

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

MINUTES of February 7, 2017

Board of Selectmen: John W. Kluge; Meredith C. Smith; and B. Fred Cummings (arrived at 6:20).

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

Others: James Bonner (video), Melissa Hutson (Town Librarian), Phil Cronenwett (Chair, Library Board of Trustees), Shirley Green, and others.

BUSINESS MEETING

I. CALL TO ORDER

The Chairman called the meeting to order at 6:04 PM and noted that Mr. Cummings would arrive as soon as he could.

II. APPROVAL OF MINUTES

Mrs. Smith made and Mr. Kluge seconded the motion to accept January 23 Public and Non-Public minutes as presented. The motion passed with a vote of 2-0 and 1 absent.

III. COMMUNICATIONS

Mr. Schneider referred the Board to NH DOT construction plans for Lakeside Park, noting that the State planned to start in April or May after the Governor and Council approvals. The Park would be unavailable for public use during construction, estimated to run May through August.

Mr. Schneider also referred the Board to the State DOT's Biennial Inspection of Municipally Owned Bridges report. Mr. Kluge asked what an "E2" notation meant in the list of Recommended Postings for the bridges. Mr. Taylor said it was a weight rating.

Mr. Schneider then reviewed the Tax Collector's report through January 2017, which showed 97% collections versus 98% at the same point the previous year. He said the numbers were still very nice.

The Town Clerk's report showed \$82,000 January 2017 revenues; a solid \$16,000 more than January 2016. Mr. Schneider reminded the Board that January 2016 had set a Town record, so setting a new record was a good start. The Town had usually collected revenues in the \$50's during January.

IV. BOARD REPORTS

Mr. Schneider reminded the Board that there would be a Town budget public hearing the following evening. Ms. Bonnette added that a Selectboard meeting had been included in the warning, to immediately follow the budget hearing. This would allow the Board to vote on its support/non-support of Warrant items and finalize the budget proposal if changes were made as a result of the public hearing.

Mr. Schneider added that a Public Hearing had been warned to happen during the current Board meeting.

V. TOWN MANAGER'S REPORT

None

VI. PUBLIC COMMENTS

None.

VII. BUSINESS

Old Home Days Committee Appointment:

Mr. Schneider referred to an e-mail message Ms. Bonnette had received from Kristin Harrington, requesting that Robert Bassett be appointed to the Old Home Days Committee.

Mrs. Smith made and Mr. Kluge seconded the motion to appoint Mr. Bassett to the Committee as requested. The motion passed with a vote of 2-0 and 1 absent.

Library re: Theatre Concerns:

Ms. Hutson spoke on behalf of the Library, referencing an e-mail message she had sent to Mr. Schneider and Ms. Bonnette, detailing problems the library was experiencing with noise, adult language, parking, doors being locked at wrong times, and lack of cooperation from the theatre personnel.

Ms. Hutson said the problems have become overwhelming, with noise and adult language being of particular concern. She said Library staff were getting tired of asking the theatre director to keep the noise down to more acceptable levels. She felt the Library wasn't asking for anything exceptional, particularly since language was often inappropriate to the young people in the Library.

During every rehearsal, obscenities could be heard clearly in the Library, just downstairs from the theatre.

Mr. Kluge asked when the incidents were happening. Ms. Hudson said it depended on who was in the play, whether the rehearsals were being held during the day or late afternoon and evening.

Mr. Cronenwett said the theatre had been given a list of the scheduled times when children would be in the Library.

Ms. Hutson added that the theatre had been respecting the provided list for the most part, but those weren't the only times when children would be in the Library. She added that older patrons also had begun complaining.

Mr. Cronenwett said that there had been times when Ms. Hutson asked the theatre director to keep the noise down, the director had been rude. He said the theatre also tended to play music too loudly and that when asked to turn it down, they typically didn't.

Ms. Hutson said it felt that the theatre generally disregarded the fact that there was a Library downstairs.

She acknowledged that the last two plays had been directed by guest directors, and that they may not have been fully informed of the working environment or rules. She said the way the theatre personnel left the building was never consistent; Library staff had been finding open windows in the bathrooms, doors locked that shouldn't be, and stairway lights turned off.

Mr. Cronenwett joked that it was probably the only public building in New Hampshire that had signs about keeping windows closed in the winter. He supposed that the actors might get too hot during rehearsal and open the windows, but said they ought to close them when they left the building...and weren't doing that.

He said there were times when the stairwell lights – which were needed for building safety – had been turned off. Theatre personnel had said the lights were off because of performances in progress.

