

**Enfield Board of Selectmen  
Department of Public Works Building  
Enfield, New Hampshire**

**MINUTES of December 21, 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 A. Crate, Jr., Chief of Police; Richard Martin, EMS Chief; Bud Baker, EMS Treasurer; Karol Hammer, Recording Secretary

**Others:** Joseph Kenney, NH Executive Council – District E1; 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. Cummings moved to accept as printed the minutes of the December 7 public and non public sessions, including minutes of the public hearing regarding the CDBG Food Coop Feasibility Study.

Mr. Kluge requested one correction of the minutes: in the discussion of Lakeview Septic Systems/Sewer Extension on page 9 of the minutes as presented, the first sentence of the second paragraph should be corrected from, “Mr. Kluge states that this means the Town...” to “Mr. Kluge asked if this means the Town...”

Mr. Cummings moved that the minutes be accepted with the correction. Mr. Kluge seconded, and the motion passed unanimously.

**III. COMMUNICATIONS**

**Tax Collector’s Report – November 2015:**

Mr. Schneider presented the Tax Collector’s report, which shows 93% collected as of the second issue, and stated that things are right on schedule.

**Town Clerk's Report – November 2015:**

Mr. Schneider summarized the Town Clerk's report as showing revenues within \$4,000 of the 2014 year end revenues, and stated that we should be able to achieve the annual target by the end of December.

**NHDES Notice re: File #3407, 29 Wescott Road, Map 29 Lot 20**

Mr. Schneider presented the notice from NDES that the issue on Wescott Road had been resolved to its satisfaction, and that the file has been closed.

**IV. BOARD REPORTS**

Planning Commission: Mr. Kluge reported that the issue of zoning and solar power came up again at a recent Planning Commission meeting. He noted that the Commission is ready to help, and that Kurt Gotthart had indicated that the Energy Commission wants to take it on.

Mr. Kluge asked Ms. Bonnette if she was still on the Energy Commission, and she replied that she is, but that she not fully informed about efforts regarding solar power.

**V. TOWN MANAGER'S REPORT**

Mr. Schneider reported that the Town offices will be closed December 24 and 25 for the Christmas holiday, and again December 31 and January 1 for the New Year's holiday.

He also noted that the police department had announced new administrative hours. Beginning the first week of January, they will be Monday through Friday, 8 a.m. to 4 p.m. The change has been communicated on the Enfield listserv.

**VI. PUBLIC COMMENTS**

None

**VII. BUSINESS****Lakeview Septic Systems / Sewer Extension:**

Mr. Schneider reported that the Town is still supporting Lakeview's applications for Federal and State funds, but that since this really is Lakeview's project, the Town is largely out of the loop. He hopes to meet with them in the next couple of weeks.

He has spoken with the Town's bond attorney to assure that proper procedures are being followed. As soon as he receives the MOW, he'll feed it to the folks at Lakeview.

Mr. Kluge asked if it seems everything is moving on schedule, to which Mr. Schneider replied that he believes they are. There is a fundable opportunity to acquire Federal funding at about 40%, and financing of a 40-year loan at a low fixed rate. It will be worth their while to do the work to qualify, but there also are details the Town needs in order to make sure our end is taken care of before the bond hearing on January 19<sup>th</sup> (followed by the public hearing in February).

Mr. Schneider restated that it ultimately is Lakeview's project. He and Mr. Taylor are helping as they can. They haven't heard anything yet on the pumping arrangements and don't know whether Lakeview has selected a hauler.

Mr. Crate noted that he had seen a truck come out of Lakeview that morning.

**2016 Budget:**

Mr. Schneider reported that the CIP budget had been presented at the last Budget Committee meeting and he felt it went well. There are a lot of projects on the CIP list, including the boat launch, Boys Camp Road bridge, a truck body, and cruisers.

All numbers are now before the committee, and Mr. Schneider has asked all members to review what they have and generate questions so that he can get department heads' responses in good time. He noted that there are four new members of the Budget Committee, and that he is doing everything he can (including the request for questions) to make sure they make informed decisions.

2016 is year two of three for the Town's health insurance, and we still have three years left on our agreement with Casella.

