

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

MINUTES of June 5, 2017

Board of Selectmen: B. Fred Cummings, John W. Kluge, Meredith C. Smith.

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

Others: James Bonner (video); Bob Gill, Dan Kiley, Wendy Piper, Kim Quirk, Nate Miller; Shara Buffington; Rod Finley; Kurt Gotthardt; Charlie DePuy; Keith Thomas; and others.

BUSINESS MEETING

I. CALL TO ORDER

The Chair called the meeting to order at 6:00 PM.

II. APPROVAL OF MINUTES

Mr. Kluge made and Mrs. Smith seconded the motion to approve the minutes of the May 1 regular and non-public sessions, the May 15 regular session, and the May 26 special meeting as presented. The motion passed unanimously.

III. COMMUNICATIONS

Ms. Bonnette referred the Board to the May 2017 Town Clerk's Report, which showed revenues still trending a little higher than last year.

IV. BOARD REPORTS

Ms. Bonnette said the Budget Committee had met May 18 and elected its officers for the year, as follows:

Chair – Sam Eaton
Vice Chair – Shirley Green
Recording Secretary – (to be determined)

The TIF Fund shows an over-expenditure of \$167,320 for the Lovejoy Brook Road Bridge project. The bulk of the project has offsetting revenues from a Hazard Mitigation Grant. A portion of the cost is in-kind expenditures, such gravel, approaches & disposal. There remains \$50,000 in unbudgeted expenditures in the TIF Fund that must be found elsewhere in the budget appropriations from Town Meeting.

V. TOWN MANAGER'S REPORT

Ms. Bonnette said the Harris Brook Reservoir property issue continued, with William Clauson insisting that the Town prove its ownership of the parcel adjacent to his. The deeds in Town records were not detailed enough, she said. Research at the registry of deeds would be required to obtain the greater detail. However, Chris Rollins would have done research when he prepared the survey of the Wagner Estate that abuts the Harris Brook Reservoir property. The Town had requested proof from him. In the meantime, she said, Mr. Clauson hadn't posted any new 'No Trespassing' signs.

She noted that Bill Henry had removed his collapsing garage.

At the December auction of Town-owned property, one person purchased five (5) of the properties at Eastman, but the purchaser had yet to record the deeds with the Town. Ms. Bonnette suggested sending a letter, requiring the registry of the deeds within 30 days.

The Board agreed this would be a good approach.

The Public Works sale of equipment yielded \$4,237.

VI. PUBLIC COMMENTS

None.

VII. BUSINESS

Wendy Piper – County Budget:

County Commissioner Wendy Piper said she wanted to address any questions the Board might have about the County Budget. She said the Commissioners regret that the new budget represented such a high increase (5.7%).

Of the bigger ticket items, retirement was out of their hands. Health Insurance costs were going up 15.7% for the year. And nursing costs needed to increase because of the severe nursing shortage; otherwise the County couldn't pay competitive wages. As things stood, the County was \$400,000 over-expended because it had to hire traveling nurses.

Mrs. Smith asked if this was limited to RNs. Ms. Piper said it applied at all levels of nursing.

Other items contributing to the budget increase included a \$200,000 sewer line replacement on County property, to be split evenly between the current and next year's budgets.

Mr. Cummings asked if the County had looked at grant funding for the sewer project. Ms. Piper said that hadn't been mentioned, but that she'd ask Jim Oakes.

Mr. Cummings said he was concerned about the increase, noting that the Town worked very hard every year to keep its budget increases as low as possible. He asked how hard the County had looked at ways to reduce its increases.

Ms. Piper assured him the County had looked as hard as it possibly could. She said that upon receiving budget proposals, the Commissioners had asked department heads to go back and look again.

The retirement budget was State-mandated. Non-union employees requested a 3.5% COLA; the County had offered 1.5%, and she said it looked like it would fall somewhere in between the two.

