

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

MINUTES of August 6, 2007

Board of Selectmen: Rebecca S. Stewart; Donald J. Crate, Sr.

Excused: Curtis Payne, Chairman

Administrative Staff: Steven Schneider, Town Manager; Alisa D. Bonnette, Recording Secretary; Ken Daniels, Director of Public Works; Richard Crate Jr., Chief of Police

Others: Dan Kiley; Kurt Gotthardt; Mark Brady; Henry Cross and other members of the public

BUSINESS MEETING

I. CALL TO ORDER

Mrs. Stewart called the meeting to order at 6:00 pm.

II. APPROVAL OF MINUTES

Mrs. Stewart moved to approve the regular session and non-public session minutes of July 16, 2007 as printed; Mr. Crate seconded, vote unanimous.

III. COMMUNICATIONS

NH Division of Historical Resources ~ Moose Plate Grant:

The Town did not receive any funding from this grant because the intent was to purchase a new stage curtain rather than restore and old curtain. It was suggested the Art Council might have some funding available. Restoring the stained glass windows of Whitney Hall, however, might be a project worthy of funding by the NH Division of Historical Resources.

NHDES ~ Enfield Elementary School, April 2007 Groundwater Monitoring Results

NHDES ~ Enfield Garage Tire and Auto, Groundwater Management Permit

Comcast ~ Notification of Price Changes:

The price changes are for Comcast's digital video recording product.

ZBA Public Hearing Notice ~ August 14, 2007

Two hearings will be held on this date, one for a project on Algonquin Road and the other for a project at 60 Main Street.

Laramie Farms Update:

Mr. Schneider met with Jim Taylor, Community Development Director, to discuss the 6-month status report on the Laramie Farms project, previously known as the Ironman Development.

A traffic study was submitted. The new project is going to use US Route 4, opposite the roller rink, to access the property rather than Maple Street. There is also a change in how the property will be laid out. Plans are for 144 units in 6 structures of 24 units each. The developers have until September 8th to make substantial progress on the original approvals.

Mr. Crate asked if the access was at the entrance to the Town's water tank. He was informed that it would be. It's their land. The Town will have to move the water main since the drive will cross over the location of the existing main. The developers would pay for this work. When the developers make their formal submission the Board of Selectmen will be informed.

Town Clerk Report ~ July 2007**Tax Collector Report ~ July 2007****IV. BOARD REPORTS****Heritage Commission:**

Mrs. Stewart attended the last Heritage Commission meeting. The Commission went over its core issues of a historic district and the paperwork required, putting together a presentation to the Budget Committee for full or partial funding of a historic survey, and potential uses for Enfield Center Town Hall if there's a change in availability of land for parking & septic.

A Vermont preservation group put a project together to preserve historic stage backdrops. They can provide advice on what the Town should do to preserve the backdrops at the Enfield Center Town Hall. There are about six backdrops at the Center Hall; some of these belong to the Town.

V. TOWN MANAGER'S REPORT

Mr. Schneider informed the Board that the Town Manager's report is in transition so it doesn't cover the same things that will be discussed at the meeting.

Town-wide Yard Sale / LISTEN:

The Lioness club sponsored a town-wide yard sale last week. After the yard sale LISTEN was overwhelmed with leftovers. The Lioness may help with the tipping fees. Alfred Grace and Andy MacDonald took some things from LISTEN to the Enfield Transfer Station and some to the Lebanon landfill. Mr. Schneider was very specific that the Town of Enfield would only assist only with those items that were left over from Enfield yard sales. LISTEN carefully separated the goods they'd received. Metal items were set aside to be recycled and provide a small amount of revenue to the Town. The Town will be reimbursed for its expenses. Mr. Schneider told LISTEN to coordinate with the Lioness to prevent this problem in the future.

If LISTEN is informed in advance of a town-wide yard sale they can have people posted at the drop-off site to prevent the problem of dumping.

VI. PUBLIC COMMENTS**Kurt Gotthardt ~ Town-Wide Yard Sale:**

Mr. Gotthardt pointed out that Canaan holds a town-wide yard sale. Why is it different there?

Mr. Schneider replied that he does not know if it *is* different. LISTEN spends about \$70,000 a year on disposal fees.

