

**TOWN OF ENFIELD  
ENFIELD BOARD OF SELECTMEN  
MEETING MINUTES APRIL 3, 2023**

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

**PRESENT**

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

**Administrative Staff:** Ed Morris, Town Manager

**Members of the Public:** Kevin Marker, Recreation Director; Gary Hutchins

**CALL TO ORDER**

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

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

Mr. Kluge made a motion to approve the minutes as presented. Mr. Young seconded. Vote unanimous in favor of the motion (4-0).

**BOARD REPORTS**

Members of the Board of Selectmen (BOS) presented updates on their respective committee assignments.

**TOWN MANAGER'S REPORT**

Mr. Morris presented the following updates to the BOS:

- Stated that the Johnston Drive Property Use Committee (JPUC) has met with all abutters of the property to have their input.
  - On April 27<sup>th</sup>, a virtual meeting will be held for members of the public to give their input.
  - May 11<sup>th</sup>, an in-person meeting will be held at the Enfield Community Building for members of the public to give their input.
  - He stated that two questions have been consistently posed to each group and committee that has been invited to give feedback regarding the Johnston Drive property:
    - What is your vision for the property?
    - Do you have any concerns that you'd like the committee to know about?
- The Enfield Police Department is continuing to review incoming applications for their two vacancies, but otherwise all town positions are filled.
- The Energy Committee held a virtual public forum regarding the Community Power Plan on March 28<sup>th</sup> and the recording is available on the town website.
- The MFAC design team is continuing to meet with the architects regarding the public safety building.
- A citizen stopped into the Town Office to state their gratitude to the Enfield FAST Squad and Chief Martin, Kayla Boisvert, and Austin Lyman for a call they attended. The citizen stated that the driveway was icy and difficult, and the crew did not give up getting the ambulance to the house and ultimately saved his wife's life by getting her to the hospital. He thanked the crew for their determination and their service to the town.
  - Members of the BOS requested to extend their gratitude as well.

- Enfield is ranked the 4<sup>th</sup> safest town in New Hampshire for 2023. Mr. Morris thanked the Enfield Police Department for their continued efforts to decrease crime through vigilant patrol efforts and the community policing model. He thanked residents for reporting problems and suspicious activity so that the department can respond.
- Construction on the water project is planned to begin during the month of April.
- A website upgrade is in process and anticipated to go live later in the summer. He stated that there will be additional accessibility and form options, as well as text alerts available.

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

## COMMUNICATIONS

None.

## BUSINESS

### Trustee of Trust Funds Application (Terami)

Mr. Young made a motion to approve the appointment of Scott Terami to the Trustees of Trust Funds. Mr. Russell seconded. A roll call vote was taken. Vote unanimous in favor of the motion (5-0).

### Mascoma Lakeside Park Parking Plan

Mr. Morris stated that Mike Burns of the Lakeside Park Committee (MLPC), has volunteers to assist in finalizing plans for phase two of construction. Mike Burns presented information regarding the proposed parking area, which was unanimously supported by the MLPC. Mr. Morris requested approval from the Select Board to send the plan to be engineers and release an RFP for construction.

Mr. Russell made a motion to authorize the Town Manager or their designee to move forward with the engineering and construction of the parking plan presented to the Select Board on April 3, 2023, with funds for engineering and construction to come from the Mascoma Lakeside Trust Fund and the Land and Water Conservation Fund Grant, and to hereby authorize the Town Manager or their designee to take such actions and execute all documents that may be necessary. Mr. Young seconded. A roll call vote was taken. Vote unanimous in favor of the motion (5-0).

### Rental Space Follow Up Discussion

Mr. Morris and Kevin Marker, the Recreation Director, requested the support of the Select Board to discuss rental fees and possible rules for the use of Enfield recreational facilities.

Members of the Select Board discussed whether the recreational facilities should be available to rent to non-residents and proposed fee scales.

Mr. Morris stated that he and Mr. Marker would do more research and bring information back to the Select Board for approval.

### Minutes Follow Up

Mr. Morris stated that, historically, minutes from boards and committees have been turned in to Alisa Bonnette to be posted to the town website. He noted that discussions were held, and it was decided that there will be three staff members responsible for receiving and posting board and committee minutes as follows:

- Alisa Bonnette, Assistant Town Manager
  - Board of Selectmen
  - Budget Committee
  - Capital Improvement Committee
  - Trustee of Trust Funds
  - Energy Committee
- Rob Taylor, Land Use and Community Development Administrator

- Planning Board
- Zoning Board
- Conservation Commission
- Heritage Commission
- TIF District
- Kevin Marker, Recreation Director
  - Recreation Commission
  - Old Home Days Committee
  - Johnston Drive Property Use Committee
  - Mascoma Lakeside Park Committee
  - Municipal Facilities Advisory Committee
- Shantelle Delworth, Department of Public Works
  - Cemetery Trustees

Mr. Morris stated that he will work with the Library, the Library Trustees, and Ms. Bonnette regarding meeting information for the Library Trustees.

### **ADMINISTRATIVE ITEMS**

#### **Intent to Excavate (Conkey)**

Mr. Morris stated that the document presented is a renewal of an intent to excavate in the currently operating pit and not a new one, as had been proposed to the Planning Board.

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

Ms. Stewart requested any comments or questions from the public.

Gary Hutchins stated that he reviewed MFAC meeting minutes and presented concerns about building cuts. He stated that the ICCP has indicated that the #1 recommendation to abandon use of fossil fuels. The MFAC Committee discussed keeping the building as airtight, insulated, and well-built as possible, while keeping long term costs as low as possible. He stated that he has questions regarding what 'well insulated' and 'built as best as possible' mean.

Mr. Young stated that the design has not been completed, and once it has taken shape, we can better identify what the plan is for details such as insulation. He added that Insulated Concrete Forms (ICF) were quoted as an alternative in the first drafts of the building as well.

Ms. Stewart stated that everyone wants the most energy efficient building that we can get while recognizing that the voters have tasked the town with building the structure with a set amount of money.

Mr. Young noted that the drawings and structure details are not finalized, and it cannot be stated that ICF is not being considered as an option at this time. He added that energy items such as ICF are a budgetary concern, and there are different challenges being faced in 2023 than could have been known in 2021.

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

### **INFORMATIONAL ITEMS – NO ACTION REQUIRED**

- NHDES Notice of Requirements: File #2022-01659, 65 French Rd, Map 17 Lot 24 (Welikit Trust)
- Investment Policy for Review at 4/17/23 meeting
- MS-232

**ADJOURNMENT**

Mr. Kluge made a motion to adjourn at 7:06 pm. Mr. Young seconded. A roll call vote was taken. Vote unanimous in favor of the motion (5-0).

The meeting was adjourned at 7:06 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 Board of Selectmen