A few positions were being left unfilled, such as a two (2) year vacancy in the Register of Deeds office that would be reabsorbed into the budget. While much was done online, people were still needed behind the counter, but the Commissioners decided to wait and reexamine the position in January.

Mr. Cummings asked how the Register of Deeds office had functioned for the past two (2) years without someone in that position. Ms. Piper said they'd made it work, doing the best they could. She felt it was reasonable to fill the slot, but was happy to revisit it.

Mr. Cummings asked whether the County had looked at privatizing nurses. Ms. Piper said yes, that the County was looking at private nurses hired from out of State, and at working with nurses from the Philippines.

Mrs. Smith said the English hired a lot of nurses from the Philippines.

Ms. Piper said she didn't know if there was a staffing agency locally, but that the County would have to pay high and offer living accommodations.

She added that the VNA&H was having problems finding enough nurses. The problem was very concerning.

The Commissioners also obtained a \$300,000 grant for drug court. The Coordinator was therefore paid for, but the court needed two (2) positions to accommodate alternative sentencing; the Commissioners had decided to budget for one (1).

Even in the midst of the opioid crisis, the Social Services budget was going down, she said.

She offered to take questions.

Scott Osgood – Economic Development:

Mr. Osgood said he was on the meeting agenda for the TIF district, but would prefer to discuss Economic Development.

The Town's program was in its fifth year, he said; and over the past few years, a lot of efforts hadn't borne the expected fruit. He had several ideas:

- 1) In the process of upgrading its maps, FEMA had asked the Town what it would like them to look at, and the Town had responded, flood ways. The TIF build analysis showed that a lot of land was in the flood plain. The Town needed to work on minimizing its flood plains.
- 2) Downtown parking was another issue. The Planning Commission had a hearing about it the other day, and an RFP was being drafted for a parking study to look at possibilities. He said one idea might be to put a parking deck next to 56 Main Street.
- 3) He said it was worth looking at ways to improve the area and would like to conduct a study. With the facts the Town had from the 1988 Flood Plain Study, was the current situation any different. It should be, he said. And if the Town could minimize the flood plain, it could help Route 4 development.

- 4) The 2007 Corridor Management Study and 2012 Road Study Audit pointed to the risks of the Route 4 and Main/Maple Streets intersection. One solution could be a roundabout. With new customers coming into town, he said it'll get a close look and the Town should play an active role.

Mrs. Smith asked if Ed Carrigan had anything to do with the New London roundabout. She said it worked well.

Mr. Osgood said he didn't know, but agreed that it worked.

- 5) Another possible resource, Mr. Osgood said, would be Highway Safety Improvement Program (HSIP) and TAP funds for Route 4 work. The State held an annual contest for TAP funds.
- 6) Sidewalks would become increasingly important and the Town should strive for development that minimizes traffic impact on downtown, because traffic volumes were going to go up.
- 7) The retaining wall at Mickey's needed to be repaired.

Mr. Cummings asked if the State should be liable for the wall. Mr. Osgood said it could be funded through HSIP and TAP.

Mr. Cummings said it shouldn't be the Town's responsibility. Mr. Osgood said using those programs would be a way for the Town to improve things and encourage the State. Mr. Cummings said that approach hadn't worked well with the underpass.

Kim Quirk asked if the State would make the improvements if the Town applied. Mr. Cummings said he could agree with asking the State, but it wasn't a Town road. He said the Town didn't have a lot of input with what the State did on State roads. He didn't know how much effort or cost the Town should go to in such cases.

Mr. Kluge agreed it would be good to encourage the State.

- 8) The Route 4 shoulders should be cleared and made a uniform four (4) feet wide.
- 9) Recreation improvements were needed, like upgrading the basketball court at Huse Park, and making the recreation areas more accommodating for all ages with benches and more bleachers. An enlarged pavilion for multi-generational use was also a good idea.

Mr. Osgood encouraged the Board to consider issuing an RFP for landscape designers to give prices.

