

**TOWN OF ENFIELD
ENFIELD BOARD OF SELECTMEN
MEETING MINUTES SEPTEMBER 6, 2022**

TIME: 6:00 PM

**LOCATION: Public Works Facility & Zoom videoconference
74 Lockehaven Road, Enfield**

PRESENT

Board of Selectmen: John W. Kluge, Erik Russell

Administrative Staff: Ed Morris, Town Manager; Alisa Bonnette, Assistant Town Manager; Jim Taylor, Director of Public Works

Members of the Public: Dan Kiley, Tracy Young, Steve Patten, Jean Patten

CALL TO ORDER

Mr. Kluge called the meeting to order at 6:00 pm.

APPROVAL OF MINUTES – August 1, 2022

The approval of minutes was deferred for the next meeting.

BOARD REPORTS

Members of the Board of Selectmen (BOS) gave updates regarding their respective committee assignments.

Mr. Morris stated that, in Ms. Stewart's absence, Mr. Kiley of the CIP Committee was present and could provide the BOS an update.

Mr. Kiley stated that the CIP Committee met with Jim Taylor to review information regarding buildings and new equipment. He stated that an extension on the salt shed has been proposed to provide coverage for the equipment that will no longer be stored in the Shed Street building during the winter. He noted that the goal this year is to not do any leases or loans, and anything purchased will be done so with cash. He stated that interest rates are going up, and he has expressed these goals to members of the Trustees of the Trust Funds as well.

TOWN MANAGER'S REPORT

Mr. Morris presented the following updates to the BOS:

- He stated that the Police Department is in the process of hiring for the part-time Police Assistant position.
- Old Home Days will be taking place the weekend of September 24th. He noted that we will be using the Enfield Center Town Meeting House for tours and for vendors. He stated that the space was reviewed with the town building inspector to ensure that it was structurally stable.
- The second distribution of ARPA Funds in the amount of \$237,174.41, has been received.
- MFAC has received five Request for Qualification proposals for contractors regarding the public safety facility. The committee narrowed it down to three finalists, to whom they sent a request for proposal to each. Two final RFQ's were received, and they will be interviewing those companies

on September 13th with the hope to bring forward a recommendation to the BOS meeting on September 19th.

- MFAC is reviewing the RFP/RFQ process for Whitney Hall as well.
- Due to a conflict with a celebration of life for a community member, the conversation regarding the use of Johnston Drive as the public beach has been moved to September 19th.
- The invasive species project is under way and the Mascoma Lake Association will be conducting their own survey of invasive species on the shorelines to assist in educating landowners.
- He thanked Chief Neily and the Enfield firefighters for the push-in ceremony for Engine 1. He said it was a great community event and thanked Selectboard members for being a part of the celebration.
- The transfer station will begin accepting brush at the transfer station again.

With no further comments or questions, Mr. Kluge moved on to the next agenda item.

COMMUNICATIONS

Proclamation

Mr. Kluge read a portion of the written proclamation as follows:

Whereas, the Town of Enfield recognizes and honors the children, families, and caregivers affected by childhood cancer, and

Whereas, the American Cancer Fund for Children and Kids Cancer Connection report cancer is the leading cause of death [by disease among U.S. children between infancy and age 15];

We wish to proclaim September as Childhood Cancer Awareness Month.

The Board signed the written proclamation. With no further comments or questions, Mr. Kluge moved on to the next agenda item.

BUSINESS

Energy Committee: Updates to the Enfield Community Power Plan and update to the Joint Power Agreement with Community Power Coalition of NH

Jo-Ellen Courtney, Chair of the Energy Committee, stated she and Kim Quirk were elected as representatives for the Energy Committee and have two recommendations to bring forward to the BOS regarding the Community Power Plan, which was approved at 2022 Town meeting. She introduced Henry Herndon, a consultant with the Community Power Coalition of NH (CPCNH), who was present to answer additional questions.

Kim Quirk stated that an amendment is being recommended with regard to the Joint Power Agreement (JPA). She noted that the current agreement indicates that any amendments to the JPA can only be approved at the annual meeting, and the recommendation is to change it to allow changes to be voted on at any regular and special meetings of the members. She stated that CPCNH is a new start up that is evolving and it would be beneficial to be able to make changes in a timely manner instead of waiting for an annual event.

