested addition of the following:

”Selectman Albanese said that based on information he had consistently heard it was his perception of the Townspeople he has spoken with, that no sand/salt could be stored on this site without an impervious sand/salt facility. Mr. Daniels and Mrs. Whittaker disagreed that they had ever intended to give such an impression.”

“Mr. Albanese further indicated that he felt that this confusion will make getting the Towns approval for a new sand/salt facility very difficult at the 2004 Town Meeting.

To support his request for the addition to the minutes, Mr. Albanese read a portion of page 47 of the 2002 Annual Report regarding the sand/salt facility. Discussion followed regarding EPA regulations that were expected three years ago, and federal changes in requirements since that time.

Mr. Albanese moved the minutes of October 13, 2003, as amended; Mr. Oppenpeer seconded, vote unanimous.

OLD BUSINESS

Budget:

Mr. Albanese stated that there was intent to do a transfer of funds at the October 13 meeting. He also missed discussion of the budget process and would like to go over that. Mrs. Whittaker advised that there was no budget process discussion and requested a non-public session at the end of the meeting. Mr. Albanese felt the non-public session should be conducted immediately and thus moved to enter non-public session at 5:55 pm, citing RSA 91-A:3 II (c); Mr. Oppenpeer seconded. Roll call vote ~ Mr. Albanese – aye, Mr. Oppenpeer – aye, Mrs. Reed – aye, motion carried.

The Board came out of non-public session at 6:55 pm.

Health Insurance:

The Board received and reviewed a report of the current town’s health insurance buy-back costs and costs using an alternative approach. The alternative approach, 25% of the difference in premiums between the plan eligible for and the plan taken and a cap of \$3,000 reduces costs to the town by about half.

Mr. Albanese noted that Dartmouth maxes at \$800/year. He suggested phasing in the change over a period of two years.

Mrs. Whittaker will make the language change in the Personnel Policy for implementation in 2004. The Board can discuss, at a later date, phasing in the change.

NEW BUSINESS

Bid Results:

Four bids were received for the 1985 Chevy 4x4 K-30 w/10’ dump body: \$858.00, \$2,000.00, \$856.00 and \$611.00.

Mr. Albanese moved to award the bid of the 1985 Chevy 4x4 to Dave Wilbur for \$2,000.00; Mr. Oppenheer seconded, vote unanimous.

PUBLIC APPOINTMENTS

Fire Wards:

The Fire Wards, David Crate, Tim Taylor & Rick Bean, came before the Selectmen to discuss their budget request for 2004, including, but not limited to, additional costs in training and safety equipment.

A grant is being sought for breathing apparatus and a thermal imaging camera. Changes in the standards require new breathing apparatus. The grant would allow the purchase of 20 breathing apparatus (\$70,000) at a cost to the town of just two (\$7,000). If the grant is not awarded to the town, then the Fire Department can pass on the thermal imaging camera, but they would like to purchase two breathing apparatus. If the grant comes through this year, Mr. Albanese suggested taking the necessary funds from the Fire Vehicle/Equipment CRF and replacing it later since it is desired to retain these funds for future purchase of new vehicles.

Mr. Albanese asked the Fire Wards to coordinate with Ken Daniels when buying new extension cords that are needed.

Mrs. Whittaker is proposing \$5,000 be placed into a new capital reserve fund in 2004 for safety gear. NFP rated gear is required at some of the classes planned for firefighters. It was suggested that \$15,000 be put into capital reserve in 2004, naming the Board of Selectmen as agent to expend, and allowing up to \$10,000 be expended from the fund in the same year.

Mr. Albanese recommended preparation of an inventory of the department's gear, including the age and condition. Enfield Center already has an inventory of gear in place. At Mrs. Reed's inquiry, Mr. Crate explained that gear includes a jacket, pants, boots, liner and helmet, rated for 1200 degrees for specified period of time (seconds).