Mrs. Smith said she didn't see why the lights couldn't be on during performances. She attended every play and said the lights didn't interfere with the performance.

Mr. Kluge said the Town should find out if there would be more guest directors and ask the theatre manager to train them.

He added that if the theatre couldn't co-exist with Town activities, the Town might need to be firm and terminate the lease. He said the theatre was a significant benefit to the Town, but that it needed to be supportive of Town needs.

He asked Mr. Schneider to talk with the theatre personnel. Mr. Schneider joked that the task was something for the Board chair to handle, then said he of course would do it.

Mrs. Green said there needed to be a solution soon, given that there were children in and out of the building.

Mr. Kluge said he hadn't heard about the language issue before.

Mrs. Smith said there would be language any time there was a Mamet play.

Mr. Cronenwett said the Library was a strong proponent of First Amendment rights, but that shouldn't mean exposing children to foul language. He agreed that any time it was a Mamet play, people should expect there to be language in the performance.

Mr. Cummings arrived at 6:20.

Mr. Cronenwett said the Town could ask that there be no set building between 9 AM and 5 PM Monday through Thursday. That would be helpful. He said he'd been in the Library where he couldn't hear a thing she was saying because of set building noise from upstairs. He said he even had his hearing aids on, and they were designed to filter out extraneous noise.

Mr. Schneider asked Ms. Hutson to come get him or Ms. Bonnette the next time any of the described issues was happening. They would address it with the theatre personnel.

He also asked Ms. Hutson for a complete schedule of times when language and/or noise needed to be reduced. She agreed.

Ms. Hutson and Mr. Cronenwett thanked Mr. Schneider and the Board.

Town Manager Search:

Mr. Schneider said there wasn't much to report.

Mr. Kluge said he had heard there were 20 applications. Mrs. Smith said it was up to 30, and that Alan Gould had said the best ones usually come in at the last minute.

Mr. Schneider said he also spoke with Mr. Gould at the Selection Committee's request.

Mr. Kluge said Mr. Gould also had spoken to the Selectmen individually, and was reaching out to department heads.

Town Meeting Location 2018:

Mr. Schneider said the School District had reached out last week to indicate its willingness to have voting (polls) located at Enfield Village School.

Mr. Cummings asked if school would be closed for the day. Mr. Schneider said no. Ms. Hutson said she thought the School District was planning to close school.

Mr. Schneider said he didn't know if the Town Meeting voting would be huge; it certainly wouldn't be as big as a Federal election, so it could be a good test of the setup.

Mr. Cummings said there would be a significant parking issue if school was open.

Mr. Schneider said the clerks and election personnel wouldn't like it, since they would be separated from the Town offices.

Mr. Cummings said he was inclined to keep the polls at Whitney Hall.

Mr. Kluge asked what about Federal elections.

Mr. Schneider said there were other issues at Whitney Hall, like poor lighting.

Ms. Smith added that the slow elevator at Whitney Hall also was an issue.

Mr. Cummings said the Town should consider the Community Building.

Mrs. Smith said more people could walk up the six (6) steps at the Community Building, so the elevator speed wouldn't be as much of an issue.

Mr. Schneider said it was smaller than Whitney Hall. Mr. Cummings said it could be set up better.

Mr. Kluge said it might be something to consider for 2020.

Mr. Schneider asked if that meant no change this time.

Mrs. Smith said that sounded okay, with a caveat that the issue be looked at seriously.

Water/Sewer Rates:

Mr. Schneider said the Town did not yet have a rate to propose. He anticipated having it at the first meeting in March.

Town Report and Town Warrant:

Mr. Schneider referred the Board to the draft Town Warrant language in their packets. The Articles they would need to review and vote to support or not support were Articles 7 through 9 plus Article 11.

Mr. Schneider said it would be a light Town Meeting and that no petitioned warrant articles had been received by the deadline (which had been end of business that day).

Mr. Kluge noted that there was lots from the Planning Commission.

Mr. Schneider asked if the Board wanted to do its votes on recommendations during the current meeting. Ms. Bonnette said they should if they would not have a majority present at the next day's meeting.

All Board members planned to attend the next evening, so they decided to hold their votes then.

Ms. Bonnette asked if the Board wished to have joint Selectboard-Town Manager report in the Town Annual Report again. Mr. Cummings said he would draft language and send to Mr. Kluge for approval and revision.

Ms. Bonnette asked that it be given to her no later than Friday.

