

Town of Enfield  
BUDGET COMMITTEE  
Public Meeting Minutes ~October 23, 2003

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Mr. Michael Dudley Chairman convened a business meeting of the Enfield Budget Committee at 6 p.m., on October 23, 2003, in the conference room of the Department of Public Works facility, on Lockehaven Road, in Enfield, NH.

PRESENT: Mike Dudley-Chairman, Shirley Green, Gayle Hulva, Richard Crate, Dominic Albanese-Selectmen, Lori Bliss, Ricky Martin, Lee Carrier, Lynn Baker, April Whittaker-Town Manager, Wendy Huntley-Bookkeeper, and Paula Rowe-Recorder.

Guests: Jim Taylor-Planning and Zoning Administrator, along with, Carol Felix, Marcia Cornell, and Dave Carr all of the Recreation Commission.

**- Call to Order**

Chairman Dudley opened the meeting with a motion to accept the Minutes of July 31, 2003 coming forward from Gayle Hulva, and second by Dominic Albanese. After pointing out the correction of the correct chairpersons name, and filling in the blank on page two of the July 31st meeting with the word 'town,' the motion carried to approve these minutes.

TM Whittaker introduced Jim Taylor, the Planning and Zoning Administrator, informing that the town proposes changing this position from part time to full time, adding Building Code Enforcement and Economic Development to this respective job title.

TM Whittaker informed that there is a pay scale review coming forward and reiterated that "we" are not to assume before the actual Town Meeting. TM Whittaker said that the Selectmen have not set up a possible COLA; which would become moot if the new pay scale takes effect in 2004.

**- 4191 – Planning:**

Planning Administrator Taylor said that he has reduced the line of the Printer as the new map duplicator has served copying needs. Telephone line has increased based on usage. Public Information is increased. Special Projects will include the Master Plan, and \$12,000 has been allocated for that under 4909 – Improvements. Mr. Taylor said that this will probably be a two year project. Upper Valley Lake Sunapee Regional Planning Commission will be heading this up, and TM Whittaker has asked them not to conduct a visioning session during the months of November and December, as this is a very busy time of year, and she would like a good turn out.

**- 4192 – Zoning:**

Records and meetings has been decreased. This past year there have only been three meetings versus the normal twelve.

Selectman Albanese asked Mr. Taylor if he will be helping the Conservation Commission with issues, indicating that this will be part of the new duty of Code Enforcement. TM Whittaker explained that the new duties of the Planning Administration will aid the town in the direction of being known to businesses outside of Enfield, that Enfield exists. Promoting Enfield. Mr. Carrier asked Mr. Taylor about the fees that are paid for by the customers, and it was explained that this is on the revenue side of this budget account. Upon reading the Mission and goals of the Planning and Zoning Administration, Selectman Albanese asked Mr. Taylor if he would add to his list of goals the Economic Development Plan when and if he comes on full time.

At this time, Mr. Taylor gave the committee an update on the Ironman Development proposal which is off from Maple Street. As a court action has come forward, it was pointed out that legal fees will be incurred for this process.

**- 4441 and 4442 Welfare and Direct Assistance:**

Personnel line has been increased to provide more hours for the part time Welfare Director who will remain part time. The cost of [cremation] burial is expected to increase. Mr. Carrier asked if there are statistics with the number of people that have been assisted by this department.

**- 78 Main Street:**

The Enfield Village Association, acquired the property at 78 main Street and have started rehabilitating this building and property. Mr. Lee Carrier gave a wonderful presentation of the property, with the over head projector.

**- Meeting Schedule:**

TM Whittaker informed some scheduling changes are needed. The Police Department is not available on November 8. It was decided to change the Police Department to November 22nd, 2003 at the Police Station and the Public Works Department on November 8th at the Public Works facility. The Recreation Department and the Conservation Commission will meet on December 13, 2003 at the DPW. EVA will be coming in on December 11th, 2003 along with Regional Associations.

TM Whittaker provided an updated chart of accounts for the committee members to be added to their books, along with an index.

Tm Whittaker discussed with the committee the finalizing of the budget, and proposes that the committee go forward with holding two public hearings at the end. Mrs. Baker asked if the department heads will be coming in as part of the public hearings. TM Whittaker said that she has worked with the Fire Department and they have worked on their budget diligently. Other steps addressed with the Fire Department is professional development and CDL licensing, which will be paid for by the town. Selectman Albanese said that the fire department presented to the selectmen the other night and it was a very good presentation with a lot of positive upcoming events for the fire department. Chairman Dudley said that he has spoken with Fire Chief Crate recently

and will be meeting with him at the Fire Station soon.

TM Whittaker said that she is proposing to the Selectmen for the budget the following: Eliminate three part time custodial positions, and having just one for quality purposes. Increasing the position of the Planning and Zoning Administrator to the Planning, Zoning, Code Enforcement Administrator, which is currently part time and going to full time. The Salt and Sand facility has been reviewed, and back up plans or capital reserves are in order, and Selectman Albanese added that placing monies into Capital Reserves for a salt and sand shed is a very good idea.

COPS Grant will allow for one officer for the police department. TM Whittaker said that she has promised the Police Chief an impound facility for next year, however, things have evolved with the new Building Committee whereas moving of departments and buildings would cost prohibit an impound facility behind the police station at this time. Tm Whittaker will be consulting with the Chief on this issue. In addition to account 4220-680 Fire Protective Clothing and Turn Out Gear costs will be added to the Capital Reserves as a new account. A new Capital Reserve account has been created for future sidewalk construction. An engineering stipend to begin the visioning and permit process to move Shakoma Beach to the former Shaker Hotel site. An expendable trust fund for town buildings has been established. TM Whittaker has received word from the State to go forward with moving the current public beach to this site. Mrs. Whittaker would like to place \$10,000 into reserves for the wetlands permitting, etc for this site. New copier for town departments, outlining purchase versus lease. The town insurance was one of the lowest in the States though will be increased by 9.3%. Trash pickup is on the agenda for discussion as the contracts are up in July of 2004.

Motion to adjourn came at 8:15 p.m. by Lynn Baker, second by Lori Bliss and this motion carried.