

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

**MINUTES of November 5, 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

## **BUSINESS MEETING**

### **I. CALL TO ORDER**

Mr. Crate called the meeting to order at 6:05 PM.

### **II. APPROVAL OF MINUTES**

Mr. Kluge moved to approve the minutes of October 15, 2012 as printed, Mr. Cummings seconded, vote unanimous in favor of the motion.

### **III. COMMUNICATIONS**

#### **Independent Property Management – Points to consider in the water & sewer rate structure and budget:**

Mr. & Mrs. Barrows expressed their concern about the water and sewer rates and future rates. They point out some budget numbers for the water and sewer departments, specifically internet and telephone costs. Mr. Schneider explained that the pump stations communicate with the Public Works Facility over the phone lines. Communications with the Town Hall for phone, email and the computer server are across a partial T-1 line, not inexpensive. This is a shared expense with other departments located at the Public Works building. It is hoped in the future that the T-1 costs will be reduced with the FastRoads fiber connection. In December the Selectboard can go over the water & sewer budgets and invite the Barrows to attend. The Selectmen act as Water/Sewer Commissioners. The water & sewer rates are usually adjusted when Lebanon adjusts their rates.

#### **Town Clerk's Report – October 2012:**

Revenues are about \$20,000 higher than budgeted.

#### **Tax Collector's Report – October 2012:**

Tax revenues are where we should be.

#### **IV. BOARD REPORTS**

##### **Enfield Village Association (EVA):**

EVA has been moving forward with fundraising, recently held a morning business meeting and are working on a new business directory.

A new part-time administrative assistant has been hired. It is hoped she'll be able to get everything as a part-time employee as there is a lot to be done.

EVA is hoping to partner with someone to do the Greeley House project.

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

##### **Rail Trail Letter of Support:**

Mr. Schneider presented a draft letter of support for the Main Street At-Grade Rail Trail Crossing for the Board's signature. The Board approved the letter.

##### **Sandy Storm Update:**

This time last week people were nervous how Sandy would impact us. At worst, 250 were without power; it was a non-event.

##### **Huse Park Ice Skating Rink:**

The crew is installing the rink in the basketball court at Huse Park. They'll be putting sand down in one corner to level the rink. They will also clean a spot on the ball field which may be flooded just for ice hockey use leaving the rink for skating.

##### **Huse Park Gas Heater Installation:**

Mr. Schneider was approached by the Lions Club. The Club is interested in installing a gas heat at the pavilion. They would pay for it. The fuel source would be removed when not in use. The Town would install an underground fuel tank if we were to keep the heater.

Mr. Crate feels this is a good idea. When they sell Christmas trees they use a small propane heater.

Mr. Kluge and Mr. Cummings voiced their support as long as the Town is able to use it and they buy their own fuel.

##### **Movember:**

Mr. Schneider reported that he and some of the Public Works crew and the Police Department have started growing mustaches for the month of November to raise awareness and funds for men's health issues, specifically prostate and testicular cancer initiatives. Ken May has registered for fundraising (<http://mobro.co/kennethmay>).

**Basketball Coaching:**

Mr. Schneider informed the Board that he was asked to help out with coaching the grades 7 & 8 basketball team. Practices are from 3-5 every day after school. He may not be there every day at 3, but sometimes will be leaving the office early. The Board was in unanimous approval.

**VI. PUBLIC COMMENTS****Dan Kiley – Zoning Rehearing:**

Mr. Kiley reported that the Zoning Board had a rehearing on the Artech project. The ZBA had only two things to look at: did they do anything wrong or was there new evidence? Neither was found so the ZBA will not rehear the case. The petitioner has a deadline to appeal to the superior court. Due to the weather the project will be delayed until spring.

**VII. BUSINESS****Solid Waste & Recycling:**

A representative of Northeast Waste Services (NEW) came before the Board to discuss options for solid waste and recycling collection. A 96-gallon toter was brought in for the Board to see.

If the Town chooses this option, NEW would deliver two 96-gallon toters to each home – one for trash and one for zero-sort recycling. Recyclables accepted would include 1-7 plastics, glass, cans, newspapers, magazines and junk mail. Recyclables are collected, delivered to the NEW White River Jct. yard, loaded onto a trailer and taken to a Rutland facility where they are broken into components.

This option would increase the cost for collection but they anticipate a reduction in disposal costs. In addition, there would be savings in we can deter illegal dumping. One option includes the sale of special bags for disposal of any excess trash that doesn't fit in the toter. Trash left beside a toter that is not in a special bag would not be collected. This might discourage those from out of town who leave their trash curbside along with someone's trash in Enfield.