PUBLIC HEARING
Tuesday, February 7, 2017
6:30 PM
Public Works Facility, Enfield

Mr. Kluge read the Public Hearing Warrant, as follows: The Board of Selectmen will conduct a Public Hearing Tuesday, February 7, 2017 6:30 PM Public Works Facility, 74 Lockhaven Road, Enfield in accordance with RSA 33:8-a, regarding a Bond or Note over \$100,000 for a Capital Lease of Public Works Equipment and Emergency Vehicles.

Mr. Cummings made and Mrs. Smith seconded the motion to open the hearing at 6:30 PM. The motion passed unanimously.

Mr. Schneider said that Article 7 in the Town Warrant described the equipment and pricing appropriation request for 2017.

Mr. Cummings asked about the size of the excavator and trailer. Mr. Taylor said the excavator was five (5) tons and the trailer 20 tons. He added that the roller had a 72" drum.

Mr. Cummings expressed surprise that the roller cost was double that of the excavator.

Mr. Schneider explained that the \$30,000 Mr. Cummings saw for the excavator reflected only the share that the Town wanted to pay from the CIP; the total cost of \$75,000 was being shared between the CIP and other funds (including the cemetery).

The financing for the equipment was an overall 10-year note, with the cruiser to be paid off in four (4) years, the fire truck in seven (7), and the rest going the entire 10-year term.

Mr. Schneider said the 3.5% interest rate, still well below 4%, was good.

Mr. Kluge asked if there was further discussion from the audience. There was none.

Mr. Cummings made and Mrs. Smith seconded the motion to close the Public Hearing at 6:34 PM. The motion passed unanimously.

2017 Budget:

Mr. Schneider said the Budget Committee had finalized its proposal for the budget and that it reflected an estimated 2% increase and contained no major surprises.

Mr. Kluge noted that the increase had gone up, from 1.7% to 2.0%.

Mr. Cummings said that difference was because the Committee had not included Veterans' exemptions in a previous draft. Including them made the 0.3% difference.

The Committee also hadn't increased the revenue projection for motor vehicle registrations to \$1 million, so that should help.

Mr. Kluge asked if the Committee was all on board.

Mr. Cummings said all members but two supported the Budget.

Mr. Cummings said that the Committee had worked hard not to cut the Budget to bare bones or a point where the Town didn't have any wiggle room. He added that the anticipated 2016 surplus should mean that the Town could start putting money back into the Undesignated Fund.

There had been statements that mismanagement by the Selectboard and Town Manager caused recent problems. Mr. Cummings said he had vehemently disagreed. The Town had had some tough years, yes, but a significant part of the problem was budgeting so tightly that the Town had no wiggle room.

Mr. Kluge said he thought the Town had done remarkably well.

Lakeview Sewer Extension:

Mr. Schneider said a meeting was scheduled for the following week. An issue had developed regarding ownership of the lines at Lakeview.

He reminded the Board that in order to obtain the funding and financing it had, the parties involved in the project had to set it up so that, for construction purposes, the Town would own the infrastructure. Ownership then would be transferred to Lakeview on completion.

The USDA (which had directed the approach) was expressing issues with the arrangement.

Mr. Schneider said that, if the lines weren't fundable, the grant would be reduced and user costs would increase. He said Jim Raymond was reviewing the situation and developing language that hopefully would pass muster.

Mr. Kluge asked if this were over the infrastructure along Route 4a. Mr. Schneider said no, that it was focused on the lines within Lakeview itself.

Mr. Cummings asked if there would be a disadvantage to the Town owning them. Mr. Taylor said there shouldn't be a problem if they were gravity mains.

Mr. Cummings said he'd have no problem with that.

Mr. Schneider cautioned that retaining ownership for this project would open the door for other private developments to have the Town own their infrastructure. He said the Town may have to own it in this case and then deed back to Lakeview at a later time.

Otherwise, he said, things were progressing. DES and USDA comments were back on all documents.

Mr. Cummings said that the Town would have to have further discussion if the ownership question became a huge sticking point.

Administrative Items:

None

Other Business:

None

Non-Public Session:

Mrs. Smith made and Mr. Cummings seconded the motion to enter into Non-Public session at 6:43 PM, RSA 91-A:3 II (a). Roll call vote: Mr. Cummings – aye, Mr. Kluge – aye, Mrs. Smith – aye. The motion passed unanimously.

Mrs. Smith moved to come out of non-public session at 7:08 PM, Mr. Cummings seconded, vote unanimous in favor of the motion

Next Meeting: Tuesday, February 21, 2017, 6:00 PM Public Works Facility Conference Room

Adjournment:

The meeting was adjourned at 7:08 PM

John W. Kluge, Chairman

B. Fred Cummings

Meredith C. Smith
Enfield Board of Selectmen