

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

**MINUTES of March 18, 2002**

**Board of Selectmen:** Keith Oppenneer, Chairman; Donald J. Crate, Sr.  
Ilene P. Reed – absent due to illness

**Administrative Staff:** Stephen B. Griffin, Assistant Town Manager; Alisa D. Bonnette,  
Secretary

**Others:** Dwight Marchetti; Nancy Smith, Enfield Village Association; Ray Howe; Ken Daniels,  
Director of Public Works; Wendy Euler, resident and town employee; Henry Cross; Peter Giese,  
Chief of Police; Larry Gardner; Carl Pellerin

**CALL TO ORDER**

Mr. Oppenneer called the meeting to order at 5:30 pm.

**APPROVAL OF MINUTES**

Mr. Oppenneer moved to accept the public hearing minutes of 13 February 2002; Mr. Crate seconded, vote unanimous.

Mr. Oppenneer moved to accept the minutes of the meeting of 19 February 2002; Mr. Crate seconded, vote unanimous.

**BUSINESS**

**Rick Barrow Easement:**

Rick Barrow came before the Board to discuss the town's request for an easement for extension of a proposed parking area and public access to the Rail Trail. In exchange for the easement, Mr. Barrow had asked for a two hour parking limit in the new spaces proposed on the street in front of the Laundromat, plus a right-of-first-refusal on a parcel of land on Johnston Drive that abuts land he currently owns. He is not asking for a price, it could be market value at the time.

Mr. Griffin explained that if the town chose to sell the parcel and an offer was made on the property, Mr. Barrow could buy the property for that price.

Mr. Crate had been concerned that granting a right-of-first-refusal would tie the hands of a future Board of Selectmen. In response to Mr. Crate's question if this was a legal action for the Board to take, Mr. Griffin explained that the town's attorney says it is OK. Mr. Crate then asked if the

property would be advertised so other people know about it. Mr. Griffin explained that it could be advertised for sale in any manner that the then Board of Selectmen desired; then Rick Barrow could match the highest offer and purchase the property.

Mr. Oppeneer believes this is reasonable and it does not tie the town financially.

Mr. Oppeneer moved to approve the easement agreement and authorize Mr. Griffin to execute it; Mr. Crate seconded, vote unanimous.

**Enfield Village Association (EVA) Downtown Initiative Grant:**

Nancy Smith explained that EVA feels they'd be in a good position to purchase and refurbish a downtown property. This is separate from the Main Street Program. A pre-application for grant funding is required by the end of the month. A statement of support of the project is needed from the Board of Selectmen. EVA is optimistic because the model for downtown that includes commercial space on the ground floor of Main Street buildings and residential space on upper floors is looked upon favorably. The Board signed two resolutions that EVA may use as part of their application. One resolution supports the purchase of one property, the other supports the purchase of two properties.

**Dan Burden Workshop:**

Mr. Griffin wanted to confirm that the Selectmen want to go forward with the workshop that was proposed to them at a prior meeting. This workshop relates to the design of all of Main Street between Routes 4 and 4A. NH Dept. of Transportation (NHDOT) now owns the motel property. Preliminary design work shows the State's intent to straighten the road and bypass the overpass. As a result the character of traffic on Main Street will change. The workshop can address crosswalks, parking, speeds, etc. Dan Burden is a nationally known consultant that specializes in planning roads that are safe for people. Mr. Griffin recommended a workshop including top people from NHDOT, EVA and the Board of Selectmen.

Mr. Marchetti asked if the Board is talking about the underpass that was discussed at town meeting. It was debated strongly and town meeting did not want to save the underpass. The State is not going from there to Main Street.

Mr. Griffin responded that NHDOT is doing Shaker Bridge and approach. When the road is straightened as part of the Bridge's approach there is expected to be more traffic and faster speeds.

Chief Giese noted that we sometimes have tour buses at LaSalette that go to lunch in Lebanon because they can't get to Main Street. He feels it is imperative to think beyond George's store. What happens here will affect other areas of town.