Mrs. Stewart did notice a huge pile at the Canaan LISTEN Center after the last Canaan town-wide yard sale. Two people were there. It's LISTEN's responsibility to prevent dumping of unwanted items, but if we have better communication with LISTEN and let them know when a town-wide yard sale is scheduled they can post someone at the LISTEN drop-off site.

Kurt Gotthardt ~ Old County Road:

Mr. Gotthardt has seen surveying and flagging along Old County Road near the roller skating rink. It goes up about 200' to 300' and then stops at the rear of someone's house. Is someone looking to use it as a driveway? Mr. Schneider replied that he has not heard anything.

Kurt Gotthardt ~ Perambulation:

Mr. Gotthardt has been doing the Town's perambulation, the walking and documenting of the Town's boundaries. He just completed the Enfield/Grafton town line and will be submitting his report shortly. He has managed to find all of the existing monuments, including the four corners at Moose Mountain. With Jim Taylor's assistance, Mr. Gotthardt has used a GPS unit to document the location of each monument. Mr. Gotthardt has been inputting the data into a mapping program he has on his home computer. The monument locations fall on the computer line for the Town lines, but they differ from what is shown on the USGS maps.

Mrs. Stewart attended a Historical Society meeting and the speaker spoke about this issue. Historically Enfield's town line has been wandering since as far back as the 1800's.

Mrs. Stewart will share the information she has with Mr. Gotthardt.

Dan Kiley ~ Sign Ordinance:

Mr. Kiley stated that the Town has a sign ordinance that regulates signage for businesses. The biggest offender is the Enfield Village Association (EVA) with their signs for the Farmers Market and not signs on every light post for an "adopt a light post" program. Mr. Kiley feels that at some point EVA has to follow the regulations.

Mrs. Stewart will mention this at the next EVA meeting and will call Sharon Carr tomorrow.

VII. OLD BUSINESS

Hettleman Abatement Request:

Mr. Schneider will get information to the Town Attorney who will draft an agreement between the Town and the Hettlemans.

Whitney Hall Repairs:

Arrangements have been made for Ken Hill to install the new boiler system at Whitney hall. He plans to begin work by the end of next week.

A public hearing is scheduled for August 20th at 7:00 PM at the Enfield Center Town Hall to discuss the withdrawal of funds from the Whitney Hall Renovation Capital Reserve Fund to cover the cost of this project.

The next stage in renovations is to consider replacement of windows. Four windows on the basement level are good candidates. These are the windows closest to ground level.

The new furnace and windows should help with heating costs.

The wiring for the stage was looked at. The most feasible option is to run a line up and put in a 100-amp panel on the stage to run the stage lights.

Mrs. Stewart pointed out that the putty around the storm windows in the auditorium has failed. Some windows also need replacement parts. She would also like to look at the cost for black out curtains for the auditorium windows. A price can be obtained from the same company that quoted the stage curtain.

Stump Dump:

The Board received, from the Upper Valley Land Trust (UVLT), conservation agreement language that speaks specifically to Management Plans for municipally owned conservation property. The Board also received notes that Jay Waldner of UVLT put together related to the process, as well as issues directly related to the proposed compost facility.

No management plan was done as part of the conservation easement for the Bicknell Brook property. The management plan would be an amendment to the existing easement and will include a paragraph regarding the use of a portion of the property for a compost facility.

The use of the property for a stump dump would be a low volume use of roughly 8 hours a week for 8 or 9 weeks. The road gets fairly busy during the summer months so the added traffic for a stump dump would have little impact.

The UVLT is still talking with Fish & Game about allowing the Town to use the Bog Road site until an agreement is worked out with the UVLT for use of the Bicknell Brook property. Fish & Game has told the Town to hold off on reclaiming the Bog Road site while it considers the proposal.

Residents that need to get rid of stumps and brush in the meantime can take their material to Hammond's at a cost.

It may take until next season to prepare an agreement with UVLT. A one-year extension from Fish & Game would be helpful.

Mr. Crate asked how much it would take to get the site ready at Bicknell Brook. Mr. Daniels explained that the road would need to be widened and some grading would be required.

