

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

**MINUTES of October 6, 2014**

**Board of Selectmen:** Fred Cummings, Chairman; Donald J. Crate, Sr.; John W. Kluge

**Administrative Staff:** Steven Schneider, Town Manager; Alisa D. Bonnette, Executive Assistant; Jim Taylor, Director of Public Works; Richard A. Crate, Jr., Chief of Police

**Others:** Dwight Marchetti, Steve Darrow, Lloyd Hackeman, Dan Kiley, James Bonner

**BUSINESS MEETING**

**I. CALL TO ORDER**

Mr. Cummings called the meeting to order at 6:00 PM.

**II. APPROVAL OF MINUTES**

Mr. Kluge moved to approve the minutes of September 15, 2014 as printed, Mr. Crate seconded, vote unanimous in favor of the motion.

**III. COMMUNICATIONS**

**Upton & Hatfield – ZBA Appeal:**

The Enfield Outing Club files a case with the court. Our attorney called a motion to dismiss because there's a procedure to follow that never occurred. The Outing Club needed to file a motion to rehear within a 30-day time frame and they missed that deadline.

The Outing Club expansion was denied a variance so the expansion is on hold. They can refile and go through the process again.

**Town Clerk's Report – September 2014:**

Revenues are almost a full month ahead of this time last year. Last year at this time revenues were at \$611,000; this year they are at \$675,000.

**Tax Collector's Report – September 2014:**

Tax collection is also doing well.

**NH Dept. of Environmental Services correspondence re: Complaint File #2014-02473:**

Two notices were sent by NHDES to abutting property owners at 39 & 41 Foster Circle regarding the cutting of trees along the shoreline of Mascoma Lake. The Conservation Commission and homeowners have been alerted. The owner of the property where trees have been flagged, but not removed, doesn't have to do anything. Diseased trees can be cut. The property where trees have been removed may result in further action by NHDES pending further investigation.

**IV. BOARD REPORTS****Planning Board:**

The Planning Board discussed the Master Plan update and Family Dollar sign lighting. Internally lit signs are not permitted. Don Roberts came in about conversion of a garage to some living space. The Planning Board could not approve this project, but recommend Mr. Roberts go to the Zoning Board of Adjustment.

**V. TOWN MANAGER'S REPORT**

Mr. Schneider introduced Steve Darrow who is running for State office.

Mr. Darrow introduced himself as a republican candidate for House District 17 which serves Enfield, along with other neighboring towns. He has served as Selectman in Grafton for 12 years, serving most of those years as chairman. He has also served on the Mascoma Valley Regional School Board, and served 8 years on the Board of Directors of the Mascoma Valley Health Initiative. He started his political career as a commissioner at Upper Valley Lake Sunapee Regional Planning Commission. He believes in voluntary term limits, so will step down as Grafton Selectmen, but he wants to continue to serve the community. He stands up for the interests of his constituents, supports creating jobs, is supportive of families and businesses. He expressed his appreciation for the opportunity to introduce himself to the Board of Selectmen.

**VI. PUBLIC COMMENTS****Dwight Marchetti – Community Building Walkway:**

Mr. Marchetti thanked the Board for the quick action on the walkway in front of the Community Building. The repair work was done within 48 to 72 hours of his mention of the problem to the Board.

**Dan Kiley – Family Dollar:**

Mr. Kiley informed the Board that the Family Dollar has already installed hanging lights and removed the internal illumination of their sign. They listed and fixed the problem quickly.

**VII. BUSINESS****Water/Sewer Rates:**

Mr. Taylor and Mr. Schneider are still working on our new rate structure. It is taking longer than Mr. Schneider anticipated. The rate structure is independent of Lebanon's rate change, which will be incorporated once that's finalized. A recent newspaper article said Lebanon's rate will increase 4% - 6%, however Lebanon told Mr. Taylor it would increase 8%, so there will still be a rate increase from Lebanon. The Lebanon rate increase is expected around the end of November.

Mr. Crate asked what Lebanon's rate is for Laundromats. He was informed by Mr. Taylor that Lebanon has one rate. Enfield is charged that rate.

