

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

MINUTES of October 19, 2015

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

Absent/Excused: Fred Cummings;

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

Others: Jim Bonner, Philip Cronenwett, Bob Cusick, Lee Carrier, Sam Eaton, Daniel Edwards, Shirley Green, Melissa Hutson, Mark Johnson, Francine Lozeau, and Meredith Smith

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. Crate seconded the motion to accept the regular session minutes of the October 5, 2015 meeting as presented. The motion carried unanimously.

III. COMMUNICATIONS

NHDES Land Resources Management File #2015-02545, 29 Wescott Road:

Mr. Schneider reviewed the letter from the NH Department of Environmental Services to the property owner, concerning a proposal to remove fill that had been placed on the property during a NHDOT project. The Chair mentioned that he believed the material was being removed.

**Wetlands Permit by Notification: Replace existing retaining wall, 85 NH Route 4A
(complete application available for viewing):**

**Wetlands Permit Application: Stream renovation/restoration and wildlife habitat
enhancement, 54 Hawley Drive (complete application available for viewing):**

The two items above were provided to the board for reference and information. Mr. Schneider noted that both applications had been before the Conservation Commission.

Trustees of Trust Funds Report – 3rd Quarter 2015:

Mr. Schneider reviewed the report from the Trustees of Public Funds, noting that the investments are on track, earning about 0.7%, and that the Town still has a few CD's, which are earning in the 1.25% range.

IV. BOARD REPORTS

None.

V. TOWN MANAGER'S REPORT

Mr. Schneider reported that as Water & Sewer Commissioners, the Selectboard needs to vote to expend funds from the water and sewer budgets to deposit these monies into their respective capital reserve funds, one for water (\$20,000), and one for sewer (\$50,000). This can be done at the next meeting.

VI. PUBLIC COMMENTS

None.

VII. BUSINESS**Daniel Edwards – Speeding Issue:**

Mr. Edwards came before the Board with concerns about the tax burden placed on property owners, particularly seniors, by out-of-towners living here and putting their children in the schools. He feels seniors are paying the taxes to support those children being in the schools.

Mr. Schneider pointed out that there is an elderly tax exemption, but acknowledged that eligibility for the exemption is income-based.

Mr. Kluge noted that the high school renovation project had been supported by a majority of Enfield voters on multiple occasions, and stated that their will should be respected.

Mr. Edwards felt there should be a bill to protect the middle class and asked if other attendees agreed.

Mr. Kluge stated that the property tax structure was something to be addressed at the state level, not by a local Selectboard.

Mr. Schneider noted that Mr. Edwards' request to be on the agenda was for a speeding issue, and asked if he'd like to address that.

Mr. Edwards pointed out that speeding in town is an issue, suggesting that yellow lights on the speed limit signs on May Street might make people more aware and perhaps could make them slow down. While there hadn't been a speed-related accident yet, he felt it would be a matter of time.

The Chair suggested that Mr. Schneider raise the issue with the police department.

Library Presentation:

Phil Cronenwett spoke for the Enfield Library, stating that their goal for the meeting was to present an update on the efforts to fund the construction of a new library so that the Selectboard could make an informed decision on whether to put the project on the 2016 Town Meeting Warrant as a bond issue. He presented the update as follows:

The elephant in the room is, of course, the intemperate remark made at the 2008 town meeting that, if the vote passed and \$400,000 was appropriated, the library would never return to the Town for more public funds. Though that comment had not been reflected in the meeting minutes, the Library acknowledges that it was said.

The history: The Enfield Library was built in 1900 and rehabilitated in 1993. In 2008, the Town voted to appropriate \$400,000 for the planning and construction. The library began active fundraising in 2013, and in 2014, the TIF district voted to refurbish the municipal parking lot.

The library board and its fundraising committee have conducted a broad campaign, including saturation mailings to Enfield residents and to property owners who live elsewhere, and to local businesses. Additional mailings are planned. They also have met with foundations, corporations, businesses, individuals and with groups like the Crystal Lake Property Owners and Mascoma Lake Property Owners organizations. They have submitted applications to numerous grant making and charitable organizations.

These efforts have yielded \$927,000 of contributions and commitments. They will continue to raise money, even if a bond is approved, in order to minimize what needs to be borrowed.

