

**TOWN OF ENFIELD
ENFIELD BOARD OF SELECTMEN
MEETING MINUTES JULY 18, 2022**

TIME: 6:00 PM

LOCATION: Public Works Facility & Zoom videoconference
74 Lockehaven Road, Enfield

PRESENT

Board of Selectmen: Katherine D.P. Stewart, John W. Kluge, Erik Russell

Administrative Staff: Ed Morris, Town Manager; Alisa Bonnette, Assistant Town Manager; Roy Holland, Chief of Police; Phil Neily, Fire Department Chief.

Members of the Public: Emily Curtis, Recording Secretary; Dr. Jerold Theis, Conservation Commission Chair; Dan Kiley, David K. Smith.

CALL TO ORDER

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

APPROVAL OF MINUTES – June 20, 2022

Ms. Stewart made a motion to approve the minutes for as printed. Mr. Russell seconded. Vote unanimous in favor of the motion (3-0).

BOARD REPORTS

Members of the Board of Selectmen (BOS) gave updates regarding their respective committee assignments.

TOWN MANAGER’S REPORT

Mr. Morris presented the following updates to the BOS:

- He stated that the new Building and Facilities Maintenance employee, Aaron Westfall, started as of today. He noted that the town is almost fully staffed at this time, which is a great accomplishment.
- He stated that the Town of Enfield has been chosen for the Byways Grant and will be moving forward to the next steps on the project.
- Enfield has been recognized as Tree City USA ®
- He stated he has been accepted into the Leadership Upper Valley program and thanked the BOS for their support to attend.
- He stated that, in light of tragic events including a horse and a pedestrian death, Chief Holland and the Enfield Police Department have developed and printed a Share the Road pamphlet which includes safety laws for pedestrians, bicyclists, horse riders, and drivers. The pamphlets are available at the Town Offices, the Enfield Police Department, as well as area businesses. He thanked the police department for putting the pamphlet together for citizens and visitors of the town.
- He noted that 95.5% of last quarters tax bills have been collected.
- After information presented to the BOS in previous meetings regarding tax deeding, only one mobile home has been taken for tax deeding.

- He noted that more work and exploratory digging will be taking place at the former Department of Public Works sites on Shed Street. After Phase II there was further testing recommended before making a remediation plan.
- Donated land is being assessed by Bread Loaf to see if it would be an advantageous site for a public safety facility. The proposed donated land as well as the Shaker Hill Granite lot will be taken into consideration, and we are currently awaiting further information.
- The Municipal Facilities Advisory Committee has received 5 Request for Qualification (RFQ) proposals and they will proceed to review the proposals with the hope of selecting a design builder by September to begin the design process for the public safety facility.
- He is working with the USDA regarding Whitney Hall and getting architectural approval of the conceptual design. He stated that the USDA is reviewing the Bread Loaf contract and assisting the town in drafting a Request for Qualifications related to Whitney Hall.

Dave Beaufait stated he believes that there could be a supplement to the pamphlet developed by the police department that includes best practices and not just legal requirements.

Ms. Stewart inquired about the betterment assessments associated with the Lakeview Condominiums and the payment agreement that had been made. She stated that a lot of work was put into establishing the communication and understanding of expectations for payment and she wanted to be sure that the agreement was being honored.

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

BUSINESS

Zack Largus – Eagle Scouts Project

Chief Neily introduced Eagle Scout Zack Largus, who proposed an idea to build a fire danger sign for the Enfield Fire Department. He noted that the Enfield Center Fire Station has been identified as the ideal location for the sign.

Mr. Largus stated that the sign would be built to look like most other fire danger signs with a wheel and color labels. He stated that he is speaking with the state about how far back it needs to be from the roadway, and he is working on the permits needed for the project. He is completing a sign application and working with Mr. J. Taylor and Mr. R. Taylor, and the proposed site is currently marked with a stick with a red flag.

Chief Neily stated that the state notifies agencies via email about the danger levels. He added that it has been discussed that updates to the fire danger sign would be made by Scout Masters, and should they not be available, firefighters in the area could take over the task of updating it.

