

Budget Committee

Public Meeting

November 9, 2006

Chairman Carrier convened a business meeting of the Budget Committee in the Ilene P. Reed training room, located at 74 Lockehaven Road, Enfield, NH, at 6:05pm.

PRESENT: Lee Carrier - Chairman, Gayle Hulva - Vice Chair, Eric Crate, Shirley Green, Richard Martin, Judy Finsterbusch, Bob Cusick, Lori Bliss Hill, Dominic Albanese - Selectman

ABSENT: David L. Stewart

GUESTS: Nancy Scovner-Selectman, Diane Monmaney-Human Services Director, and James Taylor-Community Development Director

ADMINISTRATIVE STAFF: Steven Schneider - Town Manager, Wendy Huntley - Recorder

- **Administrative**

Approval of August 24th minutes. Lori Bliss Hill made a motion to approve the minutes. Second by Bob Cusick. All in Favor.

01-4191-###

James Taylor handout of goals for 2007

-110 Steve Schneider explained that the Personnel increase is due partially to the increase of time to be worked by the secretary.

Bob Cusick recommended getting a list of who was in 2005 budget, in which line and at what amount. Then show changes in personnel going forward which makes the difference from the 4.5% budgeted increase. Would like a spreadsheet.

Lee Carrier would like organizational chart of all full time people including name and title (rank).

01-4191-740 New Equipment; Jim explained that the arc map is a piece of equipment for making maps and that type of things. Ken has a current license and Jim's software license has expired.

Lee Carrier asked what is the cost?

Jim Taylor explained that the cost is a \$1,500 one time charge plus a yearly fee of \$200-\$300.

Steven Schneider added that the program could be stored on the server so others can use program as well.

Lee Carrier asked if this were your money you'd spend it?

Steve Schneider replied, yes.

Lee Carrier responded if it makes the office more efficient, then fine.

Eric Crate questioned if the yearly fee includes updates?

Jim Taylor responded, yes.

Steven Schneider added that it keeps you updated so that you don't have to buy new version at a later date.

Bob Cusick asked how much time do you use it?

Jim Taylor responded, two-three times per week.

Eric Crate questioned if the program saves the Town a lot of time?

Jim Taylor replied that it allows him to overlay maps. For example, it allows him to check if digging areas potentially in wetlands.

Dominic Albanese added that not having this program would be like someone not having excel.

Steven Schneider added that it's one of those programs that have functionality across many departments. Department of Public works, Planning & Zoning and the Police Department.

Jim Taylor checked the website and the cost is \$1,500.

Richard Martin inquired if the Fire Department could come and get maps from Jim?

Jim Taylor answered, yes.

Lee Carrier asked if anyone is apposed to this?

All responded, no.

01-4191-810 Professional Development

Jim Taylor explained that the increased request is for having a speaker come for two or three classes to increase knowledge of the board.

Bob Cusick asked if there are any videos or DVD that could be shown and discussed for training purposes?

Jim Taylor responded that he was not aware of any.

Lee Carrier noted that he is a big proponent of training.

Bob Cusick recommended that Jim look into seeing what is out there for Videos or DVDs because it's easier for everyone.

Dominic Albanese explained that one couldn't tell a volunteer that they have to go to classes.

Jim Taylor's idea behind the speakers is that one can schedule the speaker at a meeting so it's on the calendar and people don't have to travel.

Statistics

Jim Taylor spoke of eleven commercial projects in Enfield.

Lee Carrier questioned what stage are they at.

Jim Taylor explained that each of the commercial projects is up and running here now.

General discussion of the Overhead Door Co. doing business out of the old APD bldg.

Jim Taylor spoke about the roller rink having changed hands and the new cell tower on Whale Back.

Lee Carrier asked if the tower was on private or public land?

Jim Taylor answered, private.

Jim Taylor spoke about 64 Main St coming before the Planning Board for the third time this year.

Lee Carrier added that they have done a tremendous job on that building.

Jim Taylor spoke about how Mike Vaillancourt has opened a flea market where the paint ball place was.

Lee Carrier asked if it were an indoor or out door flea market?

Jim Taylor responded that they approval for both.

Jim Taylor spoke about the building at the corner of Flanders St & Rte 4 being converted to a four-unit apartment building.

Jim Taylor spoke about Art Conkey and his gravel pit. The Town has worked at getting him into compliance and he is planning a subdivision with 12 houses total.

