

**Enfield Board of Selectmen
Public Works Facility, 74 Lockehaven Road
Enfield, New Hampshire**

MINUTES of September 17, 2018

Board of Selectmen: Meredith C. Smith, Chair; John W. Kluge, Katherine D.P. Stewart

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

Others: James Bonner (video); Charlie Clark, Energy Committee; Kim Quirk, Energy Committee; Kurt Gotthardt; Mike Moore; Susan Brown; Francis Stoddard; Dwight Marchetti; Wade Campbell

CALL TO ORDER

Mrs. Smith called the meeting to order at 6:02 PM.

APPROVAL OF MINUTES

September 4, 2108:

Corrections:

Page 5, 6th paragraph from bottom, 'also' misspelled.

Page 7, 6th paragraph from top a period is missing from end of paragraph.

Page 8, 4th paragraph down a space needs to be placed between 'documents' and 'were' and on the following line 'documents' needs to be spelled correctly.

Mr. Kluge moved to approve minutes as corrected, Ms. Stewart seconded. Vote unanimous in favor of the motion, 3-0.

Approval of minutes from non-public session, September 4, and regular minutes from September 10:

Ms. Stewart moved to approve minutes from non-public session, September 4, and regular minutes from September 10, Mr. Kluge seconded. Vote unanimous in favor of the motion, 3-0.

COMMUNICATIONS

No communications.

BOARD REPORTS

EVA (Enfield Village Association):

Ms. Stewart reported that EVA meets next on Wednesday, she will not be there but she has spoken to Kim Quirk. The scarecrows have been deployed.

TOWN MANAGER'S REPORT

Mr. Aylesworth is starting a new process whereby he will prepare a lengthy report to be included with the meeting minutes and posted online. During the Selectmen meeting a synopsis of this report will be given only.

Revised estimated revenues were submitted to the state.

A job vacancy was posted 9/10 for a police sergeant. Applications are due by 9/28; this position is to replace the vacancy created by the recent promotion of Roy Holland in the department. Interested parties are already making themselves known.

Mr. Aylesworth, Public Works Department and Pathways Consulting met with officers from the Shaker Landing Condo Association to answer some questions about the betterment assessment calculation and potential alternative arrangements for payback of the loan. The information exchange was productive. Although the town's position and approach have not changed, it was helpful to create better understanding and contentment with the situation.

We have a few new vehicles, including a police cruiser, that are currently getting detailed and will be in operation in mid to late October. We have purchased a new water and sewer truck.

The 2019 budget season kicked off last week and department heads are beginning to prepare their budget submissions for the year. We are using new software so they are submitting electronically for the first time this year. The Fire Department is planning to submit their draft strategic plan tomorrow at the 9/18 joint Budget Committee/Board of Selectmen meeting.

Mr. Aylesworth further reported that we have completed a thorough review of the RFP submissions for the municipal facilities optimization study and have selected Behr Architecture out of Lebanon. It will be a collaborative effort between Behr Architecture and Shaw Engineering. More information will follow soon including a number of stakeholder meetings that will be part of that process.

Last week Mr. Aylesworth participated in a Grafton Regional Development Corporation meeting. He will be following up with this group to discuss opportunities for municipalities to receive external funding.

Mr. Aylesworth will be away from 9/23-9/26 for the Town Manager Conference in Maryland. He has received a scholarship so that almost all travel costs will be offset.

PUBLIC COMMENTS

Keith Thomas – Shaker Boulevard Road Maintenance:

Keith Thomas of Shaker Blvd. lives by a 90-degree turn right after the bridge on Shaker Blvd. The road keeps deteriorating and the fixes that are made are not good. Gravel collects outside Mr. Thomas' house. He is unsure if anyone has been in touch with Consolidated Communication regarding moving the utility poles. The lines coming across the street are also hanging down too low. It does not appear that anything to correct this is happening – we pay high taxes and he does not see anything happening to correct these problems.

Mr. Aylesworth explained that he is waiting on Consolidated Communications and a draft letter is pending. Highway Supervisor Scott Johnson should be by his house to discuss the situation. There will probably not be a permanent fix due to the location but we are continuing to try to find a solution.

Mr. Thomas further emphasized that the situation keeps getting worse. There are many holes in the road, a lot of gravel, and he has already met with the highway supervisor.

Mrs. Smith suggested we continue on and assured Mr. Thomas that we can trust the town manager to look into efforts to improve the situation.

