

**TOWN OF ENFIELD  
SELECT BOARD  
MEETING MINUTES DECEMBER 4, 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:** Bridget Labrie, Cemetery Trustee; Charlie Clark, Dan Kiley,

**CALL TO ORDER**

Ms. Stewart called the meeting to order at 6:11 pm. She noted that there were technical difficulties which resulted in a delayed start to the meeting.

**PUBLIC HEARING**

**Special One Time Payment of Highway Block Grant funds in the amount of \$39,488.15  
Accordance with House Bill 2 for maintenance, construction, and reconstruction of Class IV and  
Class V highways**

Ms. Stewart opened the hearing at 6:12 pm.

Mr. Morris stated that if the funds are accepted Mr. J. Taylor will be consulted regarding highway project maintenance that could be performed with funding that is not on the budget.

Mr. Young inquired if we are allowed to substitute the money for an existing budget item.

Mr. Morris confirmed that it cannot and must be supplemental to the DPW budget. He stated that it would not be ideal to reduce the current budget by that amount to supplement the funding, but a project can be added.

Mr. Young inquired if it was possible to keep the DPW as a level fund from this year to next year, with the addition of this funding.

Mr. Morris stated that it would be possible and can be looked at as an option which can be reviewed with the Budget Committee.

Ms. Stewart stated that there is concern about artificially lowering the budget as there may be a larger increase between the 2024 and 2025 budget to compensate for the one lower year.

Mr. Kiley stated he supported Mr. Young's idea to use the money to offset an upcoming project instead of, for example, having a \$200,000 project budget and adding an additional \$40,000 to it.

Mr. Russell made a motion to close the public hearing at 6:20 pm. Mr. Young seconded. Vote unanimous in favor of the motion (5-0).

Mr. Russell made a motion to accept a special one-time payment of Highway Block Grant funds in the amount of \$39,488.15 in accordance with House Bill 2. Mr. Kluge seconded. Vote unanimous in favor of the motion (5-0).

**APPROVAL OF MINUTES – November 20, 2023**

Ms. Stewart stated that the draft minutes are available and noted that the vote for accepting the minutes will be delayed to the next meeting agenda.

**BOARD REPORTS**

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

**TOWN MANAGER’S REPORT**

Mr. Morris presented the following updates to the SB:

- Staff report:
  - The Enfield Police Department is working on the hiring process for a candidate; and they are continuing to seek applications for another full-time officer position.
  - DPW is accepting applications for a winter seasonal plow truck operator and a janitor/maintenance position. He noted that Nicollette Buscha started as a new groundskeeper at the DPW.
  - He thanked everyone that helped with the tree lighting on Friday, December 1<sup>st</sup>. He thanked Dawn Archambeault and the Enfield Village Association, as well as Kevin Marker, the Enfield Recreation Director, and Jake’s Market for supplying coffee and hot chocolate for the event.
  - A date is not set for the Whitney Hall groundbreaking. He stated that he is coordinating with Bread Loaf and a date and time will be publicized as soon as it is set.
  - Shed Street demolition is completed for this year, with one more building which will be demolished next year to finalize the project.
  - He noted that the Enfield housing initiatives are gaining attention from all areas of the state, and Rob Taylor has been invited for a housing panel discussion at the round table forum at the New Hampshire Institute of Politics at St. Anselm College.
  - The two new wells have been pump tested, with results to be anticipated available early next year.
  - Staff are continuing to work on an application for FEMA assistance related to the July storm.
  - The old chipper was sold at auction for \$4,400
  - The insulation project for the DPW has been completed and an application for reimbursement has been submitted to Liberty Utilities in the amount of \$3,321.
  - The Beta Group is the recommended engineer for the Shaker Boulevard bridge, which has been approved by NH DOT for preliminary engineering. He stated that the project will now enter the ‘scope and fee phase’ of the RFP process.
  - The moving of the town offices began today, with the assistance of movers. He thanked the library and town office staff who have put in a great deal of work in the process of cleaning out documents, packing, and cleaning at the former La Salette building. He also thanked the DPW who assisted with the process of moving supplies and hauling, as well as the police department who assisted with outside vendors and communications.