Dominic Albanese asked if the Town is going to get a "boat load of taxes" for all the material taken out of the pit there.

Jim Taylor recommended that a specialist come in to do an estimate for taxes.

Jim Taylor spoke about Ironman development having 2 projects: A daycare center on Rte 4 and an approval for an office to sell modular homes. They will have a model in the parking lot.

Bob Cusick asked if there isn't something in the state where you could go for getting the amount of gravel taxes due?

Steve Schneider answered that he has that.

Lee Carrier opened a discussion regarding Main Street properties.

Bob Cusick questioned whether there is any way the Town can get into trouble with housing projects starting and then getting into difficulties? Is there anything the Town does for them that they potentially won't get paid for?

Dominic Albanese answered that the Town gets a bond from Developers.

Nancy Scovner added that the Town has a bond for the sidewalks and water and sewer from Ironman for example.

Jim Taylor explained that the Town estimates the total cost of a project, and we get a bond on that amount. Therefore the Town is covered if they don't go thru with the project.

Judy Finsterbusch questioned what was going on with the Drummond subdivision?

Jim Taylor responded that the Drummond subdivision is included in my numbers.

Lee Carrier distributed a handout titled "*EVA benchmarking and explanation*"

Bob Cusick commented that the more you pretty up the Downtown area, the more people will come.

Gayle Hulva questioned if the Town is still participating with UVLSRPC?

Steve Schneider answered, yes.

Dominic Albanese added that at the last Board of Selectmen's meeting, Ken Daniels (Dept. of Public Works Director) said that he is now a member of the UVLSRPC at board and things are much better now.

Lee Carrier informed the Budget Committee that there is a new owner for 76 Main St. and she has already started making changes. The Enfield Village Association is looking at helping her get grants.

01-4441-### Human Services Administration

01-4441-110 Personnel

Steven Schneider explained that Diane Monmaney, Human Services Director, is budgeted to go to full time. We are accounting for it here, but in reality she will be assisting other departments.

01-4441-341 Telephone

Diane Monmaney explained that she did not realize that her department was paying for Paetec services and that she just received a new cell phone so that is why this line is high.

Steven Schneider added that the -341 lines are up in every department.

Lee Carrier asked how many cell phones does the Town have? Does the Town need them and what is the cost?

Dominic Albanese asked what is the Town's policy on cell phone?

Steven Schneider responded that we could discuss that.

01-4442-### Human Services Direct Assistance

Dominic Albanese commented that he believes the Board of Selectmen we cut a lot out of this line last year before it ever reached the Budget Committee.

Shirley Green questioned why go up to \$17,500 and not stay with the \$14,500 requested last year if only \$10,000 is being used this year?

Lee Carrier recommended that the Budget Committee red circle this for review nearer to the end of the budget season.

Nancy Scovner commented that that last year's was a warm winter. This year's prediction is colder.

Bob Cusick asked if the Human Services Department ever physically moves people?

Diane Monmaney explained that it depends if the individual(s) have already been evicted.

Lee Carrier asked what the procedure is.

Diane Monmaney explained that the client needs to find the new place and the Town pays either the security deposit or the first month's rent.

Bob Cusick cautioned that the Town should be careful to only pay for the people who are really in need.

Dominic Albanese asked Diane to speak to the discretion she uses.

Diane Monmaney all cases are individual.

Bob Cusick gave for an example: Woman has baby and has a guy in the house doing drugs. The landlord is going to throw them out because of the guy using drugs. What would you do?

Diane Monmaney responded that she would ask the landlord if he was going to evict the clients. Then she would tell them to contact headrest.

Eric Crate asked what is the average amount is that is given out?

Diane Monmaney answered that the basic amount is \$750.

Eric Crate questioned if it is a one-time thing?

Diane Monmaney answered that it could happen more than once for the same individual. She explained that her job is to keep the client(s) housed.

Eric Crate questioned if most of the clients are long-term Enfield residents?

Diane responded, yes and that some of the payments made are reimbursable.

Bob Cusick commented that he believes fuel will be a big expense.

Diane Monmaney explained that the Town still has about 2,000-3,000 dollars of pre-buy fuel at Irving.

Dominic Albanese questioned if these fuel requests are true emergencies? A person has to be out of fuel and they need fuel NOW, right?

Diane Monmaney answered, yes.

Lee Carrier asked how much revenue has the Human Services Department received?

Diane Monmaney responded that she would look into it. I use my agencies first to aide clients.

Steven Schneider added that the Town is the provider of last resort.

