

**Enfield Board of Selectmen
Public Works Facility
Enfield, New Hampshire**

MINUTES of September 21, 2015

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

Administrative Staff: Steven Schneider, Town Manager; Alisa D. Bonnette, Assistant Town Manager; Jim Taylor, Director of Public Works

Others: James Bonner, Mr. and Mrs. Ed Laughlin, Dan Kiley, Kurt Gotthardt, Meredith Smith, Bob Cusick, and other members of the public

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 and nonpublic session minutes as printed from September 8, 2015. Mr. Cummings seconded. Both voted in favor of the motion, with the chair abstaining.

III. COMMUNICATIONS

Wetlands Permit Applications:

Mr. Schneider presented the Board with the wetlands permit applications for 47 Meadow Lane and 21 Nancy's Way, for information. Both applications have been reviewed by the Conservation Commission. Both efforts replace existing walls. The new Nancy's Way wall will be placed in the same footprint, but extended twenty-two (22) feet. The Conservation Commission had no comments.

IV. BOARD REPORTS

No board reports were presented or discussed.

V. TOWN MANAGER'S REPORT

Mr. Schneider provided updates as follows:

The Town previously received a request for charitable tax exemption from Visions for Creative Housing Solutions, Inc., for of a project on Sunrise Farm Lane. Mr. Schneider reported that they are negotiating a PILOT (payment in lieu of taxes) that makes sense for the property and for the Town. The Town has the option to abate, rather than exempt the taxes. The issue is still developing.

Mr. Schneider explained that the Town is reviewing a proposed updated franchise agreement from Comcast. The proposed agreement includes 100 minor changes that don't mean much, but Mr. Schneider is comfortable with the existing agreement and will propose to Comcast that the new agreement be discarded in favor of continuing with the language in the existing one.

VI. PUBLIC COMMENTS

Kurt Gotthardt:

Meeting Videos: Mr. Gotthardt wanted to understand the process for determining which public meetings would be videotaped. Mr. Bonner, who was recording the meeting for The Enfield (public access) Channel, explained that he tries to get to all meetings, but sometimes does have to prioritize when there are scheduling or other conflicts.

Meeting Minutes: Mr. Gotthardt also requested that the minutes for all boards and committees be made available on the Town web site in a more timely fashion, noting that the draft minutes for the September 8, 2015 Select Board meeting were not yet available. He also noted that the ZBA minutes often lagged, and the Planning Commission minutes were occasionally late. He noted that all minutes should be available online within one week of the associated meetings. Mr. Schneider agreed that this was a reasonable request.

Zoning Board: Finally, Mr. Gotthardt asked how much influence the Selectboard had over the way other Town boards/committees conduct their business. Mr. Schneider responded that the Selectboard has almost no influence over boards whose members are elected by the public, but that it does have authority over Selectboard-appointed boards and committees. Mr. Kluge agreed, and offered that there are State Laws (RSA's) that offer guidance regarding what a Zoning Board (for example) can and cannot do.

VII. BUSINESS

“Old Motel” Property – Ad Hoc Committee:

Mr. Schneider reported that committee had met the previous week.

Mr. Schneider had a telephone conversation with the DOT engineer. Victoria Chase and other engineers had visited over the summer to brainstorm the Main Street improvements. Ms. Chase is not willing to make an investment until the Town is clear about what it wants. There is

\$715,000 allocated to the project for 2017 in the state's 10-year plan (which, it was noted later in the discussion, began in 2010).

Various possibilities were listed for addressing the surface water problem. Digging down, then scarifying the road surface 4-6" (until surface water is reached) and crowning the road with 'super' pavement and installing ditches on either side could alleviate the problem. Such a project also would include landscaping, sidewalks, lighting, and grade crossing gates (on the trail, similar to the ones already in place in other parts of the trail).

Mr. Schneider also sees possibilities for a parking lot in the area between the trail and Main Street.

Mr. Schneider was not familiar with 'super' pavement, and asked Nate Miller for more information. He was assured that the State had many pavement options it had been testing for different circumstances, and that the 'super' pavement was one of them.

Representatives from the ad hoc committee were present and confirmed Mr. Schneider's summary of the discussions.

The Chair asked if the described effort meant that the existing access road would be left as it is. Mr. Schneider responded that there had been no discussion of modifying that road.

The Chair noted his concern that, if the existing catch basin couldn't keep up with the water, then he didn't see how crowning and ditching would improve the current, unsafe situation.

