

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

MINUTES of February 21, 2017

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

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

Others: Dan Kiley, Charlie DePuy, and Dominic Albanese.

BUSINESS MEETING

I. CALL TO ORDER

The Chairman called the meeting to order at 6:00 PM.

II. APPROVAL OF MINUTES

Mr. Cummings made and Mrs. Smith seconded the motion to accept the minutes as presented for the February 7 Public and Non Public sessions, and the February 8 special session. The motion passed unanimously.

III. COMMUNICATIONS

Mr. Schneider informed the Board that the 2015 Independent Audit had been completed and would be in the Town Report.

IV. BOARD REPORTS

Heritage Commission:

Mrs. Smith said a letter of intent had been submitted for application for grant support of the Enfield Center Townhouse stabilization effort.

Mr. Schneider said the maximum funding would be \$10,000, and Mrs. Smith estimated that the application would request \$3,000. Funds would be used to shore up supports and to get rid of the mold. She said Matt Davis estimated costs at approximately \$2,500.

V. TOWN MANAGER'S REPORT

None.

VI. PUBLIC COMMENTS

None.

VII. BUSINESS**Town Manager Search:**

Mr. Albanese reported that the outreach document had been updated, and that Alan Gould had spoken with Mr. Schneider and with Mr. Kluge.

He told the Board that 53 applications had been received by the previous day's deadline. The Search Committee had provided a report to Ms. Bonnette, and to the Board.

Planning for interviews had begun, with the first question being location. The most likely facility would be the Shaker Museum.

Mr. Albanese encouraged the Board to decide how it wanted to handle the process after the interviews had been conducted and it had received the short list of two to four (2-4) candidates from the Committee.

He said there were many things for the Board to consider, including whether or not to use MRI to handle negotiations with the selected candidate, when the time came. He encouraged the Board to use the search firm as much as needed, stressing that the current search was quite different from the last one and that the process also could be different.

Mr. Albanese commended the Board on the makeup of the Search Committee; he felt it represented a good cross section of the community.

For the interview process, Mr. Albanese asked that the board consider whether Town employees should take part. He said he was of two minds on the issue, and that the Committee was considering not involving employees. The Committee was considering having the interviews go from MRI to the Committee and then the Board. However, he stressed, if the Board felt strongly the other way, it should let him know.

Mr. Kluge agreed that the process would be simplified if there were no interviews with employees. Mr. Cummings also agreed, stating that he didn't think employees should pick their boss.

Mr. Kluge encouraged Mr. Schneider to share his thoughts. Mr. Schneider said that it was beneficial for employees to be part of the process, and reminded the Board that the employees would not be making the hiring decision, so they wouldn't be choosing their boss. He said having employees involved was good in his experience; their questions were different and what they looked for was different.

Mr. Kluge thought it would be unwieldy.

Mr. Albanese said that, during the last Town Manager search, the Committee had chosen managers and employees to have a group interview with the candidates. He said he was waffling over whether to do it for the current search, adding that he didn't want to see the process closed, especially after the Committee had done so much outreach.

Mr. Schneider said he knew that MRI intended to speak with each Selectboard member, the Committee, Assistant Town Manager, Town Clerk, and all department heads, so there would be employee input from that effort.

Mrs. Smith said the current search was a whole different ball game than the previous one.

Mr. Kluge said the Board had put its faith in the Committee and needed to let it do its thing and bring candidates to the Board.

The Board agreed that interviews would be non-public.

Interviews likely would be held on March 24th, and there was further general discussion about the location of the interviews, with all agreeing that they should be held off Town premises.

Mr. Albanese reiterated his encouragement that the Board begin thinking about how the process should play out, once the Committee hands off its candidates.

ReVision Contract:

Mr. Schneider pointed the Board to the e-mail from the attorney with review comments on the proposed ReVision contract.

The contract had been provided by the Energy Committee, with a request that it be executed, as the Committee had chosen ReVision for the PPA program.

Mr. Schneider pointed out that in his review, the attorney determined that certain points in the contract would require approval by the voters at Town Meeting. Two such points were the 20 year easement, and that the contract was similar to a lease/purchase agreement. The latter would require a 2/3 majority vote to be approved.

Mrs. Smith noted that the Town would buy the equipment. Mr. Schneider said that yes, there were places in the contract where the Town could purchase the equipment for fair market value.

Mr. Kluge found another item that would require 2/3 vote at Town Meeting; a clause detailing penalties if the Town were to drop out of the agreement.

Mr. Schneider doubted there was time to add the new items to the 2017 Town Meeting, since the Town report already had gone to print. He did note that supplements had been added in the past.

Mr. DePuy said the Committee had proceeded under the assumption that the contract didn't require Town Meeting action. He provided the Board with copies of the February 7, 2017 Energy Committee meeting minutes, which summarized the Committee's rationale for selection ReVision for the program.

He said the Committee felt that, having the solar array on the salt shed would be good from an environmental standpoint and possibly good business. He said ReVision was offering a rate at nearly 20% discount off the utility's rate.

Mr. DePuy felt confident that, if Town Meeting votes were required, the Committee could convince the voters of the effort's merits.

There was general discussion of the possibility of getting decisions made and contract executed before the Public Utilities Commission (PUC) deadline for net meter hookups. The Energy Committee's computations for the project were based on a PPA rate of 10.5 cents (\$0.105), which was expected to go up after May 1.

Mrs. Smith asked for confirmation that, if the agreement were completed before May 1, the current rate would be locked in. Mr. DePuy said that was correct.

