

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

MINUTES of September 4, 2012

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

Administrative Staff: Steven Schneider, Town Manager; Alisa D. Bonnette, Executive Assistant; Jim Taylor, Director of Public Works; Richard A. Crate, Jr., Chief of Police

Others: Dan Kiley, Kurt Gotthardt, Wendy Piper

BUSINESS MEETING

I. CALL TO ORDER

Mr. Crate called the meeting to order at 6:00 PM.

II. APPROVAL OF MINUTES

Mr. Kluge moved to accept the Regular and Non-Public Session minutes of August 6, 2012, Mr. Cummings seconded, vote unanimous in favor of the motion.

III. COMMUNICATIONS

Town Clerk's Report – August 2012:
Revenues have not been this high since August 2008.

Tax Collector's Report – August 2012:
Collections are where they should be.

Dog Warrant Update:
Letters from the Chief of Police get results.

IV. BOARD REPORTS

Enfield Village Association:
Dolores Struckhoff has finished her time with EVA. EVA is looking for a part-time person to fill the position. In the meantime the Board of Directors will be relied upon.

If all goes well the papers for the Greeley House will be passed tomorrow. This property will take a lot of time, energy and attention.

Planning Board:

The Planning Board has been relatively busy and will be busier still in September.

The Enfield Center project is moving along. It has to go to the Zoning Board one more time as the paperwork has been revised.

Keene Medical Products has purchased the Dana Robes property where they will have an office and distribution. They will retain their retail store in Lebanon, but due to Lebanon zoning they are unable to expand there. Mark Scarano, Executive Director of the Grafton County Economic Development Council, wondered if the Town would do CDBG funding for this project. Mr. Schneider informed him that the Town would consider it.

Nothing has been heard from the Laramie Farms developers.

A wrecker service is looking to move to Exit 15 off I-89, just down from the Humane Society. A used car lot is also proposed.

V. TOWN MANAGER'S REPORT

The Town of Enfield is featured in the NH Historical Society publication. In the middle of the publication the Town's Grand Drape is featured along with a story about Chris Hadsel, the woman who did the restoration of the drape.

Mr. Schneider has a legal issue to discuss in non-public session later in the meeting.

Ambulance Billing:

Mr. Schneider distributed a spreadsheet of ambulance billing data. In July, the gross commitment was \$16,844.89. Reduction for the contractual allowance leaves \$14,487.72 that would come to Enfield if we collect 100% of the billed amounts. With a more realistic rate of 80% collections the Town will net about \$10,000 to \$11,000. This is just for Enfield calls. We have billing arrangements set up with other organizations. Once the billing is fully established the Town should get payments within 30 days of billing. In the short term it will take slightly longer. The Town should have a similar number of billable calls from those currently serviced by Lebanon. This is the data we needed at Town Meeting in March 2012 and will have for Town Meeting in March 2013.

Energy Committee Report:

The Selectmen were provided with a copy of the Energy Committee proposal submitted to the Planning Board for the Master Plan update. The proposal is pretty specific to reducing energy usage and suggests one central campus at the Public Works facility. The Committee also suggests extending the water and sewer systems to create denser populations in the Village area, plus adding a bridge connecting Wescott Road and McConnell Road.

Mr. Kluge commented that a bridge connecting Wescott and McConnell Roads is not a bad idea.

Mr. Schneider added that such a bridge could be used to connect a sewer line to serve Lapan Circle.

VI. PUBLIC COMMENTS

Wendy Piper – NH Representative Candidate:

Wendy Piper, candidate for the Enfield Representative seat, came before the Board to introduce herself, hear concerns of the town and to listen and learn. She's an English teacher and mother. Her family has been here for 350 years. Like other NH natives she's devoted to the good of the State and its well-being. When asked how she can be a mother, teacher and representative she informed the Board that she teaches first year writing at Dartmouth and has a flexible schedule.

Mr. Crate shared the Board's concerns about Shaker Hill road and the lack of State maintenance. Mr. Crate has noticed that New London, Sutton and towns south are getting attention but communities in the North Country are not.

Ms. Piper has noticed the condition of the roads and infrastructure. She has just begun going door-to-door and is hearing lots of concerns.

Mr. Crate said streetlights are the same thing. Also a member of the State highway department has a \$50,000 State truck he uses for daily commuting from Warner to Exit 16 in Enfield on our tax dollar. The number of people with State vehicles would blow your mind.

Mr. Kiley pointed out that last year the State said it's not cutting people, just services. So, just as many people are doing less work.

Dan Kiley – Enfield Channel 8:

The Enfield Channel will be looking for a part-time director. This is a position that could work well with the EVA part-time director. The Enfield Channel has a budget based on receipt of half of the cable franchise fees, which amount to about \$20,000 annually.