Mr. Cummings asked if there was TIF Committee buy-in for these things. He noted that TIF members Nate Miller and Shara Buffington were present, and said that he had no problem considering ideas, but that if there wasn't TIF buy-in, pursuing the ideas wouldn't be worthwhile. There were a lot of people who simply wanted to pay off the sewer (the reason for the creation of the TIF) and get rid of TIF.

Nate Miller said the TIF Committee was focused on the bond debt because of statements showing money in the TIF fund. Paying it down helped the Town, he said. He wasn't aware of any resistance to Huse Park improvements. The Committee still would like to see money used to improve the parks.

Mr. Cummings said the TIF idea was sold to the Town as a way to extend the sewer line. Other projects

had been added over the years, and there were two (2) schools of thought: to pay down the debt, and to use the fund to make improvements.

Mr. Miller said he saw the latter. Townspeople had added the new projects, so the message he took from that was that the Town charged the Committee with the new projects. He applauded Mr. Osgood's effort to bring ideas.

Parking was a path the Town could pursue, he said. The flood ways could be, as long as the efforts resulted in something that could lead to capital improvements.

Mr. Miller said his expertise was in transportation. The Maple and Main intersection was intended to be improved as part of the State's 10-year project that was scheduled to happen in 2022 or 2023, with engineering likely to start in 2018-2019. It would involve an expanded shoulder and reconstructed roadway. The specifics of improvements to the intersection itself were not yet settled.

He encouraged the Town to consider projects to the East of that intersection and said that if the retaining wall was in the way, perhaps a Town-State partnership would be a good approach.

Sidewalks, he said, would be the Town's issue, but coordinated with the State. Connectivity was a key issue that came up in multiple studies.

The TIF was ready to help and was open-minded on Huse Park, too, Mr. Miller said.

Mr. Osgood suggested it might be time for a charrette.

Mr. Miller agreed, saying that efforts so far had been piecemeal, and that the Town was ready to do more holistic planning.

Mr. Cummings agreed, adding that improving the basketball court would be a huge improvement, and that adding more playground equipment also would be good.

Mr. Kluge said the conflict between the need for more parking and maintaining green spaces also was key.

Dan Kiley said people hadn't liked the TF Moran report because of the details. There wasn't loss of buy-in, but people couldn't agree on what the fix was for Huse Park.

Mr. Cummings said they wanted to take back the area and reorient and move things.

Mr. Kluge said the Town needed an analysis of how much parking was needed.

Mr. Cummings said he'd also love to see a bandstand, something to draw people to the center of Town.

Mr. Miller asked if the Board would be open to a charrette.

Ms. Bonnette urged the Board to delineate the responsibilities of the TIF Committee and the Administrator (Mr. Osgood).

Mr. Kiley added that the Board had to approve expenditures, that the Committee could only propose them.

Ms. Bonnette said the TIF was at the same level as the CIP – very important and advisory. She cautioned that the TIF should go through the budget process, but it hadn't. Debt service was part of the budget process, but the TIF projects weren't.

She said the Town could investigate whether a Town Meeting Article to raise and appropriate money for the Lovejoy Brook project to avoid the debt issue was possible.

Mr. Osgood said it was on the list.

Ms. Bonnette agreed, but said it wasn't formally appropriated.

Mr. Cummings said that the Selectboard were agents to expend funds. Ms. Bonnette said the money was there on paper, but that there wasn't a bank account for that.

The fence was not appropriated – it came out of other things that were appropriated, she said. It'd been a learning process.

Mr. Miller said it seemed redundant to go back to Town Meeting.

Ms. Bonnette said it was a plan, not an appropriation.

Mr. Cummings repeated that the Board were agents to expend.

Mr. Osgood said that TIF wasn't a fund.

Ms. Bonnette said it didn't have to be a separate Warrant Article, it just had to go through the proper process.

Mr. Kluge asked what that would be.

Ms. Bonnette informed the Board that TIF project expenses needed to be budgeted and appropriated at Town Meeting.

Mr. Miller asked what would be the best mechanism.

Mr. Cummings said CIP.