Discussion ensued regarding design issues and the potential for different types of traffic due to changes. Mr. Oppeneer would like to have the workshop widely advertised and open to anyone interested. Mr. Griffin will proceed with arrangements for a workshop.

**CITIZENS FORUM****Peter Giese, Chief of Police:**

Chief Giese provided an outline of suggestions for hiring a town manager: (1) obtain opinions of Town strengths and weaknesses from Staff, Committees and citizens. This would be done by a series of meetings with different groups; (2) from these meetings establish goals; (3) advertise for committee members and send out applications to those who have shown an interest. Applications should seek any special skills the committee member would bring to the table; (4) committee of 7 to 9 people with two co-chairpeople; (5) obtain professional help to work with the committee; (6) prepare articles for the Country Chronicle showing the progress of the committee; (7) background checks on final candidates; (8) public forum for final candidates.

Chief Giese suggests thorough background checks including personal visits to references. Chief Giese would be willing to work with the Board.

**Dwight Marchetti:**

Mr. Marchetti proposed the replacement of Municipal Resources, Inc. (MRI). He feels a clear message was sent at town meeting. He does not feel that a Board meeting every two weeks is sufficient. This project will be a lot of work. The town wants a full-time town manager and the Selectmen have the authority to appoint an interim town manager. If MRI wants to work 5 days a week at current salary, maybe keep them on. Mr. Marchetti prepared a list of Enfield residents as candidates for town manager. [Note: Mr. Marchetti stated that the individuals are candidates for town manager, however the title of the written document from which he read says "Proposed Search Committee for Town Manager."] The individuals named by Mr. Marchetti are: Dominic Albanese, Sharon Carr, William Kmon, Jim Martel, Donna Schmanska, Frank Phillips, Larry Gardner, Edward Laurie, David Miller, John Croteau, Jack Stinson.

Mr. Marchetti feels that the town should first get someone on 5 days a week. Give MRI an opportunity for 5 days at the current salary. If not, the Board should decide on a temporary manager. Often, when a town manager leaves, the next highest-ranking individual serves as interim town manager – often it is the Chief of Police. The Chief of Police continues to receive his regular salary and an officer in the police department is charged with administration of the department during this time.

Mr. Marchetti feels the first hurdle is what we're going to do in the interim. The Selectmen need to set up regularly scheduled meetings. Don't wait until all three board members are present. He would suggest formulating a plan and doing it.

On another issue, Mr. Marchetti asked if the town is selling 2000 gallons of water a week to a company to develop a device to soften water. Due to drought conditions Mr. Marchetti does not approve of this practice and is disappointed that the Selectmen did not know about it. He is also concerned about fire suppression capabilities and where the income goes.

Mr. Daniels explained that the town could stop at any time. The water is being drawn off a back-up well that the town is not currently using. The income from the sale goes to the Water Fund.

Mr. Daniels stated, regarding the issue that Mr. Marchetti talked to Tim Jennings about, that since 2000 there have been a lot of changes to the water and sewer system. Police, fire and

public works have access to Mr. Daniels 24 hours a day. If an alarm went off because the water tank was low, inside of 15 minutes Mr. Daniels can pump up to 300 gallons a minute into the tank.

Discussion followed regarding water conservation and notice to water users when the ban on washing cars is lifted.

A third issue Mr. Marchetti wished to discuss is an article that appeared in the Manchester Union. He was upset about some of the wording in it and thinks that maybe there should be a town policy that one person reviews all news releases. Is there a policy that the Town Manager has the authority to issue news releases?

Mr. Howe is displeased that official notices (from the State) only appear in Concord and Manchester papers and not the Valley News.

Mr. Marchetti feels that if the Town Manager is not available to approve a press release that the chairman of the Board of Selectmen should be contacted.