Ms. Stewart made a motion to authorize the placement of a fire danger sign at the Enfield Center Fire Station by Zack Largus as a part of his Eagle Scout project. Mr. Russell seconded. Vote unanimous in favor of the motion (3-0).

Members of the BOS thanked Mr. Largus for his contribution to the community.

Skid Unit Bid Results & Recommendations

Chief Neily stated that three bids were received regarding a rescue truck that is being transitioned to be utilized as a forestry unit. He noted that after reviewing the bids and the equipment, his recommendation was to go with Fire Tech & Safety of NE for a CET brand unit. He noted that, while it is the lowest bid that was received, he reviewed and compared the proposals and also met with the Fire Tech & Safety

representative to evaluate the options. He added that it is a complete pump tank engine unit that works independently of the truck completely.

Ms. Stewart made a motion to award the bid for a CET brand self contained forestry unit to Fire Tech & Safety of New England in an amount not to exceed \$16,995 and to authorize the Town Manager or their designee to take all actions and execute documents as necessary to complete the purchase and installation of this unit. Mr. Russell seconded. Vote unanimous in favor of the motion (3-0).

Wildlife Signs

Mr. Morris stated that Chief Holland did research and pulled incident data to present regarding the previous proposal to post more wildlife signs.

Chief Holland stated that it is a process to get signs on the state roadways which include a request being sent to the Department of Transportation, which moves on to NH Fish and Game, and is finally evaluated by the NH state highway for crash data. He stated that there are metrics that the state uses to evaluate whether a sign should be posted. He stated that the state has been evaluating the effectiveness of wildlife signs and all the data shows that there is no effect to putting up wildlife crossing signs. He noted that the states recommendation is not to put up signs. He noted that his recommendation aligns with the states recommendation and supported not putting up more signs.

Dr. Theis inquired if permission was needed from the state to place signs on town owned roads. Dr. Theis stated that he was informed that the BOS must approve town road signage, but the state can approve state roads.

Mr. Morris confirmed that the town did not need state approval to put signs on town roads.

Dr. Theis stated that the Conservation Commission is proposing to put the signs on town roads, as that is where drivers are most likely to encounter wildlife. He noted that data was collected by Kurt Gotthardt, shows that there have not been as many animals crossing the roads. He stated that they propose the term wildlife crossing as it addresses the broad array of animals including deer, bear, and moose. He stated that Grafton Pond Road and Kluge Road are particularly concerning roadways. He stated that prevention and advising the public to slow down were the goals of the signs.

Ms. Stewart inquired if the Department of Public Works had submitted any request regarding more wildlife crossing signs.

Mr. Morris stated that there was no formal request from the DPW.

Chief Holland clarified that his recommendation was that the BOS should not approve a sign without assessing whether it meets similar standards that the state uses, even if it is for a town roadway. He stated that the data being evaluated now shows that signs do not prevent crashes. He added that there are also indications that the more signs we put up the harder they are for drivers to pay attention to.

Ms. Stewart made a motion to set the expectation on installing new animal crossing traffic signs to be aligned with the state number which is five or more crashes due to animal crossing per year over a three-year period.

Mr. Russell recommended that the motion states to align with the state policy, as the policy itself may change.

Ms. Stewart amended her motion to align with the state policy.

Mr. Morris stated that his recommendation was to write a policy for the town regarding the parameters for placing wildlife crossing signs.

Ms. Stewart withdrew her motion and made a new motion to request the Town Manager's office to draft a sign policy to present to the Selectboard.

Mr. Russell stated that a state agency has collected data and he recommended following the state policy. He noted that this is a public safety issue and would involve expenses to purchase, install, and maintain signs, but there is no straightforward evidence that it is solving a problem. He added that there may be other avenues to educate the public without adding signs.

Dr. Theis stated that the signs say wildlife crossing and have a detailed mileage of how long the wildlife corridor is. He stated that the Conservation Commission has agreed to pay for the signs and for their installation, and therefore there will be no cost to the town. He added that preventing these kinds of accidents is worthwhile instead of waiting for the accidents to happen and the Town Manager and the Conservation Commission should meet to discuss the parameters of the information gathered.