Mr. Russell made a motion to approve the amendment to Article XVI, Section 2 of the Joint Powers Agreement of the Community Power Coalition of New Hampshire as presented in the agenda packet for this meeting. Mr. Kluge seconded. Vote unanimous in favor of the motion (2-0).

Ms. Quirk stated that the second recommendation for amendment is in regard to the Electric Aggregation Plan (EAP) for Enfield Community Power to address Public Utilities Commission (PUC) request for additional detail.

Mr. Russell made a motion to approve the amendments to the Electric Aggregation Plan for Enfield Community Power as presented in the agenda packed for this meeting. Mr. Kluge seconded. Vote unanimous in favor of the motion (2-0).

Ms. Quirk stated that the hope is to work with CPCNH bring forward new opportunities in April regarding rates and information to review.

Mr. Herdon of CPCNH stated that rates and information may be ready as soon as this fall, and he commended Ms. Quirk and Ms. Courtney for their work and oversight in making this possible.

Mr. Kluge stated his thanks and congratulations to Ms. Quirk and Ms. Courtney for their efforts. With no further comments or questions, he moved on to the next agenda item.

Proposed Municipal Water Restrictions due to Drought Conditions

Mr. J. Taylor submitted a memorandum to the BOS in the meeting packet regarding current drought conditions and how it is currently affecting the Town of Enfield. He stated that the outdoor water use season is almost over, and it takes a period of time for the bedrock wells to replenish. He stated that it is hard to predict the timeline for the wells to be replenished, therefore his recommendation is to implement restrictions before there more severe measures need to be taken.

Mr. Kluge inquired as to who would enforce the consequences, and what the process would be should such action need to be taken.

Mr. J. Taylor stated that the water and sewer operators, the Enfield Police Department, and himself would impose the notices and fines. He added that he did not foresee enforcement being a major problem as the operators work with and educate the public, which is the most effective approach to managing water use restrictions.

Mr. Kluge inquired as to how the restrictions would be communicated to users.

Mr. J. Taylor stated that the memorandum presented to the BOS would be distributed to water/sewer users via mail.

Tracy Young inquired if the restrictions had any effect on commercial users of the system, such as the car wash.

Mr. J. Taylor stated that it will not have an effect on commercial use as of yet.

Mr. Young inquired if advice would be sent to well users regarding the drought conditions.

Mr. J. Taylor stated that information has been published to the website and Facebook with regard to advisements for well users, but the notice presented to the BOS would only be sent to water and sewer customers.

Mr. Russell made a motion to enact a mandatory water restriction effective September 12, 2022, as written. Mr. Kluge seconded. Vote unanimous in favor of the motion (2-0).

DPW Chipper Settlement

Mr. Morris stated that Primex has made the recommendation for complete replacement of the chipper as there were multiple challenges in getting the unit repaired, and also an increased risk of catastrophic failure of the equipment thereafter. He stated the Primex offered a settlement of \$46,900 to total the chipper and requested the BOS to sign a document which transfers the totaled property over to Primex.

Mr. J. Taylor stated that the DPW has started the search process for a new chipper and the first quote they have received was for \$68,000. He stated that, in order to purchase the equipment, they would need an additional \$20,000, which could potentially go on the CIP to bring to the next Town Meeting, or there is the possibility of going through a company for a lease to own program. He added that they are also looking at potential options for used chippers, which run from \$25-35,000, but the conditions of the equipment can vary greatly. He stated that he will bring details forward as soon as he has more information.

Mr. Kluge inquired if the stump dump would continue to be in operation at this time.

Mr. J. Taylor stated that it is an important community resource that many residents utilize, and he saw it to be a valuable service to continue for residents.

Steve Patten inquired if Hammond's charges the town to bring loads of brush and inquired if it would be worth bringing the brush to Hammonds and only use a new chipper for the use of DPW and road maintenance instead of also chipping what is left at the stump dump.

