

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

**MINUTES of July 2, 2012**

**Board of Selectmen:** John W. Kluge; Fred Cummings

**Excused:** Donald J. Crate, Sr., Chairman

**Administrative Staff:** Steven Schneider, Town Manager; Alisa D. Bonnette, Executive Assistant;  
Jim Taylor, Director of Public Works

**Others:** Dan Kiley; Will Shoemaker, Grounds Crew Leader/Cemetery Sexton

**BUSINESS MEETING**

**I. CALL TO ORDER**

Mr. Cummings called the meeting to order at 6:08 PM.

**II. APPROVAL OF MINUTES**

Mr. Kluge moved to approve the minutes of June 4, 2012 as printed, Mr. Cummings seconded, vote unanimous in favor of the motion.

**III. COMMUNICATIONS**

**Shoreland Water Quality Protection Act Application:**

McIntyre/Robert, Map 28, Lot 31, 42 Goodwin Road – Construction of single family residence and associated driveway

**IV. BOARD REPORTS**

**Enfield Village Association:**

The Shaker 7 Road Race went very well. Participation was down but only slightly. Mr. Kluge thanked all the volunteers and all of the Enfield Police Department who kept the event running smoothly and safely.

EVA is partnering with the Heritage Commission to hold a formal Shaker Bridge dedication ceremony.

**Planning Board:**

The Planning Board had a good meeting about the property next to Proctor's. It may have to go back to the Planning Board due to the proximity of the proposed parking to the river. Mr. Taylor informed the Board that the parking lot they're proposing is planned to use space that is already parking. He does not believe they will need a variance. Dan Kiley pointed out that they are proposing parking 15' from the river. The dumpster is closer.

Whaleback has proposed 10 platforms for seasonal housing use. This is expected to go through.

Dank Kiley volunteered to serve on an Advance Transit Focus Group. John Kluge and Jim Taylor will also participate.

**Cemetery Trustees:**

Mr. Cummings reported on the Cemetery Trustees meeting at which they approved the purchase of a Kioti UTV, to be delivered tomorrow. Mr. Cummings had a significant problem with what the Trustees were originally proposing, expressing concern for the potential for injury if the equipment was fully loaded. The UTV should better serve their needs. While there is a rumor that they will want to purchase another UTV next year, it is strictly a rumor.

Mr. Cummings is a big proponent of using suppliers in Town. Fortunately a local supplier came in with the lowest price quote.

Mr. Cummings reported having good success with the Fire Department's UTV which has worked well in various types of terrain.

Mr. Schneider added that the Cemetery Trustees will use Trust Funds to pay for the UTV purchase. The UTV can be used by any Town department as long as we can exhibit that it has done the work it was purchased for.

The process to access specific trust funds for other purposes is underway. The key is to save dollars to maintain the mission the dollars are for. This should free up funds for use for other cemetery purposes.

Mr. Kiley stated that the Cemetery Trustees need to go to the CIP Committee for large purchases.

Mr. Cummings explained the difference between the Fire Department UTV purchase and that of the Cemetery Trustees is that the Fire Department never had the intention when purchasing special equipment that it be replaced by the Town.

Mr. Kiley added that the Cemetery Trustees will want to replace this most recently purchased UTV.

Mr. Schneider added that the Cemetery Trustees discussed the Shaker Cemetery at their meeting. A tree needs to be taken down. If we can free up the Trust Funds we'll use it to take down the tree, at which point the Shaker Museum will be willing to take over the care of the cemetery.

Funds could also be used to hire someone to fine tune work on headstones or do things we're having trouble getting to.

A brief discussion followed about the need for the Cemetery Trustees to have a vision and come before the CIP with plans for capital projects or purchases.

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

Mr. Schneider will be on vacation the last two full weeks of July.

## **VI. PUBLIC COMMENTS**

None.

## **VII. BUSINESS**

### **Rt. 4 Water/Sewer Extension Update:**

The contractor is close to finishing up the water line. Due to State regulations about working around a holiday, Tuesday through Thursday of this week we won't see much work done.

They will next set up for the sewer crossing at Lovejoy Brook. They'll proceed eastward and then westward from that point and then finish with the pump station.

We've received the first request for payment in the amount of \$200,000. Ten percent stays out for retainage.

There have been no traffic issues that Mr. Schneider has heard of.

### **Enfield Shaker Bridge/Main St. Lighting Recommendation:**

The Board reviewed the Energy Committee's proposal for shielded LED lighting for the Shaker Bridge. The cost for the shielding is an additional \$2,080 for the eight lights. Before making a final decision Mr. Cummings wants to see how closely the proposed fixtures match the fixtures installed on the Main Street and Shaker Hill Road bridges. He would also like to see them in action. The ideal goal is to have shielded lights with the same globe as the existing bridge lights.

### **Shaker Bridge Dedication Ceremony:**

A sub-committee of the Heritage Commission has been formed to work on a Shaker Bridge dedication ceremony. We're looking to invite everyone, including both State and Federal elected officials.

Mr. Kluge asked if the Town would be interested in funding brackets and banners for the new bridge lights matching those that are further down Main Street and on Shaker Hill Road.

Mr. Cummings responded that it would depend on the cost.

**Route 4 Zoning Update:**

The Town's consultant was at the Planning Board meeting and made some changes to make the proposal more reasonable for heights of buildings, sidewalks and adding more flexibility to parking requirements. We don't need big box store-style parking.

