

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

MINUTES of September 4, 2007

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

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; Celie Aufiero

BUSINESS MEETING

I. CALL TO ORDER

Mr. Payne called the meeting to order at 6:00 pm.

II. APPROVAL OF MINUTES

Mr. Crate moved to approve the minutes of August 20, 2007 as printed; Mrs. Stewart seconded, vote unanimous.

Mr. Crate asked if there was an answer to his question about the ownership of the water tank property and the access road to it. This information was not yet available.

III. COMMUNICATIONS

Nancy & Allen Smith correspondence re: emergency response to August 16th storm

Town Manager Letter to the Editor of the Valley News

Planning Board Notice of Public Hearing September 12, 2007

DES Correspondence to George Seiler re: Wetlands Program Reforms:

Dr. Seiler met with DES Commissioner Thomas Burack. There is some work for Commissioner Burack to complete.

2008 Municipal Calendar Photo Contest Results

This is the second year for a municipal calendar. This year, a photo contest was held to obtain pictures to appear in the 2008 Municipal Calendar. Mrs. Stewart felt it was a great idea to solicit photos from the community.

Mr. Schneider explained that he did a review of communications to townfolk last year. The Town has done newsletters in the past. The calendar was a way to have information in a permanent place in people's homes. The way it was structured, each month has a theme. If we could get the School to coordinate with the Town it would be great. Information that is included, besides board and committee meetings, is days that trash is not collected curbside because of holidays, days the Town Offices are closed, and some fun days, such as "Save the Rhino Day." If the Selectmen have any suggestions to add, please let us know.

IV. BOARD REPORTS

Conservation Commission:

Mr. Crate has a Conservation Commission site visit to attend tomorrow evening (September 5) and a regular meeting on Thursday (September 6).

Heritage Commission:

Mrs. Stewart attended the last Heritage Commission at which they spoke further about a certified local government program and its onerous rules and regulations. This may not be the way the Town wants to go. They are still exploring the historic district path.

Mr. Schneider noted that the Heritage Commission is trying to develop a comprehensive presentation for the Budget Committee. The presentation would include some before and after photos of some properties that have been restored.

Mrs. Stewart reported that the Commission went over the walking tour brochure that is being put out by the Enfield Village Association. The brochure will identify buildings in downtown with a little history. Permission was obtained from property owners to include their properties. Whitney Hall will appear on the cover.

Planning Board:

Mr. Payne reported on a good Planning Board meeting. There was discussion of 60 Main Street and a conversion from commercial to rental property by Michael Davidson. Some residents are not happy about it. Phil Neily wrote a long list of things that needed to be done before the space is occupied. Rumor has it that a resident was in the building, but has moved out.

Mr. Kiley reported there were a couple of subdivisions. With the Davidson property there's no parking regulations in the village so the Town can't require a certain number of parking spaces for each unit.

Capital Improvement Program Committee:

The next meeting is scheduled for September 11. As part of the meeting the Library Building Committee will be coming in for a first blush of their plans for library space. The Committee can hold a non-public session so the property owners won't be identified. This group has a big impact on the Budget Committee. The purpose of the CIP Committee is to review proposed projects.

The Library received a Byrne Foundation grant for \$12,500 to pay for some architect fees and a printed brochure.

Energy Committee:

Mr. Payne inquired about the status of the Energy Committee. Mr. Schneider informed the Board that more members are needed.

Tax Increment Finance District Advisory Committee:

Mr. Schneider reported that this Committee is one member short. Three of the four appointed members are property owners within the district so the Committee meets requirements of a majority of the members being within the district. Mr. Schneider offered to talk to people that might be willing to serve on the TIF Committee. The Board approved this approach.