Mr. Schneider noted that the Town has a limited pay-as-you-throw program. We can open that up to people who need additional bags.

NEW could provide additional toters to larger families or smaller toters for smaller families or who might find it difficult to move a larger toter, such as some elderly residents.

Discussion ensued regarding options for multi-unit dwellings, such as a zero-sort recycling dumpster. There are some buildings where there might not be room for dumpsters or a large number of toters. This would have to be worked out if the Town chose this option.

Mr. Cummings is in favor of it. What's the next step?

An informal polling of voters could be done, perhaps using Survey Monkey or similar application.

Mr. Kluge said he's in favor of it. He thinks it's something we should pursue.

NEW will provide photos of the three different sized totes that are available, so people can give an idea of what they might need.

**2013 Budget:**

The Selectmen received copies of the budget submitted by the departments. The Budget Committee will be reviewing Administrative, Planning and Zoning budgets this week. Next week they'll look at Police, Recreation, Library and Enfield Village Association. After a break for Thanksgiving they'll start on Public Works, Fire and Ambulance.

**Route 4 Taxes:**

Mr. Cummings was approached three or four weeks ago about doing abatements for Route 4 businesses that have been negatively affected by the sewer and water extension construction. Some have reported business down as much as 50%. Could we abate part of the tax bills? The last couple of weeks have been horrendous and some have publicly targeted Steve Schneider. There was a sign at Family Pharmacy that told people to call Mr. Schneider and flyers about the traffic were being handed out.

Mr. Schneider said he does not know who put the sign up. They flyers were being distributed at the pharmacy.

Mr. Cummings and Mr. Schneider have talked about this idea. One question is, should it apply to residential properties or just businesses? Mr. Cummings feels it should only be for businesses. While residents might be inconvenienced, businesses have seen a reduction in business due to the construction.

Mr. Schneider is working on a spreadsheet with the owner, acreage, property values, etc. This is a TIF district and we don't want to affect the TIF funds collected. Some properties were basically raw land and have been developed since the TIF district was created, so the majority of those taxes have gone into the TIF fund. Mr. Schneider would recommend the Board talk only about abating non-TIF taxes. Because the construction has lasted only five months, should the abatement be pro-rated?

Mr. Crate asked if they are coming back next year for clean-up.

Mr. Schneider replied they would be but that won't last for months, but only weeks. The majority of work will be on McConnell Road and on the new pump station.

The Board discussed paving that was completed and what remains to be done. There should be no lip, but final paving won't be done until spring. Cut-outs and driveway approaches are to be done tomorrow. Mr. Crate recommended they do the cutouts then top with a thin layer of asphalt to prevent edges on which a snowplow will get caught.

Mr. Kiley feels abatement is a good idea, but a lot of the time the business is not the owner of the property.

Mr. Cummings said that if the property taxes are abated, perhaps the rent will be reduced for the business.

Mr. Crate asked how many have complained.

Mr. Schneider informed him it has been a handful, not a lot of businesses. Only a few have asked for relief.

Mr. Kluge asked why we are creating a program vs. having them apply for abatement.

Mr. Crate responded that, "We're trying to show good faith."

Chief Crate pointed out that the Shaker Bridge project affected Main Street businesses and nothing was done for them. Is there another way to address this, perhaps through sewer rates?

Mr. Kluge is more in favor of them applying for abatements. He may be a bit of a cynic but doesn't think an owner will generously pass the savings on to tenants.

In terms of the impact on taxes, we can account for a bigger overlay this year. Usually we have an overlay of \$20,000. We could carry a higher amount this year and inform owners of the abatement process. In terms of addressing the renters, we can talk about sewer rates or water rates.

Mr. Kluge said maybe that's the way to approach it since we have owners and renters. Mr. Kluge is against biting into potential tax increases in the future.

Mr. Crate suggested putting this on the back burner and thinking about it.

Mr. Kluge asked if we should advertise the completion of the project. It was suggested by Mr. Crate that we wait to do that when it's done.

Mr. Schneider will reach out to Lebanon to see what they've done for businesses affected by construction projects.

