

Town of Enfield
Budget Committee
Public Meeting Minutes ~ January 16, 2003

Chairwoman Sanders convened a business meeting of the Enfield Budget Committee at 7 p.m. on January 16, 2003, in the Selectmen's Conference Room at Whitney Hall, Main Street, Enfield, NH.

PRESENT: April Whittaker-Town Manager, Larry Gardner, Lori Bliss, Mike Dudley-Vice Chairman, April Whittaker-Town Manager, Wendy Euler-Bookkeeper, Richard Crate Sr., Gayle Hulva, Lynn Baker, Celie Aufiero, Keith Oppenneer, and Paula Rowe-Recorder.
Absent: Donnie Roberts.

- Minutes:

Corrections - Page 2, under Town Manager's Budget Review, should be \$49,149, not \$39,149.

Question regarding citing a Non Public Session. RSA 91-A:3, Subsection II (e), is correct, as it deals with pending or threatened litigation. The RSA was made available to the committee for their review of this.

Also, of note, the Town Manager cannot be a part of motions, therefore, Ms. Bliss, who was in favor of the motion of going into Non Public Session, will be the person who second the motion to go into Non Public Session and to come out of non public session.

Motion to accept the public meeting minutes of January 9, 2003 by Keith Oppenneer, second by Celie Aufiero, all were in favor, and the motion carried.

Motion to approve the Minutes of the Non-Public Meeting came forward from Keith Oppenneer, and second by Gayle Hulva, motion carried unanimously.

- Managers Review of the Budget:

TM Whittaker provided all budget committee members with new packets that included the following information:

1. Shed Building Information
2. Information Item – Portion of New London Budget Committee Minutes - RE: Salt Shed and Environmental Compliancy.
3. Letter from Environmental Protection Agency - yr 2000.
4. Copy of Permit for DPW Consolidated Facility
5. Working summary – DPW vehicles and assignments
6. End of Year Revenues Report, & Estimated Revenue Sheet
7. Budget cut history and Estimated Tax Rate calculation
8. January 2003 New Budget Print Out (Files).

- Public Works Salt Shed:

Director Ken Daniels provided information to the budget committee on the building of a salt shed for the Public Works facility.

Discussion on the environmental issues of a salt shed ensued. TM Whittaker said that the town needs to come in compliance with environmental issues, and is definitely heading into this direction. Mr. Gardner said that he has inquired with an individual in Concord on these matters, as well. TM Whittaker provided material (handouts) and a letter from the DES along with a release to settle this subject.

In conclusion, Director Daniels said that he has to have the notice of the transfer station in by the end of March.

Mr. Gardner said that the existing salt shed is not violating any State Laws or Regulations. At this time, Chairwoman Sanders said that the moving of the salt shed pre-exists with the consolidation of a Public Works Facility, though the scope has changed, and the requirements to build has changed. Chairwoman Sanders asked if there is any possibility of any grants. TM Whittaker has not found any and Director Daniels said that he hasn't either.

Selectman Oppeneer said that the monies would be taken entirely out of surplus. TM Whittaker provided the figures of surplus on the handout "2003 Budget Cut History." Paving of the Public Works Facility will be in the vicinity of \$102,000.

Mr. Gardner asked how much could be undesignated funds. General discussion ensued as to desirable levels of surplus in keeping with DRA's recommendations.

Ms. Hulva said that she does not want to see the money come out of surplus, and that it should perhaps be a bond issue brought before the voters. Chairwoman Sanders calculated that a bond issue would be costly to the taxpayers to pay back and incurs interest payments. . Mr. Gardner asked if it has been customary to take monies out of surplus. Selectman Oppeneer said yes Chairwoman Sanders enumerated projects involving use of surplus undesignated funds.

TM Whittaker reiterated with Director Daniels the need for this salt shed; Director Daniels said they receive multiple shipments. However, with a new shed, there will still be multiple shipments, though not as many. Mr. Gardner asked how delivery is made currently, and Director Daniels answered that it is dumped in front, as the trucks cannot get inside, and the highway department pushes the salt into the shed. Director Daniels said that the ground underneath is dirt and not asphalt, therefore, not providing an impervious surface. Mr. Gardner said that this is new information to him. Discussions ensued regarding cost of bank run sand and manufactured sand which his approximately double the cost to purchase. Therefore, to build a smaller salt shed would incur additional costs on the operational budget possibly doubling the existing line for sand acquisition.