The Town has applied for a grant to fund education efforts before Town Meeting. These efforts will include a mailing to residents with information, as well as a couple of public meetings. The largest portion of the grant is mailing to every residence in Town.

The Planning Board plans to present just this one document to Town Meeting versus any other zoning amendments.

Mr. Kiley addressed some of the proposed changes. We're talking about 15 spaces and a break. You can then put in a greenway or a walkway. The previous plan had everything cut in half with different regulations for the north and south sides of Route 4; they will now be the same.

**CIP Financing:**

The Board was presented with a resolution which reads in part, "Authorizing the execution and delivery of a Master Lease Agreement, Equipment Schedule No. 01 and related instruments, and determining other matters in connection herewith." A second resolution for Equipment Schedule No. 02 was also presented for adoption. These resolutions allow the Town Manager to enter into lease agreements with Municipal Asset Management, Inc. for the new Police cruisers and Public Works trucks.

Mr. Kluge moved to approve the resolution authorizing the execution and delivery of a Master Lease Agreement, Equipment Schedule No. 01 and related instruments, and determining other matters in connection herewith, Mr. Cummings seconded, vote unanimous in favor of the motion.

Mr. Kluge moved to approve the resolution authorizing the execution and delivery of a Master Lease Agreement, Equipment Schedule No. 02 and related instruments, and determining other matters in connection herewith, Mr. Cummings seconded, vote unanimous in favor of the motion.

**FastRoads:**

We have just cracked the 300 mark of residents agreeing to a FastRoads fiber connection out of a possible 770 connections. We need 320 connection agreements to fulfill the pro-forma. We are receiving about a ½ dozen each week so we expect to reach our goal. FastRoads will install 770 drops so if someone decides they want the connection when the installers are in the field it can be done. Waveguide has been doing "make ready" work; making room on poles for when the fiber comes through.

**Property Deeds: Cloutier:**

Mr. Cloutier has proposed redeeming the Eastman property at Catamount Road, Map 51, Lot 51, that he formerly owned and which was just taken by tax deed. He would then like to donate the property to the Town. Mr. Cloutier's purpose for this is to protect his credit rating.

The difficulty of development in Eastman was discussed briefly. There's a buy in cost in order to build on a lot in the Eastman Village District.

Mr. Cummings pointed out that if the property is donated to the Town the Town doesn't have to wait three years to sell it.

Mr. Schneider will confirm with the Town's attorney that we can accept it. Because it was taken by tax deed the Town currently owns it.

Mr. Cummings sees the redemption proposal as a win-win situation.

Mr. Taylor pointed out that there are marketing costs, including a test pit, etc.

The Town can charge costs and fees for redemption of the property, but the question remains whether the Town can charge him for the 2012 1<sup>st</sup> issue taxes.

Mr. Cummings added that there's a 50-acre property listed as "owner unknown" located off Oak Hill Road. It was explained to him that previously properties listed as "owner unknown" were not taxed for many years. The Town's attorney recommended taxing these properties even as "owner unknown" and then taking the property for non-payment of taxes. This removes the property from sitting in limbo indefinitely. The Town began taxing these properties again last year. This particular property is landlocked with no direct road access. Access might be obtained from a private landowner who abuts the property or an abutting owner might be interested in acquiring the property.

**Laramie Farms: Rt. 4 Drive Access:**

The Town received a letter from the NH Dept. of Transportation with Maple Street-Enfield Acquisition, LLC Driveway Permit comments. In essence NHDOT says the US Route 4 right-of-way is too small to do anything other than what's there. Putting in a left turn lane or sidewalk would be difficult. The State is still waiting for a drainage plan to determine if a driveway permit will be approved.

The developers want Route 4 access. There would like be public concerns about a Maple Street access.

Mr. Kluge stated that we can't hold up the project due to lack of a driveway permit.

**Administrative Items:**

The Board reviewed and approved the following documents: Dog Warrant, Permit to Conduct a Raffle – St. Helena's Church & Knights of Columbus, Timber Tax Levies, Health Officer Nomination for Phil Neily, and Property Tax Refunds.

**Other Business: Jones Hill Road:**

Mr. Cummings inquired about the plans for Jones Hill Road. He was informed by Mr. Taylor that it's possible work will begin this fall.

Mr. Cummings noted that the Board did allocate \$30,000 this year for some fall drainage work.

Mr. Taylor commented on the large amount of material needed to treat Jones Hill in the winter.

### **VIII. OTHER ITEMS**

#### **Next Meeting:**

August 6, 2012, 6:00 PM, Enfield Center Town House

#### **Cemetery UTV:**

The Board discussed uses for the Cemetery UTV with Will Shoemaker, Cemetery Sexton. The equipment will be particularly helpful at Lockhaven Cemetery.

## **CONFERENCE**

### **I. NON-PUBLIC SESSION**

Mr. Kluge moved to enter non-public session to discuss legal issues, RSA 91-A:3 II (e) at 6:59 PM, Mr. Cummings seconded. Roll call vote: Mr. Kluge – aye, Mr. Cummings – aye, vote unanimous in favor of the motion.

Mr. Kluge moved to come out of non-public session at 7:15 PM, Mr. Cummings seconded, vote unanimous in favor of the motion.

### **II. ADJOURNMENT**

Mr. Kluge moved to adjourn at 7:15 PM, Mr. Cummings seconded, vote unanimous in favor of the motion, meeting adjourned.