Mr. J. Taylor stated that idea is being discussed and will also need to be discussed with Hammond's directly, especially in regard to invasive species. He stated that approach would save some of the labor involved with staff chipping all of the materials at the stump dump, but we would still pay per load of brush.

With no further discussion, Mr. Kluge moved on to the next agenda item.

Depot Street property purchase proposal

Mr. Morris stated that the state offered a purchase price for the land located under the Depot Street Ambulance building in the amount of \$54,000. He stated that he has worked with Norm Bernaiche on an independent assessment, in which he identified the land would be worth over \$40,000. He requested the opinion of the BOS whether to pursue the purchase of the land.

Mr. Russell stated that he supported moving forward with the process to purchase the land, which currently houses the ambulance building and provides a parking area for rail trail access.

Mr. Young inquired what the land was most recently assessed at.

Mr. Morris stated that the data was not immediately available, but he would look into it.

Mr. Kiley inquired why the town wants the land when there is approval to build a new facility for the ambulance, and it has been identified that the building has consistent issues with water.

Mr. Russell stated that, based on previous facilities discussions, and the town having clear ownership of both the building and the land gives the opportunity for it to be sold in the future.

Mr. Kiley stated that the DPW building was built 20 years ago, with the intention of selling the Shedd Street property, but the town hasn't sold it yet.

Mr. Patten stated that he was under the understanding that the Depot Street property might be contaminated with fuel, and therefore it could be more of a liability than an asset to the town. He noted that if anyone purchased the property the contamination would need to be remediated.

Mr. Russell agreed and stated that due diligence would be taken to look into any potential for contamination on the property. He added that the decision to move forward with the conversation of purchasing the Depot Street land is strictly to see what the options are and is not a decision to purchase the land.

Mr. Young supported Mr. Patten's comments, noting that the site was a depot for fuel trucks, prior to the town utilizing it. He stated that surrounding land has been a site for housing treated timber for the rail trail for many years. He stated that he would assume the state would be responsible to report it as a non-contaminated site before they could sell it, and if it was contaminated, they would be responsible for remediation efforts before it was sold.

Mr. Russell stated that he agreed, and the intent of the purchase would be to sell it and the sale would not transpire if that would not be possible.

Mr. Morris stated that, in response to Mr. Young's previous question, the Depot Street parcel was previously assessed at \$95,900, which included the two portions of properties which have since been purchased by abutters.

Discuss Shaker Hill Granite Land Purchase (Set Public Hearing Date, September 19th)

Mr. Morris presented information with regard to the development costs of three potential sites for the public safety facility. He stated that the MFAC Design Team discussed the options, including the safety of sight lines from each site. He stated that the MFAC Design Team unanimously recommended the purchase and use of the Shaker Hill Granite site to the Selectboard as the future home of the Enfield Public Safety Building.

Mr. Morris stated that he recommends using CIP money for the purchase of the property and then utilize the ARPA funding for the purchase of items such as police vehicles, ambulance, and DPW vehicles to offset the cost to CIP. He noted that he brought this idea before the CIP Committee and the Trustees of Trust Funds, who each support the idea.

Jean Patten inquired if the town is purchasing two or three acres.

Mr. Morris stated that the purchase is looking to be either three or three and a half acres, based on how the building would fit on the parcel.

Ms. Patten inquired if the owner offered more than the three and a half acres or not.

Mr. Morris stated that the owner has expressed the desire to sell the front portion of the property but to subdivide the parcel in a straight line over to West Farms Road. He noted that the current agreed price will not change based on the movement of the line for subdivision.

Mr. Young stated that the Shaker Hill Granite site can be worked on immediately with very few setbacks and will enable the teams to stay on a schedule to allow for completion by the spring of 2024.

Mr. Morris stated that his recommendation was to have a Public Hearing regarding the use of the ARPA funds before a decision is made by the BOS. He recommended that, if the decision is made to move forward, he noted that boring samples would be done to confirm the type of terrain for development.

Mr. Patten stated that water and sewer is already run to the granite building and inquired if that line would be adequate to also support the safety facility, or if it would need a new connection to the main line.