Mr. Kluge stated that we should avoid having signs on every road.

Mr. Kiley stated that he agreed with Chief Holland's recommendation and added that too many signs are counterproductive.

Doug Smith from Oak Hill Road stated that the biggest problem with wildlife are contractors and young people who speed through the area, and he believes it is more of a speed issue than an animal crossing issue.

There were no seconds on the motions relative to this issue. By consensus, the Board supported the drafting of a sign policy by the Town Manager for the Selectboard's review.

With no further discussion, Mr. Kluge moved on to the next agenda item.

Trash Receptacles at Town Parks

Mr. Morris stated that there has been a big issue with needing trash receptacles and he worked with Mr. J. Taylor and their recommendation is to place them at Huse Park, Mascoma Lakeside Park, and Shakoma Beach. He stated that there are current discussions regarding where a bin will be placed at the Shaker Recreation Fields. He added that five bins are being recommended to purchase, which will be heartier, have appropriate trash and recycling options, and be locked closed to prevent disposal of household trash.

Members of the BOS expressed their support.

Board/Committee Application Process

Mr. Morris stated that he recommended that board/committee applications be sent directly to the Selectboard instead of the current practice where applications are handled by boards/committees and then approved by the BOS. He stated that the expectation would be that people who are applying for a board or committee should talk with the chair of said board as well.

Mr. Russell stated his support and added that the board or committee could present the Selectboard with their recommendation as well, but that it would be up to the Selectboard as to the appointment of members.

Conservation Commission Application (Smith)

Ms. Stewart made a motion to appoint Doug K. Smith of Oak Hill Road to the Conservation Commission. Mr. Russell seconded. Vote unanimous in favor of the motion (3-0).

Ordinance: *Use of Tobacco, Cannabis and Vaping on Public Property*

Mr. Morris stated that there was a discussion regarding the implementation of an ordinance and whether it needed to be brought to Town Meeting or whether the BOS could approve it. He stated that the attorneys wrote a letter stating that the BOS has the authority to institute the ordinance without a town meeting.

Ms. Stewart made a motion to adopt the *Use of Tobacco, Cannabis, and Vaping on Public Property Ordinance* as part of the Public Hearing held on June 20, 2022, with an implementation date of August 1, 2022. Mr. Russell seconded. Vote unanimous in favor of the motion (3-0).

Mr. Morris noted that he is working with members of the DPW and the Recreation Director to review sites for the designated smoking areas which will be put in place by August 1, 2022.

Members of the BOS discussed the summer meeting schedule, including the July 5th meeting.

ADMINISTRATIVE ITEMS**PA-28 Inventory of Taxable Property (opt-out)****Junkyard Permit (Berwick & Sons/Chase's)****Timber Tax Warrants (Schindler, Sousa, Sipe)**

Members of the BOS signed administrative items as presented by Ms. Bonnette.

OTHER BUSINESS TO COME BEFORE THE BOARD OF SELECTMEN

Mr. Kluge requested any other comments or questions to come before the BOS.

With no comments, members of the BOS moved on to adjournment.

INFORMATIONAL ITEMS – NO ACTION REQUIRED

- Report of Tax Deeding (Deeding Date 7/15/2022)
- Tax Collector's Report – June 2022
- Town Clerk's Report – June 2022
- Rejected Shoreland Permit by Notification – 15 Bay Dr.
- Restoration Plan Approval – 360 Crystal Lake Rd.
- Shoreland Permit Application – Request for More Information – 1014 Lockhaven Rd.
- Arbor Day Foundation – Arbor Day Foundation Recognizes Enfield as a Tree City USA ®
- Standard Dredge & Fill Application – Oak Hill Road Bridge project over Meadow Brook
- Shoreland Permit Application – 65 French Road

ADJOURNMENT

Mr. Russell made a motion to adjourn at 7:07 pm. Ms. Stewart seconded. Vote unanimous in favor of the motion (3-0).

The meeting was adjourned at 7:07 pm.

John W. Kluge, Chair

Katherine D. P. Stewart

Erik Russell
Enfield Board of Selectmen