BUSINESS**Public Informational Discussion: Potential Decommissioning of Certain Streetlights:**

Kurt Gotthardt, on behalf of the Enfield Energy Committee, discussed the proposal to decommission select streetlights. At a previous vote, there were 82 persons in favor and 27 persons opposed to the Enfield streetlight evaluation. Last summer an assessment came up with 46 of 223 lights recommended for removal by the Energy Committee.

Mr. Kluge asked what the current cost is, and Mr. Aylesworth replied that it was approximately \$100/light, and \$20,000 per year.

Mrs. Smith further explained that just the 29 streetlights recommended for removal will be up for discussion. This is a common method to decrease taxes and burden on a town. Town Managers and Chiefs of Police from 8 towns consulted indicated that there was not increase in crime or accidents.

General discussion of the streetlights included the following points:

- Many lights only give a small radius of light extending from the centerline of the light, not even reaching the sidewalk or appreciable distance around the light.
- In some instances the lights give less output (as determined by an instrument to measure candlepower) than a Toyota Tacoma's headlights.
- There was noted that there was no consistency of spacing between the lights, making some redundant.
- There are, in Enfield, 37 miles of road without any streetlights.
- Most Enfield streetlights were added in 1983-1984.
- The town also pays for lights that are located on private roads.

Susan Brown stated that on Depot Street they would like to get rid of one of the lights.

Mr. Aylesworth explained that we are just focusing on the listed lights from the report at this time.

A resident of Crystal Lake Road stated that out of a 6.5 million dollar town budget we are focusing on trying to save \$2600/year?

Mr. Aylesworth explained that anytime we have an opportunity to save any money, we should, as it adds up over time.

Mr. Kluge stated that for the small amount of savings he would keep the lights.

Mr. Aylesworth requested that the group listen to the Police Chief's report prior to making a decision. Chief Holland took the photos and did an assessment of the lights proposed for decommissioning.

Kurt Gotthardt presented maps explaining the scope of the review and then Mr. Aylesworth suggested Chief Holland come up and show his slides of findings.

Chief Holland then presented a slideshow of the 29 streetlights in question. The methodology of the review started with Mr. Aylesworth, Mr. Gotthardt, and Chief Holland riding around town as Mr. Gotthardt pointed out the lights in question. Chief Holland then went back at night to assess each of the lights. Points from Chief Holland's review include the following:

- 8 of the 29 lights are redundant.
- 18 of the lights are dim, covered in trees, or on someone's private property.

- With regard to public safety, if it is decided not to decommission the dim lights, it is the Chief's recommendation that they be replaced with brighter LED lights.

Mrs. Smith stated that she finds the prospect of decommissioning lights on Enfield roads unnerving.

Mr. Kluge agreed and stated that there is a lot of pedestrian traffic at night at the areas described.

Regarding the lights on 4A by the Deachman's farm stand (previously Don Patton's stand), Chief Holland stated that one light works well, one light doesn't work at all, and one illuminates only half of the road. The light on Sloan Road needs to be repaired or decommissioned.

At this point the projector malfunctioned and Chief Holland brought his laptop around individually to the townspeople at the meeting and to the Board to provide explanations of the status of the rest of the 29 lights in question.

Dave Crate, Fire Chief, stated that if someone has a problem that required them leaving their house, like a fire, a streetlight is important for them to have safety while waiting for authorities. He further stated that the lights are quite old and probably haven't been changed in some time. From Perillo's to Estey Lane it is very dark and people are out walking their dogs in late evening and very early morning. The lights that we currently have aren't strong enough to provide safety. The Oak Grove streetlight has been out all summer.

Chief Holland pointed out that on May Street there is a light in a resident's driveway but the town is paying for it. On McConnell Road by the pump house that area may be better served by a motion light.

Mr. Thomas asked why some lights are so much brighter than others.

Mr. Gotthardt responded that some lights have 50 watt bulbs, some have 100 watt bulbs, some are dirty and/or full of bugs, and one light was actually mostly occluded by a hornet's nest.

Chief Holland explained, in sum, that 8 lights are duplicate (2 to a pole), and we are clearly wasting money on those. Regarding the rest, we need to upgrade or remove them, or perhaps wrap them up at night to see in real time how much difference they make as opposed to if they are not there, before we decide to decommission them. Four of the lights flat out are not working. From a public safety perspective, Chief Holland can see why it may be important to keep them, however many of them simply are not illuminating at all or enough to improve public safety.

Mr. Thomas would like to disagree with this assessment.

Kim Quirk, of Main Street, stated that it is important to note that if it is a light that somebody wants, individuals can pay for them.

