

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

**MINUTES of October 5, 2015**

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

**Administrative Staff:** Steven Schneider, Town Manager; Alisa D. Bonnette, Assistant Town Manager; Jim Taylor, Director of Public Works; Richard Martin, EMS Chief; John Nugent, EMS Assistant Chief; Bud Baker, EMS Treasurer.

**Others:** James Bonner, Dan Kiley

**BUSINESS MEETING**

**I. CALL TO ORDER**

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

**II. APPROVAL OF MINUTES**

Mr. Kluge made, and Mr. Cummings seconded the motion to accept the minutes of the September 21, 2015 Regular and Non-Public meetings as presented. The motion carried unanimously.

**III. COMMUNICATIONS**

**Tax Collector's Report September 2015:**

The Tax Collector's Report was provided to the Selectboard, and Mr. Schneider noted that tax collections are on track at 96% for the year to date.

**Town Clerk's Report September 2015:**

The Town Clerk's Report was provided to the Selectboard, and Mr. Schneider noted that revenues are on track and, at the end of September were \$36,000 above that point last year.

**NH Ten Year Transportation Improvement Plan Correspondence:**

Mr. Schneider shared with the Selectboard his letter to the NH DOT, in response to the new ten-year plan. Mr. Schneider's letter cites the State's lack of attention to the unnumbered (Tier 4) State roads within the bounds of Enfield, of which 70% are in poor or very poor condition, and asks the State to "reconsider their lack of funding for Tier 4 roadway maintenance and rehabilitation."

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

##### **Enfield Village Association Report:**

The Board received the EVA report, and Mr. Schneider pointed out that the Village Association is considering purchasing the Loupis property that is for sale on Main Street. He added that such a project would be appropriate, given that one of the Village Association's charter goals is to redevelop and improve properties within the district.

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

At its last meeting, the Planning Board approved a conceptual plan submitted by a gentleman who is in the process of putting a garage into the old Allstate Polyethylene building (at Lovejoy Brook and Route 4).

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

##### **Tax Exemption Request / Payment in Lieu of Taxes:**

Paperwork has been received.

##### **Comcast Franchise Agreement Renewal:**

Mr. Schneider will be meeting with Comcast during the week.

##### **Roads Scholar Program Achievements:**

Two DPW employees were recognized for recent achievements in the Roads Scholar program that is presented by the UNH Technology Transfer Center. **Jason Darling** achieved Roads Scholar One status (the first of the program's four levels of training in road maintenance and construction). **Derek Corbin** achieved Master Roads Scholar (the fourth level) and also was recognized with Safety Champion status.

Mr. Schneider extended his congratulations and stated that the Town encourages participation. Mr. Taylor noted that the majority of the DPW road staff participates in the program, which has added two new levels of study.

#### **VI. PUBLIC COMMENTS**

##### **School District Budget Meeting:**

Dan Kiley reported that he had attended the recent meeting, and learned that the Enfield share of the school population was continuing to decrease. He said the SAU had mentioned that a change in the catchment line between Enfield and Canaan Village Schools might happen in the next year or two, if the trend continued. The overall population also is declining, with 70 freshmen starting at the high school last month, replacing the 92 students who graduated last spring. Seven years ago, he said, each high school grade had over 100 students.

Mr. Kluge asked for clarification on moving the delineation. Mr. Kiley stated that Enfield only pays for its own students, regardless of which district elementary school they attend. Mr. Schneider agreed, noting that some Grafton students attend Enfield Village School.

## VII. BUSINESS

### **Surplus Equipment:**

Mr. Schneider noted that there were two surplus equipment requests. First, he reviewed the recommendation from Mr. Taylor that the Town surplus one truck and two trailers. Mr. Taylor noted that the truck had done its duty; that it still runs, but is rusty and the DPW only put 102 miles on it in the last year.

The second request was from the EMS. Mr. Baker presented for EMS, since its chief and assistant chief had to leave to respond to a call. The EMS requested that the Town surplus the Zoll, which he described as the most important piece of equipment on the ambulance. The Zoll is a defibrillator and also monitors patient vital signs, including SpO2 (blood oxygen level). This information gives EMT's a snapshot of how well a patient is breathing, and indicates the effectiveness of CPR, for example.

The current Zoll was purchased in 2003 and has been in use since then. EMS researched replacements, developed a short list of two products (the new Zoll and LIFEPAK from Physio Control), and has had sales presentations from each.

The Zoll model is a bit newer, and Zoll has offered a \$4,500 trade-in credit if EMS purchases its new unit from them. The LIFEPAK is a good unit, but potentially at the end of its product life. Updates for the Zoll would be software, not hardware ones, and can be done over the Internet.

