

**Enfield Board of Selectmen
Public Works Facility
Enfield, New Hampshire**

MINUTES of June 6, 2016

Board of Selectmen: John W. Kluge; Fred Cummings; Meredith C. Smith

Administrative Staff: Steven Schneider, Town Manager; Alisa Bonnette, Assistant Town Manager; Jim Taylor, Director of Public Works; Karol Hammer, Recording Secretary

Others: James Bonner (video); Dan Kiley, members of the Stanford family, and others.

BUSINESS MEETING

I. CALL TO ORDER

The Chairman called the meeting to order at 6:03 PM.

II. APPROVAL OF MINUTES

Mr. Cummings made and Mrs. Smith seconded the motion to approve the May 16 Public and Non Public session minutes as presented. The motion passed unanimously.

III. COMMUNICATIONS

Mr. Schneider reviewed a letter from the Department of Environmental Services (DES) regarding a dispute over docks placed within the Right-of-Way associated with 12 Donahue Drive. The DES was allowing the docks to remain, saying that any action to force their removal or change would have to be a civil matter.

Next, Mr. Schneider noted that the Town had been granted approval to replace a culvert on the bog part of Bog Road. The Town's Department of Public Works had temporarily filled in the hole and placed a steel plate over it.

Mr. Taylor asked for clarification on the notice, wondering if it might instead have been a notice accepting the Town's request.

Mr. Schneider promised to review the letter again and let Mr. Taylor know.

IV. BOARD REPORTS

Mrs. Smith said the Heritage Commission had met since the last Board meeting. There was universal dismay among Commission members over the signage at the new 56 Main Street Bar and Grill. The feeling was that the signage was not in keeping with the regulations for signage on an historic building in a National Historic District.

Mrs. Smith said she had been talking with Kim Quirk to see if there might be a tactful way of talking with the restaurant owners about the situation.

Among the regulations for such buildings in the Ordinance is the requirement that only an establishment's name may be on its awnings.

Mr. Schneider said that 40 feet of signage was allowed and that there currently was less than that.

Mr. Kluge agreed that it would not be good to impose changes on the business, but that it must adhere to established rules.

Mr. Kluge attended a recent Planning Commission meeting, where there were two major topics of discussion. First was the updated Upper Valley Lake Sunapee Regional Planning Commission (UVLSRPC) report, which has the Town Planning Commission considering adding verbiage to its planning documents regarding well head protection areas.

The second issue was a dispute over property usage and division, where one resident objected to the division of land owned by Steve Fulton. In a 3-acre zoned area, Mr. Fulton had 'cut out a house and one acre.' This was done with Zoning Board approval, but over the objections of the Planning Commission.

Mr. Cummings said he wasn't for putting any pressure on the Fultons to change what they had been doing; he felt it wouldn't send the right message.

Mrs. Smith agreed, saying that it should be done delicately.

V. TOWN MANAGER'S REPORT

None

VI. PUBLIC COMMENTS

Mr. Kiley asked how much control the Town would have on the new beach area.

Mr. Schneider said the Town's power over it was fairly broad.

Mr. Kiley asked if it would be possible to get mooring balls moved, since their current arrangement leaves little maneuvering room for launching larger craft, like a catamaran he had seen being launched the previous weekend. He said it had been an awkward process that would have been made easier if the mooring balls had been arranged differently.

Mrs. Smith said the Sailing Club had its mooring field there and essentially had proprietary claim.

Mr. Kluge wondered if someone could suggest to the Sailing Club that a different arrangement would be a good idea.

Mrs. Smith would hesitate to do that, given that they had just contributed \$3,000 to the establishment of the 'car-top' boat launch.

A concerned Shaker Boulevard resident said that the electric company had been doing a lot of work along the road, and that the power had gone off without warning that day. He was concerned that people with businesses on the road had to send people home, and felt that notice should have been given.

Several people commented that the power was out in several towns and that it did not seem to be related to the work being done on Shaker Boulevard.