Mr. Schneider explained that they will create a new structure for Enfield and will apply the new Lebanon rate to the new structure. The new Enfield rate structure is aiming for an increase for the smaller user of no more than 5% - 10%.

The inter-municipal agreement with Lebanon expires in one year and the Town has been provided notice of this.

Mr. Kluge asked if the original agreement has any limits as to what can be changed. Is there any boundary or framework?

Mr. Schneider replied that the City of Lebanon has the control.

Mr. Taylor added that the City of Lebanon just renewed their EPA permit and the EPA can place conditions on Lebanon.

Mr. Schneider said, as part owner, we never get notified of improvements to the Lebanon infrastructure. It would be one thing if improvements were just thought attached to the plant, but we're funding part of Lebanon's infrastructure.

**Water/Sewer Connections:**

The Board received a list of connected properties, waivers issued, and unconnected properties for the Route 4 Water/Sewer extension. The deadline for hook-up was October. They received a one-year extension.

Updates to the ownership of some properties are needed.

Mr. Schneider said we can start to bill those property owners who have not connected. They would be charged the minimum charge for water and sewer, including the account base charge. This amounts to about \$43 per quarter. This is what will be done if the Selectmen support it.

Mr. Cummings asked if this is what the ordinance says. He was informed by Mr. Schneider that is does.

All of the property owners were notified. Mr. Taylor also noted that he would like the waivers to apply to the individual, not the property.

Letters will go out to each of the property owners who have not connected in accordance with the ordinance that they will not be billed for the connection.

**RFP Results for Transfer Station Shed:**

The Board received the results of the RFP for the Transfer Station shed. Three proposals were received, one of which missed the deadline for submission. The lowest price was submitted by Lloyd Hackeman in the amount of \$16,150. \$15,000 was budgeted. Mr. Taylor explained there are some funds included in another budget line for site work. The shed will go where the glass crushing operation was. The Selectmen approved awarding the job to the low bidder, Lloyd Hackeman.

**DPW Surplus Equipment:**

Mr. Taylor asked that the following equipment be declared surplus and sold by sealed bid: 1997 F-350 diesel truck with dump body and 9.5' plow, single axle 8' x 20' trailer with mesh cage, 1996 F-350 parted out cab with motor, 1.5 ton 6' x 10' military trailer, 1988 SS 8' 1.5yd. hydraulic salt spreader, 1990 SS 8' 1.5yd. hydraulic salt spreader.

Mr. Kluge moved to declare the equipment surplus as requested, Mr. Crate seconded, vote unanimous in favor of the motion.

**Police Department Software:**

An on-line demo was held last Monday. The software is easy to use. It does what it was described to do. You put a lens over a certain geographic area and if a social media posting is public then that information will be searchable. Information is searchable by individual even without the software, if the Police Department wishes to do that. The software allows the Department to search for keywords.

Mr. Kluge said he made his position pretty clear. He is adamantly and philosophically opposed to snooping into accounts.

Mr. Crate asked how many communities in the Upper Valley have this. Chief Crate informed him no other Upper Valley towns have this software.

Mr. Schneider informed the Board that two other NH communities have the software: Durham and Raymond.

Mr. Crate asked about the cost of the software.

Chief Crate explained that the software costs between \$1,500 and \$2,000, but that the Town of Enfield would get it for \$1,300.

Mr. Crate said he would like to think about it some more.

Mr. Kluge responded that the Board has thought about it for 3 weeks and he would like to see a vote on it. He feels that if word had gotten out much about this, people would be angry and concerned. We have an obligation to vote this down.

Mr. Cummings viewed the software. The State had a significant problem with storing information from the proposed license plate readers. This stores information for whatever period of time you choose. He wonders if that would be OK with the State. He admitted there are benefits to the software.

Chief Crate said Mr. Cummings is talking about legislation and timeframes for keeping information. The information this software searches is public, so once it's out there it's out there.

Mr. Cummings noted that the license plate reader could track a vehicle. Parts of this proposed software is tracking location.

Mr. Kluge said we need to keep in mind there's a state law against license plate readers. Also, in order to access cell phone information the Police Department needs a search warrant.