V. TOWN MANAGER'S REPORT**Town Manager's Report:**

Mr. Schneider discussed the future of the Town Manager's Report. He spoke with Ms. Bonnette with a vision of the future. He would like an up-to-date, dynamic report. He envisions having this report on-line and viewable by the public; almost a bulletin board or thread that he and department heads will post to. Using an on-line report no one has to wait 2 weeks to find an answer to something, Mr. Schneider will not be the holder of the information and it will be available to the public.

Mr. Payne asked, Will you make it interactive [with the Board of Selectmen]?" Mr. Schneider responded that he would.

Mrs. Stewart feels this could streamline the entire process. Mrs. Stewart feels this is an excellent idea.

Mr. Schneider pointed out that while the Town Offices are open from 8-4 PM, we have ideas at different times. We will work with our website developer to make this happen.

Parking:

After the last meeting, Mr. Schneider met with Jim Taylor, Community Development Director to figure out a parking plan for the village.

Town owned parking areas include the Municipal Rail Trail lot with approximately 10 spaces, and a spot at the end of Blacksmith Alley that could have 4 to 5 spaces. The Blacksmith Alley property currently has a dumpster and private cars on it.

Mr. Crate asked who's dumpster it was. Mr. Schneider replied that he did not know precisely, but that it might be the person who owns the big property there. That property owner has been asked to move the dumpster.

In between parking areas include the area in front of the Laundromat; on street parking on Main Street could probably accommodate 4 to 5 spaces. Discussion of the parking signs on Main Street ensued. Police Chief Crate spoke with a NH Dept. of Transportation engineer and it appears the signs are in the wrong spot. Mr. Schneider noted that now that the restaurant is there the space is used for parking.

Mr. Crate believes the Town may own a portion of the lot on the corner of Main Street and Shaker Hill Road. Ownership will be investigated.

Other in-between spaces are behind 78 Main Street owned by the Enfield Village Association (EVA). EVA has paved a portion of their lot behind the building. This space could handle about 20 to 25 cars.

Private parking in the area includes the Laundromat with 12 spaces that are very private. Out-of-the-Woodworks is currently for sale and has 6 private spaces. The Davison gambrel building has 5 spaces. The Copeland Block building has 8 spaces. 64 Main LLC has 16 spaces with the potential for more. George's has 24 spaces.

Out of the area considerations include Whitney Hall that could provide overflow parking and the Lutheran Church has a lot in proximity to the core downtown area.

Proposed changes include placing a 3-hour limit on parking in the Municipal Rail Trail lot and create a sign that serves as a directory for other potential parking area. Blacksmith Alley: determine lot size and mark the area. Allow for all day parking, but no overnight parking. On Street: spaced in front of the Laundromat could be lined and limited to a 2-hour limit. EVA/78 Main Street could provide all-day parking for area employees or could be overflow parking for area visitors.

Overflow: Whitney Hall could be designated an overflow lot or all day lot for employees. The Town could also approach Georges about accepting a limited number of all day parkers – probably employees.

Due to the location, the Municipal Rail Trail lot cannot be used as an all day rail trail lot.

Mr. Crate feels the parking problem is the tenement houses; they should have been required to have sufficient parking. He added that when municipal parking is closed to them they would start parking at Georges.

Discussion continued regarding use of municipal parking lot use and the possibility of opening up the Shedd Street properties for all day rail trail parking. Time limits and signs could be useful for maximizing use of the available lots. And at least one property that has room for more parking on their property but that they have not utilized for that purpose.

The Enfield Village Association is open to having spaces open up. Maybe those spaces could be used for employees of the Copeland block, store, and bakery. What EVA doesn't want is tenant parking. Over the long term, EVA has also discussed extending the parking area on their property for municipal parking.

Whitney Hall could also be used for employee and visitor parking.

Mr. Payne asked for this information to be provided to the Board in an outline format with bullet points to clarify the discussion. Mrs. Stewart suggested including a map.

Recreation Department:

The Town is again without a Recreation Director. Jennifer St. James admirably filled the position this year. Mr. Schneider has investigated how to make the Recreation Department a more active part of our community.