Mr. Taylor said that all the projects had been on the Capital Improvements List.

Mr. Cummings said that the Lovejoy Brook project was written into the budget.

Ms. Bonnette said it wasn't, actually. The 06 Fund was not budgeted.

Mr. Kiley said CIP.

Mr. Cummings said \$50,000 had been budgeted for Lovejoy.

Mr. Kiley said it wasn't in the tax rate.

Ms. Bonnette said that it had been discussed, but not budgeted.

Mr. Miller said that the Committee wanted to make the process smooth and hoped the staff would give guidance.

Mr. Kluge asked that the TIF Committee come to the Selectboard regularly.

Mr. Cummings said they'd like to be able to understand that there's an offset, and why things were the way they were.

Kurt Gotthardt asked what were the most current maps.

Mr. Osgood said the latest in 2005 didn't change and were being updated.

Mr. Taylor said the 2005 maps used aerial photos as backdrops instead of white.

Mr. Gotthardt said, so we should wait for updated ones. He asked if the parking issue was centered on South Main Street, and added that his understanding was that only one business was having issues.

Mr. Osgood said the Town wanted to maximize parking for anyone who wanted to move in.

Mr. Cummings asked if the TIF Committee needed members. Mr. Miller said yes, it needed two (2), one of whom had to be a resident of the TIF District.

Energy Committee – Proposed PPA for Solar on DPW Salt Shed:

Charlie DePuy said that, following the understanding that Town Meeting approval would be needed for a contract with ReVision, and still with the upcoming NH Public Utilities Commission's new net metering rules (which, he said, would only get less advantageous), the Committee had been looking for ways to proceed and still have a contract reviewed at the 2018 Town Meeting.

The Committee was coming to the Board for execution on the Interconnect application.

Kim Quirk said that there were a number of hurdles:

1. The Committee wanted to get the paperwork in during the current month before the new rules were announced,
2. The NH rebate funds were already exhausted, but new rebates were expected and could be announced around July 1,
3. They needed to gather enough information for a Town Meeting vote, and
4. They wanted to affix the rate with small increases each year to lease the DPW building for the long term.

She said education was needed and meetings where the public could learn about the program and discuss it. The Interconnect and rebate were needed.

She anticipated, with consideration at the March 2018 Town Meeting, that the project could be implemented during April and May of 2018.

Another hurdle would be to find an investor.

The Committee was willing to keep pushing the program, but wanted the Selectboard to indicate its support, sign the Interconnect application (which she stressed was not a contract), and approve an

expenditure of about \$750 for an engineering study. She added that the Committee expected that the installer likely would reimburse the Town for the study.

Ms. Quirk also said that her business, Energy Emporium, would do the paperwork and cover expenses over the first \$500.

Therefore, the Selectboard was being asked to sign the application and approve and expenditure of \$500.

A contract agreement would be an upcoming hurdle, and other anticipated expenses would be for Town Attorney review of the terms and documents.

Mr. DePuy said the effort previously was cut off because of the Town Meeting issue, but that the Public Utilities Commission had taken enough time to come up with its new rules that there still was opportunity to act.

He was hoping the Board would sign off on the attempt to get solar onto the salt shed.

Ms. Quirk added that the program still could be under the old net metering rules.

Mr. DePuy agreed, saying new rules likely would make the PPA vulnerable.

Mr. Cummings asked for confirmation that Ms. Quirk wouldn't participate in Energy Committee votes, given that her business was involved.

Ms. Quirk confirmed that she had recused herself from all Committee action.

Mr. DePuy offered that the \$500 could come from the Energy Committee budget.

Mrs. Smith asked if that meant they were not asking for money.

Mr. DePuy said that was correct, except for attorney reviews.

Mr. Cummings reminded all that Town Attorney reviews were already in the budget.

Mrs. Smith made and Mr. Kluge seconded the motion to approve the Energy Committee's request. The motion passed unanimously.