Mr. Marchetti would like to put to bed once and for all the issue of the "Celie's Marsh" sign. Mr. Marchetti read from Conservation Commission minutes in February and March and State statutes regarding the powers of Conservation Commissions. The sign depicts that the land belongs to the Town of Enfield. He did not see where anyone made that a conservation area. He's upset it makes it appear town property when it's not. With the approval of the Selectmen, Mr. Daniels said he would remove the sign the following morning.

**Larry Gardner:**

Mr. Gardner is a lawyer with municipal experience. He suggested the Board of Selectmen contact the NH Municipal Association (NHMA) who will work with the town to establish specifications. The town wants someone with a degree in town administration. NHMA can give the town an indication of appropriate pay and benefits. During selection of a town manager the town should ask where the manager has served before, should avoid someone that is just out of school, and candidates looking for their last job. Enfield offers opportunities, including few employees, reasonable housing prices and a nice place to live. The Selectmen need professional guidance. They may want a small committee of no more than five individuals to provide the Selectmen with their impression of candidates. The town will have a contract with the town manager. The Board of Selectmen should act as a Board of Directors, setting policy, and the town manager runs the town. Semi-annual reviews can be done. Mr. Gardner feels that Mr. Marchetti is right about an interim town manager, a part-time person.

**Wendy Euler:**

Ms. Euler, as a resident and town employee is trying to keep an open mind about the town manager issue. One big problem is communication. She does not think the town manager is so inaccessible. Few issues have come up regarding expertise. With MRI we had access to various expertise. Larry Gardner said not to look for someone green; MRI provides that. An interim town manager just gives one more person to train. There was a similar problem with the bookkeeper. Ms. Euler has seen turnover with MRI, but there was always Stephen Griffin. When it was Pat MacQueen and Stephen Griffin things worked very smoothly. MRI has been great to work with. Mr. Griffin has made an effort to be accessible by cell phone. Chief Giese

has a lot of responsibilities of his own to add more. Communication is an issue. Ms. Euler feels frustrated that things come down from the Board of Selectmen. The office is open for the Board of Selectmen to come in to see employees. The Selectmen have a great deal with MRI and may not know what they have until it's gone.

## **BUSINESS, CONTINUED**

### **Veterans Memorial Park:**

Henry Cross called Mascoma Savings Bank (MSB) regarding a grant that they put out about twice a year. The first is coming April 1. MSB suggested he talk to the town and ask if the fund can use the town's Federal Tax ID and the town's tax exemption. Discussion ensued regarding the separation of Veterans Memorial Park funds and the general fund and 501(c)(3) status. The Board agreed that Mr. Cross could use the town's tax ID for MSB grant funds but that he should pursue 501(c)(3) status for funds collected later through fundraising.

### **Draft Deed for Surplus DOT Property:**

By consensus of the Board of Selectmen the deed to property adjacent to the Shaker Bridge Motel property will be accepted. Restrictions on excavation on the property have been placed on the property by the State of New Hampshire.

### **Sale of Town Surplus Properties:**

Mr. Griffin recommended the sale of the following tax deeded properties: Chosen Vale Lane, Map 10A Lot 21; Fuller Road, Map 25 Lot 3; Shaker Boulevard, Map 25 Lot 7 and Map 27 Lots 18 & 19; Ridge Road, Map 25 Lot 22A.

Mr. Crate Moved to hold onto the lot on Fuller Road because it's located on a Class VI road; Mr. Oppeneer seconded, vote unanimous. Mr. Crate would like these properties to be advertised everyday for a full week in both the Chronicle and the Valley News.

By consensus, the Board agreed to merge Map 27, Lots 18 & 19.

At the Board's request, Mr. Griffin will provide information on the property assessments, back taxes and if the town can retain any money received above and beyond the taxes owed. There was also a question whether mobile homes can be restricted. Mr. Crate does not believe you want a mobile home on Ridge Road or Shaker Boulevard.