VII. BUSINESS

Karl Stanford:

Mr. Cummings made and Mrs. Smith seconded the motion to adjourn to Non Public session at 6:12 PM under RSA 91-A:3 II (c). Roll call vote: Mr. Cummings – aye, Mr. Kluge – aye, Mrs. Smith – aye, motion passed unanimously.

Mr. Cummings moved to come out of non-public session at 7:31 PM, Mr. Kluge seconded, vote unanimous in favor of the motion.

Mr. Cummings said the Board had decided during the Non Public session to withdraw the tax deedings against the Stanford properties for nine (9) months. If the arrears were not paid by the end of that time, the properties would be deeded again.

Main Street Improvements:

Mr. Schneider announced that the Town had essentially gotten what it wanted regarding the access road. The State had decided to keep the access road open as a 10-foot wide paved road, with shoulders of the Town's choosing. This would maintain a continuous paved way. The gates that the Town found objectionable would be moved to the Rail Trail, leaving the access road open. Signage would still be required, stating that the access road was for authorized vehicles only.

Mr. Cummings expressed great pleasure at the fact that buses, and utility and delivery trucks could still use the access road and the new bridge, rather than having to go all the way around the lake. He felt this was a good decision for the community and its businesses.

He asked who would be maintaining the road.

Mr. Taylor responded that the Town would be responsible for that, and cautioned that the plowing in winter would consist of two narrow passes, creating a single clear lane for the length of the access road. People won't be able to speed through there, he said; they will have to use the road with caution.

Mr. Cummings still felt it was an important asset for the community.

Mrs. Smith was concerned about how traffic would be controlled without the gates.

Mr. Schneider noted that, once the Main Street repairs were completed, it would become the preferred route.

Mr. Schneider said the DOT needed a formal acceptance of the plan from the Town so that it could move forward.

Mr. Cummings made and Mr. Kluge seconded the motion to accept the State's proposal. Mrs. Smith abstained from the vote, stating that the Lakeside Park Committee would not be happy with the change. The vote passed 2-0, with one abstention.

Town Manager Contract Amendment:

Mr. Schneider noted that his current contract, which was due to expire in 2017, included a requirement that he be notified of the Town's intent (or not) to continue his employment by 180 days before the end of 2016.

He believed the notice was intended to be 180 days before the end of the contract, and asked the Board's permission to amend it to read that way.

The Board was in favor of the change.

Lakeside Park:

Mrs. Smith noted that more than \$6,000 had been donated to date.

Matt Dow was set to begin construction of a DES-approved boat ramp walkway.

The picnic tables were proving to be a sticky wicket, she reported. The tables chosen by the committee were expensive, at \$1,100 each, with shipping.

Mr. Schneider said the Town could fill table bases with sand to lend them more weight. The Town hasn't had a problem with tables leaving, so weighting the tables with sand instead of disturbing ground to anchor them seemed a real option.

Mrs. Smith asked if the table tops could be Trex. Mr. Schneider said they could. Hollow tube bases could be filled with sand and topped with whatever material was desired.

Mr. Taylor said that the existing frames were bought before his time, so he wasn't sure who purchased them. The DPW repaired them as needed.

Mrs. Smith promised to research frames online.

Mr. Cummings asked if the DPW could mow along Main Street near the parking lot. He said the grass had grown as tall the fence.

Mrs. Smith said that fence should go.

Mr. Kluge agreed, adding that the Town also should mow.

Mr. Taylor wasn't sure if the Town had mowed there in the past. Mr. Schneider indicated it had.

Mr. Cummings asked about the status of cleats for the dock at the new boat launch. Mr. Taylor said they had been ordered.

Mr. Kluge asked about Huse Park fencing. Mr. Schneider said that was a TIF issue.

Mrs. Smith said the Lakeside Park Committee was working toward the June 15 application deadline for a Northern Borders Regional Grant of more than \$130,000.

Harris Brook Park Regulations – Boating and Storage:

The Board agreed that the rules should be modified to allow non-motorized boating and to prohibit storage.

