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**TOWN OF ENFIELD
SELECT BOARD
MEETING MINUTES SEPTEMBER 18, 2023**

TIME: 6:00 PM
LOCATION: Public Works Facility & Teams videoconference
74 Lockehaven Road, Enfield

PRESENT

Board of Selectmen: John Kluge, Tracy Young, Alice Kennedy, Erik Russell, Kate P. Stewart

Administrative Staff: Ed Morris, Town Manager; Alisa Bonnette, Assistant Town Manager

Members of the Public: Emilio Malz, Life Scout Troop 44; Jamie Ibey, MYSL Board President; Matt Young, Recreation Commission Chair; Shirley Green, David Beaufait, Dan Kiley, Sue Young

CALL TO ORDER

Ms. Stewart called the meeting to order at 6:00 pm.

APPROVAL OF MINUTES – September 5, 2023

Mr. Kluge made a motion to accept the minutes as presented. Mr. Young seconded.

Ms. Kennedy requested that the spelling of a resident’s name on page 1 line 20 be corrected.

Mr. Kluge made a motion to accept the minutes as amended. Mr. Young seconded. Vote unanimous in favor of the motion (5-0).

BOARD REPORTS

Members of the Select Board (SB) presented updates on their respective committee assignments.

Ms. Kennedy noted that the Enfield Village Association (EVA) is looking for volunteers.

Ms. Stewart stated that the Conservation Commission has expressed the desire to donate money from the Conservation Fund to the Enfield Shaker Museum. She stated that she has discussed the restrictions for the use of Conservation Funds, and it was determined they must have a distinct conservation purpose in perpetuity. She stated that there have also been inquiries as to whether budgeted money from the Conservation Commission can be utilized, which has been brought forward to Mr. Morris.

TOWN MANAGER’S REPORT

Mr. Morris presented the following updates to the SB:

- He announced the untimely passing of the former Town of Enfield employee, Norm Ruel. He thanked the first responders who attended the emergency medical call including members of the Enfield Ambulance, Enfield Fire Department, Enfield Police Department, and the Lebanon Ambulance who responded to the call. He additionally thanked members of the Fire Department and all who supported the memorial service for Norm and stated that the efforts were deeply appreciated by Norm’s family.
- The Whitney Hall floor plan is in the budget review process.
- The Shaker Hill Granite land purchase is hoped to be completed by the end of the month. The budget for the mechanical, plumbing, and electrical in the public safety facility is being reviewed.
- The Recreation Department, the Enfield Library, and the Department of Public Works (DPW) teamed together to install a Story Walk at Shaker Ball Field. The Story Walk was funded by the Eastman Charitable Foundation, and there will be a grand opening of the Story Walk on Sunday September 30th from 11:30-1:30.

- 54 ● The Enfield Fire Department utilized the opportunity to perform a swift water training exercise and
55 remove the paddle boat that was stuck in the Mascoma River. He extended his gratitude to Kim
56 Withrow and members of the fire department who also helped an Enfield resident stack their wood for
57 the winter.
- 58 ● The counties declared as a disaster for the July storms did not include Grafton County as the declaration
59 is based on the damage is measured by damage county wide and not by town. He stated that the town
60 has been in touch with state representatives and other opportunities for funding support are continuing
61 to be looked at.
- 62 ● The DPW worked with regional planning partners and assisted in hosting a composting workshop in
63 Enfield. He noted that 20 people attended the workshop in Enfield, and there are more opportunities to
64 attend in area towns in the coming weeks.
- 65 ● A well pump was hit by lightning and needed to be replaced and is the third that has been replaced this
66 year. With one pump down there were two still operational and there was no interruption of service.
67

68 With no further comments or questions, Ms. Stewart moved on to the next agenda item.
69

70 BUSINESS

71 Bleacher Repair Eagle Scout Project

72 Emilio Malz, Life Scout of Troop 44, presented a proposal to the SB to refurbish the bleachers at Shaker
73 Recreation Park as his Eagle Scout project. He stated that the bleachers are currently old, weathered, and broken
74 in some places, and he would like to replace the seat boards as well as clean and repaint the metal frame. He
75 stated the estimated cost is \$700-\$800 and noted the project will be funded by donations and while the town is
76 welcome to contribute, there is no obligation to the town to pay for the project. He noted that it is tradition to get
77 help from other scouts and volunteers, and any participant would follow safety rules and guidelines outlined by
78 the scouts. He stated the timeline for completion would involve approval for the project by the SB, approval by
79 the scouting council, with the anticipation to start the project in October and complete within two to three
80 weeks.
81