VII. BUSINESS

Route 4 Water/Sewer Extension Update:

The School District did a great job re-routing buses and alleviated some of the issues they were having.

Due to the holiday and State restrictions, the contractor had to stop work on State roads on Friday at noon and couldn't start again until noon today. They will begin work again on Wednesday. Once they got out of the deep part they've been able to move right along. They will have everything installed by the end of October.

FastRoads:

There's work being done on FastRoads. They've begun stringing fiber. Enfield Center Fire Station and the Enfield Community Building will be connected first. Progress is dependent on pole licenses so they are stringing where they can.

Shaker Bridge:

Jim Taylor and Mr. Schneider met with Jeff Potter, NH DOT, to discuss the lights. Mr. Taylor and Mr. Schneider were previously informed incorrectly that there would be 4 lights on the bridge. There will, in fact, be 6 lights on the bridge, plus one on the causeway on the 4A side of the bridge and another on the causeway on the Village side of the bridge, for a total of 6 additional lights. The cost for lights is about \$5,000 each. So there will be six lights in total on the bridge with 12' poles as on Main Street bridges. Costs for the additional lights will be obtained.

The utility poles on the bridge will be going. One pole will remain closer to the beach and another will remain on the other side closer to the house.

Putting in a sidewalk on the Shaker Bridge encourages pedestrians so adequate lighting is necessary. There will be a crosswalk, with textured pads, across NH Route 4A from the beach area to the new stairway leading to the upper beach parking lot.

Mr. Kluge noted that the cost for banners is high. Ms. Bonnette suggested perhaps just putting banners on the bridge lights rather than all of the lights to minimize the costs.

The Board was informed that the light manufacturer will only sell to a licensed electrician, not to the Town, which is frustrating.

Mr. Crate said that the Town should at least get the lights for the bridge.

Mr. Cummings called the State about using the bridge for emergency access. The contractor has moved their equipment off the bridge so it can be used for emergency vehicles only.

Chief Crate suggested that could be confusing since today it might be open for emergency vehicles, but tomorrow it might not be. More time would be lost if responders went to the bridge to cross and found they could not.

Mr. Cummings said Jeff Potter OK'd it for emergency use. It's nice to know the option is open if another incident happens like yesterday.

At the last meeting there was discussion of barricading Main Street to limit use of the by-pass road. The State wants traffic on Main Streets because the by-pass was not designed or constructed for that level of use. The by-pass will be for limited use only to buses, fuel delivery, trash collection and emergency vehicles. The Rail Trail/Main Street portion of the project is scheduled to go to bid in March with construction next year. They will use the Town's preferred option.

The Bridge Dedication Ceremony scheduled of September 15th will also be a bridge opening, pending favorable weather.

There was a request for the first car across the bridge to be that of Councilor Ray Burton with Donald A. Crate in the front seat with him.

Mr. Kluge will speak at the ceremony. Mr. Schneider will serve as MC.

There will be a display at the Shaker Museum that will be open to the public following the ceremony. The Museum will sell lunch at the museum following the ceremony at the bridge with a free lunch provided to officials.

The painting of the Shaker Bridge that was donated to the Town is in the Library vault. Marjorie Carr, Town Historian, will speak with Bart Thurber about restoration of the painting, which has some minor damage.

Mr. Kluge asked if the Town could find \$1,000 for banners for the Shaker Bridge. Mr. Cummings was sure it could be found either at year's end or budgeted next year. Mr. Schneider is sure funds could be found in the 2012 budget.

Huse Park:

The Town is having difficulty finding a stone mason to do the stonework repairs at Huse Park. Mr. Crate recommended Dave Stacey. There is also a gentleman from Meriden that does stonework.

The Town has received a quote of \$5,600 for new ironwork to replace the damaged "Huse Park" ironwork. There is no timetable for repairs. The Town's insurance adjuster has asked for our estimators to be worst case scenario. The insurance will pay to restore the damage and the Town can decide how to spend the funds received.

Discussion ensued regarding repair and/or replacement of the stone pillars. Precast stone pillars can be purchased, such as they have at Oak Grove Cemetery.

Even if the repairs are not completed this fall the area will be cleaned up. The Town is only waiting to get a stone mason out to the site before cleaning up.

2013 Budget:

Mr. Schneider would like to invite the Budget Committee and CIP Committee to the next Selectboard meeting for discussion of overall goals. The Board agreed. Due to the number of people who may attend the next meeting will be held at the Public Works Facility rather than at Whitney Hall.

Mr. Cummings mentioned a request for a one-time allotment of \$10,000 for another stone at the Veterans Memorial Park.

