

**TOWN OF ENFIELD  
ENFIELD BOARD OF SELECTMEN & LIBRARY TRUSTEES  
MEETING MINUTES DECEMBER 14, 2020**

**TIME:** 5:00 PM  
**LOCATION:** via Zoom Teleconference

**PRESENT**

**Library Trustees:** Dominic Albanese, Shirley Green, Francine Lozeau

**Board of Selectmen:** Kate Stewart, Meredith Smith, John Kluge

**Municipal Facilities Advisory Committee (MFAC) Members:** Jean Patten, Tracy Young, Maynard Southard, Erik Russell

**Administrative Staff:** Jack Wozmak, Interim Town Manager; Alisa Bonnette, Assistant Town Manager; Melissa Hutson, Town Librarian

**Others:** David Beaufait, Mark Johnson (5:26 PM)

**CALL TO ORDER**

Ms. Stewart called the Selectboard meeting to order at 5:00 pm.

Mr. Albanese called the Library Trustees' meeting to order at 5:00pm.

**Virtual Meeting Preamble**

***TOWN OF ENFIELD BOARD/COMMITTEE COVID-19 ELECTRONIC MEETING CHECKLIST***

*As Chair of the Selectboard for the Town of Enfield, due to the COVID-19/Coronavirus crisis and in accordance with Governor Sununu's Emergency Order #12 pursuant to Executive Order 2020-04, this public body is authorized to meet electronically.*

*Please note that this is a virtual meeting only, as authorized by the Governor's Emergency Order. However, in accordance with the Emergency Order, this is to confirm that we are:*

*a) Providing public access to the meeting by telephone, with additional access possibilities by video or other electronic means;*

*We are utilizing the Zoom platform for this electronic meeting. All members of the Board/Committee have the ability to communicate contemporaneously during this meeting through the Zoom platform, and the public has access to contemporaneously listen and, if necessary, participate in this meeting through dialing*

- the phone # and using the password provided or by clicking on the website address provided in the meeting posting on the Town's website and posted on the door of Town Hall*
- b) *Providing public notice of the necessary information for accessing the meeting;*  
*We previously gave notice to the public of how to access the meeting using Zoom, and instructions are provided on the Town of Enfield's website at: <https://enfield.nh.us>.*
- c) *Providing a mechanism for the public to alert the public body during the meeting if there are problems with access;*  
*If anybody has a problem, please call 603-442-5401*
- d) *Adjourning the meeting if the public is unable to access the meeting.*  
*In the event the public is unable to access the meeting, we will adjourn the meeting and have it rescheduled at that time.*

*At this time, I also welcome members of the public accessing this meeting remotely. Although this meeting is being conducted in a unique manner under unusual circumstances, the usual rules of conduct and decorum apply. Any person found to be disrupting this meeting will be asked to cease the disruption. Should the disruptive behavior continue thereafter, that person will be removed from this meeting.*

*I will follow the agenda items in order unless otherwise explicitly stated and ask the Board and town department and/or committee stakeholders for input first. Then I will specifically ask for public comment. I will ask you to unmute and will call on members of the public. I ask that you endeavor to not speak over one another or interrupt in the interest of fairness to all present in the call and to our minute taker. I acknowledge timing is a challenge and there will be occasional, intentional lags to allow for responses from participants. Please be patient and the meeting will flow along nicely.*

*Please note that all votes that are taken during this meeting shall be done by Roll Call vote. Let's start the meeting by taking a Roll Call attendance. When each member states their presence, also please state whether there is anyone in the room with you during this meeting, which is required under the Right-to-Know law.*

## **ROLL CALL OF ATTENDEES**

Ms. Stewart opened the meeting to discuss the Municipal Facilities Advisory Committee proposal regarding Whitney Hall with the Library Trustees.

Mr. Albanese stated that his goal was to determine if the proposal would go forward to Town Meeting in 2021 or if it will be delayed.

Mr. Albanese stated support for the MFAC proposal which involved the Town offices and the Library to remain together in the same building.

Ms. Green stated her support for the proposal and noted that she is concerned that holding off on the proposal because building costs go up each year. She added that

Ms. Lozeau stated she agreed with Mr. Albanese and Ms. Green. She stated that the price is definitely a concern. She stated concern that if the current proposal was put forward and did not pass that it would be expected that the proposal be cut back – but there is no way to effectively cut it back.

Mr. Albanese stated that the 2006 plan was \$3.1 million proposal, and Breadloaf estimated it to cost \$4.6 million now. He stated the 2008 plan for the stand-alone library was \$3.2 million, and Breadloaf now estimates the cost as \$4.2 million. He stated the current proposal for Whitney Hall renovations is \$4.8 million and includes the Town Offices and the library.

Ms. Hutson stated she agreed with Ms. Lozeau's concern over having the plan possibly fail as she does not believe anything else can be cut.

Mr. Kluge stated his support for the plan as it maintains an iconic structure in the Town of Enfield, while also serving purpose to the Town Offices and the library; however, he agrees that there is a danger for the plan not to pass in 2021. He is in favor of presenting information to the Town in 2021, but for it not to go to the Town for vote until the 2022 Town Meeting.