82 Members of the SB discussed details of where the work would be completed, and coordination with the
83 Recreation Department and DPW, as well as funding that may fit within the current budget.
84

85 Mr. Kluge made a motion to approve the project as presented. Ms. Kennedy seconded. Vote unanimous in favor
86 of the motion (5-0).
87

88 County Update – Wendy Piper

89 Ms. Piper was not present for an update and Ms. Stewart moved on to the next business item.
90

91 Short Term Rental Discussion

92 Members of the SB discussed recommendations for changes and updates to the proposed Short Term Rental
93 Ordinance including:

- 94 ● Distinguishing between homeowners and businesses
- 95 ● Reference to use of campers, tents, and trailers on the property; it was noted that campgrounds are
96 required to have permits and how that interacts with the expectations outlined in the ordinance
- 97 ● Definitions for offenses, such as per night and not per rental
- 98 ● Day guest occupancy should be clearly defined
- 99 ● Are occupancy rules related to septic applicable to those who are on the town sewer system
- 100 ● Can occupancy be contested if DES has rated the system differently
- 101 ● The point of contact was changed from 30 to 60 minutes
- 102 ● Inspections and if it would be one time or recurring
- 103 ● Having the Short-Term Rental Ordinance refer to other ordinances without explicitly stating them
104 within the document
105

106 Mr. Morris stated that he researched the average short-term ordinance fees and increased them from the original
107 draft. He noted that the use of fines is a pointed effort to support compliance with the ordinance.

108
109 Mr. Young stated that he still believed there was an issue with understanding the scope and need for the
110 ordinance. He inquired about how many short-term rentals there are and if there were details regarding the
111 nature of their use.

112
113 Mr. Young made a motion to table the discussion until there is empirical evidence it is needed.

114 With no second, the motion died on the table.

115
116 Mr. Young stated that there should be a letter or questionnaire sent out to residents to get more information.

117
118 Members of the SB discussed the challenges of mailed questionnaires, including associated costs and the
119 potential for lack of responses which would lead to incomplete or 'anecdotal' data.

120
121 Ms. Stewart stated that not all issues with short-term rentals are reported, and reports that are made vary based
122 on how they are communicated, such as when something is reported to the Town Manager or a SB member
123 versus being called into the police department. She noted that there are challenges to collecting information
124 through mailings and it is not a reliable method for data collection. She added that members of the public were
125 invited to the public hearing to discuss the ordinance and express their thoughts, which is very valuable and
126 helpful.

127
128 Mr. Morris stated that a new draft will be sent to the SB with red lines and highlighted edits.

129
130 Ms. Green stated that overseeing a property is hard when you are not there to directly observe the people using
131 it, and regulation may be difficult because of that. She stated that she knows of a family that has an annual event
132 where they bring tents and they rent a port-a-potty to mitigate the septic use.

133
134 Dr. Beaufait stated that septic should be used as the limiting factor for occupancy, and a port-a-potty may not be
135 approved by neighbors but is a possible way to mitigate occupancy issues.

136
137 With no further comments, Ms. Stewart moved on to the next agenda item.

138
139 **Mascoma Youth Sports League (MYSL) Discussion**

140 Mr. Morris stated that discussions have been held between the town and MYSL regarding the town overseeing
141 and administration of youth sports. He stated that the Recreation Department director has been involved in the
142 conversations, and it is estimated that it will take approximately 10 hours per week of his time, with an average
143 cost of \$22,931 per year. He stated that the MYSL board would remain intact and perform functions similar to
144 that of a booster club, while maintaining their 501 (c)3 status, and he would recommend that a separate
145 recreation fund be established for municipal purposes. He requested approval from members of the SB to move
146 forward with this plan. He introduced Jamie Ibey, Board President of MYSL to speak to the SB.

