

**TOWN OF ENFIELD
ENFIELD BOARD OF SELECTMEN
MEETING MINUTES JUNE 15, 2020**

TIME: 7:30 PM
LOCATION: via Zoom Teleconference

PRESENT: Katherine D.P. Stewart; John W. Kluge; Meredith C. Smith

ADMINISTRATIVE STAFF: Ryan Aylesworth, Town Manager;

OTHERS: Emily Curtis, recording secretary; Phil Neily, Inspector; Dan Kiley, Rick Colt, Dr. David Beaufait, Cecelia Aufiero, Lindsay Smith, Wendy Piper, Ed McLaughlin, Bridget Labrie, Roberta Newberry, Doug Smith, Norm Bernaiche

CALL TO ORDER

Ms. Stewart called the meeting to order at 7:31pm.

Virtual Meeting Preamble

TOWN OF ENFIELD BOARD/COMMITTEE COVID-19 ELECTRONIC MEETING CHECKLIST

As Chair of the Selectboard for the Town of Enfield, due to the COVID-19/Coronavirus crisis and in accordance with Governor Sununu's Emergency Order #12 pursuant to Executive Order 2020-04, this public body is authorized to meet electronically.

Please note that this is a virtual meeting only, as authorized by the Governor's Emergency Order. However, in accordance with the Emergency Order, this is to confirm that we are:

a) Providing public access to the meeting by telephone, with additional access possibilities by video or other electronic means;

We are utilizing the Zoom platform for this electronic meeting. All members of the Board/Committee have the ability to communicate contemporaneously during this meeting through the Zoom platform, and the public has access to contemporaneously listen and, if necessary, participate in this meeting through dialing the following phone # and using the password provided or by clicking on the following website address: that has been provided in email.

b) Providing public notice of the necessary information for accessing the meeting;

We previously gave notice to the public of how to access the meeting using Zoom, and instructions are provided on the Town of Enfield's website at: <https://enfield.nh.us>.

c) Providing a mechanism for the public to alert the public body during the meeting if there are problems with access;

If anybody has a problem, please call 603-309-6379 or email at: raylesworth@enfield.nh.us.

d) Adjourning the meeting if the public is unable to access the meeting.

In the event the public is unable to access the meeting, we will adjourn the meeting and have it rescheduled at that time.

At this time, I also welcome members of the public accessing this meeting remotely. Although this meeting is being conducted in a unique manner under unusual circumstances, the usual rules of conduct and decorum apply. Any person found to be disrupting this meeting will be asked to cease the disruption. Should the disruptive behavior continue thereafter, that person will be removed from this meeting.

I will follow the agenda items in order unless otherwise explicitly stated and ask the Board and town department and/or committee stakeholders for input first. Then I will specifically ask for public comment. I will ask you to unmute and will call on members of the public. I ask that you endeavor to not speak over one another or interrupt in the interest of fairness to all present in the call and to our minute taker. I acknowledge timing is a challenge and there will be occasional, intentional lags to allow for responses from participants. Please be patient and the meeting will flow along nicely.

Please note that all votes that are taken during this meeting shall be done by Roll Call vote.

Let's start the meeting by taking a Roll Call attendance. When each member states their presence, also please state whether there is anyone in the room with you during this meeting, which is required under the Right-to-Know law.

ROLL CALL OF ATTENDEES

APPROVAL OF MINUTES

- May 19, 2020 (Joint Meeting with Budget Committee)
- June 1, 2020

Ms. Stewart noted that on page 8 of the joint meeting minutes, Mr. Aylesworth's name is misspelled and should be corrected.

Mr. Kluge made a motion to accept both sets of minutes as corrected. Mrs. Smith seconded. A roll call vote was taken. Vote unanimous in favor of the motion (3-0).

COMMUNICATIONS

Tax Collector's Report – May 2020

Mr. Aylesworth noted that the due date for the 2020 betterment assessments fell on a date after the report was compiled and he expected that the numbers to date would be much higher than presented on the report. He added that Tax Collector items, including water bill payments and the first issue of property taxes collected, all seem to be in good order.

Visions for Creative Housing Thank You

Mr. Aylesworth wanted to convey the gratitude from Visions for Creative Housing Solutions. He noted a letter of appreciation was sent to the BOS for extending their tax abatement again this year.

Jay Boucher Thank You

Mr. Aylesworth noted that Mr. Boucher wanted to send along his thanks to Ms. Piper for her work during these trying times.

BOARD REPORTS

Mr. Kluge noted he had no updates to present.

Mascoma Lakeside Park Committee

Mrs. Smith stated that the Lakeside Park met last week to finalize their selection for a builder. She added that Mr. McLaughlin would speak to the details of the selection later in the meeting.

TOWN MANAGER'S REPORT

Mr. Aylesworth requested to hold his report to the end of the meeting due to guests present for other agenda items.

