

**TOWN OF ENFIELD
ENFIELD BOARD OF SELECTMEN
MEETING MINUTES MARCH 6, 2023**

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

PRESENT

Board of Selectmen: Erik Russell, Kate P. Stewart, John Kluge

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

Members of the Public: Jean Hinshaw, Dorrell Hinshaw, Dan Kiley

CALL TO ORDER

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

APPROVAL OF MINUTES – February 21, 2023 – Regular and Non-Public Session

Ms. Stewart made a motion to approve both sets of minutes as printed. Mr. Russell seconded. Vote unanimous in favor of the motion (3-0).

BOARD REPORTS

Members of the Board of Selectmen (BOS) had no updates.

TOWN MANAGER’S REPORT

Mr. Morris presented the following updates to the BOS:

- The Enfield Police Department continues to work through their hiring process. They are currently in the process of a background check for the most recent applicant.
- All other positions in town are currently staffed.
- He gave updates on progress for the Whitney Hall & safety building projects.
- Chief Holland is continuing to work on grants to secure funding for the EOC, furnishings for the building, and energy efficient upgrades for the public safety building.
- RFQ for Whitney Hall project was released and is due later in March. There will be an invite only RFP, and it is his hope to have a contractor selected by June.
- DPW has been working on testing with pretreating the roadways for snow conditions. He stated that the conditions have to fall within certain parameters for it to be most effective, but they are balancing the staff time as well as the costs associated with the process. He thanked members of the DPW for their continued hard work to increase services to the town without increasing costs for residents.

Mr. Kluge inquired if there was any concern with the use of the pretreatment for vehicles or the environment.

Mr. Morris stated that the pre-treatment is said to be better both in being more environmentally friendly and having less of an impact on car maintenance.

- Recreation Director, Kevin Marker, is finishing the winter programming and organizing an Easter Egg Hunt, preparing for the summer Farmers Market, and preparing for the summer camps.

- Mr. Morris continues to discuss the Town of Enfield having a larger role in MYSL and the support of the organization. He will bring information forward to the BOS once those conversations are finalized.
- The Trustees of Trust funds are looking for a Treasurer and an advertisement has been submitted. Applications can go to Alisa Bonnette at the Town Office.
- Sample ballots have been posted, and the complete 2022 Annual Report is available online, as well as limited prints available for pick up at the Town Offices.
- Mr. Morris and members of the Energy Committee attended a CPCNH risk management meeting, and he stated it looks like we are in a good place to complete our first power purchase. We are putting up a banner and the Energy Committee is putting out flyers and educational materials to assist and educate the public.

Ms. Courtney stated that after the rates are set there will be a letter going out to all community residents which will include details about and upcoming public information session.

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

COMMUNICATIONS

Jean Hinshaw – Methodist Hill Road Property

Mr. Hinshaw stated that he and his wife are abutters to the Methodist Hill Property currently owned by the Town of Enfield and they were interested to understand the process for putting in a bid to purchase the land.

Mr. Kluge stated that the Methodist Hill Property is currently involved in a petitioned warrant article that is going forward at Town Meeting on March 18th, and therefore we must have the results of the vote before moving forward with any other ideas.

Mr. Morris stated that the warrant article regarding the Methodist Hill Property is to establish a Town Forrest.

Mr. Kluge stated that we cannot state anything definitive as we must have the results of Town Meeting on March 18th. He stated that the Selectboard was on a fact-finding mission for the property prior to the petitioned article being brought forward.

Mr. Morris stated that if the town forest was not voted to be established then the discussion would move forward with the Selectboard regarding other options such as the sale of the property. If it was decided to sell the property, there would be a bidding process open to all bidders.

Mr. Russell stated that if it is established as a Town Forrest there are regulations for specific use that would need to be adhered to, and it would be open to the public.

BUSINESS

Conservation Commission Applicant – C.Wyman

Ms. Stewart made a motion to appoint Carol Wyman to the Conservation Commission. Mr. Russell seconded. Vote unanimous in favor of the motion (3-0).

