

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

MINUTES of July 6, 2015

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

Administrative Staff: Steven Schneider, Town Manager; Jim Taylor, Director of Public Works; Phil Neily, Building Inspector; Paula Gillen, Recorder

Others: James Bonner; Dan Kiley; Charles Clark; Marlene Patten; Marcia Herrin

BUSINESS MEETING

I. CALL TO ORDER

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

II. APPROVAL OF MINUTES

Mr. Kluge moved to approve the regular session minutes from May 18, 2015. Mr. Cummings seconded. Mr. Crate abstained. The vote was unanimous in favor of the motion.

Mr. Kluge moved to approve the regular and nonpublic session minutes from June 8, 2015. Mr. Crate seconded. Mr. Cummings abstained. The vote was unanimous in favor of the motion.

III. COMMUNICATIONS

Mr. Schneider referred to the reports from Town Clerk/Tax Collector, Carolee Eisener. He recapped that the Town was \$21,000 over last year. Looking at the real numbers, motor vehicles was \$413,985 through June 2014 and was \$438,192 through June 2015, as projected.

Reviewing the tax collector's report, Mr. Schneider stated the Town was 88% through June and he was confident it would be at the mid to upper 90s as would be typical.

Mr. Schneider reviewed the tax lien update. The Town started tax lienings on June 10, 2015. The report outlines the property tax, water and sewer breakdowns for each year.

IV. BOARD REPORTS

Mr. Kluge reported on behalf of the Planning Board. He stated the owner of the rollerskating rink wanted the opportunity to have different venues there. The owner was contemplating selling the rink but had been informed there was little chance someone would buy it as a rollerskating rink.

V. TOWN MANAGER'S REPORT

Mr. Schneider offered the 2015 Water and Sewer Commitment List report for the second quarter for approval.

Mr. Cummings made a motion to accept the 2015 Water and Sewer Commitment List report. Mr. Crate seconded. The vote was unanimous in favor of the motion.

Mr. Schneider noted another vandalism event at the recreational field and asked about installing a camera. Mr. Cummings stated the field was ripped up by a vehicle about a month ago. Recently the goal post was broken. Mr. Cummings recommended a camera be installed on the building. He stated a Casco camera would be able to identify vandals. Mr. Schneider will talk to the Chief regarding the camera cost and present the results to Board.

VI. PUBLIC COMMENTS

None.

VII. BUSINESS

Marlene Patten – Carl Patten Bridge Maintenance:

Mr. Schneider recapped that Ms. Patten came in to the Town Office last year expressing concerns over the Carl Patten Bridge maintenance. Ms Patten came in again recently with similar concerns. Ms. Patten reminded the Board that prior to having the bridge, emergency vehicles had to go all the way around to reach properties on the other side. She is concerned the bridge is disintegrating, that the concrete is crumbling with large holes, and the joints are separating. Ms. Patten would like to see annual maintenance including oiling, if appropriate. Mr. Taylor stated the bridge was oiled in 2013 but the Town is out of that oil and he is unsure if it is approved for use over the river. Mr. Taylor is locating a vendor to repaint the concrete and will have more answers by the next meeting.

Marcia Herrin - Dog Park:

Ms. Herrin states Springfield Fence has not finished the fencing. The dog park's grand opening has been rescheduled to August. They will have an open house on Old Home Days. Some issues have arisen, for example, significant poison ivy and drainage problems with Route 4A draining across the parking lot. The Zoning Board approved their request for a larger road sign. Ms. Herrin showed the Board the proposed design. It is in the same shape as the Shaker Recreation sign. Ms. Herrin asked whether the area between and behind the playing fields will be mown. Mr. Schneider and Mr. Taylor confirm it will be mown. Mr. Clark added that gates will go in and be locked until the grass comes in. He stated the group did State-approved pruning along the roadside for improved visibility. Mr. Neily confirmed permission has been granted for extension of the permit for the temporary sign. Additionally, Ms. Herrin reported a flag pole was installed by Springfield Fence.