Ms. Stewart agreed.

PUBLIC COMMENTS

Ms. Stewart made a request of public comment for any items that were not on the agenda.

No public comments were made.

BUSINESS

Proposed FY2021 Grafton County Budget – Wendy Piper, Commissioner

Mr. Aylesworth noted that the town received a proposed budget a week or two before the June public hearing. He noted that, on behalf of the BOS, he sent a letter that stated that, while the BOS appreciates the county does very important work, that there was concern for a proposed operating budget that was a little over 4% of the prior year's budget and a projected increase of 3.5% increase in the county portion of the property taxes, particularly in light of circumstances with COVID-19. He added that the Commissioners responded with a letter of their own and introduced Ms. Piper to speak to their response.

Ms. Piper noted that the Commissioners sent a letter to address the concerns stated in the letter. She noted that the Commissioners did have COVID concerns in mind as they developed the operating budget as well as the tax rates. She noted that she specifically requested to have a very low tax increase, but that COVID also caused lost revenue which accounted for a significant increase. She noted that there are many moving parts and that it is always a work in progress. She noted she was optimistic that more information would come from the Commissioner and the County Administrator, and that the proposal had already decreased. She noted that if any members of the public or BOS had questions, she was very happy to answer them.

Mr. Kluge thanked Ms. Piper for her presentation.

Ms. Stewart echoed Mr. Aylesworth's concerns and noted she looked forward to obtaining more information as it becomes available.

Ms. Piper noted that concerns were understood and due to statutory charges, there are two extremely vulnerable populations, which include incarcerated as well as the elderly and disabled populations, all of which are vulnerable to COVID.

Ms. Piper noted they are often challenged to have the staff they need, as well as major infrastructure problems. She added that there is a lot of federal and state money going into the economy right now.

Dr. Beaufait inquired about why the county lost \$500,000 worth of revenue.

Ms. Piper noted a lower number of people admitted to the nursing homes, and the nursing home has lost space due to COVID and isolation concerns. She noted that \$400,000 was lost at the nursing home, as well as a large dip in milk consumption, which includes not having our schools open to consume the milk. She added that they have since recovered some of the expenses with the federal and state influx of funds.

Ms. Stewart thanked Ms. Piper for her presentation and her time and noted she looked forward to hearing updates on the budget.

2020 Road Paving Projects – Bid Correction and Contractor Selection

Mr. Aylesworth noted that the BOS was updated with information regarding projects for asphalt binders due to an error made with the presentation of contractors, which influences the recommendation of contractors. Mr. Taylor's updated recommendations were R&D doing project 1, and Blacktop doing projects 2 & 3. It was noted that there was no BOS action necessary because they are going with the lowest bidder, in accordance with the Town's purchasing policy.

Ms. Stewart suggested that, because motion was made in the previous meeting, it may be a good practice to amend for the record.

Mr. Kluge made a motion to put the decision back on the table for consideration. Mrs. Smith seconded.

Mr. Kluge made a motion to go with the vendors as recommended in the amended table in the meeting packet. Mrs. Smith seconded. A roll call vote was taken. Vote unanimous in favor of the motion (3-0).

Mascoma Lakeside Park Pavilion – Contractor/Bid Selection

Mr. Aylesworth noted that the town put out an RFP and received two bids. The Mascoma Lakeside Park Committee formed a subcommittee that reviewed the bids and set up a meeting with the contractors. He added that Mr. Neily was a lead facilitator for the meetings.

Mr. Aylesworth noted that the BOS was supplied with a summary sheet with the amended proposals and associated costs. He noted that the subcommittee and the Committee agreed to remove certain add-ons such as the flagpole and the fire pit, and include them in phase two instead of phase one of the project.

Mr. McLaughlin noted that the subcommittee ensured to complete a thorough evaluation of the proposals. He noted that after reviewing the details, the bidders, Upper Valley Builders as well as MTD, were both excellently qualified for the work and the subcommittee ultimately recommended the lowest bidder on the project, which was Upper Valley Builders.

Mrs. Smith added that Upper Valley Builders can begin construction immediately.

Ms. Stewart noted that she was receiving inquire as to why the fire pit was in question for being put off to phase two. She inquired when phase two would happen.

Mr. McLaughlin noted that the subcommittee wanted to utilize the funds available and they decided to remove optional items until more funds could be raised.

Mr. Aylesworth noted that there was \$135,000 set aside with a match totaling \$270,000 overall project budget which was approved by the Northern Border Regional Commission. He added that it will need to be invested in the building and sitework versus the ancillary aspects of the structure.

Mr. McLaughlin noted that, as a Veteran, it was hard to make the decision to not have a flag pole, in phase one. He would like to see any further fundraising to be focused on adding the flag pole and firepit in the next phase.

