

Town of Enfield  
Budget Committee  
Public Meeting Minutes – January 25, 2003

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Chairwoman Sanders convened a business meeting of the Enfield Budget Committee on January 25, 2003 at 9 a.m., at the Public Works Facility on Lockehaven Road, Enfield.

PRESENT: Holly Sanders-Chairwoman, Mike Dudley, Gayle Hulva, Richard Crate, Lori Bliss, Larry Gardner, Selectman Keith Oppenneer, Donnie Roberts, Celie Aufiero, TM Whittaker, Wendy Euler-Bookkeeper, and Paula Rowe-Recorder. Absent: Lynn Baker.

Guests: Public Works Director Ken Daniels, Dwight Marchetti, and Henry Cross, the Chairman of the proposed Veterans Memorial Park.

**Approval of Minutes:**

Motion to approve the Minutes of January 16, 2003 came forward from Keith Oppenneer, with a second from Lori Bliss. Motion carried.

**Account Review:**

TM Whittaker provided all committee members with the updated accounts as follows (additionally, she addressed the questions of individual Budget Committee members):

Legal Department is over by 295.68% over. TM Whittaker said that the town entered into legal suits throughout the year, which is a matter that cannot be foreseen.

4194 - General Government Buildings over by 27.58 percent. TM Whittaker informed that Department Heads have not kept Director Daniels apprised of repairs to their respective buildings. Director Daniels is addressing this as head of this account. TM Whittaker will address this as well at her next Department Head Meeting.

4210- Police Department shows an overage 2.32 percent. TM Whittaker said that she has spoken with the Police Department and found that this was due to an extensive disability of one Officer.

4240 – Building Inspection – Believe that mileage was a factor here in the 10.22 percent overage on this account.

4323 – Solid Waste Collection shows an overage of 7.01 per cent. TM Whitaker recommends starting recycling.

4441 and 4442 – Welfare Administration and Welfare Direct assistance – shows overages of 3.50 and 9.83 percent respectively. TM Whittaker commented that rents have gone up.

4721 Interest – Long-term bonds and notes – shows overage of 64.05 per cent. Discussion on interest ensued and will be addressed with Mascoma Savings Bank.

4903 – Buildings under Capital Outlay – shows and overage of 101.25 percent. TM Whittaker will be holding the line on this.

TM Whittaker reiterated that the bottom line of overages is 37,336.29.

Ms. Aufiero asked to address certain expenses, starting with 4130, with the use of a credit card, and for the purchase of coffee. 4903-723 – building purchases for the new facility will be addressed by TM Whittaker with Ms. Aufiero. Chairwoman Sanders advised Ms. Aufiero should get together with TM Whittaker to discuss and obtain an understanding with her questions.

4210-740 – New Equipment – Ms. Aufiero asked about the use of Capital Reserve Funds for this line. TM Whittaker and Mr. Dudley said that this was done to update and incur technology in the police department. 4210-610 – Supplies – This account is over by \$2100.00. Further Ms. Aufiero asked about pizza and refreshments for meetings, the use of credit cards, noting some finance charges. Ms. Aufiero asked if more items could be bought in bulk.

#### **Veterans Memorial Park:**

Mr. Dwight Marchetti asked to speak about the article being brought forward to the voters on the warrant, regarding line 4901-715 – Veterans Memorial Park. Mr. Marchetti is requesting that this line be increased to \$10,000 from \$5,000. Mr. Marchetti advised that as this project has evolved they have found an increase of 200 names that need to be placed on a monument. This incurs higher costs as it creates a second monument that was not previously planned for. Mr. Cross said the project has increased tremendously from when he started, and the interest has been overwhelming for the respect of such a park. Mr. Marchetti said that Mr. Cross started with the intent of \$25,000, and it has now reached \$40,000. Mr. Marchetti said he would like to see this as a line item and not a warrant article. Mr. Cross added that when he started this project, he did not plan for a driveway, but because of the fact of the busy Route 4 and the elementary school, they have been advised to have a driveway and paved in this project. Lebanon Crushed Stone, Blaktop, and Pike, have all said they will donate paving to the park.