Mr. Cummings noted that there is at least one member of the Budget Committee who wants to reduce Town services, particularly curbside collection and health insurance. His impression is that the Committee is not as structured and controlled as it has been in the past.

Mr. Schneider acknowledged that the discussions have been much more open on a variety of topics, and noted that it is a tough committee with hard work to do.

Mr. Cummings agreed, and stated that he believes Sam Eaton has been doing a good job.

He went on to ask if the DPW will be replacing its F550 this year. Mr. Taylor said yes, it is. The new one will be a little smaller than in the past, and made of poly. The new one will be a seven-year truck.

Mr. Cummings asked why a ten-year lease on a seven-year truck? Mr. Schneider responded that the ten-year lease included other vehicles, like the international. He has asked for a seven-year term for the F550. The first F550 lasted ten years, the current one is in its 13<sup>th</sup> year, so he hopes the new one will go more than seven.

Mr. Schneider also discussed creating a sustainable document that includes funds for the levels of service we provide, saying that would be helpful in current and future budgeting exercises. It will help people understand when they've reached the line where we can't cut anymore without cutting services.

Mr. Cummings agreed, stating that a 0% increase has even been discussed. He doesn't know how much longer the Town can sustain at a 2% increase, given that it isn't covering the increases

in costs of delivering the level of service taxpayers expect. At some point, he said, maintaining our level of service will require a higher increase.

If the Budget Committee comes back with a 2% increase that cuts level of service, the Selectboard may have to generate another, competing budget for Town Meeting.

Mr. Kluge observed that that situation sort of happened last year, when costs were added back into the budget during Town Meeting.

Mr. Cummings noted that, to level fund this year, \$6,000 will have to be cut. He feels the Select Board needs to have a significant conversation on whether it should push for a different budget, if the scenario he anticipates comes to be.

Mr. Kluge asked when the Selectboard will have the opportunity to see what the Budget Committee is recommending. Mr. Schneider responded that the Committee meets again on the first Thursday in January to review their questions and department heads' responses, and that the Selectboard will see the Committee-recommended after that.

Mr. Cummings stated that the Selectboard really needs to have the opportunity to review and discuss.

### **2016 Town Meeting:**

Mr. Schneider anticipates a longer Town Meeting than we've had the past few years. There will be at least four bond hearings, and he anticipates that some will involve detailed discussions. Among the anticipated bond items will be the Library, Lakeview, the Boys' Camp Road Bridge and Boat Launch/Ramp, and the CIP leases.

He noted that the Selectboard will have the opportunity to recommend (or not) each item.

The meeting will be front-loaded with not a lot of discussion anticipated on other items. To date, he has not heard of any petition articles that might need to be added.

Bond hearings are scheduled for January 19 at the Public Works Facility.

The Selectboard will have the opportunity to determine the order in which items appear on the Town Meeting Warrant.

### **Proposed Withdrawal from CIP Capital Reserve Funds:**

Mr. Schneider asked that the board approve an additional withdrawal to cover the interest for items already approved. The interest had not been included in the original amount requested, which already was approved.

Mr. Cummings made and Mr. Crate seconded the motion to approve the request as presented. The motion passed unanimously.

**PUBLIC HEARING**  
**Zoll Defibrillator**

Mr. Kluge moved to open the Public Hearing at 6:30 PM to discuss the acceptance of a Zoll defibrillator valued at greater than \$10,000 and funds donated toward the purchase of said defibrillator. Mr. Cummings seconded. The motion carried unanimously.

**The Presentation:**

Speaking for the EMS, Bud Baker explained that the EMS Squad had been the beneficiaries of two bequests from residents, each with the condition that the funds be used toward the public good. Thanks to those funds, every EMT in Enfield has been equipped with an AED.

The Zoll defibrillator that was just retired was 12 years old. The Squad researched new technology, and decided to have presentations from Zoll and from LightPak. The new technology is lighter, and gives more information faster. Following the demonstrations, the Squad opted to obtain another Zoll.

A \$5,000 donation from the Byrne Foundation, plus trading in the old Zoll unit for \$4,000, helped reduce the cost of the replacement.

The Squad wants to split the balance due between the EMS account and the Town, resulting in a direct expenditure of \$11,143.87 each (total of \$22,287.74). Mr. Schneider clarified that the Town portion is already itemized and included in the CIP proposal that will go before the taxpayers at Town Meeting.

