

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

MINUTES of August 20, 2001

Board of Selectmen: Keith Oppenneer, Chairman; Donald J. Crate, Sr.; Ilene P. Reed

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

Others: Ken Daniels, Director of Public Works; Peter Giese, Chief of Police.

CALL TO ORDER

Mr. Oppenneer called the meeting to order at 5:34 pm.

APPROVAL OF MINUTES

Tabled until the next meeting.

BUSINESS

Town Employee Salary and Benefit Review:

The Board reviewed a study of area salaries and benefits in relation to those received by Town of Enfield employees. There are a few positions that require upgrading. No action is required of the Selectmen.

Mr. Oppenneer suggested an increase over a five-year period of the percentage that employees pay toward health insurance premiums. Dartmouth College and Dartmouth Hitchcock have a menu plan where employees are allotted a certain number allowance toward health insurance and they can pick and choose from items on the menu, paying for anything that exceeds the allowance.

Whitney Hall Expansion:

Mr. Griffin presented a drawing of a possible expansion plan for town hall. This plan is not fixed, but provides a starting point. Included in the addition is a Selectmen's meeting room approximately twice the size of the existing conference room, space for the tax collector, town clerk and assessing office. Mr. Griffin is confident there would then be room for the Building/Health and Planning/Zoning offices and eating space in the existing town hall area with it's renovation.

DPW Organization:

General organization of the Public Works Department was discussed, including Mike Sousa's role as Highway Superintendent. A lack of communication between the Highway Department and Director of Public Works and Assistant Town Manager was apparent and will be addressed.

Mr. Crate went on to discuss the Highway budget which he strongly feels is the Highway Superintendent's money to spend, not the Director of Public Works, and use of Town equipment.

Certificate of Excellence:

The Board presented a Certificate of Excellence to Peter Giese for the entire Enfield Police Department for excellence in performance during a recent heavy workload.

Other Business:

There are plans for installation of a water line on Melinda Drive and 4 easements are needed. Mr. Crate moved to authorize up to \$4,000 from the Water Capital Reserve Fund for easements; Mrs. Reed seconded, vote unanimous.

CITIZENS FORUM

Chief Giese had arrived expecting a meeting with Enfield representatives to the School Board. The Board understands that the Selectmen have no influence over how the schools are run and do not see the need for such a meeting.

TOWN MANAGER'S REPORT

Underground Utilities:

Mr. Griffin has spoken with Verizon regarding underground utilities on Main Street from High Street to George's market. There will be a site meeting on September 6 with Verizon, Granite State Electric, Adelphia Cable, and Ken Daniels.

Mr. Oppenheer asked if there is any way the underground utilities could be extended to the Lutheran Church. Mr. Griffin replied that the cost for the one small section that is proposed may cost \$100,000 for the telephone lines alone. They use a heavy-duty conduit in concrete. Granite State Electric would use a different trench. Underground utility construction is very expensive. At the very least, the necessary sleeves for the conduit should be included in the new bridge abutments for later installation of underground utilities.

Mr. Crate asked if there has been any change in the US Route 4/Main Street intersection design. He was informed that there has been no change. An island is still planned for the southwest corner. Mr. Crate would like the NH Dept. of Transportation to lay it out with paint to try it out before construction begins.

Eastman Dumpster:

The Police Department is monitoring this area for illegal dumping.

Fields/Mans Property Issue:

Our attorney recommends negotiating with the Fields for a sale price for the property located at 680 Shaker Hill Road. The past due taxes, costs and fees amount to approximately \$35,000. The Fields would like to pay less than that amount for the property. Mr. Crate does not feel the town should give the property away for less than \$35,000.

DPW Building Status:

A Wetlands Bureau hearing was held and permits are expected shortly.

Selectmen's Concerns:

Mr. Oppenheer created an Old Business List for the Board's information.

Mr. Oppenneer would like a report on the Water and Sewer Departments – the big picture. Mr. Oppenneer is concerned about Lebanon's upgrading of their facilities and Enfield's share of the expense. Mr. Daniels reported that he has already met with Lebanon officials about revamping the town's agreement. Mr. Griffin proposed that Enfield draft an agreement for consideration by the City of Lebanon rather than waiting for Lebanon to prepare something.

Mr. Oppenneer expressed concern about some residences that must leave their water running in the winter in order to prevent freezing of their lines. In at least one instance this is due to ledge that was not blasted, resulting in a water line that is not buried deeply enough to prevent freezing.

Mr. Oppenneer has noticed the watershed protection signs that are posted on US Route 4. He wondered if there should be additional signs posted elsewhere. Mr. Daniels replied that they are already posted.

In response to Mr. Oppenneer's assessing concerns, Mr. Griffin explained that the State will have every town certified that it is within a certain coefficient of dispersion (COD) and range. Certification will be done every 5 years. Mr. Griffin does not know which years Enfield will be certified, but should soon be notified by the NH Department of Revenue Administration.

Mr. Oppenneer asked that a memo dated November 1996 regarding budget goals be reissued.

Mr. Oppenneer requested a report from the Tax Collector on the status of collection of taxes.

Mr. Oppenneer suggested a budgeting rule that the amount of money brought in from registrations should be the amount put into the Highway and Capital Outlay budgets for equipment, implemented as a planning concept rather than a hard and fast rule. Mr. Crate argued that the money already goes into the general fund and helps to fund all departments. So, in a fashion, the Highway Department gets a portion of the revenue and the Police Department also gets a portion of the revenue—as they should, since they enforce the rules of the road.

ADJOURNMENT

Mr. Oppenneer moved to adjourn at 6:38 pm.; Mr. Crate seconded, vote unanimous.