

**TOWN OF ENFIELD**  
**ENFIELD BOARD OF SELECTMEN**  
**MINUTES**

**Date:** Monday, March 19, 2018  
**Time:** 6:00 PM  
**Location:** Public Works Facility, 74 Lockehaven Road

**Board of Selectman:** John Kluge (absent/excused), Meredith Smith, Katherine D.P. Stewart

**Administrative Staff:** Ryan Aylesworth, Town Manager; Alisa Bonnette, Assistant Town Manager

**Others:** Denise Shibles (Secretary), Jim Bonner (video), Dan Kiley, Kurt Gotthardt, Dominic Albanese, Shirley Green

**I Call to Order**

Mrs. Smith called the meeting to order at 6pm.  
Mrs. Smith welcomed newly elected Katherine D.P.Stewart to the Board.

Vote for Chairman of the Board: Ms. Stewart nominated Mrs. Smith as Chairman and she accepted the post.

**II Approval of Minutes**

None (March 5, 2018 minutes are on hold for approval at the April 2<sup>nd</sup> meeting.)

**III Communications**

**NH DES Correspondence: Harris Brook Reservoir** - Mr. Aylesworth stated he received a letter from the Dept. of Environmental Services regarding the 2018 inspection of the Harrisburg Reservoir Dam. He will invite DPW Director Jim Taylor to accompany him and will keep the Board posted.

**Corrected Town Clerk's Report – February 2018** - The Motor Vehicle Revenue Report was revised but is still ahead of last year.

**John P. Carr, Assistant Moderator – Recognition of Acting Chief Roy Holland** - Mrs. Smith read a letter from Mr. John Carr commending Acting Chief Holland on a job well done on Town

Meeting Day. He was very attentive to the needs of the voters during a very stormy day. The Board also expressed their thanks to Chief Holland.

#### **IV Board Reports**

None.

#### **V Town Manager's Report**

- Mr Aylesworth stated he received positive feedback from the community surrounding Town Meeting.
- Mr. Aylesworth reported that Ms. Bonnette has created a draft of the MS-232 report.
- Mr. Aylesworth also reported the CIP committee recommends the Board purchase the PD cruiser outright due to the rising interest rate. It cannot be ordered until mid-May and will not be delivered until August.
- Mr. Aylesworth stated the contracts for the new financial and permitting software (Avitar & Accufund) are being signed and transmitted to the vendors.
- Mr. Aylesworth stated the Shaker Dog Park Association has decided to change its policy regarding intact male dogs. They will now be allowed in a certain section of the park, Ingrid's Park, that is used for training.
- Mr. Aylesworth reported the designated fund balance, as reported by the auditor, is up from 2016 year end.
- Mr. Aylesworth stated the DOT does not seem to be willing to reconsider the requirements for Jake's Market regarding left –hand turns. Mr. Bergeron told him this won't deter them from the project.
- Mr. Aylesworth stated there was a meeting recently with NH DES relative to a letter of deficiency regarding the Lovejoy Brook Bridge. There was an inspection done and they feel the riprap was installed without notice to the DES. Going forward all work needs to be reported to them, prior to being done.
- Mr. Aylesworth stated that town counsel is preparing for mediation regarding the Kingsbury dispute over final payments and substantial completion of the NH Route 4A sewer extension.
- Mr. Aylesworth stated he and Curtis Payne reviewed the Comcast Cable Renewal Agreement and he asked Mrs. Stewart if she would like to take a look at it. She agreed to do so.
- Mr. Aylesworth reported that Steve King has been offered the position of light equipment operator. He is expected to start April 9<sup>th</sup>.
- Mr. Aylesworth said they had several candidates for the Tax Collector/Deputy Town Clerk position. Interviews will start March 21<sup>st</sup>. He will be asking the new hire to attend 2 workshops and the Regional Town Clerk annual meeting.
- Mr. Aylesworth stated he has collected all the self-evaluations from department heads.

#### **VI Public Comments-**

**Kurt Gotthardt – NH Route 4A Sewer Extension -** Mr. Gotthardt had a question regarding the Kingsbury project being completed. Mr. Aylesworth assured him it was nearly done and would be completed.

**VII Business**

**Library Trustee Resignation/Appointment (RSA 669:75)** - Mrs. Smith read Francine Lozeau's resignation letter as a Library Trustee. She also read the Trustees recommendation letter to appoint Dominic Albanese to the post.

Mrs. Stewart made a motion to appoint Dominic Albanese to the position. Mrs. Smith seconded the motion. The vote was unanimous 2-0.

**Town Meeting Review** - Mr. Aylesworth asked if there were any things needed to be addressed and the Board felt there was none. They wanted to thank both Mr. Aylesworth and Ms. Bonnette for all their excellent work.

**Bid Results for DPW Vehicles & Accessories** - Mr. Aylesworth reported the vendors recommended by DPW for each piece of equipment as follows:

10 Wheeled Dump Truck - SG Reed, International HV \$164,471

Mrs. Stewart made the motion to purchase the SG Reed, International HV for \$164,471. Mrs. Smith seconded the motion. The vote was unanimous 2-0.

One Ton Cab and Chassis - Grappone, Ford \$27,825. No motion needed.

One Ton Service Body - Fairfield, Stahl \$5,188

Mrs. Stewart made the motion to purchase the Grappone, Ford for \$5,188. Mrs. Smith seconded the motion. The vote was unanimous 2-0.

Snow Plow Mounted on One Ton Truck – Dyer's, Fisher \$4,798.

Mrs. Stewart made the motion to purchase the Dyer's Fisher for \$4,798.

Mrs. Smith seconded the motion. The vote was unanimous 2-0.

**Mascoma Lakeside Park Committee** - Mr. Aylesworth reported the donations totaling \$9700.

Mrs. Smith made the motion to accept the donations totaling \$9,700. Mrs. Stewart seconded the motion. The vote was unanimous 2-0.

Administrative Items, if any - The Board approved and signed the following documents:

Disabled Exemption Application, Veterans' Tax Credit Applications, Current Use Application, Certifications of Yield Taxes Assessed

**Other Business** - Mr. Gotthardt reported he and Charlie DePuy have been recording the locations of streetlights and whether or not they should be paid for by the Town and/or removed. They will be making recommendations in the future. It has been suggested one should be placed near the 56 Main St. crosswalk and possibly at the end of Lockehaven Rd.

**VIII Next Meeting**

Monday, April 2, 2018, 6 PM, Public Works Facility, 74 Lockehaven Road, Enfield

**IX Adjournment**

Mrs. Stewart made the motion to adjourn. Mrs. Smith seconded the motion. The vote was unanimous 2-0. The meeting was adjourned at 6:56pm.

Respectfully submitted,

Denise D. Shibles  
Recording Secretary

---

Meredith C. Smith, Chairman

---

John W. Kluge

---

Katherine D. P. Stewart  
Enfield Board of Selectmen