Mr. Kluge said there was an awful lot to hammer out, and that haste could prove disastrous in this case. He said the Board would have the Town Manager work things out with the attorney.

Mr. DePuy said he thought the Committee could address some of the attorney's concerns by negotiating with ReVision.

Mr. Schneider agreed that would be a good approach; the Committee would work on everything that wasn't Town Meeting-related, and he would work on the Town Meeting issues with the attorney.

Solid Waste:

Mr. Cummings raised the issue of the contract with Casella and asked Mr. DePuy if there were other companies the Town could consider.

Mr. DePuy said there was another recycler and that the Energy Committee was looking into it, particularly to see if the Town could recycle more with them. He said the Committee was concerned about energy issues with Casella.

Mrs. Smith asked when the Casella contract would be up for renewal. Those present were not certain whether it would expire the coming summer or in 2018. All agreed it should be looked into and that alternatives should be researched.

Mrs. Smith said she had a conversation with the Hanover solid waste chair and learned that Hanover only does recycling with Casella and was 'always holding Casella's feet to the fire.'

Mr. DePuy said the Energy Committee would like to submit its comments to the Board for consideration before changes are made.

Visions:

Mr. Kluge recused himself from his Board role for this discussion.

Mr. Schneider referred the Board to letters from Sylvia Dow, Executive Director of Visions and from Julie Huntley, Town Assessing Administrator.

Ms. Dow requested a tax refund of \$825.52, reducing the organization's taxes for 2016 to \$4,000, citing the nonprofit's services to its residents and the increasing costs of providing those services. Ms. Huntley's letter offered strong support for the request and indicated that she felt the Board should refund the requested amount at a minimum.

Mr. Kluge added that Ms. Huntley seemed to support a larger refund.

Mr. Schneider agreed, saying the Assessor wanted the organization to be given tax exemption; however, he noted, the organization would have to request that status.

Mr. Cummings made and Mrs. Smith seconded the motion to grant the refund as requested. The motion passed with a vote of 2-0 and one (1) abstention.

Library Trustee Alternate:

Mr. Schneider said the Library Board of Trustees requested that Andi Diehn be appointed as an Alternate Trustee.

Mr. Cummings made and Mrs. Smith seconded the motion to appoint Ms. Diehn as Alternate Trustee. The motion passed unanimously.

Comstar:

Mr. Schneider called the Board's attention to an e-mail from Rick Martin at Comstar, which outlined the organization's policy for billing residents and non-residents for ambulance services.

Mr. Schneider said that Board confirmation was needed that the Town's policy was that:

- residents should not be hard billed
- non-residents should be hard-billed, and
- abatements should be available to non-residents in cases of hardship.

Mr. Schneider pointed out that a new item in the process would be to file credit bureau reports for people who refused to pay. He said that keeping the option of credit bureau reporting served to notify people that there were consequences for non-payment.

Mr. Cummings thought there would be push from the Budget Committee to do this anyway as the Town moved toward full coverage.

Board consensus was that the outlined approaches were acceptable.

Lakeview Solid Waste:

Mr. Cummings returned to the issue of solid waste, with a focus on Lakeview's extra dumpster pickup charges. He said that the complex had 131 units and, by calculations provided to him by Lakeview unit owners, the dumpsters they had been provided represented less capacity than if each unit were to have its own totes.

Mr. Cummings asked why the property owners were having to pay for the extra pickup when they could have chosen to have totes, which would take Casella longer to pick up than the two trips they were doing for the dumpsters.

Mr. Taylor said he thought the dumpster capacity was roughly equal to what totes would have offered. He said he would double check the volumes.

Mr. Kluge said he would like to see the numbers before making a decision.

Mr. Cummings said that what the Lakeview owners computed showed that the dumpsters had less capacity.

Mr. Schneider wondered if those calculations might have been based on volume before the switch. Mr. Taylor thought that might be possible.

Lakeview Sewer Extension:

Mr. Schneider met the previous week with the Lakeview Board and the project engineers. He shared the Selectboard's willingness to take ownership if necessary to satisfy USDA requirements. That news was well and gratefully received.

He said that confirmation was still needed from the USDA that the Town would have to own the mains (not the lines to the units, just the mains), and that the Town would accept this only as long as they were new and examined by engineers.

Mr. Kluge asked who would put in the mains. Mr. Schneider replied that the contractor would do the installation.

Mr. Kluge wanted confirmation that the Town would manage the contract; Mr. Schneider said it would.

Mrs. Smith asked if the ownership question also applied to the work to be done at Shaker Landing. Mr. Schneider said that was a different project.

Administrative Items:

The Board executed the final Town Meeting Warrant and some property tax refunds.

Other Business:

Mr. Cummings asked when the Town Meeting Warrant would be available on the Town web site. Mr. Schneider said it would be posted fairly soon.

Next Meeting:

Monday, March 6, 2017, 6:00 PM Public Works Facility Conference Room

VIII. NON-PUBLIC SESSION

Mr. Cummings made and Mrs. Smith seconded the motion to enter into Non-Public session at 6:41 PM, RSA 91-A:3 II (a). Roll call vote: Mr. Cummings – aye, Mr. Kluge – aye, Mrs. Smith – aye. The motion passed unanimously.

Mrs. Smith made and Mr. Cummings seconded the motion to come out of Non-Public session at 7:11 PM. The motion passed unanimously.

IX. ADJOURNMENT

The meeting was adjourned at 7:11 PM.

John W. Kluge, Chairman

B. Fred Cummings

Meredith C. Smith
Enfield Board of Selectmen