

ENFIELD BUDGET COMMITTEE (EBC) MINUTES (Unapproved)

Thursday, December 11, 2014

DPW BUILDING 6:00PM

Members Present: Annabelle Bamforth, Fred Cummings (ExOfficio), Sam Eaton (Vice Chair), Shirley Green, Dan Kiley, Doug Pettibone (Chair), Janet Shepard, Dave Stewart

Excused: Lori Saladino

Absent: Mike Lorrey

Others Present: Steve Schneider (Town Manager), Dan MacMeekin (Mascoma Lake Advisory Committee), Diane Heed (Director, Enfield Human Services), Harry Trumbull (Treasurer, Enfield Village Association, EVA)

The meeting opened at 6:04 PM.

Administrative:

A motion to approve the draft December 6, 2014 minutes was made by Dan Kiley and seconded by Shirley Green. The minutes were approved without change.

New Business: Departmental Spending Plans Reviews

4197 Regional Associations (RAs: 2014 Budgeted \$42,512; 2015 Requested \$43,893, up 3.2%). RA subcommittee members, Sam Eaton (Chair), Shirley Green and Annabelle Bamforth reviewed all of the funding request applications from the nonprofits with Dianne Heed (Director, Enfield Human Services). Two new requests for funding were made by American Red Cross and the Mascoma Lake Advisory Committee (MLAC). The Red Cross's request was denied because of an incomplete application.

Dan MacMeekin was present to discuss the request from MLAC. MLAC is one of 14 state-wide committees created by the state to help the DES oversee environmental concerns of state watersheds, and has 11 local representatives in total. MacMeekin is one of 3 Enfield representatives. Canaan and Lebanon also have representatives. MacMeekin indicated that MLAC responsibility is primarily educational. It sponsors 3-4 seminars per year for property owners impacting the Mascoma Lake watershed on topics such as septic system care and maintenance, control of invasive plant species, fertilization, and erosion. It also conducts surveys on culverts and potential environmental impacts of development within the watershed and advises the DES on their findings. There was general discussion on Mascoma Lake as a valuable natural resource for Enfield and the importance in keeping it clean and healthy. MLAC is requesting funds from Enfield to pay for seminar speakers, meeting space and materials. Sam Eaton asked whether state grants were available to support MLAC given that the state created these advisory committees. MacMeekin responded that he thought there were a couple grants to pursue but not until 2017. The EBC generally supported the mission of MLAC and was generally open

to supporting some level of funding but wanted to know more about the contributions from Lebanon and Canaan, as well as more about accessing outside grant funding. The EBC also thought it was more appropriate to put the potential funding of MLAC under the umbrella of the Enfield Conservation Commission than the charitable Regional Associations. **A motion was made by Dan Kiley and seconded by Shirley Green to fund MLAC at some level (tbd).** The motion passed 7 to 1. **Another motion was made by Janet Shepard and seconded by Eaton to create a spending line item for it under the Enfield Conservation Commission.** The motion passed unanimously.

The RA subcommittee is recommending that all of the RAs that received funding of 2014 be level funded for 2015 with the exception of Headrest. Eaton explained that looking into the contributions received by Headrest showed that Enfield donated several times more than other towns of similar size (\$7000 v. approx. \$1500). **A motion was made by Dave Stewart and seconded by Annabelle Bamforth to reduce the town's funding of Headrest from the requested \$7000 to \$2500 for 2015.** The motion passed unanimously. Another discussion centered around the funding of WISE which may also be overfunded by the town proportionally, but to a lesser extent. WISE, which primarily helps with counseling and support of domestic violence victims, interacts mostly with the police department, not HHS. Fred Cummings indicated that he thought the town received valuable benefits from WISE overall. It was generally agreed to continue support of WISE with level funding. Some discussion also surrounded the nature of the funding and benefits of the Listen Center. Eaton noted that the requirements for assistance at Listen were made more stringent so that some or all of the referrals made to them by Enfield may be bounced back, begging the question whether Enfield residents would derive any (or much lower) benefit from Listen. It was unclear, however, whether this would be the outcome in practice. It was generally agreed to give Listen a trial year to see whether there would in fact be reductions in benefits to Enfield residents in need. Heed indicated she would be able to monitor the situation and that we can reassess funding again next year.