Mrs. Smith noted that the grant received was to construct a pavilion, which included site work, and the cuts were specific to ancillary items instead of making cuts to the construction itself.

Ms. Stewart inquired as to the contractor's recommendations for materials and the decisions made based off of their recommendations.

Mr. McLaughlin noted that the contractors were requested to propose low maintenance materials. He added that the shingles were discussed at length

Ms. Stewart inquired about the total cost of ownership, including the long-term costs to the town.

Mr. Aylesworth, Mr. McLaughlin, and Mr. Neily spoke to the structure and how it would be maintained and what the costs would be.

Mr. Aylesworth noted that, if typical costs of building and maintenance maintain, it would cost about \$2,500 per year for the yearly operational and maintenance costs.

Mr. Neily spoke to the value of the materials being used, including the siding and shingles which each have a commercial warranty. He noted that the Committee has done a great job with regard to ensuring the efficiency and longevity of the building.

Mrs. Smith noted that EVA and the Sailing Club have each committed \$2,000 per year to assist with the maintenance of the park.

Mr. Kluge made a motion to move forward with the recommendations. Mrs. Smith seconded. A roll call vote was taken. Vote unanimous in favor of the motion (3-0).

Mr. McLaughlin thanked the BOS for their time and attention to his presentation, and he also noted that Mr. Mirski should be acknowledged and appreciated for his generosity and contributions to the project.

COVID-19 Response Updates

- **Town Offices Re-Opening Update**
Mr. Aylesworth noted that the first day of re-opening has gone well, with the exception of having phone and e-mail communications begin down. He has reached out to SymQuest to find proactive solutions to the communication systems, but noted that developing one-way traffic in the building and following guidelines for re-opening seems to be functioning well.
- **First GOFERR Municipal Relief Fund Submission**
Mr. Aylesworth noted that a response has been received with regard to the \$50,000 request for reimbursements. He noted the requests included amendments to employee wages due to their eligibility for work related to COVID-19. Mr. Aylesworth noted that while the wages are in dispute another submission can be drafted and submitted. He added that the submission related to IT appear to be on track.

2020 Town Meeting & Operating Budget

Ms. Stewart requested that Ms. L. Smith give updates based off of information already shared in previous meetings.

Ms. L. Smith noted that there has been no traction on adopting a default budget. A Town Meeting must be held, and July 11th is the set date. She noted that she would like input from the BOS with regard to the three formats she has to choose from.

1. The auditorium at the high school, which would be as close to the normal format as possible but with modifications. She added that it had a sound system already in place which was also helpful.
2. Utilizing the DPW garage, which would include residents bringing their own seating and could be outside or within the garage bay.
3. Doing a drive-in type of meeting where people stay in their cars. She noted that the Town of Jaffrey did this, and utilized a radio station to project the sound, as well as regular sound system and a tent for people who did not have a vehicle. People stayed in their cars and a ballot was used.

Mr. Aylesworth noted that he spoke with the Town Manager, Mr. Frederick, in Jaffrey regarding how the Jaffrey Town Meeting was implemented. Mr. Aylesworth noted that the meeting lasted about 3 hours, which was a long time to be in a car. He added that no screens were used and that the town actually had above average attendance.

Ms. L. Smith noted that picking a format was the biggest point, and then she could make it work.

The BOS discussed details and concerns for each option. The BOS agreed that the utilizing the DPW garage would be the best choice.

Ms. L. Smith agreed with their recommendation and noted she would look for an option to do Facebook Live.

Ms. Stewart requested that Mr. Aylesworth amend the location listed on Town communications.

Mr. Aylesworth noted that he will present options for a follow up joint meeting with the Budget Committee regarding Warrant items. He noted that there is still fine tuning being done which will be discussed with the Budget Committee and finalized prior to the meeting.

Ms. L. Smith requested that the entire Budget Committee may need to select representatives as there may be limited room.

All members of the BOS thanked Ms. L. Smith for her diligence to review options in the process.

Establishment of an Enfield Center Town House Improvements Trust Fund

Mr. Aylesworth noted that the town is moving forward with structural repairs to the Town House improvements with the utilization of Moose Plate Grants. He noted that it is not the entirety of the work that should be completed, but it is a stop gap for the time being.

Mr. Aylesworth noted that there is a resident who has a sibling that is willing to make a donation, but it would require a Trust Fund to be established. He noted that the trust fund does not need to be created immediately, but that a conversation should be held with regard to the future of the building.

Mrs. Smith noted that she had been approached by a resident with regard to offering a donation to the Town House, as well expression of EVA support, for funding toward the Town House.

Mr. Kluge made a motion to create an Enfield Center Town House Improvements Trust Fund. Mrs. Smith seconded.

Ms. Stewart expressed concern for the strategy of the town within the goals that had been set forward in the Strategic Governance Plan. She is in favor of stabilizing the building, but expressed concern for the goals and if it might impact other goals and projects.

