

Enfield Board of Selectmen Minutes

Monday, April 2, 2018

6:00 PM

Public Works Facility, 74 Lockehaven Road

Board of Selectmen: Meredith Smith (Chairman), John Kluge and Katherine D.P. Stewart

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

Others: Denise Shibles, Secretary; Jim Bonner, Videographer; Dan Kiley; Marsha Herrin, John & Kathryn Harlow, Bob Gill and David Beaufait

I Call to Order

Mrs. Smith called the meeting to order at 6:00pm.

II Approval of Minutes

Mr. Kluge motioned to approve the minutes of March 5, 2018 and Mrs. Smith seconded the motion. Ms Stewart abstained. The vote was 2-0 in favor of the motion.

Ms. Stewart motioned to approve the minutes of March 19,2018 and Mrs. Smith seconded the motion. Mr. Kluge abstained. The vote was 2-0 in favor of the motion.

III Communications

Mr. Aylesworth reported there were no written communications but that he had lots of positive feedback regarding the performance of Acting Chief Roy Holland on Town Meeting Day.

IV Board Reports

Planning Board – Mr. Kluge reported the Planning Board met on Wednesday, March 28th. Mickey's is interested in expanding parking. 64 Main St. still has parking and dumpster issues. Mr. Kelleher, owner of the Copeland building, wants to expand the restaurant over the river. The State will be involved. He also reported he is purchasing the blue storage building across the street from George's AG. He wants to create a raised apartment building with parking underneath. There may be issues with infringing on the Rail Trail.

Heritage Commission – Mrs. Smith reported the Heritage Committee is still working on funding, via grants, for the Enfield Center Town House. She also reported that the Shaker Village Scenic Byway is moving along.

V Town Manager's Report

Mr. Aylesworth reported the following:

- Regarding the YTD expenses- 78% of budgeted amounts are still available in the general fund; Tax collection report has no drop offs; Motor vehicle report is outpacing last year.
- The Strategic Governance Committee will be meeting Wednesday.
- Kingsbury Dispute- mediation will take place in the next couple of weeks. The mediator will be Greg Clayton of the office of Primmer Piper Eggleston & Cramer in Manchester. There is a "pre-mediation" meeting scheduled with town counsel, Pathways and other pertinent parties to review the claims and make final preparations for the mediation meeting in late April.
- Mr. Aylesworth and Roy Holland will be taking part in site visits to street lights in regards to whether they are needed and/or giving sufficient lighting.
- Mr. Aylesworth met with Human Services Director and the Mascoma Food Pantry resulting in a very productive collaboration of services to those in need.
- Game cameras have caught vehicles on the "sidewalk" at Mascoma Lakeside Park. Other than a frequent visitor of a bear cub, they did see a Ryder truck on the walk. The police are helping to resolve this issue.
- The cover letter asking for grant funding is being created for the Northern Border Regional Commission for Lakeside Park.
- The Annual Water Quality Report from the Water Department is now available online.
- The request for proposals for paving projects has been submitted and will be publicized in the next couple of weeks.
- The first quarter Water & Sewer bills using the new rates are going out soon.
- The new software is in progress and online bill pay should be in place in time for property tax bills and second quarter Water & Sewer bills.
- Steve King, new Light Equipment Operator, started working a week early and seems to be doing fine.
- Wendy Huntley has accepted the position as Tax Collector/Deputy Town Clerk and will start April 23rd. She will be attending several workshops connected to her new role.
- Department Head annual performance evaluations, self-assessments and supervisor evaluations have been completed and all in-person meetings have taken place. Mr. Aylesworth felt he had good discussions with all involved.
- The April Newsletter was sent out today (April 2nd)
- Mr. Aylesworth will attend the Community Partners Meet and Greet being held for the new School Superintendent, Amanda Isabelle.
- Mr. Aylesworth will also be attending the April 26th meeting of Upper Valley municipal managers, organized by LACoC, to discuss shared economic development goals.
- Mr. Aylesworth reported that all is pretty quiet on the Police Dept. front as reported to him by Acting Chief Holland.

VI Public Comments

None.

VII Business

Shaker Field Dog Park Rules & Harlow Appeal – After hearing presentations from Marcia Herrin and John Harlow regarding the revised rule of allowing unaltered dogs over one year of age only into Ingrid’s Park, the Board decided to accept the revision.