Eric Crate commented that he believes this is a good fund to have because it helps people directly right here in Enfield.

Dominc Albanese explained that Diane Monmaney also works in the Human Services Department in Lebanon. She knows which clients are shopping towns...

Lee Carrier distributed a handout regarding the Regional Associations

01-4197-### Regional Associations

Diane Monmaney covered the following:

01-4197-010 ACORN

Diane Monmaney explained that she has had two clients that she referred to ACORN and that ACORN will pay for prescriptions. There are more clients with Hepatitis C than before.

Dominic Albanese questioned what the cost of a prescription for Hepatitis is.

Gayle Hulva explained that it costs between \$200-\$300 per shot, taken each week, for a year.

01-4197-001 Advanced Transit

Diane Monmaney described the organization as “awesome”.

Lee Carrier recommended a comparison of area towns' contributions versus their rider-ship be done.

01-4197-016 Bonnie Clac

Diane Monmaney explained that this is the first year for a request from Bonnie Clac. She is planning on purchasing a car thru them to see what it's all about. The Town of Hanover gives them \$3,000.

01-4197-003 Headrest

Diane Monmaney stated that she does use Headrest

01-4197-002 Listen

Diane Monmaney stated that she uses Listen a lot for the Community Dinners, Holiday baskets and funding for camps.

01-4197-006 Senior Citizen's Council

Diane Monmaney commented that this is self-explanatory.

01-4197-015 Tri County Cap

Diane Monmaney explained that this is the office that does all the fuel assistance, electrical applications, homeless out reach and more. Excellent program.

Dominic Albanese asked if this group is state funded?

Diane Monmaney answered, yes.

01-4197-005 Visiting Nurse Alliance

01-4197-011 West Central Services

Diane Monmaney explained that taxpayers already give money (\$3,250) through the school budget. Enfield's portion is \$1,350.

01-4197-008 WISE

Diane Monmaney commented that this is a good program.

Dominic Albanese asked if the Police Department uses this program?

Diane Monmaney responded, yes.

Shirley Green asked what is this organization?

Diane Monmaney explained that WISE assists abused women.

01-4197-014 Mascoma Valley Health Initiative

Diane Monmaney explained that this organization has more of a focus on children than adults, but adults need care also.

Nancy Scovner added that they help with things like shots and antihistamines.

Eric Crate added that they do dental also.

Steven Schneider informed that he has met with the Director. The program started with nothing. It is trying to help the people who have fallen thru the cracks.

Nancy Scovner explained that if you can't pay them for their services, there is no charge.

Lee Carrier encouraged everyone to read the Regional Association requests package and be ready for the 30th.

Lori Bliss Hill extended kudos to Diane Monmaney. The rest of the Budget Committee responded with applauds.

Steve Schneider added that he has a revenue budget report and \$1,500 was budgeted for general assistance. To date, the Town has received over \$300.

Break 7:30-7:39

Overview of Town Hall/Library Renovations

Steve Schneider informed the Budget Committee that along with the numbers that are going to be smaller, the project itself is going to be smaller than the original. The next meeting is scheduled with the Construction Manager, the architect and the Buildings Committee on November 21st.

Lee Carrier distributed a handout titled *"2007 budget compared to 2006 budget by Category"*
Lee Carrier distributed a handout titled *"2006 budget puts and takes"*

General discussion of major increases that will need to be addressed for the 2007 budget.

Dominic Albanese explained that the Board of Selectmen are getting on an annual rate review schedule for water/sewer.

Dominic Albanese inquired if the Budget Committee would like a memo on what the BOS has already made changes with in relation to the "puts and takes"?

Lee Carrier answered, yes.

Tax Rate

Lee Carrier recommended that the Town should stick with the \$6.64 tax rate. If the Town lowers the tax rate, it is going to set the base lower. The residents would have sticker shock next year. (Referring to the handout titled, "2006 Tax Rate") Lee Carrier informed the Budget Committee that the revenue number listed for 2006 is the only number that may be changed. The final revenue figures are not in yet.

General discussion as to how the calculation is done.

Gayle Hulva asked if Budget Committee members would be receiving a copy of the 2005 audit?

Steven Schneider explained that this year the Town had the GASB 34 MD&A which took a while to prepare. As soon as we receive the audit, we will distribute them.

Action Items

Adjournment

Motion to adjourn came forward at 8:04 PM from Lori Bliss Hill with a seconded from Bob Cusick. Motion carried.