Mr. Baker noted that the Zoll company, in addition to the generous trade-in value for the old unit, has given the town a payment deferral at zero interest to allow for the Town Meeting vote. The equipment, though, is already here and in use.

The computer diagnostics and resolution are significantly improved, software updates and upgrades can be received and implemented online and, once DHMC has the technology at their end, the equipment will be able to transmit patient data directly to the hospital.

**Discussion:**

Mr. Cummings asked what would happen if the taxpayer vote against the CIP allocation. Mr. Schneider explained that the Selectboard would have the authority and ability to expend the money anyway.

Mr. Crate stated that the Town should be allowed to vote on it in the CIP.

Mr. Baker asked whether the Board would be put in a bad position if the taxpayers vote it down and then the Board pays for the equipment anyway. Mr. Cummings stated that he does not think there will be a problem.

Mr. Schneider suggested that the Zoll could be separated into its own separate article, but that it currently will be lumped in with some doors and other items.

Mr. Kluge made and Mr. Crate seconded the motion to close the Public Hearing. The motion passed unanimously.

Mr. Cummings made and Mr. Kluge seconded the motion to accept the Zoll and the Byrne Foundation grant. The motion passed unanimously.

**Special Guest:**

Mr. Crate introduced Mr. Kenney, NH Executive Councilor for our district.

Mr. Kenney stated that he has been our Executive Councilor for the past two years and summarized some of his activities throughout the region.

The new 10-year Highway Improvement Plan, recently sent to the Governor, focuses on maintenance, preservation and safety, he said.

Within our region, the Route 4/4a Bridge replacement has been completed, as well as culvert and resurfacing work along Route 4a.

He is optimistic about the possibilities presented by the passing of the Federal 5-year FAST (Fix America's Surface Transportation) Act, which he believes will put extra revenue into red-listed bridges and resurfacing projects.

Mr. Kenney also stated that he has put 329 of the region's citizens onto State boards and commissions, and will be happy to entertain nominees from Enfield, as openings arise.

For planning and conservation, he states that the DES is going through a reorganization, to be approved by the Executive Council. Local input about the reorganization will be welcome.

He noted that three high ranking positions are opening up: HHS commissioner (previous commissioner has retired), and the Banking commissioner and Assistant Department of Revenue have resigned.

Statewide priorities are the drug/heroin epidemic, Medicaid expansion, and to keep our business climate positive.

While Mr. Kenney doesn't live in the Enfield area, he stated that he is happy to come here at any time. If he is needed, he hopes the Town will call him – he will be glad to respond and help out.

Mr. Schneider noted that he did meet with the new DOT commissioner last week and that she mentioned the focus on maintaining roads. However, Enfield is desperate for attention to our unnumbered State roads, particularly Main Street and Shaker Hill Road. We would appreciate help with getting those repaved.

Mr. Kenney agreed, noting that the squeaky wheel gets the attention.

Mr. Cummings expressed frustration that the money for such projects historically goes to the Southern part of the state. He said it is frustrating to drive down and see multi-million dollar projects down there and know that we have some of the worst roads in the state here getting no attention at all.

Mr. Kenney acknowledged the frustration, and said that those (Southern projects) are mostly bonded efforts. If we invite him into this region, he'll be here as much as he is needed to give focus to the road issues and other issues, too.

Another project that has come to a halt is the underpass at the Mascoma Lake end of Main Street, Mr. Cummings said. Years ago, the State asked the Town what it wanted to do with the underpass. When the Town responded that it wanted to take it out and instead have an at-grade crossing, suddenly a group got upset and got the underpass declared a historical structure. The Town ended up having to agree to a project nobody wanted.

Mr. Kenney said he would be happy to bring the DOT and Trails commissioners and help get things moving again.

### **PUBLIC HEARING** **Water and Sewer Rates**

Mr. Cummings moved at 7:01 p.m. to open the Public Hearing to discuss the setting of Municipal Water & Sewer Rates. Mr. Kluge seconded and the motion passed unanimously.

#### **The Presentation:**

Mr. Schneider showed the Board a memo he had received from Lebanon, declaring its rate increase to have been set at 6%. He stated that this means Enfield will implement the same increase.