Ms. Stewart stated that the presentation of the materials would be a major undertaking which would require collaboration and logistically would not be ideal with the current circumstances. She stated she is very much in favor of the plan, but educating the public is extremely important so they can understand how it adds value to the Town.

Mr. Albanese stated that having a permanent Town Manager would also be an important piece in waiting for 2022 as well.

Mr. Kluge stated his agreement with Ms. Stewart that Zoom would not adequately assist in the process of educating and speaking with residents regarding the project.

Ms. Stewart expressed support for planning to put it forward in 2022.

The Library Trustees had previously voted to endorse the MFAC plan for Whitney Hall and the Enfield Public Library.

Mr. Albanese moved to again endorse the MFAC Whitney Hall/Library Facility solution with the hope of going to Town Meeting in 2022. Mrs. Green seconded. Roll call vote unanimous in favor of the motion (3-0).

Mr. Kluge moved to endorse the MFAC Whitney Hall/Town Office solution with the hope of going to Town Meeting in 2022. Ms. Stewart seconded. Ms. Stewart and Mr. Kluge voted in favor of the motion. Mrs. Smith stated she would abstain as she still had questions.

Ms. Stewart invited Mrs. Smith to ask her questions.

Ms. Smith stated that she had questions regarding the parking situation as well as how the project will affect the tax bill.

Ms. Smith stated that parking would be reduced while the size of the building would be increased.

Mr. Albanese stated that parking was proposed to be expanded behind the police department and behind the Consolidated Communications building.

Ms. Smith stated that she had seen the proposal to expand behind Consolidated Communications, but she was not aware of any conversations or agreements that had been established to ensure it can be done.

Ms. Smith and Mr. Albanese

Ms. Stewart inquired if any MFAC members had input regarding the parking question.

Mr. Southard stated he was unsure if the plans proposed required the Consolidated land.

Mr. Young stated that he believed Breadloaf laid out the parking in a way that added sufficient spaces available without needing to acquire more land.

Mr. Southard stated that the proposal shows 45 parking spots. He added that the proposal includes spaces that would not be utilized if the current Police Department were moved to a new Public Safety Complex.

Mr. Young added that, with regard to the need for space for voting, it has been proposed that voting should be hosted at the Community Building in the future, which would address parking concerns relating to Whitney Hall during voting as well.

Ms. Smith inquired what the impact would be to the taxpayer.

Mr. Albanese stated that, with relationship to the entire project and a 30-year bond, it would be \$173.90 per year. He stated that the estimates did not include grant funding or donations towards the project.

Ms. Stewart noted there was a motion on the table; she and Mr. Kluge have voted in favor of the motion. Mrs. Smith abstained. Motion carried.

Ms. Stewart stated that addressing who would be the leader from each group to contribute to resident education would be an important step in the process. She stated that the information MFAC has provided will be helpful, and a brief informational review to have at Town Meeting in 2021 would be beneficial.

Mr. Kluge inquired if it would include the entire project, or if it would present only Whitney Hall as a part of that.

Ms. Bonnette noted that the meeting was only posted with regard to Whitney Hall, and therefore any further discussion or decision relating to the Public Safety Complex will need to be held in another meeting.

Ms. Stewart acknowledged that another meeting can be held to determine how best to move forward.

Mr. Young stated that the projects were prepared as separate projects and did not have to be executed at the same time. He added the projects were combined at the end of the process and as part of the presentation for financial purposes.

Ms. Patten stated she was not aware of any plan to move people out of Whitney Hall and having a place to go when the work would be executed.

Dr. Beaufait indicated that if anything was brought forward in Town Meeting it would need to be put to vote and not just presented for informational purposes.

Ms. Stewart clarified that it would not be presented as an article in 2021 but would be presented at the end under Reports of the Board.

Ms. Bonnette confirmed that was possible.

Ms. Lozeau inquired about how Town Meeting might be executed.

Ms. Stewart stated that Ms. L. Smith requested not to begin the Town Meeting planning process until after the holidays. She added that Ms. L. Smith has done an incredible amount of work to accomplish what she did this year and likely has ideas to move forward with.

Ms. Stewart inquired if there were any other public comments or information to come before the meeting.

Ms. Smith asked Mr. Albanese to reach out to Consolidated Communications to see if the land can be acquired. She stated that, for informational purposes, it would be helpful.

Mr. Albanese stated he would discuss the matter with Mr. Wozmak.

Ms. Stewart thanked members of the library staff, the Library Trustees, and members of MFAC for coming forward to discuss the matter.

### **ADJOURNMENT**

Mr. Kluge moved to adjourn the Selectboard meeting at 5:48 PM. Mrs. Smith seconded the motion. Roll call vote unanimous in favor of the motion (3-0). The Selectmen's meeting was adjourned.

Mr. Albanese moved to adjourn the Library Trustees meeting at 5:48 PM. Mrs. Green seconded the motion. Roll call vote unanimous in favor of the motion (3-0). The Library Trustees meeting was adjourned.

The meeting was adjourned at 5:48 pm.

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Katherine D. P. Stewart, Chair

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Meredith C. Smith

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John W. Kluge  
Enfield Board of Selectmen