DPW Report – Sewer Main Break:

Mr. Schneider stated there was a sewer main break on Route 4A in Lebanon. Mr. Taylor stated the Town repaired it with assistance from L&M Construction. The Lebanon public works director informed Mr. Taylor the Town will be reimbursed the repair costs.

Old Home Days:

Mr. Schneider reported the schedules are out and posters are up.

Property:

Mr. Schneider stated the Town has an offer on the second Meadow Lane parcel. The offer will be discussed in the nonpublic session.

Shaker Bridge Theatre – Lease:

Mr. Schneider stated no changes have been made on the lease. He has spoken with the theatre director and they would love to stay another year. Mr. Schneider related 2016 will be busy for the Town due to two primaries, a town meeting, and the general election in the fall. Mr. Kluge referred to Clause 6, Municipal Leases, and asked whether the 48-hour time frame referenced for returning the space back to its prior condition is adequate. Mr. Taylor replied in the winter it can be a problem. Mr. Kluge suggested extending the time frame to 72 hours. Mr. Kluge asked about the \$200 per month rental fee and concurred it was symbolic. Mr. Crate stated the theatre was a draw to the town and the lease was for just one year.

Mr. Kluge moved to accept the lease as printed with an amendment to Clause 6, Municipal Uses, changing “The Landlord will, no later than 48 hours, return the leased space to its prior condition, including the removal of any tables and/or election equipment” to “The Landlord will, no later than 72 hours, return the leased space to its prior condition, including the removal of any tables and/or election equipment.” Mr. Crate seconded. The vote was unanimous in favor of the motion.

“Old Motel” Property – Ad Hoc Committee:

Mr. Schneider stated the Ad Hoc Committee has been meeting. They have received some good response from the State and the Town now has day-to-day control over both pieces. The group is asking how to improve Main Street under the underpass, improve the drainage and surface of the existing Main Street. Discussion continued regarding having the existing access road becoming the new Main Street and the use of gates. The engineer, Victoria Chase, understands the Town's position, that the Town wants a safe road that will be maintained in a proper fashion, with the property being developed for recreational purposes. Mr. Crate felt the underpass should be closed to traffic and used for pedestrians only. Dan Kiley asked if the extension were to become the new Main Street, will it be State maintained? Mr. Schneider and Mr. Crate replied affirmatively. Discussion ensued regarding whether the State will reconfigure the access road as it is close to

the lake. There is room to straighten it out a bit. Mr. Schneider stated the group will continue to meet and they have a good working relationship with the State. He will continue to update the Board.

Lakeview Septic Systems: NH DES Letter of Deficiency:

Mr. Taylor, Mr. Schneider and Mr. Neily met with Lakeview's engineering firm, Pathways, to discuss what Lakeview has to do to comply with the Letter of Deficiency. Mr. Schneider stated Lakeview has a work plan of which the State is aware. There are 16 leach fields at the property, at least 2 or 3 of which have completely failed. They did the cost benefit of replacing all 16 versus connecting to the Town's sewer system, either at Lower Shaker Village or the pump station at LaSalette. Mr. Schneider displayed a map outlining the possible location of the sewer line. It would be less expensive for Lakeview to put in a sewer line than to replace 16 fields on site. The line is a much more permanent solution. Pathways preliminarily has the sewer line on 4A. Pathway's expectation was they would be the sole funder and financier and they were not looking for any Town commitment. Mr. Crate asked if the Town would be responsible for maintenance and what would happen if someone wanted to hook into it. Mr. Schneider stated that is still under discussion. Lakeview and Pathways are looking for the Town to be the sponsor for any eligible State or Federal money. They have met with DES and DES feels the project is eligible and probably would be fundable, either through grants or low-interest loans. The Town would be the fiscal agent. They would like the Town to develop a memorandum of understanding (MOU) regarding future connections to Wilson's or future properties along the lake. They would be looking for payback from future connections to offset their investment. That is negotiable. The Town would need to apply for grants and/or loans. Mr. Kluge asked if a force main is more difficult to hook into. Mr. Schneider stated it is not as easy as hooking up to a gravity line but it can be done. Another option was for a pump station at the Meadow Lane property on 4A. It is a 0.2 acre piece, could potentially have a pump station there for non-Lakeview residents in the future. Mr. Crate asks how to tie in Wilson's Mobile Home Park if it were a forced main and Mr. Schneider replied it was possible. Mr. Taylor explained the system. Mr. Schneider stated any agreement would need to account for future connections. It would not be the Town's responsibility to pay for any connections. Other different scenarios included siting a possible Enfield treatment facility in this area. There is an 18-month time line. Mr. Schneider requested Board agreement for the Town to negotiate a MOU between the Town & Lakeview so they can move ahead with their application process. Mr. Schneider understands the Board's concerns about future connections and the role of the Town owning/maintaining the line and will have an update at the August meeting.

