

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

MINUTES of April 20, 2015

Board of Selectmen: Fred Cummings; John W. Kluge

Absent/Excused: Donald J. Crate, Sr., Chairman

Administrative Staff: Steven Schneider, Town Manager; Alisa Bonnette, Assistant Town Manager; Jim Taylor, Director of Public Works; Wendy Huntley, Recorder

Others: Kurt Gotthardt

BUSINESS MEETING

I. CALL TO ORDER

Mr. Cummings called the meeting to order at 6:01 PM.

II. APPROVAL OF MINUTES

Mr. Kluge moved to approve the regular and non-public session minutes of April 6, 2015, Mr. Cummings seconded, vote unanimous in favor of the motion.

III. COMMUNICATIONS

Trustees of Trust Funds Quarterly Report as of April 10, 2015:

Mr. Schneider explained that the Capital Reserve Funds report does not include the \$300,000. that had been invested with GL Beyond Income Fund. The Trustees have not received an answer from the State on how to record the frozen funds therefore each account has been adjusted. Things are moving slowly in getting the situation resolved with GL Beyond Income Fund.

Mr. Schneider has received an email from Ellen Hackeman, Treasurer of the Trustees of Trust Funds that he will be forwarding to the Board of Selectmen regarding GL Beyond Income Fund.

NH DRA 2014 Assessment Review:

Mr. Schneider has received a letter from NH DRA regarding the 2014 Assessment Review. The letter reads in part that the Town of Enfield has met all of the standards adopted by the Assessing Standards Board. The Town's attention to detail, thoroughness, periodic review, integrity and hard work are commendable. Enfield stands out as an excellent example for other communities to follow. The letter ends with, "Congratulations and thank you for a job well done!"

Mr. Schneider confirmed to the board that Enfield's equalization ratio is at 99.6%. The goal is to be as close to 100% as possible.

IV. BOARD REPORTS

None.

V. TOWN MANAGER'S REPORT

None.

VI. BUSINESS

Old Motel Property (porta-john & picnic table):

Mr. Schneider has received a note from the Sailing Club requesting that the Town share responsibility in the expense of having a porta-john placed in the parking area at the far end near the rail trail/access road intersection of the property. The cost would be split by the Sailing Club paying 50%, the rail trail group paying 25% and the Town paying 25%. The Sailing Club is also looking for the Selectmen's support of the Sailing Club requesting permission from NH DOT to place a picnic table on the site.

Mr. Cummings is not in favor of the Town spending money on a parcel of land that the Town is not sponsoring and does not want to encourage recreational use of the property stating safety concerns with the road going through it as it presently does.

Ms. Bonnette suggested that the Sailing Club can go to the state to request the use of the property.

Mr. Kluge suggested that further discussion be tabled until all three Board of Selectmen members are present.

Transfer Station Hours of Operation

Mr. Schneider requested of the Board that they approve the summer hours as May 31st thru September 13th, 2015. Mr. Cumming and Mr. Kluge have no objections.

Mr. Schneider informed the Board that having read the New Hampshire Code of Administrative Rule, En-Sw 1105.08 Hours of Operation, that the Enfield Transfer Station should potentially only be open to the public during the hours of 6am – 6pm. Mr. Taylor has asked the transfer station attendants to track traffic and may request that the hours of operation be changed to 11am – 6pm on Wednesdays and Thursdays.

Mr. Cummings would not like to see the evening hours change to be closed any earlier than 6pm.

Mr. Kluge is in agreement with Mr. Cummings.

Kurt Gotthardt commented that since curbside recycling began, the traffic is way down at the transfer station. Would it be possible to put a traffic counter down to track the traffic? Mr. Gotthardt believes that a traffic counter would be able to show justification for the number of hours of operation the transfer station should be open.

Mr. Schneider will check into getting a traffic counter for the transfer station.

Expendable Trust Funds

Mr. Schneider explained that the Old Home Day trust fund account should read “indefinitely” so that after one year, any remaining balance in account will not automatically revert to the General Fund. The belief is that the Old Home Day money should remain separate from the Town’s General Account.

Mr. Kluge moved to adopt the following language with regard to the Old Home Day Expendable Trust Fund: “Shall the Town create the Old Home Day Fund under RSA 31-19 as an expendable trust fund indefinitely for the purpose of supporting the Old Home Day Committee and Old Home Day activities. The Old Home Day Committee shall collect and administer the above referenced funds. The Town Manager, or approved designee, is the agent to expend funds from the Old Home Day Expendable Trust Fund.” Mr. Cummings seconded, vote unanimous in favor of the motion.

Property Liability Trust (PLT)

Mr. Schneider wanted to inform the board in upcoming changes for the Town’s property liability, worker’s compensation and unemployment compensation coverage. Mr. Schneider has received a communication from Property Liability Trust that they will no longer be offering coverage as of July 1, 2016. There are other companies in the state that do offer these services and will be contacted.

Expense Reports

Tabled until next meeting

Lot 46 – Rail Property:

Mr. Schneider has drafted a letter to Governor Hassan requesting a meeting regarding the Shaker Bridge Replacement Project.

Both Mr. Cummings and Mr. Kluge approve of the letter but would like the letter to reflect a request that Governor Hassan come to Enfield for a meeting so she can see the situation firsthand. Mr. Cummings and Mr. Kluge would also like the letter to be sent to the County Commissioner, State Senator and State Representative for all to come and see the property in person.