Cyanobacteria Education:

Mr. DePuy thanked the Board and added that he, Ms. Quirk (as Enfield Village Association president), and several others were concerned about a film being aired in the area; 'Toxic Puzzle' was about cyanobacteria in water from warmer temperatures and nutrients in bodies of water. Mascoma Lake was featured in the film.

The group would like to air the film at the high school as part of the summer film series, on July 2. They planned to put together a panel for discussion.

Ms. Quirk said it would be good to have the community aware of the issue and acknowledged that the film would bring negative publicity.

Mrs. Smith said that Austin Kovacs was impressed by the film and may be interested.

Ms. Quirk said she wanted to promote the appearance that the community understood and wanted to do something.

Mr. Kluge asked if the film presented balanced views.

Mr. DePuy said it hadn't proven anything, even though it used the word.

He said ethno botanist Paul Cox felt they could identify the BMAA amino acid which causes neurodegenerative diseases in susceptible people.

Cyanobacteria also contain that amino acid. There was another cyanobacteria – el sarin – that could counter it.

He said the NIH wouldn't pick up the issue until more definitive information was available.

The film's intent was to raise public interest. The group of concerned citizens wanted to contain the interest in the form of education.

There were lots of things going on with the lake, he said; we'll see blooms in August from the spring rains. There would be other effects, too. The community should do prevention and education/awareness.

Just like with deer ticks, this was something we'd have to live with and it would be good to be wise to it, he said.

Mr. Cummings said he had no objection to education, but didn't know about the Town sanctioning it.

Ms. Quirk said it'd be good to have a Town official say that the program was good.

DES had water protection conference the previous week, at which testing protocols were discussed. There could be earlier notices. It might be good to look at the DES.

Mr. Cummings agreed that it should be a DES and NIH thing. He wouldn't be comfortable sitting on a panel.

Ms. Quirk said that was fine, but that it would be good to say the Town understood that this was something to be ahead of.

Keith Thomas asked why the filmmaker was looking at Mascoma.

Ms. Quirk said that there were important studies showing a higher ALS rate around the lake.

Mr. DePuy added that another point of interest was the bog pond between the rail trail and Main Street.

Ms. Quirk said Mascoma wasn't necessarily a special case, it was just in the movie.

Notice of Impending Deed:

Ms. Bonnette referred the Board to the list in their packets and suggested that it would be better discussed in non-public session.

Mrs. Smith made and Mr. Kluge seconded the motion to retire to Non-Public Session, RSA 91-A:3 Ii (c). The motion passed unanimously and the Board adjourned to Non-Public Session at 7:23 PM.

Mr. Kluge moved to come out of non-public session at 7:37 PM, Mrs. Smith seconded, vote unanimous in favor of the motion.

Requested Veteran's Exemption Warrant Article for Adoption – RSA 72:28-b:

Ms. Bonnette said there had been a request for the Town to adopt a new law allowing all honorably discharged veterans to receive a veteran's tax credit without limitation to serving during specific conflicts as is now the case.

Mr. Kluge asked if it would be limited to active service veterans.

Ms. Bonnette said they would have to have honorable discharge, but not active service in particular wars.

The Town had allowed \$56,800 in tax credits in 2016 for veterans, and she had no idea what effect the broader exemption law would have.

She offered to get estimates from veterans' organizations if possible.

Mr. Cummings said it was a good idea.

Ms. Bonnette said the standard was \$50, but the Town had chosen \$200.

Mrs. Smith said disability would have to be service-related.

Mr. Kluge said the Town should stick with its tax credit levels.

56 Main Street Bar & Grill – Outdoor food & alcohol service:

Mr. Cummings said he'd heard that Ms. Bonnette had approved outdoor seating and alcohol service at 56 Main.

Ms. Bonnette said that was not the case. The drafted letter indicated the Selectmen had no objections so it was brought before the Board to be sure that was the case.

Mr. Cummings said the Planning Board had approved it.