147
148 Mr. Ibey stated that he got involved with MYSL when his son wanted to do sports, and after the Mascoma
149 Valley Regional Recreation position was dissolved, it has been difficult. He stated that from his perspective,
150 volunteer turnover has been an increasing challenge for operating MYSL and having the consistency of the
151 Recreation Director's involvement will be of great benefit for the future of youth sports in Enfield. In addition,
152 the Enfield Recreation Director is a full-time job that operates during normal business hours, whereas the board
153 and volunteers of MYSL have other full-time jobs and are not as accessible to the public for assistance.

154
155 Mr. Morris stated that the goal would be to keep MYSL and the board together but allow the board members to
156 spend more time on activities to make it productive and fun for participants.

157

158 Ms. Stewart acknowledged that volunteering time outside of work and personal commitments is very
159 challenging. She stated that she supports the idea and suggested that if the Enfield Recreation Department was
160 going to support the organization, then a fee for non-residents should be charged for registration.
161

162 Members of the SB discussed the benefits of having consistency and staff support for the programming, while
163 acknowledging that Enfield taxpayers will be supporting the burden. Members were concerned that additional
164 fees may preclude kids from other towns and discussed scholarship availability.
165

166 Mr. Young stated that he is in favor of the idea and wants to be sure all impacts on the town are considered. He
167 stated that there are concerns about the growth both in expenses and the responsibilities of the Recreation
168 Director. He stated that he recommended the program be limited to Enfield to begin with unless other towns
169 cover the cost and use of town time and expenses involved. He added that he also recommends that MYSL be
170 fully dissolved and turn all operations over to the Town of Enfield Recreation Commission.
171

172 Mr. Morris noted that MYSL would serve as an auxiliary board for youth programming whereas the Recreation
173 Commission serves as an advisory board to the Town of Enfield Recreation Department. He noted that MYSL
174 can also still exist as a 501 (c)3 and perform important fundraising activities to support the youth sports league.
175 He stated that, after approval and final discussions for the recreation and MYSL to work together, he intends to
176 establish a Recreation Fund, which will aid in the implementation.
177

178 Mr. Ibey stated that, with regard to questions and concerns about affordability, there are scholarships available
179 but there have been very few requests for this year.
180

181 Sue Young stated that she has direct experience and knowledge regarding the issues that can arise with shared
182 youth sports teams, including differing town philosophies, coordination of practices and games, uniforms, etc.
183 She stated that it will be a substantial amount of work to run MYSL and 10 hours does not seem like it will be
184 sufficient. She noted that there are issues with finding volunteers and coaches and that will exasperate the
185 situation, especially if Enfield is responsible for finding the coaches. She stated that Enfield taxpayers and
186 employees will be taking the brunt of the work and if Enfield follows the vision of the Master Plan, we need to
187 develop independently from regional programming.
188

189 Matt Young, Chair of the Recreation Commission, stated that the idea of Enfield supporting MYSL operations
190 has been a part of the discussion since the development of the full time Recreation Director position. He stated
191 that the Recreation Commission did not support any type of merger or crossover as it was believed it would not
192 be within the capacity of a new full-time person to take on. He stated that, while it is not a new conversation
193 there are concerns and questions to be discussed, such as who makes decisions regarding the issuing of
194 scholarships, whether MYSL will fall under or within the Recreation Department, and what kind of
195 communication will take place between MYSL and the Recreation Commission. He added that he has concerns
196 for the estimated amount of time of 10 hours per week as he does not think it will be sufficient for all that is
197 involved in the coordination and implementation of the program.
198

199 Emily Curtis, Vice Chair of the Recreation Commission, echoed Mr. Young's concerns. She added that she is
200 also concerned in that there is a shortage of volunteers for all levels of support, and she is concerned for the
201 burden of finding volunteers to fall to the Recreation Director, on top of the other coordination efforts. She
202 inquired what would happen if coaches and volunteers could not be found to support the programming, and
203 expressed her concern for how those challenges will affect the recreation department.
204

205 Mr. M. Young stated that he volunteered as a coach for his daughter's MYSL soccer team, and he can see that
206 asking parents and getting them involved, even from the sidelines in practice, is possible. He stated that it would
207 be helpful to have rules, guidelines, and responsibilities outlined for coaches.
208

209 Ms. Stewart stated that other towns have multiple school districts coming together, whereas Mascoma has the
210 advantage of being an established school district which promotes people coming together to support youth

211 sports. She added that Human Services is also a resource for families if they are having difficulty affording the
212 registration costs.