Mr. Aylesworth noted that based on new guidance, the BOS or the Town Manager can be named as the acceptor and expender of funds.

Mrs. Smith noted that if work was to be done on the building it should be brought to the attention of the Heritage Commission for support.

Mr. Kluge rescinded his motion.

Mr. Kluge made a motion to establish a new expendable Enfield Center Town House Trust Fund with the agent to expend and accept the funds being the Town Manager, and with the purpose of the fund being to provide resources needed to complete upgrades to the Enfield Center Town House including building materials, plumbing and electric systems, parking, sitework, and ongoing maintenance of the property, under the direction of the Board of Selectmen. Mrs. Smith seconded. A roll call vote was taken. Vote passes in favor of the motion (2-1).

RSA 79-E Revitalization Tax Relief

Mr. Aylesworth introduced Mr. Colt to the BOS with regard to goals and intentions to rehabilitate property located on Route 4 in Enfield and potentially being considered for the RSA 79-E tax easement.

Mr. Colt presented to the BOS regarding his intentions to rehabilitate the building including siding, windows, and doors replacement, as well as painting the exterior. He would like to add two, two-bedroom apartments on the upstairs and continue to develop the lower floor into a commercial unit.

Mr. Kluge inquired if he anticipated having flood plain issues.

Mr. Colt did not believe he would have flood plain issues.

Mr. Smith noted that he would need to adhere to the Shoreline Protection Act, as they did with the Greely House, which was also an existing building.

Ms. Stewart inquired if the apartments were permitted or if they would require a variance.

Mr. Colt noted that the apartments were allowed to be on the second floor in that particular zone and that he had spoken with Mr. Neily to confirm.

Ms. Stewart would like to hear more projected impact and financials from the town to determine the years and percent with regard to 79-E.

Mr. Aylesworth noted that with regard to this project, there would be 5 years taxed at the current value, and then it would be transitioned to 100% of the value, unless the owner petitioned the BOS to extend the 79-E benefit for additional years. He noted that Mr. Colt was requesting support prior to following through with the action of application for the 79-E.

Mr. Aylesworth inquired if the BOS was supportive of the proposal based on the property.

Mr. Kluge noted that he was in support, particularly based off of the current look of the property and developing more appeal.

Ms. Stewart requested to see the final proposal in writing.

TOWN MANAGERS REPORT

Mr. Aylesworth briefly reviewed the Town Managers report:

- He noted that qualified candidates were being interviewed for the light equipment operator position that is currently open.
- He noted that the Enfield PD communicated its values and beliefs as it relates to Black Lives Matter, which was posted on social media and venues. The PD has received positive remarks and responses from the community.

Mr. Kluge commended them for their work and communications.

- He informed the BOS that the town received a Right to Know request from New Hampshire Public Radio (NHPR) asking for any documents related to settlement agreements with regard to allegations against civil rights. He noted that all towns and cities received a Right to Know request, but Enfield had none with the last 10 years.
- He noted that there was a decision made to open the summer camp on July 6th. He noted that it's 50/50 across the state as to what towns are opening their summer camps. He noted that Canaan is not

opening their summer camp, but that Enfield residents will get first requests. He sent the BOS drafted guidelines and invited feedback on the guidelines.

The BOS discussed possible liabilities with the circumstances.

Mr. Aylesworth noted that he has been in touch with Primes with regard to possible liability issues and he would keep the BOS informed of any concerns or recommended waivers.

- He noted Town Council is still waiting to hear from City of Lebanon response to the Sewer Fees.
- He noted that MFAC meet last Thursday and will meet again next week with the goal of providing the BOS with recommendations by mid-July.

Dr. Beaufait inquired about the MFAC facilities article on the Warrant and what the plan was from the Committee.

Mr. Aylesworth noted that Committee has not decided what will be presented with the Warrant Article, but that it will be finalized at the next meeting.

ADMINISTRATIVE ITEMS

Solar Exemption Applications (Dixon & Cook, Hartman, Lynch, Cole-Henry, Tarner & Michael)
Mrs. Smith made a motion to approve as a slate. Mr. Kluge seconded. A roll call vote was taken. Vote unanimous in favor of the motion (3-0).

Property Tax Abatement Applications (Barr, RVM Real Estate Holdings, Town of Enfield, Smith, Del Sesto, Plichta)

Ms. Stewart requested that Mr. Aylesworth walk the BOS through the information presented in the BOS packet.

Mr. Aylesworth presented the BOS with information with regard to Tax Abatement Applications.

Mr. Aylesworth noted that the first property was with regard to the Barr property located at 39 Glenn Road, Map 21, Lot 21. He noted that the property was a year-round lakefront home and in the opinion of the assessor the request for the abatement should be denied.

Mr. Kluge made a motion to accept the assessor's value. Ms. Stewart seconded. A roll call vote was taken. Vote in favor of the motion (2-1).