Mrs. Stewart asked if existing material could be removed from the Bog Road stump dump. Mr. Daniels said it could be done by appointment, but that only 1 to 1½ tons of compost material is left.

Skateboard Ordinance / Skateboard Park:

Mr. Schneider asked the Police Chief to review and submit comments on the restriction of skateboarding on Town roads.

Chief Crate recommends against allowing skateboarding anywhere on US Route 4, as well as certain sections of Shaker Hill Road (the hills) and Lockehaven Road on the hills, particularly by Jones Hill Road. Areas of Shaker Hill Road, such as that by the marsh and Kluge Road, are OK for skateboarding because it's flat. Main Street is difficult because it is not very wide.

Mr. Schneider will provide final language and a map for the Board's consideration, which can be followed up with a public hearing and the appropriate adoption process.

Fatt Matt's former owner is a skateboard enthusiast. He has sent Mr. Schneider to a web site where they use mostly concrete for the skateboard park. Wood gets a beating from bikes. With concrete the contours of the land can be used, as well as a piece or 2 of iron that they enjoy using. Mr. Schneider will try to get more information and talk to the Lions Club that has expressed interest. Concrete is more expensive, but holds up better than wood. Parks that are done well become attractions. Typically that's not a bad thing as it encourages use of other services in the community.

Mrs. Stewart asked about the impact on the Town's insurance.

Mr. Schneider responded that it would be no worse than having a beach. He has spoken to the Recreation Commission and had a great deal of support.

Water/Sewer Extension:

Mr. Schneider reported that the School has not come back with anything. Having this topic on the agenda is simply an opportunity for the Board of Selectmen to discuss the issue.

Mr. Crate asked what is going on with the proposed shopping center. He was informed that the developers were supposed to be at a recent Planning Board meeting and they did not show.

Mr. Gotthardt stated that the Planning Board has not seen them since mid-June.

Chief Crate mentioned that there were surveyors out across from Bearly Used Books this morning.

Sale of Property:

The Board received correspondence from Thomas Monmaney and an attorney regarding the Town's correspondence for the occupants to vacate the town-owned property at 26 Cogswell Way. The attorney requested an extension to October 31st. The occupants were given notice that they need to be out by the end of the month. An extension of that deadline is up to the Board of Selectmen. Mr. Schneider can speak to their attorney. They imply they have a place to move to. Office staff is concerned about waiting until the heating season when it's harder to move people.

The Board discussed the problem with evicting people in cold weather. Mr. Crate asked that the attorney be contacted and get something in writing that there's something going on regarding new housing. Mr. Crate would not mind extending the deadline to the end of September.

Mrs. Stewart would be willing to extend the deadline by a couple of weeks.

Regarding the NH Route 4A property, the past due bill is nearly \$6,100. They're attempting to pay it off. Mr. Schneider has told them they need to have 95% of the total in the Town's hands before the Town will consider delaying. This is the difficult part of the job, but consistency is needed.

VIII. NEW BUSINESS

Lockehaven Drainage Project:

Mr. Schneider provided a brief history of the problem. The Town put a berm up that blocked drainage down the existing ditch and redirected the water onto Henry Cross's property. \$20,000 was budget in 2007 to remedy the situation. The Town has been working with the NH Department of Environmental Services (DES) for a year and a half. Mr. Schneider and Mr. Daniels have met with several state and county officials. The Town is going to put some riprap in the bottom of the ditch and slow the water's entrance to the lake to limit siltation.

The Board was informed that a soil scientist has been out to the property twice. Henry Cross stated that DES has been causing problems not only for himself, but the Town and Crystal Lake as well. Where water is coming off his property silt is filling in the lake. The State is concerned about wetlands being affected, but the Town created these "wetlands". The Town has done everything DES has asked and there has been no resolution to the problem. Mr. Cross explained Ken Daniels' plans to reroute the water and slow the water using retaining ponds.

Mr. Cross has had problems getting a timely response from DES. He spoke with Ray Burton, Executive Councilor, over the weekend and Mr. Cross should be hearing from someone by Wednesday. If Mr. Cross does not have this cleared up he will bring legal action, not against the Town, but the Town will be involved.

Mr. Schneider added that the watershed in this area is a large one. When the water level of Crystal Lake is lowered in the fall you can see siltation at every site that water enters the lake.