The cost of the project is being recalculated, as the plans that were developed in 2009 (with SMP Architects) need to be reviewed due to the BOCA (Building Officials and Code Administrators International) code having been upgraded at least once since then. This means that the \$3.2 million estimate (which was an "all done" estimate – i.e.: everything up to and including moving the books) is several years out-of-date.

Should the Selectboard put a Bond on the Town Meeting Warrant, the library will (through its construction manager, Bauen, Inc.) put the project out to bid in time to have current costs in time for Town Meeting.

Mr. Cronenwett noted that Mascoma Savings Bank cited a rate of 3.05%, for a \$2.5 million dollar bond. This would mean an annual payment of \$168,856 for a 20-year bond, or \$144,410 for a 25-year bond.

Should the Selectboard put the bond on the Town Meeting Warrant, and if the Town supports it, groundbreaking would be in Spring 2016, and move-in would be in Spring 2017. The current space is 3,100 square feet, and the new building is planned for 7,500 square feet.

Mr. Cronenwett noted that many people's immediate sentiment might be to question the need for a library at all, thinking that nobody uses libraries any more in this new, hi-tech age. That is not the case in Enfield, he said. The Enfield Library has 2,444 active resident users – more than 50% of the 2010 census population of 4582. The library is one of the most heavily used services in town.

More than 15,800 people used the Enfield Library last year. 18,873 items were circulated; 1,134 e-books were lent; and 1,228 downloadable books were used. 1,641 people used the public computers.

There were 205 programs last year, in which 2,423 residents participated; three quarters of those programs were for children. The 2015 summer reading program had 116 children participate.

New libraries are magnets for towns. Mr. Cronenwett noted that Durham and Sunapee saw library used increase significantly after building their new facilities.

He also noted that the town has space needs that can be satisfied by the new building, especially for medium-sized meetings. The Community Building is in high demand and it is becoming harder and harder to find available time there. The meeting space in the new library will have its own entrance, making it more accessible at times when the Library is closed.

Library Discussion:

Mr. Kluge asked how the library board would respond to questions about the comment that was made at the 2008 Town Meeting.

Mr. Cronenwett said that the current library board and fundraising committee should not be held responsible for a comment made by a past board chair.

Mr. Kluge asked whether that comment had been made in the process of convincing people to vote for the \$400K.

Mr. Cronenwett acknowledged that yes, it had. However, he said, it should be noted and known that this was not a comment that was discussed among the library board before Town Meeting.

Mr. Kluge asked whether that meant that the comment did not reflect the will of the board.

Mr. Cronenwett said no, the comment did not reflect the will of the board.

Mark Johnson added that the presentation at the 2008 Town Meeting, aside from the unfortunate comment, reflected the best thinking of a broad cross section of the people in Enfield at the time. The Library did not develop its plans in a vacuum, but involved the Planning Commission, the Select Board, and several other groups, through inclusion of representatives from those groups on the Library's planning committee. The plans for the new Library were and are a Town-wide effort.

Mr. Cusick suggested that if the Selectboard permits the bond to be on the Town Meeting Warrant, the library should spend the money for a polished media presentation. He noted that a convincing presentation would show the people how the project will impact them, and get them excited about it again.

Mr. Kluge agreed, saying that it has been a while and the library will need excitement.

Lee Carrier asked what the money that's been raised is made up of. Mr. Cronenwett said that \$133K was planning/architectural, \$234K construction, \$150K TIF, and the remainder was gifts.

Mr. Carrier noted that there had been no discussion of the library in CIP meetings yet, and that it is a difficult year with many planned and unexpected expenses. He emphasized that his comments did not mean he won't vote for the Library, but that everyone needs to work together to figure it all out.

Mr. Schneider asked whether the rates from Mascoma Bank were locked in. Mr. Cronenwett said they were, until the prime rate is changed.

Mr. Edwards asked if these could be a census of how many children are going to school here, stating that the renters aren't responsible for funding the schools.

The Chair stated that the owners of the rental properties pay the property taxes on those properties.

Mr. Edwards asked if the tax was proportionate, to which Mr. Kluge stated that property is taxed, not people.

The Chair suggested that Mr. Schneider give Mr. Edwards the names of our State Representatives, who would be more appropriate to hear his grievances.

Mr. Edwards acknowledged that this would be helpful.

Mr. Schneider stated that the Selectboard will need to decide whether it wants the Library on the Town Warrant. Putting it on the Warrant doesn't indicate support of the project.