Mr. Kluge motioned to accept the revision for a trial period of one year and it was seconded by Mrs. Smith. The vote was unanimous in favor of the motion, 3-0.

Property Tax Relief Request – Mr. Gill requested some relief of property tax interest and penalties he owes. He stated he will have the principal paid by April 15th.

Mr. Kluge motioned to abate the penalties and freeze the interest as of April 2nd and have a payment plan created to address the balance of interest. Mrs. Smith seconded the motion and the vote was unanimous to accept the motion. The vote was 3-0.

Alisa reported that the town would like to be more proactive, with those who might be having difficulty in paying taxes, in the future.

Town Meeting Review – Mr. Beaufait asked that Board members commit to fulfill their obligations by attending the town meeting if they are not re-elected. He also feels it’s time to “pass the torch” as Moderator next year. He is slightly concerned with bundling warrant articles as they seemed a bit unclear. He is also concerned with the length of presentation and discussions but thought the meeting this year was very well done.

38 Birch Lane-Fieldstone Ridge – Mr. Aylesworth reported that after being paid the back taxes on 38 Birch Lane, the Town would deed the property back to the original developer or homeowner formed LLC, who will sell to a new buyer.

Organization of Committee Representation –

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| Budget Committee-John | CIP Committee-Kate |
| Heritage Commission-Meredith | Mascoma Lakeside Park Committee-Meredith |
| Planning Board-John | Enfield Village Association-Kate |
| Enfield Shaker Scenic Byway-Meredith | Steering Committee for Strategic Governance- Kate |

Sewer Connection Requests – Mrs. Smith motioned to approve both requests, from Salmon and Loupis, with applicants paying all expenses. Mr. Kluge seconded and the vote was unanimous in favor of the motion, 3-0.

Wastewater Asset Management Loan – The documents for the Wastewater Asset Management Loan need to be signed and notarized. Mr. Kluge motioned to authorize Ryan Aylesworth to be town signatory on all documents for the Wastewater Asset Management Loan with Mrs. Smith seconding the motion. The vote was unanimous in favor of the motion, 3-0.

Financial Policies – Mr. Aylesworth reported he would like to provide a more comprehensive Financial Policy to the Board at a later date to include an investment policy and fund balance policy, etc.

Lakeview Sewer Extension/Kingsbury – Mr. Aylesworth stated that a subcontractor will be fixing the damage done to Lakeview properties that Kingsbury refuses to cover. This cost will be included of the mediation process.

Mascoma Lakeside Park Donation – Mrs. Smith reported that some shrubbery has been damaged at Lakeside Park and they are hopeful the nursery will be replacing them per their agreement.

Mrs. Smith moved to approve the \$2050.00 in donations for the Mascoma Lakeside Park Expendable Trust Fund. Mr. Kluge seconded and the vote was unanimous in favor of the motion, 3-0.

MVPR Ski & Ride Program Donation – Ms. Stewart moved to accept the donation of \$200 to the Mascoma Valley PR Ski & Ride Program. Mrs. Smith seconded and the vote was unanimous in favor of the motion, 3-0.

Administrative Items – Mrs. Smith moved to approve the Veterans Tax Credits for Tom & Michelle Kuskie. Mr. Kluge seconded and the vote was unanimous in favor of the motion, 3-0.

Mrs. Smith motioned to approve the Veterans Tax Credits for John Cattabrigga. Mr. Kluge seconded and the vote was unanimous in favor of the motion, 3-0.

Enfield Center Town House – Mrs. Smith spoke about the Enfield Center Townhouse not applying for the L-Chip grant (keeping that for Whitney Hall) but for the Moose plate grant. A matching \$5,000 grant will help cover the study that needs to be done.

She also reported that Andrew Cushing has been extremely helpful in this endeavor.

VIII **Next Meeting**

The next meeting is Monday, April 16, 2018 at 6pm at the Public Works Facility, 74 Lockehaven Road.

IX Adjourment

Mr. Kluge moved to adjourn, at 7:40pm, with Mrs. Smith seconding. The vote was unanimous in favor of the motion, 3-0.

Respectfully submitted,

Denise Shibles
Recording Secretary

Meredith C. Smith, Chairman

John W. Kluge

Katherine D. P. Stewart
Enfield Board of Selectmen