Mr. Young inquired about the timeline for a marketing plan for the Shedd Street property.

Mr. Morris stated that he did not anticipate anything before spring as he needs a final report from the Department of Environmental Services before action can be taken.

Mr. Young stated that updates for the project should be presented at Town Meeting so that residents are apprised of the progress.

Mr. Russell inquired about the monitoring of the drop box for Whitney Hall.

Mr. Morris stated that it will continue to be monitored until the town offices are re-opened at La Salette, and a new drop box will be established for the temporary location on Route 4A.

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

## **BUSINESS**

### **Cemetery Trustee Application (Jeror)**

Mr. Russell made a motion to appoint Sarah Jeror as a Cemetery Trustee. Mr. Kluge seconded. Vote unanimous in favor of the motion (5-0).

Mr. Kluge stated that he has had people inquiring about green burials being available in Enfield and he believes there is a fair amount of interest and encouraged the Cemetery Trustees to look into it.

Mr. Morris introduced Cemetery Trustee Bridget Labrie to discuss green burials.

Ms. Labrie stated that residents with interest in green burials should be referred to her. She stated that the Cemetery Trustees have discussed green burials, but the topic was tabled as no interested parties had come forward to request it as an option. She noted that the Cemetery Association meeting in October had a presentation on green burials and the trustees have been in touch with neighboring towns that have adopted green burial options. She noted that establishing green burials will include new rules and regulations, and NH DES would need to be involved in the discussion as well.

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

### **2023 Property Tax Abatements (Rippe, Antell)**

Mr. Morris inquired if members of the SB had questions related to the abatements as presented.

With no comments or questions, Ms. Stewart moved on to public comment.

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

### **Public Comment**

Ms. Stewart requested comments or questions from members of the public.

Charlie Clark stated that he may have found a new contact at Liberty Utilities to assist with the continuing issues with streetlight repairs.

Mr. Young inquired about the potential for solar powered streetlights.

Mr. Clark stated that he spoke with someone about changing the streetlights to LED's and there are significant costs associated with the changeover.

Ms. Stewart agreed and noted that the Community Lutheran Church had looked into getting LED lights for their parking area and it was not feasible.

Mr. Morris stated that he is connecting the Energy Committee with an individual who can provide insight into the costs associated with changing over to solar, and if there may be grants available to assist with the costs as well.

Mr. Kluge stated that streetlights have continued to be a topic of discussion through his time on the Select Board, including having a study of poles that could be decommissioned.

Mr. Kiley stated that Concord City Council approved Concord to go to Community Power.

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

**NON-PUBLIC SESSION PERSUANT TO RSA 91 A-3: II; (I)**

At 6:54pm, Ms. Kennedy moved to enter non-public session following 91-A:3 II (I). Mr. Young seconded. Vote unanimous in in favor of the motion (5-0).

At 7:07pm, Mr. Russell moved to come out of non-public session. Mr. Kluge seconded. Vote unanimous in favor of the motion (5-0).

Members of the SB signed administrative items and moved on to adjourn the meeting.

**INFORMATIONAL ITEMS – NO ACTION REQUIRED**

- Donation to the Enfield Center Town Hall Trust Fund: \$1,500. (Town Manager authorized to deposit)
- Resignation from Budget Committee (Lenihan)
- NHDES Wetlands & Non-Site-Specific Permit 2023-01939 226 Shaker Blvd, Map 27 Lot 2 (Daskocil Mascoma Lake Realty Trust)
- NHDES Notice of Violation: File 2023-02442, Map 1 Lot 3 (Sipe)
- Tax Collector's Report – November 2023
- Town Clerk's Report – November 2023

**ADJOURNMENT**

Mr. Young made a motion to adjourn at 7:13pm. Ms. Kennedy seconded. Vote unanimous in favor of the motion (5-0).

The meeting was adjourned at 7:13 pm.

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Katherine D. P. Stewart, Chair

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Erik Russell, Vice – Chair

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John W. Kluge

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Alice Kennedy

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Tracy Young

Enfield Select Board