

ENFIELD BUDGET COMMITTEE (EBC) MINUTES (Unapproved)

Wednesday, September 3, 2014  
DPW BUILDING 6:00PM

**Members Present:** Annabelle Bamforth, Sam Eaton (Vice Chair), Shirley Green, Mike Lorrey, Doug Pettibone (Chair), Janet Shepard, Dave Stewart

**Excused:** Fred Cummings, Gayle Hulva, Paul Mirski

**Others Present:** Steve Schneider (Town Manager)

The meeting opened at 6:08PM

**Administrative:**

Shirley Green made a motion to elect Doug Pettibone as Chair and was seconded by Janet Shepard. The motion was unanimously approved and he accepted the position.

Annabelle Bamforth made a motion to elect Sam Eaton as Vice-Chair and was seconded by Pettibone. The motion was unanimously approved and he accepted the position.

**2014-15 Meeting Schedule:**

The following EBC meetings were scheduled. Meetings will take place at the DPW building @ 6:00 PM except as noted. Tentative agendas and departmental reviews are noted. Steve Schneider will invite the various department heads and group representatives for their respective budget reviews.

**2014**

Wed. Nov 5: Review 2014 revenue; projected 2015 revenue; initial draft budget

Thur. Nov 13: 4100s (Administration etc. except Regional Associations, Cemeteries), 4400s (HHS)

Wed. Nov 19: 4500s (Library, Culture, Parks etc.), 4210 (Police)

**Sat. Dec 6 ( 8:30AM):** 4200s (Fire, Ambulance, etc), 4300s (DPW)

Thur. Dec 11: EVA (4651), Regional Associations (4197), Cemeteries (4195).

Wed. Dec 17: Capital Improvement Program (CIP) proposal

**2015**

Thur. Jan 8: Finalize budget

Thur. Jan 15 (Community Bldg.): Finalize budget

Thur. Jan 22: Finalize budget

Thur. Jan 29: Finalize budget

**Wed. Feb 4 Public Hearing (snow date Thursday Feb 5)**

**Department Liaisons:** The following appointments were made:

Administration - Green

Ambulance - Hulva

Cemeteries - Stewart

DPW - Lorrey

Fire - Stewart

Health & Human Services - Shepard

Library - Bamforth

Police - Eaton

Recreation – Mirski

These liaisons will contact and meet with the respective department heads prior to the departmental reviews (as noted in the meeting schedule) to discuss their proposed 2015 budgets and to understand their upcoming needs and concerns.

### **Regional Associations Subcommittee:**

The subcommittee to prioritize and recommend funding for the non-profit Regional Associations was organized. Sam Eaton was appointed Chair and Annabelle Bamforth and Shirley Green agreed to serve on this committee as well. Schneider indicated that to date he was unaware of any new nonprofit organizations asking for 2015 Town funding although Dave Stewart mentioned that the Enfield Outing Club may apply for funds if they achieve nonprofit status. The deadline for the application is the end of October.

### **Review of 2014**

#### **2014 Town Meeting**

Pettibone noted that Town Meeting last March went very well. The recommended budget was overwhelmingly approved by the voters and the CIP committee's long-term capital plan was supported for year three. Accordingly, \$291K was added to the CIP reserve to fund the plan and its capital recommendations were approved. The tax rate projected at Town Meeting for 2014 was \$6.24/\$1000 property valuation, which was a 1.6% increase over 2013 (\$6.14/\$1000). There has been an average annual increase in the rate of roughly 2% over each of the last five years. The undesignated fund dropped about \$150K to \$720K mostly due to funding construction of the new salt shed and now stands at about 5.3% retention which is at the lower limit of our target. The committee will need to keep an eye on this balance for 2015. Schneider indicated that the 2014 town-wide revaluation process is about 1 month ahead of schedule. The total town valuation will drop about 6% (about \$30 million) from the last town-wide revaluation in 2009. The official tax rate for 2014 is normally set by the state in November but may be delayed until December because of the revaluation.

The following capital projects that the EBC recommended were approved by the voters and are either completed or in progress:

One new replacement police cruiser: delivered  
Two new replacement 1-ton dump truck/plows: currently being outfitted with plows  
One new replacement 6-wheel dump truck/plow: delivery is hopeful before the snow season  
Boat Launch Engineering: shoreland permit approved and engineering report completed  
Lovejoy Brook Culvert: still in the running for the governmental grant to offset construction costs  
Enfield Center Bldg: exterior painting completed  
Utility Shed at Transfer Station: to be installed this fall  
Community Bldg: new HVAC system to be installed this fall; options for acoustical improvement still being evaluated

### **New Business**

None

### **Public Comment**

None

The meeting was adjourned at 6:45.