



Board of Selectmen
Public Works Facility
74 Lockehaven Rd., Enfield, New Hampshire
Meeting Minutes – February 20, 2018

Board of Selectmen: John Kluge, Meredith Smith, Fred Cummings

Administrative Staff: Ryan Aylesworth, Town Manager; Alisa Bonnette, Assistant Town Manager; DPW Director Jim Taylor

Others: Annabelle Bamforth (minutes), Jim Bonner (video), Marcia Herrin, Dan Kiley, Katherine Stewart

I. Call to Order

Mr. Cummings called the meeting to order at 6:00 PM.

II. Approval of Minutes

Mrs. Smith motioned to approve the minutes of the February 6th meeting, and Mr. Kluge seconded the motion. The minutes were approved 3-0.

Mr. Kluge suggested that the minutes should include vote tallies for the opening and closing of public hearings. The Board agreed.

III. Communications

None.

IV. Board Reports

Mrs. Smith noted an upcoming informational meeting for Mascoma Lakeside Park.

V. Town Manager's Report

Mr. Aylesworth discussed the publication of the town warrant and the town report set to be mailed to resident homes ahead of the scheduled town meeting. He thanked Ms. Bonnette for her hard work in the development of these documents.

Mr. Aylesworth noted that there was a meeting with Town Counsel scheduled regarding the dispute with Kingsbury in relation to the completion date of the Route 4-A Lakeview sewer extension project.

Mr. Aylesworth told the Board about a recent productive meeting with the ambulance department discussing potential changes and improvements.

Mr. Aylesworth noted three vacant town positions have been advertised and said he will update on the progress of filling these positions. He went on to tell the Board that employee performance evaluations are being revised. Mr. Kluge asked for a copy of the new template.

Mr. Aylesworth said that Curtis Payne has been reviewing the proposed Comcast franchise agreement as a courtesy.

Mr. Aylesworth said that he is setting up meetings with firms to serve as consultants for the wastewater management study.

Mr. Aylesworth announced that following a request to the Byrne Foundation, the Foundation agreed to pledge \$15,000 to the cost of the regional recreation director's position.

VI. Public Comment

None.

VII. Business

Dog Park Rules – Marcia Herrin:

Marcia Herrin spoke on behalf of the Board of Mascoma Valley Dog Park Supporters (MVDPS). Ms. Herrin told the Board that this past fall, she met with Chief Crate and Mr. Aylesworth to discuss how to handle incidents and disputes between dog owners. She noted that as a nonprofit managing on town land, the board has had no authority to enforce any of its rules, and added that Enfield's other parks are enforced by the Board of Selectmen.

Ms. Herrin said that she was hoping for the Board's approval of the following approach presented. She presented the Board a document of proposed safety protocols. Ms. Herrin explained that moving forward with these protocols, in most cases, the MVDPS board would investigate and address most incidents. In more serious cases, the MVDPS board would issue an incident report to the Town Manager, who would be in charge of making a final decision. Ms. Herrin added that there would be an option for a party to appeal a decision to the Board of Selectmen within 30 days of the Town Manager's decision.

Mr. Aylesworth said he has discussed with legal counsel and is comfortable with the process but noted the possibility of refining it.

Ms. Herrin noted that very few incidents have occurred, but there was one significant case that involved a vet bill.

Mr. Cummings said he felt comfortable with this plan and asked if Chief Crate had seen it. Mr. Aylesworth confirmed.

Mr. Kluge moved to accept the safety protocols proposal by the Board of Mascoma Valley Dog Park Supporters. Mrs. Smith seconded the motion. The motion was approved 3-0.

Lakeview Condominiums – Sewer Deficit Reduction Surcharge:

Kevin DelMastro, President of Lakeview Homeowners' Association, shared concern about the charge being applied to Lakeview residents; he said that the deficit has been building for years, and all new customers are paying in addition to existing users. Mr. DelMastro said it was his understanding that the

deficit was largely due to undercharging users, so previous users had seen a benefit. Mr. DelMastro said that he did not agree with the application of the sewer deficit reduction charge to new users.

Mr. Aylesworth said it was an unfortunate situation overall and explained that the action to address the sewer deficit happened to coincide with the completion of the Lakeview sewer extension, but that this certainly was not by design. Mr. Aylesworth said that rates are now finally covering the true cost of operating and maintaining the system while simultaneously reducing the deficit. Mr. Aylesworth said his position remains that any new user would be subject to this charge, as any new user moving into town and connecting to the sewer system would. Mr. Aylesworth said that excusing Lakeview could lead to complicated legal matters. Mr. Aylesworth noted that the Lakeview extension is tied to existing infrastructure that was paid by previous and existing users; he added that he would recommend to the Board to stick with the current deficit reduction structure.

Ms. Martha Langill explained that she bought her home in Lakeview 31 years ago, and has paid for a failed sewer system.

Mr. Kluge noted that the town extended itself to help Lakeview residents.

Mr. Cummings said he was the lone dissenter in charging the sewer deficit reduction charge to Lakeview but understood why it was being applied.

Mr. Kluge said that whatever the expenses are at Lakeview are likely far less than an entire new leach field and system at the complex and added that the Town went to great lengths to help Lakeview with its failed sewer system.

Another resident of Lakeview Condos stated that it appeared some of the property taxes paid have been essentially paying for other people's sewage. She noted that dues are currently \$345 a month to pay back sewer pumping and now there is a sewer surcharge on top of that.

Ms. Langill clarified that she and many others are grateful for the Town's help.