213

214 Mr. Morris stated that, with the SB's support, he will move forward with working with MYSL and the
215 Recreation Director, and he will reach out to other towns in the district to discuss updates and changes with
216 them as well.

217

218 With no further questions or comments, Ms. Stewart moved on to the next agenda item.

219

220 **Conservation Commission Application (Rippe)**

221 Mr. Young made a motion to accept the application as presented. Mr. Kluge seconded. Vote unanimous in favor
222 of the motion (5-0).

223

224 **Old Home Days Committee Applications (Labonte, Coppins)**

225 Mr. Young made a motion to accept Elizabeth Labonte and Daisy Coppins as members of the Old Home Days
226 Committee. Mr. Kluge seconded. Vote unanimous in favor of the motion (5-0).

227

228 **Mascoma Lakeside Park Committee Proposed Guidelines for Acceptance of Material Gifts**

229 Mr. Morris presented a copy of the proposed guidelines for the acceptance of material gifts by the Mascoma
230 Lakeside Park Committee. He noted that the guidelines authorize the committee to make recommendations to
231 the SB for approval, and added that it is not a townwide policy, but is helpful for operations.

232 Members of the SB discussed the guidelines and made a recommendation to remove the word 'only' from the
233 following statements in the document: "...shall be accepted by the Select Board ~~only~~ upon a recommendation
234 from..." and "...benches and picnic tables shall ~~only~~ be considered...".

235

236 Mr. Kluge made a motion to accept the guidelines as amended. Ms. Kennedy seconded. Vote unanimous in
237 favor of the motion (5-0).

238

239 **ADMINISTRATIVE ITEMS**

240 **Timber Yield Tax Warrants (Howard, Welch)**

241 **Land Use Change Tax (Bonardi, Davis & Jenkins, Weed)**

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243 **OTHER BUSINESS TO COME BEFORE THE BOARD OF SELECTMEN**

244 **Public Comment**

245 Ms. Stewart stated that she will be presenting a commendation for Norm Ruel at the next meeting. She requested
246 comments or questions from members of the public.

247

248 Dan Kiley stated that there needs to be a mechanism to enforce waivers that have been issued for the Route 4
249 sewer hookups. He noted that the Pellerin property on Route 4 is the third property where zoning made a
250 conditional waiver, but it has not been enforced. He stated that sellers of properties are not required to inform
251 buyers that they will be required to hook up to the sewer, which can be a challenge for buyers when they face
252 two hookup fees after the purchase is complete.

253

254 Mr. Russell inquired if it was possible for the SB to give authority to the Planning Board to make disclosure a
255 condition of sale.

256

257 Mr. Morris stated that he would have to consult with legal advisors to see if the SB could charge the Planning
258 Board with such authority.

259

260 It was noted that waivers expire after three years, or at the time of change of use or change of ownership.

261

262 Dr. Beaufait stated that residents are faced with no choice for hooking up to the system and agreed that it was
263 time to enforce agreements.

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With no further comments from the public, members of the SB moved on to adjournment.

INFORMATIONAL ITEMS – NO ACTION REQUIRED

- Town Clerk’s Report – August 2023
- Tax Collector’s Report – August 2023
- Shoreland Permit Application (Zagaris)
- NHDES Application Denied – File 2023-02221, Map 11 Lot 43, Landing Road (Shaker Landing Condominium Association)
- Notice of Presidential Primary Filing Period

ADJOURNMENT

Mr. Kluge made a motion to adjourn at 7:53pm. Mr. Russell seconded. Vote unanimous in favor of the motion (5-0).

The meeting was adjourned at 7:53 pm.

Katherine D. P. Stewart, Chair

Erik Russell, Vice – Chair

John W. Kluge

Alice Kennedy

Tracy Young

Enfield Select Board