

ENFIELD BUDGET COMMITTEE (EBC)
Thursday, September 29, 2011
DPW Building – 6:00 PM

Members present: Annabelle Bamforth, Sam Eaton, Shirley Green, Gayle Hulva, Gail Malz, Paul Mirski, Doug Pettibone (Chair), Lori Saladino,

Other: Steve Schneider (Town Manager)

Excused: Fred Cummings (Ex Officio)

The meeting was called to order at 6:07.

ADMINISTRATIVE:

David Stewart announced his resignation to the Committee effective immediately, citing personal reasons. The Committee accepted his resignation with deep regret and thanked Mr. Stewart for his years of dedicated service and many contributions to the committee as Vice-chair.

The Committee officially welcomed its newest member Annabelle Bamforth at this first meeting since last March. Ms. Bamforth was elected to the committee at the 2011 Town Meeting. Member introductions were made.

Approval of Meeting Minutes - It was moved by Shirley Green and seconded by Gayle Hulva to approve the minutes of the January 19, 2011 EBC meeting. No amendments were offered and the motion passed. It was moved by Paul Mirski and seconded by Green to approve the minutes of the February 3, 2011 meeting. No amendments were offered and the motion passed. Approval of the February 9, 2011 meeting minutes was deferred to the next meeting.

Future Minutes: Gail Malz offered to record the the minutes for future meetings which was gratefully accepted.

Election of Committee Officers - It was moved by Hulva and seconded by Green to nominate Doug Pettibone for Chair. The motion passed unanimously and Pettibone accepted. It was moved by Mirski and seconded by Pettibone to nominate Sam Eaton as Vice-chair. The motion passed unanimously and Eaton accepted.

2011-12 Meeting Schedule - The following schedule was adopted:

Thursday, October 27 @ 6:00 PM
Thursday, November 10 @ 6:00PM
Thursday, November 17 @ 6:00PM
Thursday, December 1 @ 6:00PM
Saturday, December 10 @ 8:30 AM
Thursday, December 15 @ 6:00 PM
Thursday, January 5 @ 6:00PM
Thursday, January 12 @ 6:00PM
Thursday, January 19 @ 6:00PM

The Public Hearing of the Committee's proposed 2012 budget will take place on February 8, 2012 (snow date, February 9)

All meetings will take place at the DPW Building.

Appointment of Departmental Liaisons: The departmental liaisons will meet with the various department heads to review their draft budgets and to understand their budget issues. These meetings will take place prior to presentation of the draft budgets to the Committee. The liaisons will serve as department references for the Committee during the budgetary process. A schedule of the departmental presentations will be made available before the next meeting on October 27.

The appointments are listed below:

Administration – Green
Ambulance – Hulva
Cemetery – Mirski
DPW -- Pettibone
Fire – Pettibone
Library -- Bamforth
Planning/Zoning/Building Inspection – Malz
Police – Eaton
Recreation – Saladino

Community Service Grant Program Subcommittee: Eaton accepted the appointment as Chair and Hulva and Green accepted appointment as members. The Subcommittee will review and prioritize the applications of the regional nonprofit associations for funding by Enfield with Diane Heed, Director of Human Services. The Subcommittee will present their funding recommendations to the full Committee in December.

(Post Meeting Note: Town policy allocates a total of 1% of the approved

General Fund budget to the funding of Regional Associations).

Meeting with the Board of Selectmen(BOS): Pettibone recommended that a meeting of the EBC with the BOS to discuss general budget thoughts be scheduled after the October 27 EBC meeting where the EBC will have its own discussion of initial 2012 thoughts. A joint discussion with the Capital Improvement Program Committee (CIP), and the BOS and EBC at this time may also make sense.

NEW BUSINESS:

2011 Town Meeting Summary: Pettibone summarized the results of the Town Meeting last March from the budgetary perspective. A General Fund budget of a little over \$4.5 million was approved as part of the \$5.07 million total Town budget. There was no increase of the tax rate over the 2010 budget (\$5.95/\$1000 valuation) when there was an 8% increase over 2009. The average tax rate increase over the past 5 years has been 2.2% per year. About \$90,000 was appropriated for new or replacement equipment and vehicles in 2011. There was no new money appropriated for funding of capital reserves in 2011 and the undesignated fund stood at about \$750,000. The \$1 million loan to construct the DPW building will be paid off in 2011, freeing up about \$120,000 in debt service for potential use in 2012. The CIP Committee is currently reviewing and prioritizing capital needs over the next 5 years and will present its recommendations to the EBC and BOS. It was noted that resident Bob Cusick is pursuing a warrant article to adopt billing and insurance reimbursement for Enfield ambulance service calls that would amount to about \$50,000 new revenue per year. Hulva and Green said they attended a recent School Board meeting where it was indicated that a \$24 million renovation plan will be proposed again to the voters next year. The source of funding for this project has not been determined.

Town Manager Update: Steve Schneider noted that with 2/3 of the budget year behind us, about 37% of the appropriations remained unspent, slightly more than the expected 33%. He estimated that Hurricane Irene caused damage to Town assets that will cost about \$70-80,000 to repair. The bridge over the Knox River is being replaced as a result of the storm at a total cost of about \$250,000 – FEMA will cover about 75% of that cost and the Town is responsible for the rest. Planning for the \$3 million, one-mile extension of the water and sewer line along Route 4 continues. This is a TIF project to be paid with TIF funds and no impact on the tax rate is planned. Public hearings are being planned to discuss this project. Related to the water and sewer system, Hulva noted the recent increase in the water and sewer rates and requested that EBC review the budget planning of water and sewer and how it has

impacted the rates.

Next Meeting: The next meeting is on Thursday, October 27 where Schneider will detail 2011 Town revenue and expenditures, projected 2012 revenues and an initial draft 2012 General Fund budget.

PUBLIC COMMENT: None

OTHER BUSINESS: None

ADJOURN: The meeting adjourned at 7:48 PM.