

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

MINUTES of January 24, 2011

Board of Selectmen: John W. Kluge, Chairman; Donald J. Crate, Sr.; B. 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: Doug Smith, Dan Kiley

BUSINESS MEETING

I. CALL TO ORDER

Mr. Kluge called the meeting to order at 6:02 pm.

II. APPROVAL OF MINUTES

The Selectmen reviewed the minutes of January 3, 2011 and changes that were recommended by Doug Smith: Section VII, Shaker Bridge Park Land, paragraph 2 should read, "...sailing center, a charity that uses..." and paragraph 7 should read, "Discussion ensued regarding the asking price for the property which is believed to be about \$499,000, unless the seller retains a small portion at the eastern end, in which case it is \$400,000. This would require subdivision."

Mr. Cummings moved to accept the minutes of January 3, 2011 as corrected, Mr. Crate seconded, vote unanimous.

III. COMMUNICATIONS

Notice of Shoreland Permit Applications:

Teresa Lynch, 94 Livingstone Lodge Road, Map 30, Lot 30-1; and North Village Lot Owners Assoc., between 41 & 43 Caleb Dyer Lane, Map 10A, Lot 71

The Municipal Network ~ Thursday, February 3, 2011:

Mr. Kluge has attended an interesting Municipal Network meeting in the past. This meeting, to be held February 3rd at the VFW in White River Junction, VT, will provide the opportunity for elected bodies to meet with their colleagues in neighboring communities. The last one Mr. Schneider attended discussed the topic of housing.

IV. BOARD REPORTS**Enfield Village Association (EVA):**

EVA is pushing economic development issues. The Business Directory is on EVA's website and is searchable. EVA has prepared packets for new businesses. They are looking at a new route for the 2011 Shaker 7 Road Race due to the bridge closure. The executive director would be happy to have input.

Chief Crate reported that there will be a triathlon held in August. A group in Town is organizing it.

V. TOWN MANAGER'S REPORT**Audit RFP:**

The Town has used Melanson & Heath in the past. Two bids were received. Roberts, Greene & Drolet came in lower than Melanson & Heath so the Town will change auditors.

FAST Roads Project:

Mr. Schneider has attended several meetings about the FAST Roads project. Firms are being interviewed to be operations manager. They are about 1 month away from hiring someone and it looks like construction can begin in the spring. Construction will start in Hanover and go up to Orford, then down to Enfield. The project was going to serve 300 to 400 homes in Enfield, but the number has increased to 800 homes from Shaker Hill, past Dan Kiley's and Don Crate's homes to 4A & Lockhaven, then to the Town line. It will include Kluge Road, Oak Hill Road and others. Homes along the fiber network will be eligible to hook on if they want to, but hookup will not be required. Eight hundred homes is about 1/3 of the community.

Municipal buildings will also be connected as will schools. We'll have a fast connection between these facilities.

The FAST Roads group is still figuring out financial issues. Getting service providers to come in is a big step. The project is evolving.

VI. PUBLIC COMMENTS

None.

VII. OLD BUSINESS**2011 Budget:**

Mr. Cummings asked Mr. Schneider if he'd had a chance to talk to the Fire Chief about the budget.

Mr. Schneider explained that there has been discussion by the Budget Committee. Some items requested in 2011 were purchased with 2010 funds and are not in the 2011 budget. There is still money in the budget for hose replacement and money was added to vehicle repair.

Mr. Cummings stressed the need to fund hose and ladder testing, something that opens the Town up to liability if it is not done. It costs a few thousand dollars. He wants to be sure the Fire Chief has the money he needs to do what he wants to do.