Mr. Aylesworth noted the property was in regard to RVM Real Estate Holdings located at 17 Granite Place, Map 15, Lot 18-1. The assessor recommended that the assessment be reduced from \$814,900 to \$681,300.

Mr. Kluge made a motion to accept the assessor's evaluation on the property. Mrs. Smith seconded. A roll call vote was taken. Vote unanimous in favor of the motion (3-0).

Mr. Aylesworth presented Map 9, Lot 39 which is Town owned property, and \$30.07 was coded as taxable but is tax exempt.

Mr. Kluge made a motion to accept the recommendation of the assessor. Mrs. Smith seconded. A roll call vote was taken. Vote unanimous in favor of the motion (3-0).

Mr. D. Smith presented a request for abatement of taxes and reasons why the assessment presented is too high, including a recommendation by the assessor for the request to be denied. He noted that he studied the system and that errors on his application have not been corrected. The date the building was constructed states it was built in 1980, but was built in 1935 and substantially renovated 1986. He added that 30% of the building is still the original 1935 part, and that the depreciation allowance and the rate are very high and relate to a building that is built in the last 20 years. Depreciation allowance and the location were indicated as issues.

Mr. Bernaiche noted that the location is based on the lakefront property. He added that the construction was based on a blended year built and because it was totally rehabilitated in 1980 it was set as such. He noted that when he updated the system to being built in 1935, and included the depreciation and rehab in the 1980's, it still came out at the same value.

Mr. Smith inquired about the rating of the neighborhood with regard to the gravel business that is operating on Livingstone Lodge Road.

Mr. Bernaiche noted that being lakeside is prime property, and on the other side of the road it would be differently valued.

Ms. Stewart made a motion to accept the assessor's recommendation.

Mr. Kluge inquired how much the average lakefront property went up in value.

Mr. Bernaiche noted that lake property went up about 12-15%.

Mr. Kluge stated that 12% was not out of the range for lakefront property increases.

Mr. Bernaiche confirmed. He noted that many people are spending money to create a year-round home instead of a summer home, which is increasing the value of the property.

Ms. Stewart made a motion to accept the assessor's recommendation. Mr. Kluge seconded. A roll call vote was taken. Vote passes in favor of the motion (2-0). Mrs. Smith abstained due to conflict of interest.

Mr. Aylesworth presented the property owned by David and Kathleen Del Sesto at 945 Lockehaven Road, the assessor recommends the property tax abatement be denied.

Mr. Kluge made a motion to accept the assessor's recommendation. Ms. Stewart seconded. A roll call vote was taken. Vote passes in favor of the motion (2-0). Mrs. Smith abstained.

Mr. Aylesworth presented the property owned by Betty Plichta at 676 Crystal Lake Road, requested an adjustment to the land due to the water conditions. The assessor recommended the property be reduced from \$221,600 to \$205,700.

Mr. Kluge made a motion to approve of the assessor's recommendation. Mrs. Smith seconded. A roll call vote was taken. Vote unanimous in favor of the motion (3-0).

Property Tax Exemption Applications (Chosen Vale, LaSalette, Enfield Outing Club)

Mr. Aylesworth noted that the assessor recommended the Chosen Vale have certain portions be denied.

Mr. Kluge made a motion to give Chosen Vale the full nonprofit exemption. Mrs. Smith seconded. A roll call vote was taken. Vote unanimous in favor of the motion (3-0).

Mr. Kluge made a motion to give LaSalette the full nonprofit exemption. A roll call vote was taken. Vote unanimous in favor of the motion (3-0).

Mr. Kluge made a motion to deny request for the Enfield Outing Club to remain an exempt organization. Mrs. Smith seconded. A roll call vote was taken. Vote unanimous in favor of the motion (3-0).

Veterans Tax Credit (Stanley)

Mr. Kluge made a motion to accept the application for Veterans Tax Credit. Mrs. Smith seconded. A roll call vote was taken. Vote unanimous in favor of the motion (3-0).

OTHER BUSINESS

Non-Public Session: RSA 91-A:3 II (a)

Mr. Kluge made a motion to go into nonpublic regarding RSA 91-A:3 II (a) at 9:07pm. Mrs. Smith seconded. A roll call vote was taken. Vote unanimous in favor of the motion (3-0).

Mr. Kluge made a motion to come out of nonpublic session at 9:17pm. Mrs. Smith seconded. A roll call vote was taken. Vote unanimous in favor of the motion (3-0).

Ms. Stewart made a motion to seal the nonpublic minutes of June 15, 2020. Mrs. Smith seconded. A roll call vote was taken. Vote unanimous in favor of the motion (3-0).

ADJOURNMENT

Mr. Kluge made a motion to adjourn the meeting at 9:18pm. Mrs. Smith seconded. A roll call vote was taken. Vote unanimous in favor of the motion (3-0).