Mr. Kluge moved that the Town negotiate a memorandum of understanding between the Town and Lakeview regarding septic system deficiencies. Mr. Cummings seconded. The vote was unanimous in favor of the motion.

Transfer Station Hours of Operation:

Mr. Schneider received a memo from Mr. Taylor detailing evening transfer station usage. An uptick in evening traffic has not materialized. Mr. Taylor recommends a change to come into compliance with the DES of a 6 PM end time and eliminating one of the two evenings. Mr. Cummings agrees with a 6 PM end time but has concerns regarding cutting back to one night as he has heard that folks like the nighttime hours. Mr. Crate asked for a reevaluation of the new schedule in a few months' time.

Mr. Kluge moved to give the Public Works Department the opportunity to make and track the proposed changes to the transfer station hours. Mr. Crate seconded. Roll call vote: Mr. Kluge – aye, Mr. Crate – aye. The motion passed 2-0.

Expense Reports:

Mr. Schneider stated that due to cash flow issues the Town was not able to pay things as quickly as usual and the vendors were very understanding. However, the Town is in good shape seven months through. Personnel is the largest expense. Wendy Huntley is developing additional reports. Mr. Kluge asked about any significant unexpected expenses. Mr. Schneider replied there was a police department serious accident with one of cruisers. The insurance payment will help offset that. The ambulance on-call numbers were a little bit higher than anticipated but the ambulance regular hours were lower than anticipated. Highway administration was good with little overtime. Solid waste numbers were where the Town should be. Recreation programs were in good shape.

Mr. Crate noted the beaches were full at noon and he reported seeing a bus. Mr. Schneider explained it was through the Enfield Village School after-school program.

Mr. Kluge asked if the ambulance was bringing in revenue. Mr. Schneider stated it was better than last year and should cover the vast majority of on-call.

Dustin Road – “The Common”

Mr. Kluge recused himself from potential voting on this issue. He made the notation that his parents paid taxes on that triangle of land, which was considered part of the property as a whole, for about 30 years. Merle Webster bought the house at the end of Dustin Road across the street and sold the triangle. A former town manager said the Town would not get into the ownership issue. A surveyor thought there was a good likelihood that piece of land was donated to the Town for a school, but there is no foundation there, just huge boulders. Mr. Kluge feels research should be done to discern if land really was given to the Town many years ago. Mr. Schneider states the surveyor did some title research. For the Town to take ownership of it, it has to go through a three-year process where it is declared owner unknown, then after the three-year period the Town can take ownership of it and dispose of it. Mr. Crate stated it should be investigated to determine ownership. It is R3, under 3 acres, too small for a home, although an existing lot could be grandfathered.

VIII. MISCELLANEOUS

Next Meeting:

Monday, August 3, 2015, 6 PM, Enfield Center Town House

CONFERENCE

I. NON-PUBLIC SESSION

Mr. Kluge moved to enter non-public session at 7:05 PM, RSA 91-A:3 II(a), Mr. Cummings seconded. The vote was unanimous in favor of the motion.

Mr. Kluge moved to come out of non-public session at 7:48 PM, Mr. Crate seconded, vote unanimous in favor of the motion.

Mr. Cummings made the motion to accept a Resolution Adopting the Enfield Hazard Mitigation Plan Update 2015, Mr. Kluge seconded, vote unanimous in favor of the motion.

II. ADJOURNMENT

Mr. Kluge moved to adjourn at 7:50 PM, Mr. Crate 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