Discussion ensued regarding the purchase of leather boots and when the driver of a fire engine should get into gear. Mrs. Whittaker stated that the driver should prioritize getting his gear on upon arrival at a scene. It was explained that the driver will often perform duties involved in setting up and can gear up after some of these chores are accomplished without impacting the safety of the individual as long as he puts on his gear before fighting the fire.

The Fire Wards included the purchase of a Polaroid camera in their budget. Mr. Oppenheer offered to donate one to the town. Film must still be purchased by the department.

Two laptop computers are being requested, one for Union St. Station and one for Enfield Center Station. Mr. Albanese asked that John Pellerin come in and explain the need for laptops.

Richard Martin has donated an old toolbox and some tools to the department. While the donation was very much appreciated, additional tools are needed.

Mr. Albanese suggested putting all of the department's budget requests in a prioritized order.

Discussion ensued regarding the condition of engines 3 & 4. Both engines are rusting. It was agreed that funds would best be spent to repair the rust damage to the vehicles, rather than allow them to deteriorate while waiting for the purchase of new engines.

Mr. Crate expressed the need for a new, larger fire rescue truck. The Fire Wards were given a financing option over a period of 2 to 10 years, no payments for year one and just one payment each year thereafter, rather than monthly payments. It was agreed that it would probably be best to continue to funds into capital reserve.

Mr. Crate expressed the need for a vehicle exhaust ventilation system at a cost of about \$40,000. Most fire departments have them.

Mrs. Whittaker assisted by providing a draft Mission Statement and Goals for the department to the Fire Wards for consideration. The Fire Wards approved the Mission Statement and Goals by consensus.

NEW BUSINESS, CONTINUED

2003 Tax Rate Calculation:

Mrs. Whittaker reported a error in the Mascoma School District paperwork that would cause a delay in the setting of the tax rate. She then reviewed the 2003 Tax Rate Calculation for the town portion of the tax rate.

The tax rate, with the petitioned fire pick-up approved at town meeting, comes to \$9.73. Using \$19,345 from surplus, the rate can be reduced to \$9.70. Increasing the amount of surplus to \$50,000 would bring the rate down to \$9.67 or \$9.68

Mrs. Reed moved to use \$50,000 from surplus to write down the tax rate; Mr. Albanese seconded, vote unanimous.

OLD BUSINESS

Oak Grove Cemetery Tax Exemption:

Mrs. Whittaker has consulted the town's attorney for interpretation of RSA 72:22: "*Burial Places: all public cemeteries and all property held in Trust for the benefit of public burial places are exempt from taxation.*" Mr. Albanese suggested notifying John Goodwin, President of the Oak Grove Cemetery Association, of this information. Mr. Kiley suggested also notifying Pat Paradis, the Association Secretary. Mrs. Whittaker questioned whether this old statute may provide a mechanism for tax exemption purposes and thus was still awaiting town counsel's advise.

Public Works Projects:

Mrs. Whittaker reported the cost of paving, trees & shrubs and the sign installed at the DPW facility.

Enfield Outing Club Tax Exemption:

Mrs. Whittaker reported that the Outing Club had not gotten back to her with information on administration of the Enfield Outing Club scholarship.

Sale of Town Property:

This issue was tabled.

INFORMATIONAL ITEMS

Veterans Day 2003 Dedication of Enfield Veterans Memorial Park

Jean Patten email re: customer service

Glyn Green, Crystal Lake Improvement Association email re: Grafton Pond Draw Down Meeting

Notice re: statewide HB 608 meeting – Wednesday, October 22

Public Hearing Notice re: posting of “No Parking” signs on Smith Pond Rd.

ZBA Hearing Notice re: October 28th meeting – Douglas & Meredith Smith appeal of Administrative Decision and Linda Jones appeal of Administrative Decision.

Third Quarter Financial Reports

NHDOT correspondence re: Sidewalk changes & bus shelter

NHDHHS correspondence re: Smallpox Vaccination Plan

Selectmen’s Budget Workshop: Monday, October 27, 2003 at 5:30 PM in the Public Works Facility training room.

ADJOURNMENT

Mr. Albanese moved to adjourn at 8:50 PM; Mr. Oppenheer seconded, vote unanimous.