Mr. Morris stated that there is not a water or sewer line run to the Shaker Granite building and the facility would connect to the main line on Route 4.

Mr. Patten inquired what would be done with the excess sand fill.

Mr. Morris stated that he was not certain, but it is a part of the site development costs.

With no further discussion, Mr. Kluge moved on to discuss the schedule for the Public Hearing.

Set Public Hearing Date (September 19) for discussion and/or acceptance of

- **Use of American Rescue Plan Act (ARPA) funds received as Revenue Loss (\$474,349)**
- **Special one-time Highway Block Grant payment (\$121,878.04)**
- **Donations to Mascoma Lakeside Park Fund in excess of \$10,000 in aggregate**

Water/Sewer Connection Request (Clark/Crosby) Flanders Street, Map 33 Lot 29

Mr. Morris stated that a new property owner has requested to connect to the water and sewer line on Flanders Street.

Mr. Kluge made a motion to approve the water/sewer connection request. Mr. Russell seconded. Vote unanimous in favor of the motion (2-0).

NHMA Legislative Policy Discussion

Mr. Morris presented a list of proposed Legislative Policy Positions as presented by NHMA. He noted that he will be attending the meeting as a delegate of the Town of Enfield and welcomed their input.

DPW Plow Truck loan (Town Meeting approved 2021) – authorization for Town Manager to sign documents

Mr. Kluge made a motion to authorize the Town Manager to borrow up to, but not exceeding, \$195,000 for the purchase of a 6-wheel dump truck, as approved by the voters of Enfield May 1, 2021, and hereby authorize the Town manager or his designees to take such actions and execute all documents that may be necessary. Mr. Russell seconded. Vote unanimous in favor of the motion (2-0).

ADMINISTRATIVE ITEMS

Planning Board Appointment (Rich) (Previously voted)

Solar Exemptions (Kull, Ames/Newton, Potter) & Veterans Tax Credits (Potter, Emery)

Timber Tax Refund (Sousa)

OTHER BUSINESS TO COME BEFORE THE BOARD OF SELECTMEN

Mr. Kluge requested any other comments or questions to come before the BOS.

Mr. Patten stated that the Depot Street property used to have a large oil tank on the property as well.

With no further comments, members of the BOS moved on to non-public session.

INFORMATIONAL ITEMS – NO ACTION REQUIRED

- Trustees of Trust Funds 2nd Quarter Report
- Tax Collector's Report – July 2022 & August 2022
- Town Clerk's Report – July 2022 & August 2022
- Culvert Repaor-Replacement Permit by Notification – Map 28 Lot 23, File #2022-02015 (Depuy)
- Shoreland Impact Permit 2022-01632 – Map 17, Lot 26, 1014 Lockehaven Rd. (Touchette)
- NH Lottery notification of changes to KENO 603 (HB 355)
- Grafton County FY 2023 Budget (Budget Summaries – complete copy available for viewing)
- Notice of Application to NH DES for the Construction or Installation of Aboveground Storage Tank
- Notice of Application for Expedited Minimum Impact Wetland Permit – Map 47-001-001 (Regan)
- Shoreland Impact Permit 2022-02062, 89 Algonquin Rd, Map 44 Lot 28 (Trasatti Revocable Trust)
- 2021 Independent Audit Report

NONPUBLIC

Mr. Russell made a motion to enter nonpublic session under RSA 91-A:3 II (a) at 7:02pm. Mr. Kluge seconded. Vote unanimous in favor of the motion (2-0).

Mr. Russell made a motion to exit nonpublic session at 7:12pm. Mr. Kluge seconded. Vote unanimous in favor of the motion (2-0).

Mr. Kluge made a motion to seal the minutes of the non-public session. Mr. Russell seconded. Vote unanimous in favor of the motion (2-0).

ADJOURNMENT

Mr. Russell made a motion to adjourn at 7:13 pm. Mr. Kluge seconded. Vote unanimous in favor of the motion (2-0).

The meeting was adjourned at 7:13 pm.

John W. Kluge, Chair

Katherine D. P. Stewart

Erik Russell
Enfield Board of Selectmen