The Board agreed to contact the Governor's Office if Mr. Cross does not hear from the State by Wednesday, August 8th.

Smith Pond:

Mr. Schneider provided some information to the Board regarding the Smith Pond dam, though more information and discussion will take place at a meeting in September.

Mr. Schneider received a request from Dr. Baker and Mr. Cavicchi for the Town to maintain the Smith Pond dam. The landowners, Mr. Baker and Mr. Cavicchi, would pay to have the repairs done. The Town would do the actual repair work. And Mr. Cavicchi has offered access to his property that has frontage on Smith Pond and NH Route 4A for a potential well site for the Town.

Mr. Schneider informed the Board that Town forces could comfortably take care of the dam maintenance.

Mr. Schneider has met with Dr. Baker's engineer.

Mr. Crate asked what shape the dam is in. He was informed that the integrity of the dam is there. The main discharge valve is not in good shape.

In response to Mr. Crate's inquiry, Mr. Schneider stated that the Town would be responsible for getting the work done, but the landowners would pay for it.

Mr. Crate asked about the condition of the road access. He was informed that the road had been graveled and is in good shape.

Mrs. Stewart asked what the Town would utilize a new well for and was informed it would serve as a new water source for expanding the system and also as a backup to the existing system. It's part of the long-term planning for our systems.

Mr. Daniels has, in the past, tried to explain to Fish & Game that a municipal well comes with automatic environmental protections in the form of a wellhead protection area. This has not swayed them.

Mr. Schneider informed the Board that Dr. Baker and his engineer would be in to meet with the Board in September.

Mr. Crate asked how much land was being offered. Mr. Schneider believes that would depend on where the well was sited.

2008 Budget:

This week Mr. Schneider will distribute instructions to Town staff with a deadline for submissions of mid-September so by the first of October will be ready for review by himself and the Board of Selectmen before the Budget Committee begins meeting. The Selectmen will receive a copy of the budget instructions.

Last year was Mr. Schneider's first year developing a budget in Enfield. In the past he's asked the Selectmen for parameters, for example, the maximum increase the Selectmen would like to see in the overall bottom line. Last year the budget went up 1 cent or about 1/10th of 1%. The Town was looking at a potential Whitney Hall project so the budget was kept lean accordingly.

Mr. Schneider suggested a mid-September meeting with the Budget Committee so everyone's on the same page.

Mrs. Stewart reported that the CIP Committee would be meeting next Tuesday. The CIP will be a big part of the budget process.

Discussion ensued regarding the benefits of a CIP to the budgeting process and the benefits of having a Selectman and the Budget Committee Chair on the CIP Committee. The CIP is a good opportunity to develop sound long-term planning.

Mascoma Lake Boat Launch:

The Board discussed problems that have developed at the Mascoma Lake boat launch. The sign restricting parking to only those launching a boat was removed. Parking permits are required to park in the upper parking lot on the other side of NH Route 4A. As a result the boat launch parking lot is becoming filled with people swimming at the beach and many of them are from Vermont. This has caused difficulties for individuals that want to launch a boat, both because they have no room to park and because the number of cars in the lot can make it difficult to maneuver a boat trailer. Chief Crate pointed out the difficulties of enforcing the parking rules that were in place in the past. Various options were considered to alleviate the problem but no definite solution was determined. Mr. Schneider, Mr. Daniels and Chief Crate will go take another look at the situation and bring their findings back to the next meeting.

Comcast:

Comcast has sent to the Town a pile of papers saying they are no longer subject to regulation because of competition by satellite providers. About 18 towns would be impacted. This could impact the Town's community access channel. Mr. Schneider asked the Town's telecom attorney to look at it. Enfield will share the cost of the attorney with other towns. Once the Town receives the attorney's opinion it will be brought back to the Board of Selectmen.

Tax Increment Finance Advisory Committee:

Debra Truman and Rob Malz have expressed interest in serving on this committee. If both of these individuals are appointed, then two more are needed to fill out the membership of the committee.

Mr. Schneider has spoken to Lori Hill, but she may be too busy. He will probably approach the LaCroix as well.