Lakeview Sewer Extension:

Mr. Schneider asked the Board to formally designate him as the person authorized to sign documents related to the State loan.

Mr. Cummings made and Mrs. Smith seconded the motion to authorize Mr. Schneider to sign documents on the Town's behalf in relation to the Lakeview Sewer Project. The motion passed unanimously.

Mr. Cummings made and Mrs. Smith seconded the motion to adopt the Designation of Authorities for Clean Water SRF Loan document as presented. The motion passed unanimously.

The Board then signed the Designation of Authorities document.

Mr. Schneider said that, while the project had fallen a little behind its planned schedule, they were still hopeful of being connected by the end of the calendar year and complete in February 2017.

Conversations were beginning about traffic control during the project; getting community traffic through the area may be challenging at times. Detours were being considered for certain times of the day, and they wouldn't be mandatory.

Mr. Kluge noted that the Shaker Museum would prefer that the work not start near or blocking it, given that its high season was approaching.

Mr. Taylor said the bulk of the work would be on the other side of the brook from the Museum and therefore should have little impact on their access.

Mr. Schneider noted that a formal USDA ceremony was anticipated for the project launch, given the size of the budget.

Board and Committee Appointments:

The Board reviewed the list of Appointed Officials. Mr. Schneider pointed out the notations on the list that indicated desire (or not) to serve, and noted that '***' indicated and assumed desire to serve.

Mrs. Smith said that Sue Hagerman did want to be reappointed to the Conservation Commission.

She also suggested that the two alternates to the Heritage Commission should be removed, since neither had attended a meeting.

Mr. Cummings made and Mrs. Smith seconded the motion to approve the appointments as proposed. The motion passed unanimously.

Tax Anticipation Note (TAN) Documents:

Mr. Schneider asked the Board to execute the documents for a short term loan to cover the Town's May and June payments to the School District, which were due at the end of June.

The \$1.5 million loan would be due September 6, but would be paid by the first week of July, after tax revenues restored the Town's cash flow.

The cost of the \$2.125% loan would end up being a few hundred dollars, he said.

Mr. Kluge made and Mrs. Smith seconded the motion to approve the TAN note as presented. The motion passed unanimously.

Administrative Items:

The Board executed several items, including:

- Junkyard license renewals for 2016-2017
- Deed Waivers
- Intent to Excavate
- Intent to Cut (at the Landins)
- A tax levy
- Two disabled & veteran exemptions

Mrs. Smith expressed surprise that veterans were required to request their tax exemptions each year. Mr. Cummings and Mr. Kluge agreed.

Mrs. Smith asked if there was any progress on posting the Parking signs on Main Street. Mr. Schneider said that the Town's focus until Memorial Day each year was in making the Town look nice. Now that Memorial Day was over, attention could turn to the Parking Signs.

Mr. Taylor said he would need to order them.

Mr. Cummings made and Mrs. Smith seconded the motion to approve Power of Attorney and authorize Mr. Schneider to sign on the Town's behalf with Primex for Unemployment Compensation. The motion passed unanimously.

Mr. Cummings made and Mrs. Smith seconded the motion to continue the charitable property tax exemption for the Lutheran Church. The motion passed unanimously.

Mr. Cummings asked if there was news about the paving work to be done on Main Street and Shaker Hill.

Mr. Taylor said that the Town would have to be given seven (7) days' notice before the work started, since it would have to work on the culvert near the sheep farm first.

Mr. Schneider said he didn't think the project would take very long.

Mr. Cummings had received complaints about the condition of crosswalks, especially in front of the school.

Other Business:

Mr. Schneider reminded the Board that the next meeting would be on *Tuesday* July 5, and that the Board was now in its once-monthly summer schedule.

Next Meeting: Tuesday, July 5, 2016, 6:00 PM Department of Public Works Conference Room

Adjournment:

Mr. Cummings made and Mrs. Smith seconded the motion to adjourn at 7:09 PM.

John W. Kluge, Chairman

B. Fred Cummings

Meredith C. Smith
Enfield Board of Selectmen