Chairwoman Sanders asked Selectman Oppenheimer why this is going as a warrant article and not a line item, ie: under Patriotic purposes. TM Whittaker reminded Chairwoman Sanders that the budget committee had asked that it be presented this way. TM Whittaker told Mr. Marchetti that she doesn't believe he has anything to fear, and felt that this was a great thing to come before Town Meeting with, and advised Mr. Marchetti and Mr. Cross to "stand tall" with this. Mr. Cross said that the monies for this park are in a trust fund that is controlled by the town. Any monies left over will stay in this trust fund for future use, ie adding names to the monuments. Mr. Cross reminded that he had made a previous promise that he would not ask the town for any money, and hasn't done this, that any requests have come from citizens.

Mr. Marchetti continued and asked about the impound lot for the Police Department. He

said that it was his understanding that the request for an impound lot began some 12 years ago. Mr. Marchetti advised the committee that he has been in law enforcement for some 34 years, and an impound lot is needed to maintain the integrity of any item that needs to be placed in a secure facility. Mr. Marchetti said that he has seen a number of cases that have been lost due to the technicalities of secured evidence. Mr. Marchetti ended with asking the board to put it back into the budget. Mr. Dudley said that he is not opposed to an impound lot, but, hasn't seen any specifications for the materials and cost for one. Chairwoman Sanders said that it has been addressed in collaboration with the new Public Works Facility. Chairwoman Sanders thought it was discussed that the police department could rent some facilities to do this, should they need too. However, there is a matter of timing, and the completion of the new public work facility, before they can see some descriptive items for the construction of an impound lot. Without this, the committee is not ready to address this. Chairwoman Sanders said that they have asked a number of departments to refrain for a year or two on certain matters, through TM Whittaker. TM Whittaker said that she has spoken with Chief Giese on the matter of securing evidence, and he said that the Lebanon Police Chief has said he will reciprocate and aid in the secure of evidence for Chief Giese. TM Whittaker said that she has informed Chief Giese that she will address this appropriately next year.

### **Salt Shed:**

Chairwoman Sanders said that Director Ken Daniels was here today to speak about the Salt Shed, and acknowledged the memo that Mr. Gardner has sent to all committee members. TM Whittaker said that the town can build what people want, but, there are consequences to certain type of buildings and not to forget that there are environmental issues. TM Whitaker said that the town is in a bind for funds, and asks for guidance from the committee in making determinations between "pay me now" or "pay me later."

Mr. Gardner provided information regarding the salt shed and provided a hand out with a table illustrating calculations between manufactured sand and screened sand showing what we are paying now for the screened sand. Mr. Gardner said that he needs cubic yards and tons placed in a more comparable manner. Director Daniels recalculated and placed the chart in cubic yards. Questions arose and discussion intensified on the issues of salt and sand.

At this time, Mr. Roberts reiterated and reminded the committee members that they are here to determine how large a building should be built by determining the cost savings over a long period of time of the sand/salt that is purchased. Further determination proved that manufactured sand is more expensive. Chairwoman Sanders said that this building is a 100-year project and needs to last the town 100 years.

### **02-4331 Water Department :**

Mr. Gardner asked about Line 320-Legal expenses, asking if this is designated to those who do not pay their water bill, advising of a Water Tariff to TM Whittaker. Continuing with this deptment, TM Whittaker informed that water testing has increased, and, Hydrant maintenance is an in and out item. 740 – New and replacement equipment for a shared plotter, meter reader device, and a printer for the department.

**03-4326 Sewer Department:**

TM Whittaker advised that matters of the sewer department are being addressed. Mr. Gardner said that the appropriating of the sewer department needs to be kept separate from the town.

**Bottom Line Budget figures:**

Mr. Gardner asked about the difference in the bottom line from the accounting sheets of \$3,----- and the warrant that states \$4,627,000. Four factors make up the operating budget: operating budget of all departments, plus debt, plus water, and sewer department.

4130 – Executive Office, no questions; 4140 – Election & Registration - no questions; 4150 – Financial Administration, one question, on law books, CD Roms are being looked at.