Mr. Aylesworth reminded the group that this is an informational meeting only, and he would like to continue to use this time to hear from all public present on how they feel about this light report. There is no vote tonight, as much input as possible is being sought.

Francis Stoddard lives just past the firehouse on the left. There is a streetlight that had the pole taken out about a year ago, and since, the pole has been replaced but the light has not. Street lights are for safety and security, if anything we should be discussing adding more, not decommissioning those in existence.

Mr. Marchetti asked Mr. Gotthardt if he recalled who asked him to do all of this evaluation.

Mr. Gotthardt replied that he did this at the request of the Energy Committee at the 4/10/18 meeting. He explained his methodology including doing a GPS of all of the lights during the day to see where exactly they were all located.

Mrs. Smith interjected at this point and requested that we all stay on topic of collecting feedback on the lights in question.

Mr. Marchetti stated that he needs to see how many lights are actually out. He stated that he reported one out, waited two weeks, called the police to report again, and the light wasn't fixed for another five weeks after that.

Mrs. Smith offered that it is safe to say that Liberty Utilities is slow.

Mr. Marchetti stated that the area he lives in is full of wild game and this is a safety concern.

Ms. Stewart stated that she drove around to all 29 lights and is of the opinion that we need a streetlight policy, to convey the policy to the utilities, let the Energy Committee know, and notify all abutters so that they have the opportunity to take over responsibility of lights that they may have a personal interest in keeping.

Wade Campbell, living on Rte. 4A, stated that there are 4 lights out by the cemetery, there are deer, turkeys and bear in that area, and it is not safe as cars get up to 40-50 miles per hour on this straightaway.

Andrea Deachman, also on 4A, stated that this is a huge animal crossing area. On the map there are 26 dots from Shaker Hill to just past George Hill – there are definitely not 26 lights in this area. People go 50 and 55 miles per hour in this area and she sees animals there all the time.

Charlie Clark stated that, if we want LED lights, the we have to pay for the depreciated value of the existing light plus the cost of the new lightbulbs. He stated that it would cost more to pay for LED lights than to decommission them, unless we can get a good rate from Honeywell or similar, at cost.

Mrs. Smith reminded the group that 4A is now a scenic byway and it is her intention to seek a reduction in the speed limit.

PUBLIC HEARING

Continuation from September 4, 2018 – Amendment of the Enfield Sewer Ordinance relative to Betterment Assessments for Lakeview Condominiums

At this time there was a request to have a new motion to continue the public hearing from 9/4/18 regarding the sewer ordinance amendment. The Board had voted at the September 4th meeting to recess until tonight.

Mr. Kluge moved to re-open the hearing. Ms. Stewart seconded. Vote unanimous in favor of the motion, 3-0.

Mr. Aylesworth recapped the progress from the prior meeting. He stated that he has since followed up with the town council and has been informed that the Town is required to stick to the 20-year assessment payback and is trying to relay that to the concerned Lakeview parties. He understands they are not happy about this.

The group acknowledged that Mike Moore of Lakeview was present earlier to discuss this but was no longer present. Chief Holland looked for him outside to no avail, it appeared that he left.

Ms. Stewart asked if there is a way to restructure the payback so it is not as 'painful', for example, an extended program with 5 years at the initially set rate then 6-20 year payback at a higher rate than previously stated?

Mr. Aylesworth explained that we can do the math for setting the rates at a later time, and look for a way to make it as equitable as possible; we just need to approve the amendment for the ordinance tonight. Another assessment won't go out until November.

AS there were no public comments, Ms. Stewart moved to close the public hearing, Mr. Kluge seconded. Unanimous vote in favor of the motion (3-0).

Ms. Stewart moved to accept a resolution authorizing the sewer assessment as amended, Mr. Kluge seconded. Unanimous vote in favor of the motion (3-0).

A motion to approve the amendment of Article 17 of the Sewer Ordinance to change the 28-year payback to 20-years was made by Ms. Stewart, Mr Kluge seconded. Unanimous vote in favor of the motion (3-0).

Interest Rates & Penalties for Delinquent Municipal Water & Sewer User Fees:

Mr. Aylesworth advised the Board that no action is required, he just wanted to let them know that towns are supposed to have their interest rates on delinquent sewer and water bills mirror that of delinquent taxes, so the 12% and 18% pre and post lien. We have been charging a flat 10% penalty. The law on RSA 38.22 is being amended as of April 2019 to reduce the interest rate people pay on delinquent taxes to 8% and 14% pre and post lien – once this happens the corresponding changes will have to be made on the water and sewer side. It is Mr. Aylesworth and the Director of Public Works' recommendation that we hold a public hearing before rates are set the next time to clarify what the interest rate will be.

