

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

**MINUTES of September 17, 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

**Others:** Charlie DePuy, Richard Lammert, Suzanne Laliberte, Kurt Gotthardt, Dan Kiley

**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 approve the regular and non-public session minutes of September 4, 2012 as printed, Mr. Cummings seconded, vote unanimous in favor of the motion.

**III. COMMUNICATIONS**

**Planning Board Public hearing Notice: September 26, 2012, 7:00 PM:**

Keene Medical bought the Dana Robes property. This project is moving along.

**NH Div. of Forests & Lands: Notice of Timber Harvest:**

The NH Div. of Forests & Lands is planning to improve wildlife habitat by means of a timber harvest on ten acres of the Lower Shaker Wildlife Management Area.

**IV. BOARD REPORTS**

**Planning Board:**

The Planning Board meeting went pretty smoothly, addressing 2 items: R&L Auto on Old Route 10 and Artech Ski Company on NH Route 4A, Enfield Center. Both projects passed with a couple of provisions that have to be met.

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

### **Town Website:**

Mr. Schneider and Ms. Bonnette, along with Marjorie Carr, met with the website designer with Virtual Town Hall. We are looking at making changes, but nothing radical. The new site will be more user-friendly and more interactive. The Library and Police Department will be more involved as those two departments typically have a more distinct page on municipal websites. Mr. Schneider invited comments from the Board regarding anything they'd like to see in the website design.

### **Shaker Bridge Project:**

Mr. Schneider understood the State was going to do work on the boat ramp as part of the Shaker Bridge project; this is not the case. The State and their sub-contractors will not be doing any work on the boat ramp.

Mr. Schneider has received comments about the condition of the ramps. There's a washed out spot at the base of the ramp. Mr. Schneider thinks the Town should think about getting the necessary permits and doing the work ourselves.

Mr. Crate questioned the availability of assistance from Water Resources. They've done work at the Lebanon boat ramp on Mascoma Lake and the Crystal Lake boat ramp in Enfield.

Mr. Taylor pointed out that boat registrations cover work on some boat ramps, such as Crystal Lake and Lebanon. The difference is that Enfield owns the Enfield Mascoma Lake boat launch.

Permitting will take time, but starting now should allow repairs to be made by the spring of 2013 before the water level of the lake rises.

The Board concurred with Mr. Schneider's recommendation; permits for this project will be sought. While this boat launch is owned by the Town, Mr. Schneider will look into the availability of funds from other sources.

## **VI. PUBLIC COMMENTS**

### **Dan Kiley – Local Government Center (LGC):**

Mr. Kiley asked if the Town has heard anything about the potential windfall with the LGC. This relates to recent issues regarding the insurance operations of LGC. He was informed by Mr. Schneider that the Town had not. LGC is appealing the ruling and the Town will not receive any windfall until that's done. In Mr. Schneider's conversations with LGC, he was informed LGC is looking at keeping rates stable for the coming year while waiting to see how the ruling sugars out.

### **Kurt Gotthardt – Website Design:**

Mr. Gotthardt asked if the website could have recent postings on the home page. He was informed by Mr. Schneider that we are looking at that.

## VII. BUSINESS

### **Energy Committee Report Synopsis:**

Charlie DePuy, Energy Committee member, presented a synopsis of the Energy's Committee's Transportation Report to the Planning Board. The Committee has been working on energy conservation and dollar savings for the Town since 2007. Mr. DePuy has been keeping track of energy use to see where the energy is going. The Committee has been studying 5 major municipal buildings. The conclusion has been reached that transportation costs are the major expense in Town with 50% of energy use going to fuels. Plus there's the cost of maintain the roads and fleets, a considerable expense to the Town. The Energy Committee is charged with trying to come up with ideas to mitigate these expenses.

The Committee's efforts to address transportation energy use in Town are two-fold: 1) municipal fleets and 2) private transportation. Through the report the Energy Commission hopes to start a conversation with the Board of Selectmen and Planning Board.

The most radical idea presented in the Energy Committee Transportation Report is a central campus located at the Public Works Facility to reduce the length of routes for plows, police, fire, etc. This would also free up some valuable real estate that could be the focus of development in northwest Enfield of high-density mixed land use.

There are many other areas the Energy Commission is working on, but planning is something the Committee should have input on. This impacts not only land use, but facilities. Time is of the essence. The cost to borrow is quite low and the Town won't get another municipal project like the Shaker Bridge coming from State and Federal funds. The Town needs to look at private/public partnerships.

Mr. Schneider pointed out that item #1 of the synopsis states that planning fleet efficiency upgrades may conflict with the current CIP practice of leasing from a limited choice of vehicles. In fact, the Town is utilizing leasing that is not your typical consumer auto lease, but more of an auto loan. The Town is not limited in the selection of vendors or vehicles but can purchase the vehicle it wants, outfitted as it needs, from whatever vendor it chooses.