Chief Crate said the difference is this information is already out there.

Mr. Kluge responded that so are license plates; they're most public information there is.

Chief Crate contends the license plate reader is different from this proposed software. The license plate reader and related legislation was briefly discussed.

Mr. Kluge said that to him it's irrelevant. It's a slippery slope. He suggested that it be put on the warrant for Town Meeting and see what happens. He would rather vote it down right now.

Mr. Crate would like to see what the response to this discussion is from the public.

Mr. Kluge moved to deny the request to purchase the software, Mr. Cummings seconded the motion.

Mr. Cummings stated, that given its current form he is not inclined to support it either.

Mr. Kluge and Mr. Cummings voted in favor of the motion, Mr. Crate abstained, motion carried.

### **Town-Wide Revaluation:**

Informal hearings are taking place.

Mr. Kluge asked if there was a time frame or deadline for hearings.

Mr. Schneider responded that hearings need to be completed as soon as possible so we can set the tax rate.

**Real Estate:**

Mr. Schneider reported that the Town has entered into an agreement with Moose Mountain Realty for the sale of Town owned properties. These properties include the two on Grafton Pond Road and NH Route 4A, 2 Meadow Lane properties and 3 Eastman properties. The asking price is starting at the assessed value.

**Dog Park:**

The State of NH issued a driveway access permit for the dog park.

**Community Building Acoustics:**

The engineer is getting the Town a list of contractors that could install the plaster.

The heating and cooling system has been installed.

**Personnel Policy:**

The Board received a copy of the proposed Employee Personnel Policy at their last meeting. Mr. Schneider asked if there were any comments or concerns. The proposed policy consists of the existing 2004 policy and individual amendments made since that time.

Mr. Kluge moved to adopt the Personnel Policy as printed, Mr. Crate seconded, vote unanimous in favor of the motion.

**VIII. OTHER ITEMS****Whitney Hall Flag Pole:**

Mr. Crate inquired about the status of the flagpole in front of Whitney Hall. He was informed by Mr. Schneider that we had someone ready to make the repair last week but their bucket truck broke. We are finding someone else with a bucket truck.

**Main Street Bridge Lights:**

Mr. Crate asked about the lights on the bridges. Do we have the parts?

Mr. Schneider informed him we do have the parts. We're eliminating the individual photo sensors and replacing them with a single sensor at the meter. The sensor on the meter will be easy to replace in the event it fails.

**Next Meeting:**

Monday, October 20, 2014 at 6:00 PM in the Whitney Hall Conference Room, 23 Main Street.

**CONFERENCE**

**I. NON-PUBLIC SESSION**

Mr. Kluge moved to enter non-public session at 6:35 PM, RSA 91-A:2 (b), Mr. Crate seconded the motion. Roll call vote: Mr. Kluge – aye, Mr. Crate – aye, Mr. Cummings – aye, vote unanimous in favor of the motion.

Mr. Kluge moved to come out of non-public session at 6:50 PM, Mr. Crate seconded, vote unanimous in favor of the motion.

**II. ADMINISTRATIVE ITEMS**

The Board received and reviewed the Water/Sewer Commitment for the third quarter. Mr. Kluge moved to approve the 2014 third quarter water/sewer commitment, Mr. Crate seconded, vote unanimous in favor of the motion.

The Board reviewed and approved the 2014 General Election Warrant. The Board discussed Selectmen’s coverage of the election. Mr. Kluge moved to appoint Steve Schneider and Alisa Bonnette as their designees, Mr. Crate seconded, vote unanimous in favor of the motion.

The Town received a grant to do a market study for a co-op in Town. Adoption of a Code of Ethics is required. Mr. Kluge moved to approve the Code of Ethics, Mr. Crate seconded, vote unanimous in favor of the motion.

**ADJOURNMENT**

Mr. Kluge moved to adjourn at 6:55 PM, Mr. Crate seconded, vote unanimous in favor of the motion, meeting adjourned.

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B. Fred Cummings, Chairman

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Donald J. Crate, Sr.

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John W. Kluge  
Enfield Board of Selectmen