

**TOWN OF ENFIELD
ENFIELD BOARD OF SELECTMEN
MEETING MINUTES OCTOBER 4, 2021**

TIME: 6:00 PM
LOCATION: Public Works Facility & Zoom videoconference
74 Lockehaven Road, Enfield

PRESENT

Board of Selectmen: Meredith Smith, Katherine D.P. Stewart, John W. Kluge

Administrative Staff: Jack Wozmak, Interim Town Manager; Alisa Bonnette, Assistant Town Manager; Emily Curtis, Recording Secretary

CALL TO ORDER

Ms. Smith called the meeting to order at 6:00 pm.

APPROVAL OF MINUTES- September 20, 2021

Mr. Kluge voted to approve the minutes as printed. Ms. Stewart seconded. A roll call vote was taken. Vote unanimous in favor of the motion (3-0).

BOARD REPORTS

Members of the Board of Selectmen (BOS) gave updates according to their respective Committee assignments.

TOWN MANAGER'S REPORT

Mr. Wozmak provided the following updates:

- He stated that the joint powers agreement was signed and has moved on to the next phase which will involve going through the statehouse.
- A Land and Water Conservation Fund (LWCF) grant of \$125,000 was received for Lakeside Park. He noted that matching funds will need to be raised, but there are several years to do that.

Members of the BOS agreed to authorize the Interim Town Manager to sign for and facilitate as necessary.

Mr. Wozmak noted that one stipulation in accepting the grant is that the park is always open to the public, but it can be reserved for private functions.

Ms. Smith noted that Lakeside Park has also received a Timken Foundation Grant for \$15,000, which will go towards the match. She added that about \$55,000 of the match has been raised so far.

- Mr. Wozmak noted he has met with the Library Trustees regarding the search process for a new librarian.
- Mr. Wozmak stated that a significant amount of time has been spent on the budget preparation for 2022, and the resolution for mask wearing has not been finalized yet.
- He noted an offer has been made for the part time Assistant Town Clerk position.

Ms. Smith requested any further questions or comments. With no further inquiries, she moved on to the next agenda item.

COMMUNICATIONS

Kurt Gotthardt: Streaming of Municipal Meetings

Mr. Gotthardt stated that there are a fair number of Towns that have an 'on demand' service to watch the meeting via video on the computer. He stated that having the meetings available to residents at their convenience is not something that is currently offered in Enfield, but there are options to make the meetings more accessible. He

stated that some Towns post their meetings to YouTube or Facebook, which have limitations to the clarity and audio, as well as some restrictions on how long they were posted for and how many could be posted in a year.

Ms. Stewart stated that the school district has moved forward with posting their meetings to YouTube and they may be a helpful resource to consult with.

Mr. Durocher volunteered to assist the town in looking at options for posting videos of public meetings.

Ms. Bonnette stated that downloading and uploading videos to the platforms was time consuming, and should the town transition to that practice, committees may need to be responsible to record and upload their own meetings.

Mr. Gotthardt noted that some towns contract with companies that have their own sound and recording equipment that is supplied as a part of their services and packages.

Ms. Bonnette stated that she has reached out to the Town website host to get information on the possibility to post the videos to a correlated web service.

Mr. Kluge suggested that if the town posted recorded meetings, it could start with videos of Board of Selectmen (BOS) meetings and track the usage to see if it would be worth the effort to roll out to other committees.

With no further comments or questions, Ms. Smith moved on to the next agenda item.

BUSINESS

Phil Neily, Fire Chief, Rescue Pumper Radio/CIP Expense

Chief Neily stated that \$40,000 towards purchasing SCBA's was approved for 2021, and it was overspent by \$175, bringing the total to \$40,175.

Ms. Bonnette stated that the topic will be moved forward to a future Public Hearing and noted that the BOS has the authority to approve the extra expenditure of \$175 as agent to expend from the CIP Capital Reserve Fund..

Chief Neily stated that the fire department has been training and reviewing equipment. He noted they are developing a plan which aims to separate the apparatus bays from the meeting areas for health and safety reasons. He added that the department has a lot of upcoming trainings and will be helping with the facilitation of the upcoming flu clinic at LaSalette.

Chief Neily stated that a capital request was being submitted to the CIP Committee. He noted that the department is evaluating its equipment and use and has proposed changes to move forward regarding the rescue and forestry vehicles. He added that the proposal would involve selling one utility truck and one forestry truck, which would then make it feasible to house all the equipment in the bays between the two stations.

With no further comments or questions, Ms. Smith moved on to the next agenda item.

Draft Resolution Relative to Face Coverings

Mr. Wozmak noted that a draft resolution was not available but would be forthcoming.

It was noted that the theatre is planning to reopen for performances on the third floor of Whitney Hall and it was requested that the director be notified about the mask recommendation for mask use in public spaces of the municipal buildings.

Conservation Commission Membership

The BOS reviewed the resignation of a member of the Enfield Conservation Commission. They had a general discussion regarding issues of conduct of the Chairman with other Commission members and with some members

of the public, particularly relating to trespass situations. The BOS underscored their appreciation for the efforts Commission members have contributed towards the goal of the Conservation Commission.

Members of the BOS requested Interim Town Manager to speak to the Chairman of the Conservation Commission advising him that they are deeply concerned about his leadership of the Conservation Commission.

ADMINISTRATIVE ITEMS

MS-1 Summary Inventory of Valuation

Ms. Bonnette stated that the original copy of the MS-1 Summary Inventory of Valuation was not available for signature and asked that the BOS stop by the office to sign the document. The BOS had no objections.

OTHER BUSINESS TO COME BEFORE THE BOARD OF SELECTMEN

Public Comments Regarding Items on the Agenda

Ms. Smith requested any comments from members of the public.

With no comments or questions, the BOS moved on to adjournment.

INFORMATIONAL ITEMS – NO ACTION REQUIRED

- Tax Collector's Report – September 2021
- Town Clerk's Report – September 2021
- NH DES Request for More Information – Standard Dredge & Fill Wetlands Permit Application: 19 Foster Circle, Map 22, Lot 17-1 (Weissman)
- NH Liquor License Application

ADJOURNMENT

Ms. Stewart made a motion to adjourn at 6:54 pm. Mr. Kluge seconded. Vote unanimous in favor of the motion (3-0).

The meeting was adjourned at 6:54 pm.

Meredith C. Smith, Chair

John W. Kluge

Katherine D. P. Stewart
Enfield Board of Selectmen