

**Enfield Board of Selectmen
Whitney Hall Conference Room
Enfield, New Hampshire**

MINUTES of March 7, 2016

Board of Selectmen: Donald J. Crate, Sr., Chairman; Fred Cummings; John W. Kluge

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

Others: David Beaufait, Moderator; Dan Kiley, and others

BUSINESS MEETING

I. CALL TO ORDER

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

II. APPROVAL OF MINUTES

Mr. Cummings made and Mr. Kluge seconded the motion to approve the **February 2** Public and Non-Public Board meetings minutes as presented. Mr. Cummings and Mr. Kluge in favor, Mr. Crate abstained, motion carried.

Mr. Cummings made and Mr. Kluge seconded the motion to approve the **February 3** Board minutes as presented. Mr. Cummings and Mr. Kluge in favor, Mr. Crate abstained, motion carried.

Mr. Kluge made and Mr. Crate seconded the motion to approve the **February 16** Board minutes as presented. Mr. Kluge and Mr. Crate in favor, Mr. Cummings abstained, motion carried.

III. COMMUNICATIONS

Tax Collector's Report:

Mr. Schneider referred the Board to the Tax Collector's report for February 2016, indicating that 2015 taxes are at 97% collected.

Town Clerk's Report:

Mr. Schneider also shared the February Town Clerk's report, showing \$84,643.76 in revenues for February, and \$151,174.06 collected for the year through February 29. The banner month in February was far and away the banner month, compared to previous February totals, in many years.

NH Department of Revenue Administration – 2015 Equalization Ratio:

Mr. Schneider reviewed the letter, from the NH Department of Revenue Administration (DRA), presenting its analysis of Town assessed values compared to other municipalities around the state. Enfield's median ratio for Tax Year 2015 was 96.4%, indicating that our properties are assessed just under market value.

Mr. Schneider noted that the DRA allowed range is within 10% of market value, so our assessments, which were done two years ago, still look good.

Mr. Kluge said that the overall numbers might be good, but that the waterfront properties are assessed further under their values.

Mr. Cummings asked whether tax rates would go down if properties' assessments were brought up to market value. Mr. Schneider said they wouldn't.

Notice of Shoreland Permit Application – Map 50, Lot 42, 22 Lewin Road:

Mr. Schneider shared a letter from CLD Consulting Engineers, notifying the Town of the property owner's application to remove the house and garage on the subject lot and replace them with a new house, garage, driveway and septic system.

IV. BOARD REPORTS

None

V. TOWN MANAGER'S REPORT

Mr. Schneider said that a FEMA grant had been awarded for the Lovejoy Brook project, so TIF money can be used. He hoped the work could be started soon, and said it will be a real improvement for that road. The planned \$300,000 culvert may end up being a bridge, he said.

The Town is responsible for 25% of the cost, and it must be constructed to FEMA standards. It will be a big improvement for the brook and the habitat.

VI. PUBLIC COMMENTS

None.

VII. BUSINESS**Swearing in of Michael Crate as Full Time Police Officer:**

Chief Crate presented Michael Crate to the Board for swearing in as a full-time officer with the Enfield Police Department.

Chairman Crate administered the oath, and the Board congratulated the new Officer.

Town Meeting:

Town Moderator, Dr. Beaufait said the ballots were all set for Town Meeting. He was still waiting for final advice from the Town Attorney, Jim Raymond, on how to handle the Library Trustees' withdrawal of their bond Article.

He said the consensus at a recent Moderator's workshop was that the wording was not important, and that the Town simply could accept the withdrawal.

Mr. Schneider said the Board would raise the Article as a regular motion and second, then the Trustees would make a brief presentation, requesting the withdrawal of the Article from Town consideration.

It would be important *not* to Table the Article, because someone could "un-table" it at the end of the meeting, and then it would have to be subjected to a vote.

Mr. Cummings anticipated that someone would raise the issue of the fire truck. Dr. Beaufait said they would be ruled out of order, unless it was raised during discussion of Article 14 (To hear the reports of agents, auditors, committees, or any other officers heretofore chosen and pass any vote relating thereto.).

