

**TOWN OF ENFIELD
ENFIELD BOARD OF SELECTMEN
MEETING MINUTES OCTOBER 18, 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.

PUBLIC HEARING

6:00 pm To discuss the acceptance of funds and donations in excess of \$10,000 for Mascoma Lakeside Park improvements.

Ms. Smith opened the Public Hearing to discuss the acceptance of grant funds and donations in excess of \$10,000 for Mascoma Lakeside Park improvements at 6:00 pm.

Members of the Board of Selectmen (BOS) discussed the details of the grants, which included a \$125,000 matching grant from the Land and Water Conservation Fund, as well as \$15,000 from Timken.

Ms. Smith stated that the \$15,000 grant from Timken would qualify for the matching grant from the Land and Water Conservation Fund.

Ms. Smith requested comments from the public regarding the public hearing. With no comments the public hearing was closed.

Ms. Stewart made a motion to accept the funds as presented with thanks. Mr. Kluge seconded. Vote unanimous in favor of the motion (3-0).

Ms. Stewart made a motion to authorize the Interim Town Manager to execute the Land and Water Conservation Fund contract. Mr. Kluge seconded. Vote unanimous in favor of the motion (3-0).

APPROVAL OF MINUTES- October 4, 2021

Ms. Stewart made a motion to approve the minutes as presented. Mr. Kluge seconded.

Ms. Stewart requested that, under the second paragraph on page two, it be amended to add: **Mr. Durocher volunteered to assist the town looking at options for posting videos of public meetings.**

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

BOARD REPORTS

Members of the BOS gave updates according to their respective Committee assignments.

Mr. Kluge noted that the Budget Committee met regarding the proposed budget for 2022. He stated that wages were indicated as a focal point of the discussion and noted that salary and benefit comparisons with local towns were forthcoming to give the committee more information for their discussion. He stated that, other than wages, the proposed budget was fairly level funded.

Mr. Wozmak stated that Cost of Living Adjustment (COLA), as well as wages specifically related to the Department of Public Works (DPW) have been a part of the conversation. Mr. Wozmak spoke to changes in the budget including changes in contracts, estimations for fuel expenses, and a proposal which was brought forward from the Recreation Commission to transition to a full time Recreation Director.

Members of the BOS discussed details of the costs associated with the current contract with Casella and if it would be worth revisiting whether the services should continue or if it should be brought forward for discussion with the public.

Ms. Stewart noted that the Planning Board met on the 13th of October, and they received an update from the Master Planning Taskforce. She encouraged community participation in the Master Planning process and noted the taskforce is posting information and meeting dates to the Listserv for meetings and meeting topics. She noted that the sign ordinance is being reviewed and that Mr. Gotthardt has done extensive research regarding language to be business and consumer friendly, while also promoting safety. to be utilized for consumer and business. She noted that no action has been taken, but that it is an ongoing work in progress.

TOWN MANAGER'S REPORT

Mr. Wozmak provided the following updates:

- He stated that five members of the fire department went through 17 hours of training for swift water rescue this weekend. He noted they will be cooperating with Canaan and other regional emergency response units to ensure that the equipment necessary for these rescues is on hand.
- He stated that he and Mr. Taylor are working with the Department of Transportation to see what options are for increasing parking spaces on Main St. regarding Mascoma skating parking during the winter.
- We have received 17 resumes regarding the Town Manager position. He stated that essay questions have been sent to a portion of the candidates which will be forward to the screening committee.
- The Old Home Days Committee and Enfield Village Association met to discuss the Old Home Days event for 2022. They are working together to collaborate and reach out to community organizations to engage in discussion for participation in 2022.
- Pricing for posting videos of public meetings has been received from CivicMedia, who the Town gets its web hosting from. He stated that the pricing included unlimited storage and noted that Mr. Durocher may have other insights and would be worth comparing.
- He stated that policy updates related to recruiting and retention were in discussion and would be brought forward later in the meeting.

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

BUSINESS**2022 Budget**

Mr. Wozmak stated most information pertaining to the 2022 Budget as reviewed in Mr. Kluge's board report. He noted that the overview of salaries was discussed, but any information regarding specific employee compensation or hiring would be discussed in non-public session.

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

Proposed Personnel Policy Update: Advanced Education/College tuition reimbursement and degree incentive program

Mr. Wozmak proposed to make changes to the current policy to increase the maximum amount from \$2,500 to \$3,000, which would support someone through two classes each year. He added that a deferred promissory agreement could be implemented that requires the participant to remain working with the Town for one year or repay the town should they leave employment prior to the one year.

Ms. Smith expressed her support for the proposal.

Mr. Gotthardt inquired if it would apply to volunteer firefighters and EMT's.

Ms. Bonnette stated it applied to permanent full-time employees only.

Mr. Wozmak stated the fire department training was covered by the department. He added that recertification is covered by the town but getting higher level certifications may not be covered and was worth considering as it may provide an incentive for recruiting.

Mr. Wozmak stated that he would also recommend a policy where, upon degree attainment, the employees base pay would be increased by a set amount, which would be an incentive for retention.

Ms. Stewart inquired what the estimated budgetary impact is and if we know what budget line will be affected by the proposals.

Ms. Bonnette stated it was difficult to have an accurate picture because the only department to utilize the incentive was the police department, and they did it within their budget. She stated that \$3,000 was budgeted to Personnel Administration for all of the departments to share.

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

OTHER BUSINESS TO COME BEFORE THE BOARD OF SELECTMEN**Public Comments Regarding Items on the Agenda****Mask Recommendations**

Dr. Beaufait inquired if the statement for COVID recommendations has been drafted and sent to local businesses and if it included any recommendations regarding the recommended number of people in a grouping.