2016 Audit:

Ms. Bonnette said the Town had a \$243,356 deficit in 2015, and \$46,500 currently. She felt the Town could close 2017 without a deficit.

Mr. Cummings said, so the Town made up \$200,000.

Ms. Bonnette confirmed and added that GAAP deficit (of \$786,239) included unpaid property taxes. Over-estimating revenues had been a factor, as was sewer. While water had a \$375,974 surplus, sewer had a \$662,100 deficit. With \$490,000 in operating costs in 2016, the income was only \$378,000.

Mr. Cummings asked about looking at new rates. Mr. Taylor responded that he had wanted a 15% increase, and the Board approved 7%.

Ms. Bonnette suggested that over time, the Town needed to increase rates more frequently. Costs skyrocketed, particularly in payments to Lebanon.

Mr. Gotthardt asked if the Town's increases were based on Lebanon's increases.

Mr. Taylor said weather creating high flows (rain and spring melts) was a factor in volumes.

Mr. Kluge asked if water from rain got into the system. Mr. Taylor said it absolutely did; it sneaked in through manholes, etc.

Mr. Cummings asked if Lakeview customers, once their connections were established, would be charged at the individual user rate. Mr. Taylor said they would.

Ms. Bonnette said the rates could be changed at any time and go into effect with the next billing.

Mr. Taylor added that, by ordinance, all of Route 4 should be on the Town sewer, but only about 25% actually were.

Mr. Cummings asked him to prepare a list.

Mr. Kiley asked if waivers would follow property, or owners, in the event of a sale. He felt the waivers went with the owners.

Mr. Kluge suggested there would be political fallout.

Mr. Taylor said the Town and State ordinances said all within 300 feet have to hookup to the public sewer system.

Mr. Cummings said the good news was that the Town was coming out of its deficit.

Route 4A Sewer Extension:

Ms. Bonnette said the USDA reviews were done and had been approved in record time. The contract signing would be on Friday and the pre-construction meeting was scheduled for June 19.

There were legal documents to be signed, but all was moving well. There was only good news for the project.

Lakeside Park:

Ms. Bonnette said the start date would be July 5, after 12 Noon.

Mrs. Smith had attended the pre-construction meeting.

Ms. Bonnette informed the Board there was a sewer lien on the old motel property that had not been discharged. Payment had been made by the State of NH when they acquired the property. The Board signed the Lien Discharge.

Mr. Cummings asked when the project would be completed. Mrs. Smith said the plan was August 11.

Planning Board Re-appointment:

Ms. Bonnette advised the Board that Tim Taylor was interested in being reappointed to the Planning Board.

Mr. Kluge made and Mrs. Smith seconded the motion to reappoint Tim Taylor to the Planning Board. The motion passed unanimously.

July 4th Holiday:

Mr. Cummings asked how the Board felt about making July 3 a Town holiday, since July 4 fell on a Tuesday. He had sent the Board members an e-mail suggesting this.

Mr. Kluge said that, since the deficit had been whittled down, he was okay with the idea.

Mrs. Smith nodded.

By consensus, the Board added Monday, July 3, to the list of Town holidays for 2017.

Other Business:

Ms. Bonnette said that Mr. Gotthardt had brought a form to her that was found in the meeting room and asked if any Board members knew anything about it. It was about something called the Lakeside Cooperative and said it was per RSA 301-A. No one present knew anything about the organization.

Mr. Cummings asked Ms. Bonnette to reach out to the new Town Manager to ask at what point he would like to be included in Town correspondence.

Ms. Bonnette said she already had touched base and that he'd looked at the Master Plan and was aware of other things. She would ask how much more he'd want.

There was a plan to have a meet & greet on the Saturday of Old Home Days.

Next Meeting:

The Board discussed the plan for its next meeting and agreed that it should be on Monday, July 17.

Adjournment:

Mr. Kluge made and Mrs. Smith seconded the motion to adjourn at 7:57 PM.

B. Fred Cummings, Chairman

Meredith C. Smith

John W. Kluge
Enfield Board of Selectmen