Dr. Beaufait said the three Articles being voted on by paper ballot would be introduced succinctly, to synchronize the three one-hour balloting time windows as closely as possible. The meeting preamble and introductions normally take about half an hour, then the balloting would be opened.

Mr. Schneider noted that March 8 would be the last day people could register to vote at Town Meeting.

Mr. Schneider distributed his draft presentation for the Lakeview project for Board review.

He also distributed the Board script, which indicated the assignments for making and seconding motions.

He said Lee Carrier would present Article 5 (truck and truck bodies), and that his presentation likely would also cover Articles 6 (Boys Camp Road bridge), and 9 (assorted equipment and doors), and possibly 8 (CIP).

The Budget Committee Chair, Sam Eaton, would present Article 7 (Town budget).

Mr. Schneider would discuss Article 10 (deficit), and Article 11 (conveyance of the religious burial ground).

Alan Strickland would present Article 12 (Conservation Commission expenditure for lands the Town will not own).

Mr. Schneider said the discussion of Article 10, the deficit, would include discussion of undesignated funds.

Mr. Cummings said there would be reaction to the personnel budget increases. There already had been discussion in public forums (like the ListServ), with people sharing rumors as fact. He said

most of what he'd seen was misinformation. One of the items was the Personnel line item in the budget. People didn't seem to understand that particular item included retirement and benefits. The rumor has been that the Town has been creating full time benefitted positions even when it is in financial trouble; folks believe the Town is being mismanaged.

Mr. Kiley suggested relabeling the line item to say "Benefits." Ms. Bonnette said the State form dictates the line item labeling.

Mr. Schneider said that he would include clarification in the presentation, and invited Board input prior to Town Meeting.

Mr. Cummings said the discussion would bleed into other Articles. Several people believe and have been spreading rumors that the Town is in dire shape.

Dr. Beaufait suggested that presenting the transfers from the Undesignated Fund were presented as a percentage of each year's budget, people might understand better.

Mr. Kluge agreed, saying that a recent article in the Valley News about the \$300,000 did not help.

Mr. Cummings said it would be important to clearly communicate the facts at Town Meeting, that the Town is not in financial ruin; if people start not buying, we'll be in rough shape.

Mr. Cummings said that he has always said the way we budget leaves no wiggle room, so things like the deficit are going to happen.

The tighter you do things, the more likely there'll be shortfalls. We're not over-budgeting; we have good years.

Mr. Schneider said he'd be comfortable saying that at Town Meeting. The Police Department would be a good example; we didn't include budget for full-time positions for the early part of 2015, but the positions/need were there. Now they're back in the budget because we're filling the positions, so it looks like a huge increase.

Seating arrangements for Town Meeting were discussed. It was suggested that separating the Budget Committee from the Selectboard and Town staff created an "us versus them" appearance that was uncomfortable.

Dr. Beaufait said he'd think about a way to avoid that.

Trash also will come up as part of the budget discussion because we're over-expensed on trash every year.

Dr. Beaufait said that the only option for those who object would be to present an amendment to change the bottom line.

Mr. Schneider agreed, and said that if we do that, we'd have to take the money away from somewhere else, since the trash is subject to the terms of a contract.

Food Pantry Sign:

Mr. Schneider presented an image of the sign that Friends of Mascoma would like to mount on the back of Whitney Hall near the "Falling Ice" sign.

Blacksmith Alley Water Service:

Mr. Schneider shared an e-mail from the property manager and suggested that the Town can share with them. The property is on private service, not our line.

Mr. Taylor agreed, saying the Town's responsibility ends at the shut off that is located at the sidewalk.

Boys Camp Bridge Bids:

Mr. Schneider shared the list of received bids in response to the Town's Request for Proposals. The low bid of \$97,322 came from Hansen Bridge (which previously had estimated \$150,000 for the job).

There may be expenses for approaches and finishes. It will be a nice 120,000lb bridge.