**FastRoads:**

FastRoads is still battling with attachment issues. Construction has begun in Enfield. They are putting up line where they can. Out of 700 miles across the State, Waveguide has done 320 miles. There are pockets of poles in Keene, Sunapee and Lebanon that restrict Enfield's ability to get connected. In those pockets where fiber needs to go, if the problem is not resolved we'll have to find an alternative route. FastRoads met with the contracted, our federal oversight person and UNH, the awardee of the grant. There is a PUC docket addressing this issue. The company holding these pockets "hostage", if you will, has stalled the project in terms of Enfield being lit. Until we're connected to hubs it's basically a useless network. FastRoads has discussed how to address this issue in NH. The PUC has the authority to enforce this. We need to have the project completely done by June 30, 2012 per the grant. UNH will work on the issue.

UNH has been given 2 weeks to come up with a solution after which FastRoads may go to the press.

**Tax Rate:**

The Selectmen were informed of the preliminary tax rate for 2012. At Town Meeting we projected the Town tax rate at \$6.05. Overall the taxes will go down. Our rate will be closer to \$6.05 after we add an estimated overlay. We need to put a number in overlay. The typical overlay of \$20,000 brings the Town tax rate to \$6.02, while an overlay of \$35,000 will bring it to about \$6.05. Mr. Schneider would like the overlay to be a bit higher. Overall the taxes will still go down.

The undesignated fund is now \$974,071. Last year we were in the high \$800,000. We're close to 8% retainage; 7% has been our goal. We're in a healthy spot.

**November Election – Scheduling:**

The Board discussed the November election and coverage by the individual members of the Board. Polls are open 8 AM – 7 PM.

Mr. Schneider expects over 2,000 voters. It could be a slower process than in the past. The Town Clerk has received information on what to do if there are protesters. Voters will be asked to present a Photo ID or complete an affidavit. There is a process in place that should limit disruption.

There will be two deputy attorneys general and an inspector who will be in Hanover, Lebanon and Enfield for the election.

Police coverage of the election was discussed. An officer will be assigned for election coverage but will not be posted in the auditorium where voting is taking place.

Pike has donated the use of a light trailer to light up the path from Huse Park to Whitney Hall.

**Conference Room Chairs:**

The Board approved the purchase of five new chairs for the conference room.

**Administrative Items:**

None

**VIII. MISCELLANEOUS****DPW Trucks:**

Mr. Crate inquired as to the status of the DPW trucks. He was informed by Mr. Taylor they are being building and they thought they'd be done this week.

**Emergency Preparedness:**

Mr. Cummings stated that the last time we had a significant storm the Town talked about wiring the Community Building for use of a generator. This still needs to be done.

Mr. Cummings also voiced the need to approach the school about getting the Enfield Village School wired for a generator as well. The question, first, is whether the school is already wired for a generator or not.

Chief Crate recommended wiring the Community Building first, then the school. Mike Guay will provide a quote for this work.

Mr. Cummings suggested looking at a generator for the Community Building.

Mr. Crate said the Fire Department has a portable generator. How often would we use a generator at the Community Building?

Chief Crate noted that the high school and middle school are wired for generators. The Enfield Village School kitchen is very limited.

Problems with accessing the high school in the event of flooding were discussed. It was also noted that the people in NJ and NY aren't leaving their homes which may mean the Town would be spending \$50,000 to set up a building that won't be used.

Mr. Schneider will see to getting the Community Building wired for a generator.

The Board discussed problems with the Police Department generator which currently needs a new voltage regulator. This generator is an older one and consideration has to be given to maintenance and replacement of generators on a schedule.

Mr. Cummings said that when the Police Department looks at a new one an automatic one should be considered.

Chief Crate responded that would be done if it's not too expensive, since the Department has someone on duty 24 hours.

**Cease & Desist Order:**

The Board discussed property owners who have been asked to "cease and desist" as pertains to junky yards. Only one of the two property owners was issued a formal letter from the Town's attorney. The second property owner is putting up a fence, though it's not great. There was discussion of equitable treatment of the two property owners and what is allowed to remain on the properties in question.

**Swimming Pool Fences:**

Mr. Crate brought up the subject of enforcement of fences around swimming pools.

Mr. Schneider was told that some of the properties in question pre-existed the requirement for fences around swimming pools.

The Board members were not aware of an exemption to the fence requirement.

**Paving Quotes:**

Mr. Cummings asked if Jim Taylor was obtaining paving quotes. He was informed by Mr. Schneider that he is not sure if the paving will be included in the Public Works budget or the CIP budget.

**Next Meeting:**

November 19, 2012, 6:00 PM, Whitney Hall Conference Room

**CONFERENCE**

**I. ADJOURNMENT**

Mr. Kluge moved to adjourn at 7:37 PM, Mr. Crate seconded, vote unanimous in favor of the motion. Meeting adjourned.