The Board was asked if other homes could hook on. Mr. Aylesworth said that the extension is a forced main system, unlike the gravity system on Route 4 that allows more connections. He said that he is encouraging "clusters" of homes on Route 4A to tie in, as the connections must be made in groups.

Mr. Cummings said that this conversation would need to continue in the future.

Dan Kiley noted that there are 20 properties on Route 4 that must connect to the Town sewer line and they'll also have the surcharge.

Katherine Stewart stated that in regards to who is responsible for paying the surcharge, it should be realized that landlords have a difficult time recapturing all their fees, as the rent can only be raised so much; landlords will be eating a lot of the cost.

Mr. Aylesworth said that he is working to have a comprehensive study completed. He said that the new rate structure is a reflection of what the Board hopes is a charge that won't increase the sewer deficit, and the surcharge is in place to reduce the deficit.

Mr. Kluge said the Board would continue to discuss this issue.

Anne's Place Request for Consent to Transfer Ownership:

Andrew Winter, Executive Director of Twin Pines Housing, shared a presentation to obtain the Town's consent in transferring ownership of the property of Upper Valley Supportive Housing (UVSH) to Twin Pines Housing. Mr. Windsor explained that Anne's Place was developed in 2002-2003. He said there are 10 units plus a manager's unit. He said that the project has reached its 15-year mark and the invested limited partners wish to exit the partnership used by Twin Pines to develop the project. He said the Town's approval was needed to assign the interest of the invested limited partner over to Twin Pines Housing. Mr. Winter said that ownership and management will stay the same.

Mrs. Smith asked for more information about plans for redeveloping. Mr. Winter said that the property is showing wear and the plan is to look at roofs, windows, doors, and heating systems.

Mrs. Smith asked about the tenancy process. Mr. Winter said the process is extensive and includes certifying tenants each year via pay stubs, income verification, tax returns, and bank accounts.

Mr. Aylesworth asked about the process for tenants running into trouble with the law. Mr. Winter said that management has strict policies and noted that incidents of violence are immediate grounds for eviction. Mr. Winter added that the management's attention to such incidents have served as a preventative measure against additional measures such as police presence.

Mr. Aylesworth said he shared the request with Town Counsel and has heard no feedback yet.

Mr. Kluge made a motion to approve the Twin Pines Housing transfer change request subject to review by Town Counsel, Mrs. Smith seconded. The motion passed 3-0.

Public Hearing**2018 Town Meeting Warrant Article Relative to Allowing the Operation of Keno in Enfield**

Mrs. Smith motioned to open the public hearing at 6:56 PM. Mr. Kluge seconded the motion. Public hearing opened at 6:56 PM with a vote of 3-0.

Public Comment:

Mr. Kiley asked why there was a hearing for this; Mr. Aylesworth said there was a legal requirement to hold a hearing within a specific time window. This article allows the Town to vote whether to accept the operation of keno within Enfield in accordance with RSA Ch. 284:51 and RSA 31:131.

There were no further public comments.

Mr. Kluge motioned to close the public hearing at 6:57 PM. Mrs. Smith seconded the motion. Public hearing closed at 6:57 PM with a vote of 3-0.

Route 4A Sewer Extension / Shaker Landing Sewer Update:

The Board acknowledged Mr. Aylesworth's earlier update about the hearing regarding Kingsbury. Jim Taylor said there was nothing new to report.

Mascoma Lakeside Park (MLP) Fundraising Committee / MLP Committee Appointments:

Mr. Cummings asked if the Board can appoint a nonresident to a committee. Ms. Bonnette confirmed.

Mr. Cummings said this was a great list of members.

The Board acknowledged that the Mascoma Lakeside Park Fundraising Committee and Mascoma Lakeside Park Committee seek to merge into one committee; this calls for a Board vote to dissolve the Fundraising Committee and a vote to establish the Mascoma Lakeside Park Committee and appoint members to this committee.

Mr. Aylesworth’s suggested listing himself and Scott Osgood as staff support rather than members. Mr. Cummings suggested listing Mrs. Smith as a Selectman’s representative.

Mr. Kluge made a motion to disestablish the Mascoma Lakeside Park Fundraising Committee and establish the Mascoma Lakeside Park Committee with the proposed members as listed. Mrs. Smith seconded the motion. The motion passed 3-0.

Mrs. Smith made a motion to accept the Mascoma Lakeside Park Committee’s mission statement. Mr. Kluge seconded. The motion passed 3-0.

Library Trustee Alternate Appointments:

Mrs. Smith made a motion to approve the library trustees’ appointment of Andi Diehn as an alternate trustee for another year and Susan Southworth as an alternate for one year. Mr. Kluge seconded the motion. The motion passed 3-0.

Advance Transit Board of Directors Appointment:

Mr. Kluge made a motion to reappoint Jim Taylor to the Advance Transit Board of Directors for a 3-year term expiring June 30, 2020. Mrs Smith seconded the motion. The motion passed 3-0.

Administrative Items: Certificate of Posting 2018 Town Meeting Warrant:

The Board signed the Certificate of Posting 2018 Town Meeting Warrant.

VIII. Next Meeting

Monday, March 5, 2018, 6:00 PM, Public Works Facility, 74 Lockehaven Road, Enfield

IX. Adjournment

Mr. Kluge motioned to adjourn the meeting. Mr. Cummings seconded the motion. The meeting was adjourned with a 3-0 vote at 7:09 PM.

B. Fred Cummings, Chairman

Meredith C. Smith

John W. Kluge
Enfield Board of Selectmen