Bob Cusick (a member of the committee) noted that he'd spent several hours observing traffic through the underpass. He observed that the people who use the road regularly (typically delivery and service personnel, such as UPS, FedEx, etc.) seem to respect the potential danger, and approach with caution, where others tend to speed through.

Mr. Cusick also noted his impression that the State agrees that there is a problem, but they won't present plans until the Town expresses openness to looking at them. He reiterated Mr. Schneider's summation that the State is waiting for the Town to make a decision and say 'yes, we want the underpass.' He further cautioned that it would be a shame to wait too long and possibly lose the State's allocation (\$715k).

The Chair noted that he'd like to see some plans before making any decisions.

Mr. Kluge agreed that it is a rare opportunity to get a good piece of land.

Meredith Smith (also on the ad hoc committee) agreed, saying it was the largest piece they could get their hands on. She also noted that Terri Lynch (former president of the Mascoma Lake Association) planned to visit with a team from DES to look at the kayak and small sailboat ramp. Mrs. Smith felt that the Association would fund rehabilitation or replacement of the current ramp, which is disintegrating and around which there is a lot of silt. Mr. Cusick was concerned that things would get too complicated if too many agencies/groups got involved. His concern

related to the DES visits. He pointed out that this could result in having to raise money for archeological digs, to ensure no valuable artifacts were present.

Mr. Kluge asked about the person who'd just conducted a dig at the Shaker Museum. Mrs. Smith responded that that scholar is not on the State's approved list, and that an approved archeologist would be required. Mr. Schneider said that only places where ground would be broken would have to be checked, so there would not be an extensive dig.

The Chair reiterated his concern about the access road safety (the curve is too sharp with the current grade to be safe), and Mr. Schneider agreed to look into it and discuss with State engineers.

Mr. Schneider noted that he'd talk with Victoria Chase the next day, and state that the Town is okay with Main Street being the main throughway, and that if the access road is to stay, it needs to be made safer. The selectmen nodded.

Mr. Cusick mentioned that he'd continue mowing/brush hogging, about which Mr. Kiley noted that more brush hogging should wait until after a DES visit because of the 250-foot allowance. Mr. Schneider corrected him, saying that the 250-foot rule does not apply to brush hogging, only to cutting down trees. DOT has approved brush hogging. Mr. Schneider then promised to verify this, just to be sure.

E-mail Policy:

Mr. Schneider noted that, when Town board and committee members conduct Town business using their personal e-mail addresses, responding to Freedom of Information requests can be onerous. An improved procedure or policy should be in place. The board asked him to get feedback/input from other boards and committees.

Transfer Station volume:

Mr. Schneider stated that there is a problem with excessive use of the Transfer Station for dumping garbage. There have been cases where a single individual has brought multiple truck-loads of garbage. The Transfer Station wants direction; is there a limit on what people can bring to the Transfer Station within a certain amount of time?

Mr. Kluge stated that if a policy doesn't already exist, there should be one.

Mr. Taylor stated that Mr. Schneider's summary was correct; there have been cases where someone should have rented a 30-yard roll off, rather than bringing so much to the Transfer Station.

Mr. Crate suggested that a limit of up to one pick-up truck load per week should be reasonable.

Mr. Cusick agreed, saying he's seen people bringing appliances and furniture.

Mr. Taylor stated that the Transfer Station policy specifically prohibits furniture. There is a fee structure in place for appliances. He continued, saying “this is a residential disposal facility, not a commercial one.”

Mr. Gotthardt suggested that a limit on the number of bags also be considered. Mr. Taylor noted that there had been at least two instances in August, where people had bagged air conditioners, and the Town was presented with a bill for \$40 for each of them after the garbage had been collected.

Mr. Kluge suggested a limit of one pickup truck and no furniture. Mr. Cummings asked whether mattresses were permitted, to which Mr. Taylor replied, “no.”

Donald Plant re: Pollution:

This item was tabled.

Proposed Personnel Policy Amendments:

Mr. Schneider stated that the current policy is unclear about how staff should log their time when on disability. He presented the Board with a revised policy that requires personnel to use their accrued sick leave time when they are on disability.

Mr. Kluge moved that the policy revisions be implemented as written. Mr. Cummings seconded. The motion carried unanimously.

Tabled Tax Deedings – Status Report: This item was deferred to the non-public session.

Lakeview Septic Systems:

Mr. Schneider noted that the project will require a vote at Town Meeting. There is disagreement between the Town and the DES on which body governs here; the Selectboard or Town Meeting.