Mr. Gardner asked if the money from the sale of the current property on Shedd Street go to the new facility, and he stated the same. Chairman Sanders said that this couldn't be done and explained that all funds coming in go to the general fund. However, the selectboard will state their intent on town meeting floor to defray building costs with the sale of land.

Chairwoman Sanders felt that TM Whittaker and the Selectmen have approached this conservatively.

TM Whittaker provided a handout of the Revenue Surplus Overdraft Report 2002, showing what portions of revenue were used to set the fall 2002 tax rate. The overages will be reverted to the general fund. TM Whittaker pointed out that the figures may not be truly reflective due to how sewer and water accounts were reported to DRA. She will discuss with Auditor.

- Water and Sewer Department:

A question arose from the Selectmen's Public Hearing of the Sewer Department; 'if the town could help the rate payers.' TM Whittaker researched this and handed out RSA 149-1:10 out to all budget committee members explaining how this works, which states that there can be no co-mingling of funds.

Mr. Gardner commented that the statute on sewer funds does not preclude a warrant article coming forward to revert surplus funds to the sewer funds.

Mr. Crate asked if there should be a sewer commission. Chairwoman Sanders said that it would have to be brought forward on the warrant, and this is something the selectboard should look into and seek legal advice. Mr. Crate asked if realistically there was hope in the future for a lower sewer fee. TM Whittaker and Director Daniels both expressed their optimism in the process, but could not make any predictions.

- Vehicle and Equipment Replacement of the Public Works Department:

TM Whittaker provided a handout illustrating a working chart summarizing the CIP for DPW Vehicle and Equipment Replacement Schedule and employee use. Director Daniels reviewed the chart with the committee members. An F350 will replace a 1985 Chevy 1 Ton Dump, and F150 that will replace a 1993 Ford, and an F150 will be replaced by an F550. The 1985 Chevy 1 Ton and the 1992 Ford F350 will be leaving the Public Works Department. The 16,000 for a truck have already been cut from the budget. Mr. Gardner asked to reiterate for a better standing of those items that are being sold and replaced.

The committee continued with reviewing this CIP sheet for DPW Vehicles and Equipment Replacement Schedule. and addressed the following: The Fire Department will have two vehicles leaving their fleet, Engine #2, one other engine, and the Tanker. The Police Department fleet, chart showed six vehicles, although she felt it may need updating, and they are looking at purchasing one more vehicle. TM Whittaker will be meeting with Chief Giese and review the department vehicles.

- Conservation Commission:

Celie Aufiero, Chairwoman of the Conservation Commission provided all members with a memo addressing the proposed cut of \$5,000. The memo stresses that this town does not use the current use change tax for funding, and pointed out the many projects planned for 2003 that include a natural resource inventory, mapping, new nature trail, and obtaining easements, through the hiring of an environmental engineer.

Mr. Gardner asked about the accuracy of this proposed mapping. Ms. Aufiero explained that the mapping overlay is the GIS system and should be within a few feet. Mr. Gardner asked why more mapping that is not more accurate than what the town has. TM Whittaker explained further, the importance of this mapping town-wide, and with the understanding that this could possibly be done a little at a time. Ms. Aufiero would like it completed in 2003.

Following review of monetary accumulations, Ms. Aufiero was satisfied not to pursue the proposed cut upon being informed that \$5,000 was still available for use.

- Lions Club:

TM Whittaker recently met with the Lions Club and discussed the new Community Building, explaining the town budget process and how the town is paying and addressing the needs and future of this new Community Building. The sum of \$23,000 will be allotted from the town budget for the community building in 2003. She also addressed the budget as a whole to the group.

- Next Meeting:

The next meeting will be Saturday, January 25, 2003, at 9 a.m. in the Public Works Facility on Lockhaven Road.

The Public Hearing of the proposed Budget will be on February 4th, 2003, in the auditorium of Whitney Hall.

- Hydrant Maintenance:

Mr. Gardner asked about the \$1500 cut. Director Daniels confirmed that he had 4 hydrant units at his disposal. Mr. Gardner asked how the hydrants are cleaned out, and who does it. Director Daniels said the fire department, and the town backhoe is used.

- Adjournment:

Motion to adjourn came at 8:35 p.m. by Celie Aufiero, second by Lynn Baker, and the motion carried.