Mr. Crate asked how long the bridge was projected to last. Mr. Taylor said 50 years – the same as others. It will be 16 feet wide (current is 11'4") and a little longer than the existing bridge. Going wider than 16 feet would have required more permits.

Mr. Cummings suggested showing a blowup of the sample image at Town Meeting.

NH DOT District 2 – Proposed Resurfacing Program CY 2016:

Mr. Schneider shared the State plans for road resurfacing for the year. The resurfacing will be done on four (4) miles of Shaker Hill Road, one (1) mile of Main Street and seven (7) miles of Route 4a, plus a little striping and relocating crosswalks.

The resurfacing will be 3/4" shim. It won't be patchy, but they won't be going to the extent of tearing up current surfaces. The roads will be flat.

The Whitney Hall crosswalk will move to be closer to the driveway.

The State will do the initial work, then it will be up to the Town to maintain. The State only has four (4) people to do the striping for the whole state.

Mr. Kluge noted that the report recommended additional lighting, and asked if that meant that more lighting was not required.

Mr. Crate said there should be lighting at the intersection of Routes 4 and 4a. Chief Crate said the State planned to do that.

Chief Crate wondered if brighter bulbs would suffice where additional lighting was suggested.

Mr. Crate agreed, saying a change to clear LED would provide more light without more money.

Mr. Crate asked if sewer covers would have to be raised. Mr. Taylor said that 35-36 structures would be affected. He hoped for a week's notice so that the DPW could prepare them. It won't be like

what they have in Canaan, where the manholes are too low. He said they have the rings, but don't want to do it too early.

Lakeview Sewer Extension / Agreement:

Mr. Schneider distributed the MOU that had been drafted by the Town Attorney, saying it was being reviewed and considered by the Lakeview attorney.

Mr. Schneider said he was pleased with the document. It protects us; the Town doesn't pay for anything but will end up owning the extension. The condominium association would make up the difference for non-payments.

Mr. Schneider said he would have a map from the engineer to show at Town Meeting, and that work could start in July if the Article was approved at Town Meeting.

Lakeview still had not decided which grant they would use for the project; they could choose both.

Mr. Cummings expressed continuing reservations about the 40-year term.

Mr. Schneider said it was no longer going to be 40, but had come down to 30 years. There were sliding scales for the financing, but the longest possible duration was 30 years.

People along the sewer extension could connect, but that won't be required.

Lakeview also eventually would be able to develop on their former septic fields, once that land has recovered.

The Town should require hookups for development on those lands so that this year's situation doesn't happen again.

Dr. Beaufait asked if other property owners would have to hook up right away (would it be a 'now or never'). Mr. Schneider said no, the option would continue to be open to them.

Mr. Kluge asked if the extension work would encroach on the woods at all. Mr. Schneider said no, it would keep to the right of way.

Mr. Cusick asked if the Heritage Commission had concerns. Mr. Schneider said that they didn't. They had become involved because of the discovery of a previously forgotten historic district, the Enfield Shaker Scenic Byway along Route 4A.

The benefit of the additional district is that it allows properties to apply for funding for promotion and preservation.

Mr. Schneider said a betterment assessment will be added to Lakeview owners' tax bills when the debt service has to be paid.

Administrative Items:

The Board reviewed and approved Timber Tax Warrant

Other Business:

Mr. Cummings made and Mr. Crate seconded the motion to adjourn to Non-Public Session at 7:05 PM, RSA 91-A:3 II (b). Roll call vote: Mr. Cummings – aye, Mr. Crate – aye, Mr. Kluge – aye, vote unanimous in favor of the motion.

Mr. Cummings moved to come out of non-public session at 7:20 PM, Mr. Crate seconded, vote unanimous in favor of the motion.

Next Meeting: Monday, March 21, 2016, Whitney Hall Conference Room

Adjournment:

Mr. Cummings moved to adjourn at 7:20 PM, Mr. Kluge seconded, vote unanimous in favor of the motion, meeting adjourned.

Donald J. Crate, Sr., Chairman

John W. Kluge

B. Fred Cummings
Enfield Board of Selectmen