The meeting was adjourned at 9:18pm.

Katherine D. P. Stewart, Chair

Meredith C. Smith

John W. Kluge
Enfield Board of Selectmen

TOWN MANAGER REPORT – JUNE 15, 2020

General Information and Updates from Departments

- On June 11, Governor Sununu issued Emergency Order #51 as part of the state's efforts to respond to COVID-19. This order terminates Emergency Orders #4 and #24. The Governor indicated that implementing a "safer-at-home" advisory in place of the stay-at-home order. The lifting of the order removes the 10-person limit on social gatherings and ends the distinction between essential and nonessential businesses. All businesses will be permitted to reopen with restrictions by the end of the month, while still urging NH residents to wear masks and maintain social distancing. Effective June 15, several types of businesses are able to reopen under new guidelines: Gyms, Amateur Sports, Bowling Alleys, Outdoor Attractions, Smaller Racetracks, Charitable Gaming, Libraries, Funeral Homes, Museums. A complete copy of Emergency Order #51 can be accessed here: <https://www.enfield.nh.us/.../uploads/emergency-order-51.pdf>
- In accordance with the latest guidance from the state, the Enfield Town Offices are reopening to the public beginning Monday, June 15, for our regular hours. Details have been posted to the website here: <https://enfield.nh.us/covid-19-you.../town-hall-re-open-plan>

Signs at the entrance will instruct visitors on the process. Important things for residents to know include a few basic things:

- There will be a limit of TWO people in the lobby at a time so wait times will likely be quite long.
- 6' Social distancing is required, both indoors and in the outdoor waiting line.
- A mask, covering one's nose and mouth, is required of anyone coming into the building. (children under 2 years excepted).
- Patrons are strongly encouraged to bring their own pen.

We continue to encourage you to do transactions ONLINE (www.enfield.nh.us), by MAIL or left in our DROP BOX for:

- Tax payments
- Water and sewer payments
- Vehicle registration renewals
- Dog licensing

Residents with physical conditions which prohibit use of a face mask are being asked to call our offices for options for obtaining service.

It should also be noted that, while the public library has developed plans to resume lending, the library has no immediate plans to reopen to the public.

- Although the state has begun lifting a number of restrictions, the local and regional response to COVID-19 continues to be a serious focus. A detailed accounting of local, regional, and statewide actions taken to-date – including explanations for how municipal operations have been modified in the interest of reducing possible exposure of our employees and the public – can be found on a section of the Town website that was developed specifically for COVID-19 updates:

<https://www.enfield.nh.us/covid-19-your-town-government>

- As was previously reported, last month the Governor Sununu announced that \$40 million of the State of NH's \$1.25 billion allotment via the CARES Act was being reserved for payments to municipalities (\$32 million) and counties (\$8 million). This is being referred to as the Municipal Relief Fund and is being administered by the Governor's Office for Economic Relief and Recovery (GOFERR) (<https://www.goferr.nh.gov/covid-expenditures/municipal-county-payments>). Enfield specifically is eligible to receive up to \$111,223 in these funds. The Governor was clear in his remarks that the amount of funding allocated on a per community basis (a) will be handled on a reimbursement basis and (b) cannot be used to offset revenue shortfalls associated with COVID-19. Each municipality is permitted to submit requests for reimbursement on three different occasions: June 1, July 15, and September 1. The Town of Enfield's first reimbursement request, which corresponds to the March 1 through April 30 time frame and was submitted on June 1, was for a combined roughly \$50,000. The Town has been subsequently informed by GOFERR staff that portions of the employee wages that were submitted for reimbursement were deemed ineligible under the guidelines. More specifically, this pertains to time that certain classes of non-first responder employees (i.e., administration, DPW, and library personnel) have spent working on activities directly related to COVID-19. This has resulted in the first submission for reimbursement being revised downward to a total of just over \$30,000. A copy of the revised reimbursement request summary table is enclosed separately in the Board of Selectmen's June 15 meeting packet.
- Over the past several weeks, the Town Manager actively participated in multiple video conference meetings of the NHMA's Land Use, Infrastructure, and Community Development legislative policy committee. This committee is responsible for developing the formal/written policy positions and proposals of the NHMA relative to a wide range of topics, including: planning & zoning, roads, water & sewer infrastructure, solid waste, energy and environmental quality, and communications and technology. Now that the work of the committee is largely complete, these policy positions will be finalized and transmitted to the legislature prior to the commencement of the next legislative session (beginning January 2021).
- On June 5, the Enfield Police Department issued the following statement in recognition of recent events pertaining to the Black Lives Matter movement.

