

Town of Enfield

Budget Committee

Business Meeting Minutes – May 15, 2003

PRESENT: Mike Dudley-Vice Chairman, Richard Crate, Lori Bliss, Lynn Baker, Richard Martin, April Whittaker-Town Manager, Levi Carrier, Gayle Hulva, Keith Oppeneer, Larry Gardner, Dominic Albanese, Holly Sanders Chairwoman and Wendy Huntley Bookkeeper.

Guests: Armand Martineau, Auditor, Plodzik and Sanderson

Meeting called to order 6:00PM

April Whittaker: Introduction of Armand Martineau followed by a round table introduction of all budget committee members

Audit Review 2002

Mr. Martineau reviewed and discussed the 2002-audit report.

Break 7:00-7:05PM.

Administrative

Holly Sanders, Chairperson, called meeting back to order and read her memo of resignation from the budget committee effective September 1st 2003, see enclosed. Sanders moves to nominate Michael Dudley as Chairperson, second Bliss vote unanimous in favor.

Michael Dudley, as Chairman, asks for vice-chair nominations. Crate moves to nominate Larry Gardner as vice-chair, second Bliss, vote 9~1 in favor.

Dominic Albanese moves to have the Minutes reflect great appreciation for Holly Sanders' many years of devoted service to the Town in her roles of member and Chair on the Budget Committee and Chair of the DPW Facilities Building Committee, second Dudley, vote unanimous in favor.

Approval of Minutes

Minutes of the public hearings 2/5/03 and 2/10/03 were laid on the table for discussion purposes.

- ❑ Michael Dudley re: minutes of 2/5/03: page 5, line 01-4194-111 Note from Recording Secretary, Paula for the Town Manager to check vote.
- ❑ April Whittaker confirmed that the entry was correct as written.
- ❑ Gayle Hulva clarifications on page 2 regarding community building. Typo 3rd paragraph, 2nd line "with" should be "which". Also the reference "flat lined budget" should be "level budget". 5th paragraph in which it is written, "April Whittaker says....biḡ" should be "big".

- ❑ Gayle Hulva motion to approve minutes for 2/5/03 as amended, second Dudley, vote 4~0 to approve ~abstentions from Bliss, Albanese, Gardner, Sanders, Martin and Carrier; members not being present for aforesaid meeting.
- ❑ Minutes of February 10~ Michael Dudley corrections of 2/10/03 minutes page 2; paragraph 2 should read, ... “needs of each department ... projected sewer and water budgets rates against the 2002 budget”. Regarding Shaker Museum, end of paragraph, delete “vice Chairman”.

Descriptions should read as follows:

- ❑ Regarding Article 8 page 4 Community Building
- ❑ Article 10 police cruiser
- ❑ Article 13 186,000
- ❑ Article 14 Cemetery Maintenance Fund
- ❑ Article 17 Rescind authorization of previous unissued debt 265,000.

Michael Dudley move to approve minutes as amended, Crate second, vote 4~0 ~abstentions from Bliss, Albanese, Gardner, Sanders, Martin and Carrier; members not being present for aforesaid meeting.

Review of Town Meeting.

April Whittaker distributed handouts with suggested improvements for the Committee to consider~ see enclosed..

Discussion of handouts including the following topics:

- ❑ Update on current Police Department number of employees
- ❑ Role of Rangers
- ❑ Sewer Committee progress
- ❑ Building Committee for Town Office/Library and asking for a Budget Committee member to volunteer to be representative of Budget Committee on board.

Gayle Hulva volunteered to become the budget committee representative.

Michael Dudley motions to appoint Gayle Hulva as Representative from Budget Committee to Building Committee for Town Offices/Library, Bliss second, vote unanimous in favor.

Update continued re: the following items;~

- ❑ Update on Fire Department Grants
- ❑ Update on Conservation Commission
- ❑ Update on Recreation Department

Discussion of 1st quarter financial and expenditure reports. Specifically the following lines were clarified as to expenses incurred.

- ❑ 01-4150-140
- ❑ 01-4150-625
- ❑ 01-4210-630

- ❑ 01-4312-140
- ❑ 01-4909-782

April Whittaker distributed draft of a means testing application intended for local associations requesting support from the town. Consensus of Budget Committee Board Members to favor the format and detailed information requests.

Michael Dudley brought to the attention of board members Senate Bill 32 ~ a action bill designed to clarify the current statue as to budget committee presentation of the town budget and encourages all to keep and eye on the progress of this bill.

April Whittaker informs board members of a meeting between a DRA auditor and the Town of Canaan in which the auditor suggested a presentation of the budget process and committee duties. Enfield has volunteered to host this meeting. This meeting is to be scheduled for an evening in June and Enfield's Budget Committee Members are welcome to attend. The Town Manager will provide details once they are to hand.

Dominic Albanese encouraged all to attend, if possible, so that the committee as a whole would hear the discussion and presentation first-hand.

There being no further business, motion Crate to adjourn, second Gardner, vote unanimous. The Meeting adjourned at 8:35PM.

Respectfully submitted
Wendy Huntley, Recording Secretary and Financial Assistant