Mr. Schneider mentioned that the Highway Department did experiment with biodiesel in 2006 or 2007. The Town had a hard time maintaining these vehicles. Maybe trucks are better able to handle biodiesel today than they were then.

Mr. Kluge said the Town is looking at zoning issues in the Route 4 area. That will be all that we'll be able to do for now, getting Route 4 as productive and nice as possible.

Mr. DePuy noted that the Energy Committee's proposed zoning changes would be done in the village area where public transit is available. He doesn't think Laramie Farms has the walking scale necessary. Mr. DePuy is talking primarily about Depot Street, Union Street and Shedd Street.

Mr. Cummings said we don't have the ability to build high density in those areas. Without tearing down existing homes you wouldn't be able to build up at Depot Street. As for Shedd Street, that would be a good location for a safety complex. Mr. Cummings would not be in favor of selling that property. He feels Laramie Farms is perfect as it is close enough that people can walk downtown and walk to public transportation.

Mr. DePuy contends that Laramie Farms is not a walking scale and is not a mixed use. This is not a proposal, but a way of looking at things that long-range planning can do. Mr. DePuy hopes this will start a conversation. This is an opportunity that will pass us by as the cost of financing and infrastructure goes up.

### **2013 Budget:**

Mr. Schneider hoped to have a higher turnout of Budget and CIP Committee members at this meeting. The purpose this meeting was to talk about budget goals. Last week, Mr. Schneider met with Doug Pettibone, Budget Committee Chairman. He's of the mindset, as Mr. Schneider is, that we still need to be very careful of any tax increase. A maximum increase of 2% was discussed – 5 cents for the CIP and 5 cents for the general budget. Ten cents adds about \$70,000 to the budget, maybe less.

Mr. Cummings noted that it's nice to level fund the budget but as costs increase there will come a time when we have to do some projects. We've been good for a couple of years.

Mr. Schneider noted that DPW needs a new waste oil burner. Should that come from the general fund or capital costs? Whitney Hall needs some roofing work and other maintenance. The Community Building needs the flooring refinished and a new heating and cooling system. The current heating and cooling system is undersized. We're looking at about \$100,000 in projects.

The change in cost for the Jones Hill Road improvements has gone from \$800,000 to \$200,000. If all of the CIP projects are added together it comes to about \$450,000 – far less than the previous estimate for Jones Hill Road alone. We may be able to do long-term borrowing and get a number of things accomplished by packaging them into a single long-term bond.

Mr. Crate feels the waste oil burner is a capital item.

Mr. Taylor explained that the Public Works Facility has 2 propane burners and 1 waste oil burner. The Department gets enough waste oil to fuel one waste oil burner. Though maintenance is higher the Department needs a way to dispose of waste oil.

Mr. Kiley said the other thing the Town may end up doing is financing the larger items and taking smaller items out of the CIP capital reserve funds (CRF).

Mr. Schneider reported that the proposed sand/salt shed is estimated at a cost of \$150,000. There's \$88,000 in the Municipal Building CRF and \$16,000 in the Sand/Salt Shed CRF – together these reserve funds can be used toward the purchase of the building.

Mr. Kluge is in favor of the Jones Hill improvements but is also in favor of a 2% cap.

**Route 4 Water/Sewer Extension Update:**

In his last Town Manager's Report Mr. Schneider provided a link to the Water/Sewer Project Monthly Report. Some of the language may be hard to understand. On the east branch the construction will be ugly for a bit. They started this work today.

Mr. Kluge asked if we're still in touch with businesses since Dolores Struckhoff stepped down from her position with the Enfield Village Association. Are we communicating fully?

Mr. Crate said some businesses are being affected by the construction. Prices are climbing as a result.

Mr. Kluge has heard that some employees have been laid off.

Mr. Schneider reported on the status of the west branch of the project, which they hope to start soon. They have saw cut Route 4. About \$1,000,000 has been spent on the project to date. Deep work is completed. They're about a week behind schedule.

There have been a few change orders – a couple of water connections.

The site engineer is working 60-65 hours/week. He has a good relationship with the guys doing the work.

NH DOT has been amenable to allowing Edmunds to leave the road as dirt overnight. DOT is also allowing use of reclaimed pavement as fill.

Mr. DePuy asked if there was anything being done about floodplain protection. If you look at Google maps it's clearly vulnerable. He was informed that the drainage of the road will remain the same as it was before construction. Floodplain protection is being taken into account in discussions of future development and with potential zoning changes.

**FastRoads:**

The FastRoads Board met the Friday before last. The next project hurdle is to have the necessary financing to keep the project going beyond June 2013. They just got match money and now need funding for when Federal dollars stop coming in.

They are still battling some pole attachment issues. There's a problem with a few poles in Lebanon where a third party is causing problems. The third party company is a telecommunications company who thinks our project will significantly affect their company, so they are slow in responding. FastRoads is still working in Enfield. They have talked about routing around those 11 poles, and other alternatives. They are not just being difficult in the Upper Valley but throughout the State.