The Enfield Police Department cares deeply about our community and the people we serve. We are here to serve everyone to the best of our ability. We celebrate and embrace diversity in all its forms and believe strongly in treating people equally. We strive to advance public safety using policies and practices that are reasonable, just, and equitable. We are committed to listening. We are dedicated to community policing and fostering positive and constructive relationships with members of our community that are built on trust. We vehemently oppose individual or systemic racism in any form. We will continue enhancing our own understanding of community needs, demonstrate respect and empathy, and continue making improvements to ensure that we provide the highest quality service to people of any ethnicity, creed, nationality, religion, gender or gender status, sexual orientation, or socioeconomic status.

- As was previously reported, the Town Manager transmitted a letter to the Grafton County Commissioners on behalf of the Enfield Board of Selectmen on May 29, 2020, expressing concerns about the County's proposed 2021 budget. This budget represents a more than 4%

increase from the 2020 budget and would result in an estimated 3.24% increase in the county portion of the property tax rate. This past week, the Grafton County Commissioners responded to the letter they received from the Town of Enfield. This letter has been enclosed in the BOS information packet for the June 15 meeting. In summary, the Commissioners assert that, while they understand the nature of the Town's concerns and do not disagree that COVID-19 has cast a large cloud of financial uncertainty, the County should stay the course and approve the budget as presently proposed. This is obviously an area of disagreement.

- The Enfield Parks and Recreation is pleased to announce that we will be offering a modified summer camp for the 2020 season (no field trips). 5 weeks of summer camp will start on Monday, July 6th. Greater details on new camp procedures such as drop-off, pick-up, social distancing and sanitizing will be distributed in the near future.

*We MUST have a minimum of 16 full day campers to operate camp each week. Also, the maximum number we can register each week is 32. Please register early so everyone knows that we'll meet the minimum number of campers.

Camp is open to those who in the Fall of 2020 will be entering grades K-6.

Camp Hours will be 7:30am – 5:00pm, however camp activities will be organized from 9:00am-4:00pm.

The camp will run five consecutive weeks, beginning the week of July 6 and concluding August 7.

Weekly camp cost per camper is \$130 for Enfield residents and \$145 for non-residents

- As was previously reported, the Town received bids from four different vendors in response to an RFP issued relative to 2020 road paving projects. Unfortunately, immediately following the presentation of these bids that was made to the Board of Selectmen at the June 1 business meeting, the Public Works Director discovered a transposition error had been made in the earlier tabulation that resulted in the wrong firm being identified as the low bidder on one aspect of the project. This error has been corrected in the version of the bid summary that is included in the BOS' information packet for the June 15 meeting.
- The application window for the Light Equipment Operator position that became available with the departure of Steve King came to a close this past week. Minimum requirements for the Light Equipment Operator position include a high school diploma, Class B CDL, at least two years of related work experience, and ability to perform the more physically rigorous aspects of the job. The Highway Supervisor, Public Works Director, and Town Manager will be scheduling interviews with qualified candidates the week of June 15.
- The DPW Water & Sewer Division will be reading meters beginning June 22 and bills will be issued the first week in July.
- As previously reported, in consultation with the Town Manager and DPW Director, Enfield's Town Counsel prepared an email memorandum to the City of Lebanon's attorney to lay out a series of questions that the Town insists need to be answered in order for Enfield to evaluate the equity of the City's present approach to calculating wastewater collection and treatment fees. To date, neither the Town of Enfield nor our legal counsel have received a response.

- **(Confidential, Please DO NOT SHARE)** After a period of candid discussion and reflection on what is in the best interest of the Fire Department and ongoing efforts to resolve disagreements and bring the members of the department together, the Town Manager and Fire Chief have reached a mutual agreement whereby the Fire Chief will step down from his role in approximately one year (June 30, 2021). This will give the Chief adequate time to see several important ongoing projects through to completion. It will also give the Town Manager ample time to organize and administer a thorough selection process to name a new permanent Fire Chief effective July 1, 2021. Upon stepping down as Fire Chief, Mr. Cummings will become an Assistant Chief through the end of 2022. Additional details surrounding the terms of this agreement will be shared with the Board of Selectmen in nonpublic session during the June 15 business meeting. A formal announcement will be made to all members of the Enfield Fire Department in the coming days.
- The main fire engine (Engine 5) garaged at the Union Street fire station recently went out of service for pump repair and is now back in operation. Now that Engine 5 is back in service, Engine 3 (the newest engine) has been moved back to the Enfield Center station (the location it is typically garaged) and Engine 4 (the 30+ year old auxiliary engine) has been moved back to the Union Street station as well.