### **Voluntary Merger of Town Properties:**

The Board considered the merger of several town owned lots: Map 8 Lots 27, 28 & 32; Map 9 Lots 45 & 46; Map 18 Lots 50 & 51; Map 23 Lots 30 & 31; Map 31 Lots 16, 17, 17-1 & 29; and Map 37 Lots 35 & 36. Mr. Oppeneer moved to authorize the merger of lots per the memo dated 18 March 2002; Mr. Crate seconded, vote unanimous.

### **Emergency Management Director:**

The Board accepted the resignation of Peter Giese from the position of Emergency Management Director. By consensus, the town manager is appointed the new Emergency Management Director.

**Shaker Recreation Park Dugouts:**

Carl Pellerin asked if he could raise some money to install permanent dugouts. He would like to install metal roofing, possibly green, so tarps do not have to be put on every season. There will be no cost to the town. By consensus, the Board approved Mr. Pellerin's request.

**Other Business:**

The Board reviewed and approved the following documents: Yield Tax Warrant, License to sell pistols/revolvers.

Mr. Oppeneer moved to approve a veteran's exemption as submitted; Mr. Crate seconded, vote unanimous.

Mr. Crate mentioned the need to block the drives at Shaker Recreation Park to prevent damage from vehicles. Mr. Daniels will take care of it.

**TOWN MANAGER'S REPORT****Boston Post Cane:**

A brass reproduction was purchased for \$100 and is currently being engraved. The next time the cane is transferred to the oldest resident of Enfield the reproduction will be held by the recipient and the town will safely store the original.

**Household Hazardous Waste Collection:**

By consensus of the Board an agreement with Upper Valley Lake Sunapee Regional Planning Commission for participation in a Household Hazardous Waste Collection was approved. Mr. Oppeneer signed the agreement. The collection will take place at the Canaan transfer station on August 24.

**Conflict of Interest:**

The Board received correspondence from Paul Mirski and the town's attorney regarding two sitting members of the Zoning Board of Adjustment, one of who also sits on the Planning Board and one of who also sits on the Conservation Commission. Mr. Mirski questioned whether there was a conflict of interest for individuals having multiple official involvements in land development hearings. The Board also received a response to Mr. Mirski's concerns from the town's attorney.

Mr. Crate does not think they should sit on both boards. Mr. Griffin can prepare a policy. Discussion followed regarding the town clerk serving as a selectman. State law allows a town clerk to also serve as selectmen.

Mr. Marchetti stated that under RSA 37 the town manager has the authority to appoint a town clerk. Mr. Griffin stated that town meeting decides whether a position is appointed or elected.

Mr. Oppeneer suggested responding to Mr. Mirski by providing a copy of the attorney's opinion and informing him that the Board of Selectmen has not adopted a policy at this time, but is examining the issue.

**Town Manager:**

The Board discussed the town manager position. The Board agreed to make no decisions now without Ilene Reed present. However, Mr. Griffin will arrange for presentations by NHMA and Pat MacQueen from MRI for professional assistance with a town manager search. The meeting will be open to the public, but the Selectmen do not have to allow the public to speak. A meeting was set for Monday, 25 March 2002 at 5:30 pm. No decision will be made on an interim town manager until that meeting.

**INFORMATIONAL ITEMS/CORRESPONDENCE**

Federal funds approved for “Enfield DWI Enforcement”

Planning Board public hearing re: Heirs of Alice Godfrey Phase II Major Subdivision:  
Wednesday, March 27, 2002 at 7:30pm.

Hazard Mitigation Committee Meeting: Tuesday, March 26, 2002, 9:30-11:30am, Enfield Police Station

The Coalition Communities letter re: School-funding legislation

Building Inspector/Health Officer memo dated 3/1/02 re: Code Official Time Schedule

Map of proposed town sign locations

**ADJOURNMENT**

Mr. Crate moved to adjourn at 7:45pm; Mr. Oppenneer seconded, vote unanimous.