He has spoken with Canaan about a joint program, however Canaan will soon be without a Town Administrator so joining with Canaan in 2008 is less likely.

Everywhere Mr. Schneider has been, recreation fees don't come close to covering the costs of programs provided. He has had several discussions with a couple that does programming at the school. He will look further into that option.

An updated memo will be provided when Mr. Schneider has more information for the Board. He has spoken to the Recreation Commission and they're in favor of expanding the summer program, winter events and programming for older children. Mr. Schneider will also speak to the school recreation director to speak about what they can do.

VI. PUBLIC COMMENTS

Police Chief Crate ~ Policing Huse Park:

The Police Department has been having problems with policing the park. There are no clear guidelines when people are abusing the equipment. When we ask the kids to leave they generally will, but we need to look at this a little bit. There is a sign there; the Department needs the penalty/authority to enforce the rules.

Upon his inquiry, Mr. Crate was informed that there are rules posted at the beach. There had been a young child out on the raft with an inflatable toy that was jumping off the raft with the toy. He thought there were rules against using inflatable toys. There was no lifeguard on duty that day.

Police Chief Crate mentioned an instance when a child of 8 or 9 years old brought a younger child of maybe 3 years of age out to the raft. He informed the lifeguard that they could do something about that even though the parent was there. The lifeguard could call the Police Department if necessary.

No further public comments were forthcoming. Mr. Payne closed the meeting to public comments at 6:53 PM.

VII. OLD BUSINESS

Lockehaven Drainage Project:

Correspondence was received from Dept. of Environmental Services (DES) Commissioner Thomas Burack regarding the Lockehaven Drainage Project. Even if the Town won't impact the wetlands a permit is still required. There will be a public hearing at the Planning Board meeting next Wednesday and a meeting with the Conservation commission tomorrow at the site and again on Thursday; three opportunities to discuss this project. There will be an impact to trees on the scenic road and some disturbance of stonewalls on that road. There's a choice that can be made. The Town could just take out the berm without affecting stonewalls or trees, but there would be an impact on Crystal Lake. This project as proposed would affect stonewalls and trees

but will significantly reduce the impact on the lake by reducing siltation. The Town doesn't want to affect the walls or trees but does want to have a positive impact on Crystal Lake. That's what will be discussed with the Conservation Commission and Planning Board. There will be plenty of time for the people's views to be heard and for us to make changes if we have to.

Celie Aufiero has met and discussed this project with Ken Daniels. The project affects 700' of Lockehaven Road and 30' in; that's a lot of stonewall. She has tried to find how this all came about and believes there was some misinformation given somewhere along the way. She believes the project could be done without the big drainage system. If we do this as a Town, what will keep other people from doing things such as ditch to the road and silt comes down. A stream that crosses is supposed to follow its natural course. Oftentimes water is directed along a ditch line instead. Something that could save this project is to allow water to go along its natural course. We start making these manmade drainage systems and will start problems.

Mr. Payne asked Mr. Daniels if what Ms. Aufiero is saying is feasible. Mr. Daniels explained that topography-wise there is a problem; water does not go up.

Ms. Aufiero explained that she and Mr. Daniels have talked about this.

Mr. Payne stated that this is not the place to debate it.

Ms. Aufiero explained that John Sinclair came to the Board and talked about a culvert down by Ibey Road. Mr. Crate does not remember the outcome of that discussion.

The Board agreed they needed to rely on the advice of their professional on this issue. Mr. Crate added that when a public hearing is held on this issue there will be a plan to review and people would be allowed to comment. Mrs. Stewart agreed that she would feel more comfortable if she could see some plans.

Mr. Schneider said that Ken Daniels has done a hydraulic study that has been confirmed by 2 people now. Mr. Daniels added that the final model is not finished.