Mr. Wozmak stated the statement has been posted on the website, Facebook, and Listserv.

Ms. Stewart noted that there was no draft available at the last meeting for approval and requested to have for public record a vote to reaffirm the recommendation that has been put in place.

Ms. Stewart made a motion to reaffirm the resolution regarding masking. Mr. Kluge seconded. Vote unanimous in favor of the motion (3-0).

Ms. Stewart read the approved resolution:

WHEREAS, we remain in the midst of a global pandemic; and

WHEREAS, on August 16, 2020, the Enfield Board of Selectmen established a policy that “It is essential that all Town employees, board and committee members do their part” to model good public health behavior by wearing a face mask when in public areas inside municipal offices, including lobbies, hallways and meeting rooms in the Town Hall, Public Works Facility, and Police Station; and

WHEREAS, on September 20, 2021, the Enfield Board of Selectmen voted to continue to “strongly support” any mask requirements set by individual Enfield businesses and organizations;

NOW, THEREFORE, BE IT RESOLVED that, on this 7th day of October, 2021, the Board of Selectmen of the Town of Enfield, requests in the strongest possible terms that:

- 1. Its residents and visitors wear a face mask in public (excepting children under the age of 2) where physical distancing is not practicable, regardless of vaccination status; and*
- 2. Its residents and visitors respect and follow the mask requirements imposed by individual businesses and organizations, and*
- 3. Its residents and visitors continue to abide by the policy requiring that face masks be worn in all public areas inside municipal offices.*

Dr. Beaufait stated he recommended having a part of the resolution state a recommendation regarding the size of a group outside of a municipal facility.

Ms. Smith stated Dr. Beaufait’s recommendation would be taken under consideration.

Ms. Smith requested any other public comment.

Public Meeting Recordings

Mr. Gotthardt stated that he is willing to reach out to other companies with a request for proposal regarding the posting of public meeting recordings.

Mr. Gotthardt was recommended to touch base with Mr. Durocher and coordinate research efforts.

Mr. Durocher stated that it seemed that it would be most effective to find a current employee that can fine tune the existing audio and take the existing recordings and add them to YouTube, with no additional cost other than the employees time as opposed to a formal contract.

Mr. Gotthardt stated there is a wide range of quality and he would like to see what options are available.

Conservation Commission Email Address

Dr. Theis stated he would like to set up an email address for the Conservation Commission.

Ms. Bonnette stated that it is already in progress with SymQuest, but it was unclear when it will be finalized and distributed. She noted she would contact the chair once the information was confirmed.

Ms. Smith requested any other public comments or questions from the public.

Conservation Commission Resignation

Ms. Stewart noted that there was no vote to accept the resignation of the conservation member which was presented at the last meeting.

Ms. Stewart made a motion to accept the resignation of Terry Terry with regrets. Mr. Kluge seconded. Vote unanimous in favor of the motion (3-0).

Horse Accident

Morgan Brown and Hannah Kierstead stated that they were present on behalf of Waffles who was the horse that was killed on Saturday night. They asked the BOS to help get justice for the incident and request the police to take the situation more seriously. They expressed that they wanted awareness to be spread for the future to make the roadway safer for everyone using it, including horse riders, bicyclists, and pedestrians.

Ms. Brown stated that the horse rider was following every rule in place for a horse rider on the roadway and it is believed that the driver may have some type of public relationship with the town and that is why information is not being released.

Ms. Stewart stated that it was important to recognize that it was a very difficult situation to deal with for everyone involved. She added is also important not to abuse other people in the community and make the situation worse. She noted that the public campaign to speak poorly about the police is not an approach that promotes us working as a community. She assured attendees that the police are investigating and taking the matter seriously and stated that we should work together to develop kind and inclusive communications.

Ms. Stewart noted that when an investigation is opened, things do not happen right away and there is a process which needs to take place. She stated that it was a traumatic incident and, ultimately, the investigation and its findings are between the victim, the police, and parties immediately involved. She added that abusing members of the police department is not the appropriate way to handle the situation.

Ms. Stewart stated that she has offered to take comments to continue the discussion with the greater equine community, but she has not received very many responses to her request. She stated the investigation needs to be finalized and the public communication piece needs to move forward regardless of the outcome to help prevent this from happening again.

Mr. Kluge stated, as a former rider, he sympathized with their feelings of the event, but agreed with Ms. Stewart to let the authorities finalize their investigation without rushing to judgement. He stated he was confident the investigation would be conducted fairly and thoroughly.

Ms. Stewart added that, they were not disregarding the matter by not going to the police directly. She stated that the BOS is a policy making body and the Chief of Police reports to the Town Manager, who ultimately reports to the BOS. She added that the Chief of Police has statutory obligations to the public and has statutory rights to conduct the investigation with his team, and it was not the role of the BOS to be involved in such.

Mr. Gotthardt requested a public announcement be made to the community when the police finalize their investigation.

Ms. Smith requested any further comments. With no further comments, members of the BOS moved on to non-public session.

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

Mr. Kluge made a motion to enter non-public session pursuant to RSA 91-A:3 II (a) at 7:02 pm. Ms. Stewart seconded. Vote unanimous in favor of the motion (3-0).

Ms. Stewart made a motion to exit non-public session at 7:26 pm., Mr. Kluge seconded. Vote unanimous in favor of the motion (3-0).

Mr. Wozmak stated that, as a result of deliberations in non-public session, no votes were taken, and no decisions were made.

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

ADJOURNMENT

Ms. Stewart made a motion to adjourn at 7:28 pm. Mr. Kluge seconded. Vote unanimous in favor of the motion (3-0).

The meeting was adjourned at 7:28 pm.

Meredith C. Smith, Chair

John W. Kluge

Katherine D. P. Stewart
Enfield Board of Selectmen