The CIP Committee met last week. They've asked departments for capital projects for 2013, including a cruiser replacement and some things at Whitney Hall. The Library has its own big project. About 1 mile of Jones Hill Road is slated for reconstruction. A contractor was consulted and the cost is expected to be closer to \$200,000 to do what's needed. This project

will be paid through long-term borrowing. \$30,000 for engineering can be encumbered and used for construction. John Kluge, Jim Taylor and Steve Schneider said they don't think taxpayers would have a project with this.

A sand/salt shed is needed at Public Works. The Town has about \$20,000 in the Salt/Sand Facility Construction capital reserve funds, plus another \$80,000 in the Municipal Building capital reserve fund. The original salt shed was proposed as a \$250,000 facility of concrete block foundation and fabric cover. Mr. Taylor proposes instead a 3-sided pole barn with four 16' bays, like a dairy commodity shed. The floor would probably be asphalt because concrete gets eaten by the salt, as the City of Lebanon has experienced.

Another item identified at Public Works is replacement of the waste oil burner. The question is whether this replacement should be included in the operational budget since it will cost less than typical capital expenses.

The Community Building needs upgraded heating and cooling systems. The building gets a lot of use and the heating and cooling systems are under-sized. It will cost about \$15,000 to replace them.

The CIP Committee will meet again in October.

Bicknell Brook Property:

In the past there was talk about creating a forest management plan for the Bicknell Brook property and how to manage it. Part of the process was to survey the property. Chris Rollins of Rollins Land Survey has found a difference between the tax map and the line between the Town's property and the Poitras property. Part of the Bicknell Brook Trail is located on the Poitras property and there is an agreement in place to allow public use of the trail. The change in lot line affects this agreement. It was suggested there be an acre for acre land swap between the Town and Poitras to correct the problem and to further protect the public's ability to use the Trail.

Mr. Crate supports a land swap.

Mr. Kluge stressed that the Town's interest is in the trail.

Mr. Schneider said this issue has created some concern at the Land Trust. Because there's a conservation easement on the property this has to go to the Attorney General's Office. An acre for acre land swap should be easier to get approval for.

Recreation Planning:

Old Motel Site – the end is in sight and we need to begin the next step in planning for use of the old motel site. The Recreation Commission feels it's logical for them to take this property on. They would invite the public to participate in a sub-committee to discuss uses and management of the property. DRA and DRED would be invited. It was also suggested that the Friends of the Rail Trail be invited. They want to propose that DRED own the property with the Recreation Commission managing it.

Chief Crate reported that some people have reached out to the Recreation Commission and have connections to grant funding.

Discussion ensued regarding the pros and cons of inviting the Friends of the Rail Trail to participate on the sub-committee. Feelings were split. It's early in the process and the Town will be reaching out to local folks. If the State wants the Town to buy the property we'll have to pay fair market value.

Shaker Recreation Fields – The Recreation Commission discussed developing the rest of the fields at Shaker Recreation Park. The field needs mowing. Mr. Kluge noted that the storage building still needs to be cleaned up and refurbished.

Administrative Items:

The Board reviewed and approved the following documents: Petition & Pole License – Shaker Hill Road, Certifications of Yield Taxes Assessed.

Other Business:

Mr. Cummings has mentioned in the past about the need to create an expendable trust fund for ambulance billing revenues. Mr. Schneider will put this on a future agenda. He believes it requires a public hearing.

VIII. OTHER ITEMS

Next Meeting:

Monday, September 17, 2012, 6:00 PM, Public Works Facility, 74 Lockehaven Road.

CONFERENCE

I. NON-PUBLIC SESSION

Mr. Kluge moved to enter non-public session at 7:15 PM, RSA 91-A:3 II (c), Mr. Cummings seconded. Roll call vote: Mr. Kluge – aye, Mr. Cummings – aye, Mr. Crate – aye, vote unanimous in favor of the motion.

Mr. Cumming moved to come out of non-public session at 7:29 PM, Mr. Kluge seconded, vote unanimous in favor of the motion.

II. OTHER BUSINESS

Ambulance Personnel:

Mr. Cummings noted that the Board needs to decide, as the numbers come in, if we'll go to Town Meeting for full-time ambulance personnel again. Enough information should be

available to present to the Budget Committee and CIP Committee. The billing program has worked.

Mr. Cummings was told that had the Board focused less on the financial aspects and more on the fact that it's the right thing to do, they may have had more support for the proposal in 2012.

III. ADJOURNMENT

Mr. Crate moved to adjourn at 7:33 PM, Mr. Kluge seconded, vote unanimous in favor of the motion, meeting adjourned.