The new Zoll model has a much brighter screen and is half as big and one-third the weight of the current unit, all of which are very important in rough weather and over rough terrain. The new model also will automatically populate the state-required run reports with its readings of patient vital signs, eliminating the need for manual entry (and the potential for typo's), leaving just the call description and step-by-step for entry by the EMT's. Finally, the new Zoll will eventually be able to automatically transmit patient vital signs directly to the hospital en route (the current obstacle to doing this is that the local hospitals are not equipped for their end of the communication).

EMS requests permission to surplus the existing Zoll, and plans to get the new Zoll and take advantage of the \$4,500 trade-in (without that deal, Mr. Baker estimates that the current unit would yield only about \$900 in resale).

Mr. Crate moved and Mr. Cummings seconded the motion that all surplus requests be approved as presented. The motion passed unanimously.

### **Enfield Center Town House Report:**

Mr. Schneider summarized the engineer's report of a visual inspection of the Town House structure as "not the best of news." Stream overrun has eroded various foundation supports, and resulted in mold and rotted wood.

Mr. Schneider recommends that the Town stop all public use of the building until repairs can be made; cold storage should still be fine, but not foot traffic, events or meetings. He noted that the

Heritage Commission has been looking at this effort for its next project, and that they likely will pursue grant funding.

The project will need to address the structure and the stream overrun, so that it doesn't happen again.

The engineer's report will be shared with the Heritage Commission.

**Harris Brook Reservoir Dam:**

Mr. Schneider summarized the State dam safety progress report on the Harris Brook Dam (the Town's old reservoir, in Canaan) as containing some not very costly items (update EAP's and tree/brush removal) and other, more expensive things (like an engineer's evaluation, then repairs and/or reconstruction).

Repairs/reconstruction would include addressing the cracks and seepages. One of the cracks is ½ inch by 4 inches by 175 feet (½" x 4" x 175'); others would be springs.

Mr. Schneider has asked the Town engineer to develop a Scope of Work (SOW), and has spoken with the Conservation Commission about help with the tree and brush removal. Costs are not yet known.

The alternative to effecting repairs is to breach the dam. It would still be a natural area with value. The resulting draining of the reservoir would create a different type of environment, but again, it still would have value as a natural resource.

Mr. Crate noted an item in the report that mentioned moving boats. Mr. Schneider said that the boats are no longer there – they had belonged to neighbors of the reservoir.

Mr. Schneider suggests waiting for the engineer's report before making decisions. He intends to respond to the letter, but is not sure we'll have a reservoir there anymore; it already had been removed from our active system.

**Lakeview Septic Systems:**

Mr. Schneider and Mr. Taylor met with Lakeview and are not sure the tie in would be feasible for the Town's operation. All collection and dumping would have to be monitored. There isn't much of a cost difference for Lakeview between their Enfield option and the Canaan one.

Mr. Schneider will attend Lakeview's annual meeting tomorrow. By being a sponsor of their project with the State, there'll be things the Town is responsible for.

Mr. Schneider has spoken with the Town attorney and learned that Lakeview's request would have to be treated as a bond at Town Meeting, and would require a 60% approval.

Mr. Kluge asked when the public meeting would be held. Ms. Bonnette said it would be January, and Mr. Schneider suggested that it could be combined with the Town's public meeting.

It would be a force main project; one in which other neighbors of the line would not be required to hook on. Mr. Crate asked if others would be allowed to connect if they wished, to which Mr. Schneider responded that yes, they would have the option, but would not be required to do so.

**2016 Budget:**

Mr. Schneider distributed the initial budget binders to the Selectboard, noting that there's still a lot of work to do, but the big items are there. The Budget Committee will meet this Thursday.

The transfer to CIP is included.

The one change made to the budget is that all debt is itemized by borrowing and includes both the origination and completion dates for existing debts. Two expire in 2016 (the sewer and cruisers). Newly incurred debts will be separated out in the 4900 accounts.

Mr. Schneider noted that \$18,000 in debt is coming off the books in 2016 and won't necessarily come back.

Mr. Cummings noted that some items are not yet present; Mr. Schneider invited him to plug in any numbers he knows of.

Mr. Taylor noted that Chief Crate was reviewing items for the Police Department Building, to which Mr. Schneider replied that he thought the Chief's numbers were there.

**New Fire Truck**

Mr. Cummings noted that the new fire truck is in production and that November delivery may happen (the manufacturer has until December to deliver).

**Administrative Items:**

The Board members signed a Yield Tax Levy.

**VIII. OTHER ITEMS**

**Next Meeting:** Monday, October 19, 6:00 PM, Whitney Hall Conference Room

**VIII. ADJOURNMENT**

The chair adjourned the meeting at 6:45 p.m.

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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