Mr. Schneider pointed out that history is history. The fact is that the Town is pushing water onto someone's property where it wasn't before. The Town caused the problem. The Town could know out the berm but that would cause more problems.

There was a brief discussion of development and how that affects our natural resources.

Mr. Payne stated that it is important now to minimize damage to the lake.

Mrs. Stewart recommended that if Ms. Aufiero has information to mitigate the problem to bring it to Ken Daniels. Mr. Schneider added that it should also be put in writing; it's the easiest way to being analyzing the information.

Mr. Crate pointed out that the Board couldn't debate the issue now with out a final plan.

Illegal Docks:

The State has sent out two groups of letters, one to property owners bordering the old Shaker Bridge Motel and abutting State-owned property and a second to people that have boats there. It is nearing the end of boating season so the affect of these letters won't be realized until next season.

The State is still considering allowing the Town to manage that property until the bridge project begins.

Mr. Crate mentioned that the previous Saturday 2 horses were in the lake up to their necks. Some people have also complained about horses on the rail trail.

Mr. Schneider has reached out to the non-profit rails to trails group and to knowledgeable horse people regarding this issue. People can contact the Police Department if anyone is at the Motel property.

Mr. Crate feels the Motel property should be blocked off. Mr. Schneider responded that he believes the State wanted to send the letters first.

Mrs. Stewart asked if horses are allowed on the rail trail. Mr. Schneider replied that they are. Mrs. Stewart expected that to be the case and understands the problem with dung on the rail trail. She has that problem on her road.

Mr. Schneider had a discussion with the previous Board about horses on the traveled way and the impact of horses to the water body. The Town's sewer lines are attached to the Shaker Bridge and that's the biggest concern. Ray Burton will be in Enfield soon and will be taken out to view the underside of the bridge. It is also hoped to have a representative from Senator Sununu's office out there if possible.

Mr. Daniels stated that the Town would lose more than $\frac{3}{4}$ of the wastewater service for a few days if that bridge fails.

Whitney Hall Repairs:

Mr. Schneider invited the Board to look at the new furnace. Only the air intake needs to be completed. The installation has caused little disruption to the office.

Several people have been in to look at the windows for replacement. The Board will have several options to consider.

Two quote were obtained for curtains in the auditorium. Showworks' quote was significantly lower than the other firm's quote. Regarding the style of the window curtains Mr. Schneider pleads ignorance.

Electric service to the auditorium has been completed. Sconces were installed and a new panel was installed.

Mr. Payne asked if there was 3-phase power. Mr. Schneider replied that there is no 3-phase power to the building. There was talk of 3-phase power being brought to the building gratis last year, but running it to and through the building is another story.

Mrs. Stewart stated that the theatre company has changed the show and cast her in the new show. They don't pay her. It's critical to have curtains in the auditorium. The benefit to curtains is aesthetics, sound and light. This would help the theatre company to be successful.

Mr. Schneider added that curtains would also help with heating. There is approximately \$12,000 to \$16,000 left in the Whitney Hall Renovations Capital Reserve Fund. A public hearing would be required to spend the money.

The Board agreed unanimously to proceed with the purchase of the curtains.

Discussion of the painting of the auditorium took place. Mrs. Stewart mentioned that David Stewart would come in and put the second coat of paint on. She also pointed out that the sconces were installed upside down. She was able to turn some of them.

Mrs. Stewart also installed the bulbs for the marquee. She purchased 3 extra bulbs. It's looking nice in the auditorium. Some things need to come out of the space, including books and items in the alcove area. The chairs can be temporarily stored on the stage.

Stump Dump:

The State denied the Town's request for an extension at the Bog Road Stump Dump. How to approach a compost facility on Town owned property would be looked into.

There haven't been any newcomers with debris from the August 16th storm; the same people are hauling.

Some opposition was reached regarding the use of the Public Works site on Lockhaven Road. Mr. Schneider and Mr. Daniels will look at the permit for the site with a fine toothcomb.