Mrs. Stewart moved to appoint Rob Malz and Debra Truman to the Tax Increment Finance Advisory Committee; Mr. Crate seconded, vote unanimous.

Administrative Items:

Society for the Protection of NH Forests ~ Request for Information: The Society for the Protection of NH Forests inquired about the presence, if any, of solid or hazardous waste on the Arabelle Tucker Property on Map 17, Lot 27. Ken Daniels, Jim Taylor and Phil Neily were asked if they had any information on record pertaining to this property; they did not. The Board of Selectmen signed the document stating that they are not aware of any problems concerning solid or hazardous waste on the subject property.

IX. OTHER ITEMS**Dock:**

Sharon Carr asked Mrs. Stewart if the Board has had any further discussion relative to the dock request on Mascoma Lake and the Town covering the liability. They would like to move on it this season.

Mr. Schneider has not heard anything regarding approvals. Mrs. Stewart replied that they're waiting to see if the Town will cover the cost of liability insurance. Mr. Schneider will get a cost from the Town's insurer.

Chief Crate called the NH Dept. of Transportation regarding a problem with a camper parked on the State owned land that was the old Shaker Bridge Motel property. Kids have been parked there with alcohol in the vehicle, though they weren't drinking it.

Mr. Crate also noticed a lot of people parking right on the edge of the road near LaSalette. Mr. Cross has also noticed them parking at the Town's pump station in that same area.

Mark Brady pointed out that as long as it's not a navigational hazard a boat can be moored anywhere in the lake.

Boaters have also started using the old motel property. Chief Crate pointed out that the Jersey barriers that were in place were removed. Maybe the property should be gated up. There are docks being put in on the property.

Shaker Bridge:

Mr. Schneider received a copy of the draft 10-year plan and the Shaker Bridge is moving to 2013.

Mr. Crate asked when the last inspection of the bridge was done. He thinks some pressure should be put on our senators, Ray Burton and the Governor's office. This is a school bus route and the only access to the houses on the other side of the bridge unless they remove the railroad underpass.

Rail Trail Parking Sign:

The parking lot sign for the Rail Trail and municipal parking needs clarification. Some people are unsure if the sign means the parking is only for the rail trail. Mrs. Stewart recommended adding a small sign below it that clarifies it.

Vehicles:

Mr. Crate reported some vehicles that are of some concern to him. One has been on Deb Truman's property for 3 or 4 years and others that are for sale on Blacksmith Alley. Some of the vehicles for sale are not registered. The red one that has been there for 3-4 years is not registered.

Additional Apartment and Parking Issues:

Mr. Crate mentioned that Michael Davidson wants to add another apartment to his building. What will they do for parking? They're short of parking now.

Next Meeting:

August 20, 2007, 6:00 PM at the Enfield Center Town Hall

Mr. Kiley asked if the Board could legally hold a public hearing at the Enfield Center Town Hall since it is not handicapped accessible. Mr. Schneider replied that many municipal buildings are not handicapped accessible.

A sign will be posted at Whitney Hall to alert residents to the change in location of the August 20th meeting.

X. PUBLIC HEARING

Mrs. Stewart moved to open the public hearing at 7:13 PM; Mr. Crate seconded, vote unanimous.

The purpose of the public hearing is to discuss the acceptance of a gift of personal property valued in excess of \$500, said gift being a 1994 Chrysler LHS with an estimated value of \$3,350.

Mrs. Stewart opened the floor to public comment.

Mr. Gotthardt asked what it was donated to the Town for? Mr. Gotthardt feels that if it's dedicated for use by a particular department it should be stated. Mr. Schneider replied that it could be available for general Town use.

Mr. Gotthardt assumes that the vehicle is donated to the Town, but the Town takes on the responsibility for operational costs.

Mr. Schneider stated that this would not be a daily use vehicle.

There were no additional comments.

Mr. Crate moved to close the public hearing at 7:16 PM; Mrs. Stewart seconded, vote unanimous.

Mr. Crate moved to accept the 1994 Chrysler LHS; Mrs. Stewart seconded, vote unanimous.

CONFERENCE

I. ADJOURNMENT

Mrs. Stewart moved to adjourn the meeting at 7:57 PM; Mr. Crate seconded, vote unanimous.