Mr. Schneider provided the Selectmen with a report of non-property tax revenues. Approximately \$1.92 million in non-property tax revenue is anticipated in 2011 vs. \$1.88 million in 2010. This is still not up to 2006 and 2007 levels. A Town tax rate of \$5.95 that leaves about \$3.25 million to generate from property tax. Water & Sewer fund revenues do not impact the tax rate. The 2011 budget is currently proposed at \$4.516 million and includes a 2% raise for employees, benefit levels the same as in 2010, level funding of departments and some one time funding for the 250th Anniversary Celebration. A cruiser is included in the budget, people will be working the same hours and there will be no new employees. The budget includes two pieces of capital equipment: a tractor to replace the Holder sidewalk plow, which is currently laid up, and an asphalt reclaimer. A tractor will be less expensive to purchase at about ½ the cost of a new Holder sidewalk plow and will multi-task as the Holder cannot. The 4yd asphalt reclaimer heats the body so you can get a large batch of asphalt to Enfield and the Town will be able to reuse old asphalt. Mr. Crate commented that Enfield is probably the only town in the Upper Valley that doesn't have an asphalt reclaimer.

Discussion ensued regarding the purchase of a new tractor and attachments, such as a three-point hitch with a salt trailer. Parts are more readily available for a tractor than the Holder and the current Holder consumed 1/3 of the 2010 repair budget. The Selectmen voiced concern about holding off on the purchase of a new tractor in case the existing equipment fails this winter.

The Board discussed options for purchasing the tractor before Town Meeting. Mr. Schneider can check with the NH Dept. of Revenue Administration to find out if it's OK to expend as an emergency expense. Mr. Cummings said if it's legal for us to do it he can't see not doing it.

Mr. Schneider said there is an allowance in the budget for not filling the Community Development Director position until April. He would also have liked to have had money for Capital Reserve Funds but there is none in the budget.

Capital items are part of the operational budget this year; they are not broken out separately. In 2010 there will be some debt service retired which will be helpful.

Mr. Cummings reported discussion at the Budget Committee meeting our equipment replacement needs a lease purchase providing the same payment every year.

Regional Associations are funded at 1% of the general fund budget; approximately \$45,000. The proportion of what they received before is the proportion they will receive of the funding available in 2011.

Ambulance Billing:

Additional financial information regarding ambulance billing is sought by the Selectmen, including, but not limited to revenue projections and a determination of what the Town is going to do with the money.

Mr. Schneider has a list of questions that need to be addressed before we make a presentation. He offered to send this to the Selectmen for review. From his perspective there are a lot of things to address before going to Town Meeting. If we go to Town Meeting ill prepared it could be three or four years before we can readdress it.

VIII. NEW BUSINESS

Transfers to Capital Reserves:

As part of the 2010 Water and Sewer fund budgets there was \$20,000 in each budget for transfer to capital reserves. As Water & Sewer Commissioners the Selectmen were asked to authorize the transfer.

Mr. Cummings moved to authorize the transfer of \$20,000 from the Water Department Budget to the Water Capital Reserve Fund and the transfer of \$20,000 from the Sewer Department Budget to the Sewer Capital Reserve Fund, Mr. Crate seconded, vote unanimous in favor of the motion.

Planning Board Membership:

Craig Daniels resigned from the Planning Board in December 2010. The Planning Board voted to recommend the appointment of Alternate Dan Kiley to fill the regular member seat vacated by Mr. Daniels.

Mr. Crate moved to appoint Dan Kiley at a full member of the Planning Board, Mr. Cummings seconded, vote unanimous in favor of the motion.

Advance Transit Membership:

Mr. Cummings moved to reappoint Jim Taylor to the Advance Transit Board, Mr. Crate seconded, vote unanimous in favor of the motion.

Non-Public Session:

Mr. Cummings moved to enter non-public session at 6:43 pm, RSA, 91-A:3 II (d), (e), (a), (c), Mr. Crate seconded. Roll call vote: Mr. Cummings – aye, Mr. Crate – aye, Mr. Kluge – aye.

Mr. Cummings moved to come out of non-public session at 7:38 PM, Mr. Crate seconded, vote unanimous in favor of the motion.

Administrative Items:

The Board reviewed and approved the following documents: Current Use Penalty Refund, Land Use Change Tax, and 2010 Property Tax Refund.

IX. OTHER ITEMS

Next Meeting:

February 1, 2011, 6:00 PM, Whitney Hall

CONFERENCE

I. ADJOURNMENT

Mr. Crate moved to adjourn at 7:42 PM, Mr. Cummings seconded, vote unanimous in favor of the motion.