#### **Discussion:**

Mr. Crate stated that we really have no choice but to go with the 6%.

Mr. Schneider agreed, saying that was true, unless we wanted to run a deficit.

Dan Kiley observed that when we went to a two-tiered rate system, it was stated the rates eventually would be brought closer together.

Mr. Cummings said that the rates are close now. There is only about a \$6 difference. But when will we see two-tier water rates?

Mr. Taylor responded that a two-tier system for water rates will be proposed next year. He noted that this will be the eighth straight year we haven't had to increase water rates.

Mr. Kiley said that would be good because the people who are paying \$12 are paying less than the Town cost. The people paying \$18 are paying more.

Mr. Schneider noted that bringing the rates closer together would affect more people.

Mr. Kluge agreed, and added that we wouldn't want to do that on top of a 6% sewer rate increase.

Mr. Cummings made and Mr. Crate seconded the motion to close the Public Hearing at 7:06 p.m.. The motion passed unanimously.

Mr. Cummings made and Mr. Crate seconded the motion to adopt the 6% sewer rate increase. The motion passed unanimously.

#### **NH Public Works Mutual Aid Program:**

Mr. Taylor called attention to the notice from the NHPW Mutual Aid Program, and stated that he will submit the \$25 and Enfield's list of equipment to get us renewed for the year.

#### **Tax Deeding(s) Follow-up:**

Mr. Schneider stated that there had been no news or changes in the situation. Mr. Cummings asked for confirmation that the property owners were supposed to be at the meeting, which Mr. Schneider gave. Mr. Cummings stated that if they do not attend the next meeting, the Board will have to discuss and act accordingly.

#### **Administrative Items:**

The Board executed property tax refunds and a 2015 Equalization Municipal Assessment Data Certificate.

#### **Other Business:**

- Mr. Crate noted that an apartment building on Main Street (at the corner of Main and Oak Grove) is being rehabbed and wanted to know if units were being added. There is concern about parking, since they use private parking.

Mr. Taylor responded that the building was and will continue to be a duplex.

- Alisa Bonnette said the Town had received an undesignated donation check of \$100 from Lake Sunapee Bank and asked the Board to accept the donation and allocate it to the Fuel Fund.

Mr. Cummings made and Mr. Kluge seconded the motion to accept the donation and allocate it to the Fuel Fund. The motion passed unanimously.

- Mr. Schneider noted that the Superintendent of Schools will attend the next Selectboard meeting to talk about warrant articles for Town Meeting.



Mr. Kiley noted that the School District will be looking for a tax increase of 8.1% this year. The biggest increase is for special ed (for which two more coordinators are needed), followed by the addition of two more custodians (to maintain the enlarged/renovated high school), and the addition of a full-time athletic director (Kelli Green currently serves as part-time AD).

Mr. Cummings expressed frustration that the Town is holding back from adding positions and worried about the possibility of having to go above a 2% increase, when adding staff was not mentioned in relation to the school project. He asked how much increase is required for the school bond.

Mr. Kiley said that the 8.1% included the bond. The added positions represent only 2%. Without them, the increase would still be 6.1%.

Mr. Kiley also noted that the default School District budget is based on budgeted and not actual expenditures. Last year the School District returned \$900,000 to the taxpayers, so the default budget is inflated by that kind of number.

Mr. Kluge said that the Town has to do what it has to do with its budget. We can't be at the mercy of the School District budget.

Mr. Kiley noted that there also may be a warrant article from Canaan to cut the School District budget.

**Next Meeting: Monday, January 4, 2016, Whitney Hall Conference Room.**

**CONFERENCE**

**I. NON-PUBLIC SESSION**

Mr. Kluge moved to enter non-public session at 7:17 PM, RSA 91-A:3 II (c), Mr. Cummings seconded. Roll call vote: Mr. Kluge – aye, Mr. Crate – aye, Mr. Cummings – aye, vote unanimous in favor of the motion.

The Board discussed a personnel issue.

Mr. Kluge moved to come out of non-public session at 8:10 PM, Mr. Crate seconded, vote unanimous in favor of the motion.

**II. ADJOURNMENT**

The meeting was adjourned at 8:10 PM

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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