

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

**MINUTES of May 4, 2015**

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

**Absent/Excused:** Fred Cummings

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

**Others:** Dan Kiley; Kurt Gotthardt; Marcia Herrin; David Fracht; James Bonner; Kate McMullan; Dr. David Beaufait

### **BUSINESS MEETING**

#### **I. CALL TO ORDER**

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

#### **II. APPROVAL OF MINUTES**

Approval of Regular and Non-Public minutes from April 20<sup>th</sup> meeting tabled.

#### **III. COMMUNICATIONS**

**Lyme Town Clerk Correspondence re: Sandy Romano**

Both Mr. Crate and Mr. Kluge thought it was a very nice letter.

#### **IV. BOARD REPORTS**

##### **Planning Board:**

Mr. Kluge had attempted to attend the most recent Planning Board meeting via Skype, but was unable to connect.

Nothing further.

#### **V. TOWN MANAGER'S REPORT**

Mr. Schneider reported that the Bingo Board has been installed at the Community Building. Upon reviewing the installation, it was felt that the cover needed to be tightened. Mr. Crate responded that Velcro had been ordered to help tighten the cover.

Mr. Schneider informed the Board of the resignation of Jeanine King, Recreation Director. The position has been offered to, and accepted by, Kati Lary Jopek.

## **VI. PUBLIC COMMENTS**

None

## **VII. BUSINESS**

### **Dog Park:**

Ms. Herrin distributed an updated site plan map of the dog park that has been approved by the Planning Board but it had been suggested that she also present it to the Board of Selectmen. The small dog area and the training area have been reduced in size, while the large dog area has been increased. Corners have been rounded to lessen the chances of dogs cornering each other. The parking lot has also been slightly moved further from NH Route 4A and the abutting neighbors. The field has color coded stakes for people to see what the park will eventually be built as.

Mr. Fracht asked when the road postings would be lifted so their contractor can move equipment and materials to begin the work.

Mr. Taylor informed them the road postings have been lifted.

Mr. Fracht and Ms. Herrin are hopeful that a “soft opening” can take place in about a month to a month and a half. The “Grand Opening” is to be held during the Old Home Days Celebration.

General discussion followed regarding road signage, and selling space for local businesses to hang banners. Questions about advertizing on Town property and aesthetics were mentioned.

Ms. Herrin will work on a proposal.

It was decided that a sign was okay along NH Route 4A for the Dog Park. This would be in addition to the Shaker Recreation Park sign already on the property. This second sign would help show visitors the entrance area specifically for the Dog Park.

### **GL Beyond Income Fund Update:**

Mr. Schneider explained that the GL Fund Trustees are essentially trying to keep the former Principal from using the funds for his defense. The case is getting more detailed as the investigation continues. The money is still on hold. Our Trustees of Trust Funds are recording these funds as “restricted”.

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

Mr. Schneider informed the Board that the Sailing Club has requested 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 proposal includes splitting the cost with the Sailing Club paying 50%, the rail trail group paying 25% and the Town paying 25%. Total Town cost of the porta-john for the season would be approximately \$170.00.

General discussion of past use of the property was had. Prior to the State was using the property during reconstruction of the Shaker Bridge, a porta-john had been placed there and the cost was split 50/50 with the Town and Sailing Club.

Mr. Kluge questioned the safety issue for pedestrians and crossing the access road.

Ms. Bonnette noted that safety concerns were also due to the request for picnic tables being placed on the property for use.

Dr. Beaufait said that the request for the picnic table has been eliminated and would recommended that if traffic was a concern, then perhaps a breakaway gate could be installed for emergencies.

Mr. Crate thought that if the picnic table request was removed, then that would reduce the volume of people just hanging out in that area.

Discussion was had regarding the volume of cars expected to be in the parking lot. Dr. Beaufait believes that at the highest volume times it's only been about 10 cars, usually on the weekends only.

It was decided that the Town will contact the state in regards to using the property and having a porta-john placed there.

Mr. Crate voiced his concern about people parking on the side of the access road adjacent to Main St. and recommended that No Parking signs be placed along there.

Chief Crate recommends placing some sort of barrier, like stakes with ribbon to keep vehicles from parking on the grassy shoulder. People tend to park between signs.

#### **Community Building:**

Mr. Schneider informed the Board of two bids being submitted to making acoustical changes to the ceiling at the Community Building. One bid was for \$50,000 and the other for about \$32,000. Both bids are for using plaster. There has only been \$8,000 put in the budget. There are only a limited number of contractors who do this type of work. Mr. Schneider mentioned that perhaps this improvement will need to be included in the CIP.

Mr. Crate will talk with the Lion's Club to see if they are willing to contribute to fixing the acoustics.

#### **Lakeview Septic Systems:**

Mr. Schneider shared with the Board email correspondence from the Petryks and NH DES. Basically, the State is ready to issue a letter of deficiency stating the septic has failed and what Lakeview should do to remedy the situation. Lakeview's engineer has spoken with the Town to look at the option of extending Town sewer out to Lakeview and has met with the Feds for possible grant funding. Mr. Schneider and Mr. Taylor have also met with the City of Lebanon informing them of the potential hook up in the future.

Mr. Crate believes that the Feds should have a great interest in this situation because of the proximity of the failed system and Mascoma Lake, particularly since Mascoma Lake is the source of Lebanon's drinking water.