The Chair told Mr. Cronenwett that the Library shouldn't have to go get signatures on a Warrant Petition, but urged him to gain the support of the Budget Committee, the CIP Committee and the Selectboard, so that the Warrant item is followed by those three lines of support at Town Meeting.

Mr. Schneider suggested that the Library bring suggested wording for the Warrant to the next Selectboard meeting, so the Selectboard can know to what it is agreeing, should it decide to put the project on the Warrant. He noted that the size of the request would place it at the top of the Town Meeting agenda.

Mr. Carrier agreed that having the language stating that the three boards support the issue would be valuable. Getting the support of all three boards will take a lot of work. The library has a lot of meetings ahead.

RFP: Fund Management Services:

Mr. Schneider presented the Request for Proposals to have a separate entity managing the Town's investments. Enfield's Trustees of Trust Funds initiated the effort, as they recognize that making and managing investments is more complex than they are ready to take on.

Mr. Carrier asked whom they would hire. Mr. Schneider said it is just going out for bid.

Lakeview Septic Systems:

Mr. Schneider said the Lakeview septic issue would be the other bond on the 2016 Town Meeting Warrant. It will have no effect on the tax rate, but as the fiscal agent, the Town must put it on the Warrant. The public meeting can be part of a Selectboard meeting – probably in January.

It will be an interesting Town Meeting, with two bonds (one of which will have no effect on the tax rate).

Mr. Carrier added that there also is the \$300K the Town lost.

Mr. Schneider said there has been no word or progress on the \$300K. The former owner is still going back and forth – it will be a year in December. The fund is still producing dividends, but the Town is keeping those dividends separate because of “reach back,” which could make that \$17K reachable by the bankruptcy court. A meeting with the State is coming up, and the criminal portion will go to court sometime in 2017.

Mr. Carrier agreed, saying that the FBI is involved, and getting the Town's money back will be complicated.

2016 Budget:

Mr. Schneider said the Budget Committee is fully in process, meeting every week. Ms. Bonnette presented the administrative budget to the committee the previous week.

Mr. Schneider wants to wrap up the process by the end of November, to leave December and January open for adjustments. He said it is a good committee, with the four new members working out well.

Meredith Smith asked when a request should be submitted for money toward the Enfield Center Town House project.

Mr. Schneider cautioned that addressing the creek overrun should come before building rehabilitation.

Mrs. Smith had spoken with Peter Michaud, and said that he felt things could be done to keep the creek from flowing into the building. Was Mr. Schneider saying that no money should be spent on the building?

Mr. Schneider said no, but that the water issue should be addressed first, with reasonable consideration for the neighbors.

Mrs. Smith asked if the solution would be to move the building (Mr. Schneider said he hadn't said that). She wants to proceed with the National Register application. She also is very concerned about mold and feels some attention needs to be paid to the building.

Administrative Items:

Water & Sewer Commitment – 2015 3rd Quarter:

Mr. Kluge moved, and Mr. Crate seconded the motion to accept the third quarter commitment as presented. The motion carried unanimously.

The Board also reviewed/executed:

- Yield Tax Levy
- Petition & Pole License: 1 Pole along George Hill Road

VIII. OTHER ITEMS

None.

Mr. Crate made and Mr. Kluge seconded the motion to adjourn to Executive Session.

Sam Eaton asked and was permitted to make a comment. He had heard the police department was thinking about body cameras, and wanted to know who would set the policies governing their use.

Mr. Schneider said that the police department would establish the policy. Mr. Eaton asked if the Selectboard would have any say in that policy; he was concerned about software that can be attached to cameras (for such things as facial recognition and GPS locators).

Mr. Schneider said yes, the Selectboard absolutely would have input, and Mr. Kluge agreed that he would like to be aware. Mr. Kluge thanked Mr. Eaton for the reminder.

The Chair adjourned the public meeting at 6:56p.m.

Next Meeting: Monday, November 2, 6:00 PM, Whitney Hall Conference Room

CONFERENCE

I. NON-PUBLIC SESSION

Mr. Kluge moved to enter non-public session at 7:00 PM, RSA 91A:3 II (a). 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 7:14 PM, Mr. Crate seconded, vote unanimous in favor of the motion.

II. ADJOURNMENT

The meeting was adjourned at 7:14 PM.

Donald J. Crate, Sr., Chairman

John W. Kluge

B. Fred Cummings
Enfield Board of Selectmen