Mr. Schneider will revise the letter as requested.

Dustin Road – “The Common”:

It was agreed to table discussion regarding this property until all three board members are present at a meeting.

Board of Committee and Appointments:

Mr. Cummings and Mr. Kluge reviewed the listing of Board Members and vacancies.

Mr. Cummings would like Mr. Gotthardt to reach out to Dan Kiley to see if Mr. Kiley would be interested in filling the vacancy on the TIF Committee.

Mr. Schneider will approach Rita Miller to see if she would be interested in filling the vacancy on the Planning Board. If Mr. Kiley isn't interested in the TIF Committee, Mr. Schneider commented that Nate Miller would make a good candidate.

Mr. Gotthardt stated that he had been planning on bringing up the vacancy issue at the next Planning Board meeting.

Mr. Kluge moved to approve Board and Committee members as follows:

Capital Improvement Program Committee, Sam Eaton

Conservation Commission Member, Alan Strickland

Heritage Commission Member, Linda Jones

Heritage Commission Member, Suzanne Hinman

Heritage Commission Member, Meredith Smith

Recreation Commission Member, Cindy Wells

Old Home Days Committee Member, Deborah Sweetland

Old Home Days Committee Member, Kristin Harrington

Old Home Days Committee Member, Lindsay Smith

Old Home Days Committee Member, Lori Bliss Hill

Old Home Days Committee Member, Marjorie Carr

Old Home Days Committee Member, Meredith Smith

Old Home Days Committee Member, Nancy Smith

Old Home Days Committee Member, Patty Williams

Old Home Days Committee Member, Shirley Green

Old Home Days Committee Member, Stephanie Hill

Tax Increment Finance District Advisory Committee Member, Lori Bliss Hill

Mr. Cummings seconded, vote unanimous in favor of the motion.

General discussion was had in regards to the Transportation Advisory Committee. Mr. Taylor told of how Ken Daniels had been a member previously and that Scott Osgood has an interest in being the on the committee. Mr. Taylor would agree to become an alternate member.

Mr. Cummings moved to appoint Scott Osgood as a member of the UVLSRPC Transportation Advisory Committee and Jim Taylor as alternate, Mr. Kluge seconded, vote unanimous in favor of the motion.

Permit to Conduct a Raffle – Enfield Firefighters' Association:

Mr. Schneider stated that this was a housekeeping item. That the Enfield Firefighters Association raffle off gift baskets at their bingo events.

Mr. Kluge moved to approve the permit for the Enfield Firefighter's Association to conduct a raffle, Mr. Cummings seconded, vote unanimous in favor of the motion.

Mr. Schneider informed the board that they can also authorize the Town Manager to approve permits to conduct raffles in the future.

Mr. Cummings moved to authorize the Town Manager to approve future permit requests to conduct a raffle, Mr. Kluge seconded, vote unanimous in favor of the motion.

Mr. Cummings alerted Mr. Schneider and Ms. Bonnette that the Enfield Firefighters' Association, along with the Enfield FAST squad, had purchased a Skid Unit for the UTV and would like it added onto the Town's insurance. The Skid Unit has been installed on the UTV over the weekend and is now ready for use. It was requested that Mr. Cummings forward a copy of the sales invoice to the Town with all the information necessary to add the equipment to the Town's insurance.

Excavation Intent:

Mr. Kluge and Mr. Cummings signed the Notice of intent to Excavate submitted with the recommendation of Scott Osgood.

PUBLIC HEARING
Monday, April 20, 2015
6:40 PM
Whitney Hall Conference Room

Mr. Cummings read the notice for the Public Hearing: The Board of Selectmen will conduct a public hearing to discuss the acceptance of grant funds in the amount of \$10,000 in support of the Mascoma Valley Parks & Recreation regional recreation program.

Mr. Kluge moved to open the public hearing at 6:40 PM, Mr. Cummings seconded, vote unanimous in favor of the motion.

No further comments were made.

Mr. Kluge moved to close the public hearings at 6:42 PM, Mr. Cummings seconded, vote unanimous in favor of the motion.

Mr. Kluge moved to accept the \$10,000 in support of the Mascoma Valley Parks & Recreation regional recreation program. Mr. Cummings seconded, vote unanimous in favor of the motion.

VIII. OTHER ITEMS

Next Meeting:

Monday, May 4, 2015, 6:00 PM, Whitney Hall Conference Room, 23 Main St.

CONFERENCE

I. NON-PUBLIC SESSION

Mr. Cummings moved to enter non-public session at 6:40 PM, RSA 91-A:3 II (a), Mr. Kluge seconded the motion. Roll call vote: Mr. Cummings – aye, Mr. Kluge – aye, vote unanimous in favor of the motion.

Mr. Cummings moved to come out of non-public session at 6:52 PM, Mr. Kluge seconded, vote unanimous in favor of the motion.

II. ADJOURNMENT

Mr. Crate moved to adjourn at 6:58 PM, Mr. Cummings seconded, vote unanimous in favor of the motion, meeting adjourned.

Donald J. Crate, Sr., Chairman

John W. Kluge

B. Fred Cummings
Enfield Board of Selectmen