Mr. DePuy asked if there was a map of who will benefit from the project. He was informed that the fiber-to-the-home portion of the project affects a certain census group that lies east of Shaker Hill Road and north of NH Route 4A.

Mr. Gotthardt asked if Mr. Schneider anticipates a day when carriers will be announced. Mr. Schneider responded there is nothing he can be comfortable with.

**Fast Squad Billing:**

Mr. Schneider provided the Ambulance Billing Account Reconciliation Report for July & August 2012. The gross commitments for August amounted to just \$6,539.59, far less than the \$16,844.89 billing in July. We'll have to wait and see what a typical monthly average will be.

So far, the Town has received \$380 of the billed amount.

The Board discussed the establishment of an expendable trust fund. The establishment of the fund will include some language about what the funds can be used for, what the purpose is.

**Shaker Bridge / Rail Trail:**

The Town received a Draft Environmental Study/Categorical Exclusion & Draft Section 4(f) Evaluation of the Main St/Rail Trail Crossing. A hard copy is available for viewing. A link to an electronic copy is available on the Town's website under What's New.

The Shaker Bridge opening ceremony on Saturday was a wonderful event; it couldn't have gone better. The weather was good and the speeches were a good length. Mr. Schneider would like to post a good selection of photos of the event on the Town's website.

Mr. Crate inquired about the number of people who attended. He was informed that 200 programs were printed. Couples usually took one program to share and the supply of programs ran out before everyone arrived, so there may have been 300 to 400 people present.

Mr. Schneider thanked Charlie DePuy for building the kiosk depicting the history of the Shaker Bridge. The kiosk is temporarily located at the Enfield Boat Launch.

Mr. Gotthardt suggested that the Town's website include photos of the bridge and that the new website have rotating photos. He was informed this is being done. Mr. Gotthardt also suggested that pictures of the event be copied to DVD to run on Channel 8.

Mr. Crate asked when Curtis Payne would air the video of the event.

It was questioned if now that the bridge is open there would be any changes in the bus routes. The Town is not aware of any.

Mr. Kluge said he also wants to get back to talking about the possible walkway.

Mr. Cummings wants to look at the drainage.

Mr. Crate thinks the drainage should be better; they raised the road.

Discussion ensued regarding the Rail Trail crossing on Main Street. The State is doing due diligence by publishing a report of the history of the project. There are letters of support the Town can issue from the Selectmen, Planning Board, Conservation Commission, Recreation Commission, etc. Mr. Schneider will put together an example of points to cover and an example for the different boards.

In response to Mr. Crate's inquiry, Mr. Schneider informed the Board that his understanding is the project will go to bid in March and is slated for construction in 2013.

**Huse Park:**

The Board received information from the insurance adjuster and a quote for repairs of the Huse Park wrought-iron sign and stone pillars. The Town's insurer has given the OK to proceed with repairs.

The Board discussed the possibility of moving the wrought-iron sign to the pedestrian entrance of Huse Park.

Mr. Crate contends that the pedestrian entrance is at the wrong angle for viewing and feels it should stay where it is, though perhaps installed higher to help prevent damage. Mr. Kluge agreed.

Mr. Schneider suggested a height limit sign.

Mr. Taylor will get Town crews out to clean up the damaged materials now that the insurance adjuster has been out to see it.

**Bicknell Brook Property Line:**

Mr. Schneider met with Chris Rollins of Rollins Land Survey and the Mr. & Mrs. Poitras, abutters of the Bicknell Brook property. They were amenable to relocating the line. The Town will get 3.7 acres and Mr. & Mrs. Poitras will get 3.9 acres. Part of the Bicknell Brook trail is conserved already and a portion of the trail will now be located on Town land.

The Board approved the property line adjustment which will be formally surveyed and sent to the Planning Board for a boundary line adjustment. There will then be some formalities with the Upper Valley Land Trust. The goal of the land trust was for as equal a swap as possible. This plan should be acceptable.

**Administrative Items:**

The Board reviewed and approved the following documents: Current Use Land Use Change Tax Warrant, Certification of Yield Taxes Assessed.

**VIII. OTHER ITEMS**

**Next Meeting:**

Monday, October 1, 2012, Whitney Hall Conference Room, 6:00 PM

**CONFERENCE**

**I. NON-PUBLIC SESSION**

Mr. Cummings moved to enter non-public session at 7:13 PM, Mr. Kluge seconded. Roll call vote: Mr. Cummings – aye, Mr. Kluge – aye, Mr. Crate – aye. Vote unanimous in favor of the motion.

Mr. Kluge moved to come out of non-public session at 7:20 PM, Mr. Cummings seconded, vote unanimous in favor of the motion.

**II. ADJOURNMENT**

Mr. Kluge moved to adjourn at 7:21 PM, Mr. Cummings seconded, vote unanimous in favor of the motion, meeting adjourned.