NHMA Legislative Priorities for 2019:

Mr. Aylesworth advised that the Board has an exhaustive list of the legislative priorities that will be discussed, some are more interesting than others, but if any are of interest to the Board they should let Mr. Aylesworth know. Please note that the interest rate for property tax abatement will be reduced from 6 to 4%.

Inter-Municipal Sewer Agreement Proposed Renewal Update:

Mr. Aylesworth stated that Lebanon has not gotten back to us regarding this yet. We are trying to make sure that as long as we want to be on the system, we will be on the system. We are trying to make an agreement such that it can only be dissolved with the agreement of both parties.

Employee No Smoking Policy:

Mr. Aylesworth reported that in recent weeks there have been concerns about e-cigarette smoking and vaping from a health standpoint. He recommends that the Board update the policy to include e-cigarettes and vaping and institute immediate disciplinary action for violation. Ms. Stewart asked if chewing is included. Mr. Aylesworth reported that it is not included at this time as there is no direct and acute health concern to bystanders. While chewing may be of concern to this group gathered, if we are to continue to govern under NH Clean Air Act, at this time prohibiting chewed tobacco products may be a bit of an overreach. He will continue to look into this to see if this is fact.

Ms. Stewart moved to update the smoking policy as amended, Mr. Kluge seconded. Unanimous vote in favor of the motion (3-0).

Employee Longevity Policy:

In reviewing the policy, Mr. Aylesworth has found that ours is quite generous; as compared to other towns we are an outlier. He did a diligent analysis to be fair to both taxpayers and employees. His recommended system is based on \$1,000 for service in the 10-14 year bracket, \$1,500 for service in the 15-19 year bracket, and \$2,000 for service in the 20+ year bracket. The second thing proposed, to make this up to higher earners, will be set these employees at 80% of what they were earning in 2017. This means no one's aggregate pay would be cut so drastically as to decrease their overall retirement package – Mr. Aylesworth is seeing this as the most important thing. He has discussed with some of those that this will affect, and they are largely in agreement and being understanding. If The Board agrees in concept, Mr. Aylesworth has had discussions with the department heads and asked that they inform their employees.

Mr. Kluge asked if Mr. Aylesworth was certain that this had been discussed with employees. Mr. Aylesworth stated that a staffer had been put in with employees' paychecks, and although he had asked all department heads to discuss this with their employees, he could not be certain to what extent this had been carried out. Mr. Aylesworth has made himself available regarding this in the past and will make himself repeatedly available moving forward.

Ms. Stewart made a motion to approve the Employee Longevity Policy in concept. Mr. Kluge seconded. Unanimous vote in favor of the motion (3-0).

Mr. Aylesworth will come back to the Board with formal language for adoption as an amendment to the Personnel Policy.

ADMINISTRATIVE ITEMS**MS 1 (Total Assessed Value):**

We have had a 3 million dollar increase over last year. This form needs to be signed by the Board and reported to the NH Dept. of Revenue Administration (DRA). All Board members signed.

Property Tax Exemption Application:

Application for property tax exemption that was approved back in June but did not get signed – all signed.

OTHER BUSINESS**Non-Public Session: RSA 91-A:3 II (a or c):**

Mr. Kluge moved to enter non-public session at 7:45 PM, RSA 91-A:3 II (a) or (c), Ms. Stewart seconded. Roll call vote: Mr. Kluge – aye, Ms. Stewart – aye, Mrs. Smith – aye. Vote unanimous in favor of the motion (3-0).

Mr. Kluge moved to come out of non-public session at 7:51 PM, Ms. Stewart seconded, vote unanimous in favor of the motion (3-0).

Mr. Kluge moved to seal the minutes of the non-public session, Ms. Stewart seconded, vote unanimous in favor of the motion (3-0).

NEXT MEETING

Tuesday, September 18, 2019, 5:00 PM, Public Works Facility, 74 Lockhaven Road, Enfield (Strategic Governance – joint meeting with Budget Committee)

Monday, October 8, 6 PM, Public Works Facility, 74 Lockhaven Road, Enfield.

ADJOURNMENT

Mr. Kluge moved to adjourn at 7:52 PM, Ms. Stewart seconded, vote unanimous in favor of the motion (3-0). Meeting adjourned.

Meredith C. Smith, Chairman

John W. Kluge

Katherine D.P. Stewart
Enfield Board of Selectmen