Lakeview has asked the Town to accept its effluent (liquid), as their septic system is failing. The liquid would be pumped out of their system and trucked to one of the Town pump stations. Mr. Schneider said effluent is different from typical septage; it is less concentrated. Lakeview would, essentially become a paying customer of the Town sewer system (not as a hookup, but as a direct dump).

Mr. Schneider went on to say that the Town has told Lakeview that they must have alternatives, and that Lakeview has had discussions with Canaan. He doesn't know if Canaan could handle the projected volume of approximately 15,000 gallons per day.

He further noted that Enfield currently has a capacity of 300,000 gallons per day, but uses only 80,000; so adding the Lakeview gallons would not put us too close to capacity.

Mr. Cummings hoped that this would be a short term arrangement, perhaps only a couple of years.

Mr. Cusick asked if the failure of Lakeview's current septic presented a danger to Mascoma at all. Mr. Schneider said, "not yet."

Mr. Kluge agreed that looking into the agreement would be the right thing to do.

Mr. Crate added that it would be a good idea to meet with Lebanon and make sure the Enfield taxpayers don't bear the brunt of the added volume.

2016 Budget:

Mr. Schneider noted that the budget process was beginning and that meetings would be fairly frequent for the next few months.

A draft CIP request list (the result of the CIP meeting of the previous week) was presented to the Board for information. A couple of things on the list were contingent upon outside factors, which may push them back to the 2016 or 2017 budgeting rounds.

Mr. Cummings noted the new door for the fire station on the list. Mr. Taylor responded that the fire department would need to respond to questions about that item.

The Lovejoy Brook item was contingent on FEMA funding. Mr. Taylor noted that it was looking good. Mr. Schneider noted that he knows of a bridge in New London that was done for much less (1/3 the currently proposed amount). Mr. Taylor will talk with Mr. Schneider separately to see if that line item could be adjusted.

Mr. Taylor noted that everyone was actively finding ways to reduce costs.

The boat launch project will go out to bid, and then hard numbers would be available; only then will the determination be made of whether it will be included in the budget for 2016.

There was no number cited for the Enfield Center Town House floor. It needs evaluation.

Community Building air conditioning was raised as a concern, as it was not on the list. Mr. Taylor said that Hayward had reevaluated the system and determined that it was set up and engineered properly. Both Mr. Cummings and Mr. Crate disagreed, saying that when large groups are in the building, the system cannot keep the air cool enough. The Lions Club turns on the AC in the morning on Tuesdays, and twenty minutes into the evening's Bingo, the room is already at 80F. Mr. Cummings noted that the Town had spent a lot on the system, to have it not doing what it's supposed to do.

Mr. Cusick wondered if a new ceiling would help, to which Mr. Schneider replied, "no." Mr. Gotthardt asked if the ceiling fans had been reversed for summer. They had.

Mr. Cummings was surprised to see the line item indicating that the Library would be making a CIP request. He remembered being told after the last request from the Library (for support of its capital campaign to build a new facility) that "they would never come back to us again."

Mr. Cusick responded that the Library was still working on their presentation, and that he couldn't give too much information. His understanding is that they'll be asking for the balance of their need; it would be somewhere around \$2 to \$2.5 million. Mr. Cusick noted that the CIP committee had told the Library it needs to do more work before making such a request. He said they're still working out the specifics of how they're going to approach it.

Mr. Cummings said that there are many needs in the Town — from rolling stock, like dump trucks, fire trucks, to public safety items — it will be a hard row to convince the Town.

Mr. Schneider suggested that the Town wait and hear what the Library has to say; they are scheduled to come to the Selectboard's second meeting in October. Mr. Cumming thought that would be late to be coming in with such a sizable request.

Mr. Kluge observed that the Library amount should be a separate "ask" from the Town Budget at Town Meeting.

Mr. Schneider observed that he didn't think it was too late, given that the CIP budget was not yet complete.

Meadow Lane Property: This item was deferred to the non-public session.

Administrative Items: None

VIII. OTHER ITEMS

Next Meeting: Monday, October 5, 2015, 6:00 PM, Whitney Hall Conference Room

CONFERENCE

I. NON-PUBLIC SESSION

Mr. Kluge moved to enter non-public session at 7:15 PM, RSA 91-A:3 II (c), (d) and (e), Mr. Cummings seconded the motion. Roll Call vote: Mr. Kluge – aye, Mr. Cummings – aye, Mr. Crate – aye.

Mr. Kluge moved to come out of non-public session at 7:50 PM, Mr. Cummings seconded, vote unanimous in favor of the motion.

II. ADJOURNMENT

Mr. Cummings moved to adjourn at 7:51 PM, Mr. Kluge 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