4152 – Revaluation, one question regarding a bill from our assessor; 4153 – Legal, no questions. 4155 – Personnel Admin., Selectman Oppeneer asked if enough is budgeted for FICA, as it is difficult to determine because of over time; 4191 – Planning, includes Master Plan Upgrade a and for the review of the sewer department; 4192- Zoning – no questions;

4194-Gen. Government buildings – question on line 746, where a possible historical building is on High Street and may be sold. 4195 – Cemeteries – Special projects has an item that has been corrected by the Bookkeeper for proper placement; 4196 – Insurance, no questions; 4197-Regional Association, line item 009-Shaker Museum, Mr. Crate asked that this become a warrant article, Chairwoman Sanders said that is the decision of the Selectmen, Mr. Dudley would like to reduce this by \$5,000 and ask for \$5,000 on a warrant article, this will be brought back to the Selectmen by TM Whittaker;

4199 – Other general Government – no questions; 4210 – Police Department, correction regarding the number of cruisers, there are only 5, and will be obtaining a new unit this year; under line 110 – additional personnel of one officer will not occur this year, the Grant has not been done;

4215 – Ambulance. TM Whitaker announced that this year's Town Report is being dedicated to Mr. Harrington and Mrs. Dow this year.

4220- Fire Department, the Jaws of Life has been omitted, and no new truck (no paperwork received).

4240 – Building Inspection; 4290 – Emergency Management, new regional committee for emergency management, in light of September 11, 2001; 4299 – Dispatch Services, went down.

4312 – Highways and Streets, signs and markings has not been changed for liability

reasons. Impressive comment on the new town signs at the entrance of town. 4316-Street Lighting, no questions, 4323 – Solid Waste Collection – TM Whittaker said that curbside collection is very expensive, and the contract is coming up. 4324 – Solid Waste Disposal, no questions. 4411 – Health Department, question on Small Pox vaccination;

4414 – Animal Control – Ms. Aufiero asked why this doesn't show the true cost of all of Animal Control; 4441 and 4442 Welfare Admin. And Welfare Direct Assistance – no questions; 4520 Parks & Recreation – TM Whittaker said she wants to discuss fees with the Rec Commission; 4550 Library – Mr. Gardner said that we asked the library for a gross budget, and the trust figure of \$7,000 was shown to him; 4583 Patriotic Purposes- no questions; 4589 – Historical Records, Mr. Gardner asked if this was enough; 4611 – Conservation Commission – no questions.

4711 – Principal – no questions; no questions under debt services;

Capital Outlay: 4901 Land and Improvements – no further questions until after the Selectmen's next meeting, upon further discussion being at the public hearing. 4902 – Machinery, vehicles and Equip – Mr. Crate has looked at the difference between the F350 and the F550, and felt that this line should be increases by \$10,000. All Committee members went and looked at the difference in the vehicles and agreed. 4903 – Buildings, this includes the proposed salt shed that is on the warrant article. Mr. Roberts thought it would be a great idea to have a hand out for the voters on this. There is additional monies for the revitalization of Whitney Hall; 4904 – Streets/bridges/sidewalks – no questions; 4909 Improvements – no questions. Total Capital Outlay needs to be changed to reflect \$687,000.

4915 – Transfers to Capital Reserve Funds –no questions; and 4916 Transfers to trust and agency funds – no questions ;

This review recognized the new Bottom Line total of \$4,025,000.

Chairwoman Sanders read through and reviewed the Warrant Articles that have been presented by TM Whittaker.

Chairwoman Sanders said that additional questions today will be reviewed and answered by TM Whittaker and she will be in touch with committee members through e-mail and the US mail.

### **Next Meeting:**

Chairwoman Sanders said the next meeting is on February 4th, 2003 with the Public Hearing. Directly after the Public Hearing there will be a Budget Committee meeting. Chairwoman Sanders is drafting a letter for the Annual Town Report, and asked if members would e-mail or call her with any suggestions. TM Whittaker will be putting together a hand out for the Public Hearing.

There are three positions open on the Budget Committee. Chairwoman Sanders, Ms.

Aufiero and Mr. Roberts positions are up after three years, and the one year term of Mr. Gardner is up.

**Adjournment:**

Motion to adjourn came at 12:50 by Ms. Bliss, second by Mr. Roberts, and this motion carried.