Project Updates

- As previously reported, the Town of Enfield has secured the Mascoma Valley Regional High School Auditorium for the rescheduled Town Meeting on July 11. However, the Town Moderator and the “logistics team” she recently assembled are actively exploring alternative locations and innovative formats that might prove more effective at reducing risks to public health and safety. For instance, the Town of Jaffrey recently convened its Town Meeting in a large parking lot utilizing a format analogous to a drive-in movie. Residents were checked in at the entry to the facility and parked facing a podium/screen and stage area. Sounds from the proceedings was broadcast via FM radio directly into the vehicles of the residents. Vote were cast by residents raising their hands out of the windows. Written ballots were collected by the moderator and assistant moderators without necessitating that participants leave their parked car. A section of the property was also set up with a tent for individuals who arrived at the meeting by foot. Although no formal announcement has been handed down from the Governor’s office as of yet, all indications continue to be that a Town Meeting will ultimately be required and the previously contemplated “default budget” option will not be authorized. The Moderator will be in attendance at the BOS’ June 15 business meeting to discuss Town Meeting preparation.
- The Municipal Facilities Advisory Committee (MFAC) last met on June 11 and will be meeting again on June 22. Several members of the MFAC also attended the June 9 School Board meeting of the Mascoma Valley Regional School District to further discuss the Town’s desire to complete additional site investigations (with assistance from Pathways Consulting) to evaluate the suitability of a portion of the School Administrative Unit property for the siting of a public safety facility. As was stated in the previous Town Manager report (June 1), the School Board tabled a final vote on the MFAC’s request until the next School Board meeting. At its June 9 meeting, the School Board ultimately voted to authorize the Town of Enfield to move forward with the site evaluations. The MFAC is very appreciative of the School Board for granting this request.

At the June 11 MFAC meeting, the MFAC and Bread Loaf finished discussion on a few remaining aspects of the conceptual designs. The lion's share of the discussion centered around possible timelines for completing the (re)design and (re)construction of both Whitney Hall and the Public Safety Facility, should the projects ultimately move forward as presently conceived. More specifically, Bread Loaf provided the MFAC with two different project timelines – one where the projects were completed “nose to tail” (i.e., construction of one facility is completed before construction on the other facility commences) and the second being where both construction projects are completed concurrently.

Members of the committee continue to be very mindful of the projected financial impacts of COVID-19, and fully recognize that the condition of the local, regional and national economy will have implications for when (and if) the Board of Selectmen determines the time is appropriate to move forward on the committee's final recommendations. It is the MFAC's goal to present its formal recommendations to the Board of Selectmen at the Board's July 20 meeting.

- As was previously reported, the Town Manager recently formed an ad hoc committee called the Internet Access Working Group, which is comprised of six local residents with expertise in the telecommunications industry and is responsible for helping to identify and advance ways in which access to high-speed internet can be improved in the Town of Enfield (although the NH FastRoads initiative resulted in a major buildout of “middle mile” fiberoptic cable throughout a majority of public roads in Enfield, the current owner of this infrastructure [FirstLight] has signaled a lack of interest or willingness to connect new residential customers). The Town Manager has asked the Land Use & Community Development Administrator to serve as the staff lead on this effort. As has been previously discussed. This past week, Governor Sununu announced that \$50 million of the \$1.25 billion that the State of NH received in CARES Act funding will be dedicated toward rural broadband, and the Governor specifically emphasized “last mile” high-speed internet connectivity. More information can be found here: <https://www.goferr.nh.gov/covid-expenditures/connecting-nh>
- Progress continues to be made relative to the construction of the open-air pavilion at Mascoma Lakeside Park. A subcommittee comprised the Town's Building Inspector (who will serve as the Owner's Rep on the project), Architect Paul Mirski and two members of the Mascoma Lakeside Park Committee, carefully reviewed the proposals submitted by local contractors and arranged for follow up meetings with the contractors to help determine which direction the Town will go from here. The meetings with contractors were all very positive and productive, and the subcommittee's recommendations will be shared with the BOS at its June 15 business meeting. Summary information related to the proposals submitted by each contractor have been included in the information packet for the BOS' June 15 meeting. The goal is to have the pavilion fully constructed and the project finalized by November 2020.

As was previously reported, the Town of Enfield recently submitted an “Intent to Apply Form” for grant funding under the Land & Water Conservation Fund (LWCF). LWCF grants require a 1-1 match, which mean that private donations, other grants, or local funds would need to be obtained in order to secure the LWCF funds. The focus of an LWCF grant would be “Phase 2” of the Mascoma Lakeside Park site development work. More specifically, funds would be used to complete parking lot improvements and modify the existing Rail Trail crossing once the pavilion is constructed. LWCF staff have contacted the Town Manager and scheduled an on-site visit for June 26 to become more familiar with the property and obtain additional information about the

Town's vision for the project. If the project is deemed a good match for the program, the Town will be invited to submit a full grant funding application later in the summer (likely August).

- The Town continues to move toward finalizing a contract with Target New England for the Enfield Center Town House structural stabilization/repairs project. The Town Manager and Building Inspector are arranging for site visit with the contractor later this week so that a few lingering questions regarding work methods can be resolved prior to executing the contract and having work commence during the month of June.