Sewer Connection Request – Peter Melendy, 12 Melendy Lane (pending)

Ms. Bonnette stated that the paperwork had not been completed and submitted and will be on hold until the next meeting.

Congressional Grant Application Approval

Mr. Morris stated that Senator Shaheens office has made it clear they are not supporting 'bricks and mortar' funding. He stated that based on feedback from the senator's office, he would like to seek funding of \$80,000-\$90,000 for a breathing air system for the fire department. An AFG grant has been put in, but it would be ideal to also try to move it forward on other opportunities to ensure the funding is secured.

Mr. Russell made a motion to authorize the Town Manager or their designee to apply for grants for a breathing air system in the amount of up to \$90,000. Ms. Stewart seconded. Vote unanimous in favor of the motion (3-0).

Mr. Morris stated that we have talked with MFAC and our contractors to ensure that the public safety building is well built and insulated to offer the best energy efficiency use possible. He stated that we can discuss what can be retrofit for the future, but some things may be difficult, such as radiant heat systems.

Strategic Planning

Mr. Morris stated that he reviewed the process for the Strategic Planning. He stated that there should be an overarching plan, and having a goal set by the Selectboard would be in the best interest for next steps. He stated that he would like to gather information based on previous meetings and strategic plans and work with the Selectboard and the Budget Committee and use that to set the vision for the town. He stated that there are examples of what other towns have done, but there may also be larger goal areas to look at. He would like to create the document in a way that would make it easy to identify the goals.

Mr. Russell agreed and stated that it would be important to compile all the information that has been put forward in the last five to ten years.

Mr. Morris stated, if the budget passes at Town Meeting, he would like to be ready to move forward with a contractor and have someone to assist in moving forward and disseminating information that will be formed into a document. He stated that having a third-party facilitator can be very helpful in the process. He has reached out to a couple private contractors and there was one who seemed like they would be the best fit for the project. He stated that he would like to ask the Selectboard to give Section F authority to select a soul source without having an open solicitation.

Mr. Russell and Mr. Kluge agreed and stated that it was clear he had spoken with multiple consultants to get an idea of what would suit the needs of the town.

It was noted that nothing would move forward until after Town Meeting.

Mr. Kluge made a motion to move forward as proposed by the Town Manager in a range of up to \$20,000. Mr. Russell seconded. Vote unanimous in favor of the motion (3-0).

Town Meeting Discussion/Preparation

Members of the BOS reviewed the proposed articles and information to be brought forward at Town Meeting.

OTHER BUSINESS TO COME BEFORE THE BOARD OF SELECTMEN

Mr. Kluge requested any comments or questions from the public.

Mr. Kiley stated that the parking in front of the library continues to be an issue as it blocks visibility of oncoming traffic for those leaving the Whitney Hall parking area.

Mr. Morris stated that parking and signage will be thoroughly discussed regarding the Whitney Hall project.

With no further discussion, members of the BOS moved on to nonpublic session.

INFORMATIONAL ITEMS – NO ACTION REQUIRED

- Tax Collector's Report – February 2023
- Town Clerk's Report – February 2023
- Vital Communities Corporate Council re: Regional Housing Crisis

Non-public Session

Ms. Stewart made a motion to enter nonpublic session at 6:55pm pursuant to RSA 91-A:3 II (a) for the purposes of Town Manager evaluation. Mr. Russell seconded. Vote unanimous in favor of the motion (3-0).

Mr. Russell made a motion to exit non-public session at 7:23 pm. Ms. Stewart seconded. Vote unanimous in favor of the motion (3-0).

Ms. Stewart moved to authorize an increase in the Town Managers compensation equal to that approved as the standard increase for other town staff. Mr. Russell seconded. Vote unanimous in favor of the motion (3-0).

ADJOURNMENT

Ms. Stewart made a motion to adjourn at 7:24 pm. Mr. Russell seconded. Vote unanimous in favor of the motion (3-0).

The meeting was adjourned at 7:24 pm.

John W. Kluge, Chair

Katherine D. P. Stewart

Erik Russell
Enfield Board of Selectmen