Mr. Kluge asked if the Feds would give a time frame to Lakeview to resolve this issue.

Mr. Schneider answered yes. It will probably be about one and a half years; the rest of this year to make a decision on method of resolution and for the engineering to be done and then next year for the actual construction. Phil Neily, Building Inspector/Health Officer has been very involved with this process and will continue to monitor the situation. This will be an ongoing agenda item.

**Transfer Station Hours of Operation:**

Mr. Schneider reviewed the conversation from the April 20<sup>th</sup> meeting regarding the State regulation limiting the hours of operation to 6am and 6pm unless permission is granted by the State, as currently the transfer station is open until 7pm on 2 nights.

Mr. Crate feels that having hours of operation from 11am to 6pm is reasonable. In the wintertime there is hardly any traffic after dark.

Mr. Taylor added that over the past three weeks, there have not been more than 8 people visiting the transfer station on the late nights.

Mr. Schneider said that the Town will continue to collect data on usage.

Mr. Crate asked when the summer hours were going to begin for the Transfer Station.

Mr. Taylor answered that summer hours go from the Sunday after Memorial Day until the Sunday after Labor Day.

**Expense Reports:**

Mr. Schneider explained that each manifest is now being tracked to the specific expense line. Currently we are about 1/3 thru the year and the budget is reflecting this. There are some lines that are more than 1/3 year expended, but those are things such as winter sand. So far everything looks good.

**Lot 46 Rail Trail Property:**

Mr. Schneider has drafted a letter as requested to Governor Hassan, the County Commissioner, State Senator and State Representative extending an invitation to come to our Old Home Days celebration at which time the underpass and adjacent properties could be viewed.

Mr. Crate offered to share a disk of pictures he has of the underpass from this past winter and will give it to Mr. Schneider.

**Dustin Road – “The Common”:**

Discussion tabled till all board members are present.

**Board & Committee Appointments:**

Ms. Bonnette shared that there was an oversight in checking with Shara Buffington to see if she would like to continue on Tax Increment Finance Committee.

**Tax Lien Payments:**

Mr. Schneider was happy to announce the return of Carolee Eisener, Tax Collector, after a medical absence, after which he reviewed with the Board a list supplied by Mrs. Eisener of accounts that are supposed to be making regular payments in lieu of deeding. Most are not making their regular payments. If it is the Board's wish, Mr. Schneider can instruct Mrs. Eisener to begin the tax deeding process. These properties are owner occupied.

It was decided to have Mrs. Eisener reach out to these individuals letting them know that the Board of Selectmen are getting ready to have her begin the deeding process.

Mr. Crate would like to go into Non-Public session to discuss the Tax Deeding.

Both Mr. Kluge and Mr. Crate would like to table public discussion of Tax Deeding until next meeting.

**Bid Results for Winter Sand:**

Mr. Schneider spoke about the three bids for winter sand that were received. Mr. Schneider wanted to inform the board that Mr. Taylor has recommended accepting the bid from Don Crate & Sons Excavation. He is in agreement.

**VIII. AMINISTRATIVE ITEMS****Enfield Village Association Update:**

Mr. Schneider shared with the Board a memo he received from Scott Osgood, Town Planner and Select board Rep to EVA Board of Directors. The subject of the memo was the EVA Board Meeting April 20 visioning session and the April 27 BOD meeting.

**Charitable Exemptions, Disabled Exemptions, Veterans Tax Credits, Yield Tax Warrants, Property Tax Refunds:**

Mr. Schneider distributed items for Select board approval and signatures.

Mr. Kluge moved to approve the Tax Exemption requests for; Dartmouth College, LaSalette and St. Helena's Church as presented, Mr. Crate seconded, vote unanimous in favor of the motion.

Mr. Gotthardt inquired what the status was on follow up of the tree stand and snowmobile trail on Town property at the Bicknell Brook Trail.

Mr. Schneider answered that snowmobiling is allowed on Town property by permission.

Mr. Gotthardt responded the permission does not include cutting of trees for snowmobiling. This property is not part of the trail network.

Mr. Schneider will reach out to the individual.

Chief Crate will contact Fish and Game in regards to the tree stand if Mr. Gotthardt will share with him where the stand is located.

Mr. Gotthardt asked how big the Dustin Road property is.

Mr. Schneider thought the property was 3 acres, more or less.

Mr. Kluge stated that for 30 years his parents had paid taxes on this land, until it appeared as a separate triangle.

**IX. MISCELLANEOUS****Next Meeting:**

Monday, May 18, 2015, 6:00 PM, Whitney Hall Conference Room, 23 Main St.

**CONFERENCE****I. NON-PUBLIC SESSION**

Mr. Kluge moved to enter non-public session at 6:55 PM, RSA 91-A:3 II (c), Mr. Crate seconded the motion. Roll call vote: Mr. Kluge – aye, Mr. Crate – aye, vote unanimous in favor of the motion.

Mr. Kluge moved to come out of non-public session at 7:00 PM, Mr. Crate seconded, vote unanimous in favor of the motion.

**II. ADJOURNMENT**

Mr. Kluge moved to adjourn at 7:01 PM, Mr. Crate seconded, vote unanimous in favor of the motion, meeting adjourned.

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Donald J. Crate, Sr., Chairman

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John W. Kluge

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B. Fred Cummings  
Enfield Board of Selectmen