Work can continue toward use of the Bicknell Brook property for a composting facility, but it would not be ready for fall clean up. After hearings with the Board of Selectmen and Conservation Commission any proposed plan would go to the Upper Valley Land Trust and then to the State for a review process. Perhaps something could be arranged with Hammonds again. What the town needs is 2 acres or even a little less.

There has been talk about the Town using the property on NH Route 4A that was taken for non-payment of taxes. There were plans to sell the property in October. If the Town took it off the sale list the prior owners would still have the opportunity to redeem the property.

Currently debris from the storm is going to the Public Works Facility and they are accepting just brush and stumps. Mr. Crate asked about accepting leaves and brush, etc. Discussion followed regarding what to provide for residents and how to accomplish it.

Ms. Aufiero asked about the Bog Road; what about buying a couple of acres?

Mrs. Stewart thought that for the short term it might be possible to deal with yard clean up. Mr. Crate asked if there was room at the Public Works Facility. Mr. Daniels thought they might be able to pull it off. Mr. Crate mentioned that Hammond has big roll-off dumpsters. Can the

Town have them haul it? Mr. Daniels replied that the cost would be about \$150 per pull, but he will double-check that figure.

Sale of Property:

Oak Hill Road: The prior owners of the Oak Hill property have redeemed the property. The Selectmen signed the deed.

NH Route 4A: The prior owners have assured Mr. Schneider that within 24 hours they would have the taxes paid and will buy back the property.

The Town has had issues with bids in the past. There was some question about the bid process, problems with people talking to the Board of Selectmen and others and getting different information. Mr. Schneider suggested the possibility of using an auctioneer. Costs will be investigated. It was noted that Roberts in Lebanon is a real estate auctioneer.

VIII. NEW BUSINESS**Gwen Pote ~ Request for Speed Limit Sign on Palmer Road:**

The Board received a written request from Gwen Pote for a speed limit sign on Palmer Road. While she would prefer a posted speed limit of 25 mph, she understands that the standard speed limit for dirt roads is 30 mph. If a speed limit of 25 mph would cause a delay she would request approval of one or two signs for 30 mph.

It was brought to the Board's attention that the standard speed limit is 35 mph. If that is acceptable to Ms. Pote the Town can post it. It was recommended that the Police Department first post the electronic speed sign (recently posted on US Route 4) before contacting Ms. Pote.

The purchase of such a sign was discussed. The sign, which displays the speed of oncoming traffic to drivers, also keeps a record of how many vehicles pass and at what speeds. The results of the recent posting on US Route 4 near Enfield Garage resulted in a report of 97% of vehicles going 40 mph or less, an unexpected result. The issue now is that people want them everywhere.

TIF Committee:

The Board considered the expiration of terms for recently appointed members to the TIF Committee. Mr. Crate moved the following expiration dates: Rob Malz 2010, Debra Truman 2009 and Lori Bliss Hill 2009; Mrs. Stewart seconded, vote unanimous.

Service Connection Requests:

The Board reviewed and approved service connection requests for Map 36, Lots 13 and 13-1, and Map 10, Lot 75-A11.

Administrative Items:

The Board reviewed and approved an Elderly Exemption and the MS-1 Summary Inventory of Valuation.

IX. OTHER ITEMS**Next Meeting:**

Monday, September 17, 2007. The location of the meeting was discussed. Due to the theatre group's use of the auditorium, the Board of Selectmen will meet on September 17 in the Whitney Hall Conference Room. The Enfield Village Association meeting on that date will be moved from the Whitney Hall Conference Room to the Enfield Community Building.

Employee Picnic:

Mr. Schneider discussed plans for the annual employee picnic on Tuesday, September 18, 2007. The Selectmen will receive an invitation.

CONFERENCE

I. ADJOURNMENT

Mrs. Stewart moved to adjourn at 8:05 PM; Mr. Crate seconded, vote unanimous.