A motion was made by Eaton and seconded by Kiley to level fund all RAs that were funded in 2014 (with the exception of Headrest which is to be funded at a lower level as per above). The motion passed unanimously. The total amount of the requests for 2015 (\$42,893) being recommended meets the Town policy to target total support for all agencies to be equal up to 1% of the general fund budget.

4651: EVA (2014 Budgeted \$10,000; 2015 Requested \$10,000, 0% increase). Harry Trumbull summarized for the committee EVAs activities and plans for 2015. As indicated at last year's review, EVA hired a part time clerk to give the Administrator more time to focus on economic development and community outreach activities instead of paperwork. There are now planned 2 Business Summits per year, bringing together dozens of Enfield business representatives for a dinner conference. Small Business Saturday, an event sponsored by Amex, was initiated this year to be an effort akin to Black Friday retail promotions, but only for Enfield businesses. It will be continued next year. Morning Business Coffees, sponsored by rotating individual business continued successfully in 2014 and will happen again in 2015. A trifold brochure was produced that promotes the advantages that Enfield provides to business. A new restaurant will be opening soon in the Copeland Building. A longer term Workforce Development initiative is underway with a goal to train and retain local young workers in Enfield so that a suitable workforce is available to attract new businesses. The town manager and planner are involved in moving this activity forward. The EBC expressed general enthusiasm for this initiative. Kiley noted that EVA derives much assistance from the town (in addition to the direct monetary support) for these various activities by the valuable time given to EVAs activities by the town

manager and planner. All of the usual community activities that EVA sponsors and/or coordinates will continue in 2015 (Shaker 7 Race, Hometown Holidays, Halloween Scarecrows etc). The Shaker 7 Race is a successful fundraiser that netted about \$4000 in 2014.

Stewart asked whether EVA should be taking responsibility for managing the Farmer's Market instead of the town. It is becoming difficult for our parks and recreation department to devote the needed time to it and as a result is requesting funds from the town to hire a part time Farmer's Market manager. It was noted that the Farmer's Market was started by EVA but had difficulty keeping the commitment to run it. Cummings suggested that some additional funds may be available to help EVA retake responsibility for running the market. The Farmer's Market would appear to be an economic development tool by bringing people into town to shop and dine and therefore appropriate for EVA's oversight. The EBC asked Trumbull to run this idea by EVA's board of directors and to discuss the possibility with the town manager.

There was general agreement that EVA's overall effort is an important factor in enhancing the quality of life in Enfield. People were reminded that EVA was approved and started by the town a number of years ago with some seed money, but that eventually the goal was that EVA would be self-sustaining at some point. The EBC encouraged EVA to keep working toward financial independence from the town as it ramps up its fundraising efforts. With tongue in cheek, Trumbull acknowledged this sentiment and then handed out donation envelopes to the committee members.

4195 Cemeteries: Postponed until next meeting

Misc Spending Centers (Conservation, Historical, Heritage etc): Postponed until next meeting

Miscellaneous: Doug Pettibone gave a brief heads-up on what to expect from the CIP's presentation at the next meeting. The CIP will be recommending to the EBC for the following capital items to be purchased in 2015: a replacement DPW plowtruck (~\$120K), a new recycle compactor for the transfer station (~\$35K), a street/crosswalk paint striper (~\$10K) and a new replacement fire truck (~400K). Other projects have been put on hold indefinitely: revamp of the boat launch, Lovejoy Brook culvert, a plowtruck, Boys Camp bridge replacement, Main Street sidewalk. Pettibone also updated the members on the status of the undesignated fund (UDF). Last year the fund was at ~ \$720K (5.3% retainage). This year it is at ~ \$440K (3.2% retainage), a loss of almost \$300K. Steve Schenider is looking into the causes of this loss and will report back to the committee at the next meeting. It was pointed out that the EBC should not plan to use the UDF to fund any activities in 2015.

Old Business: None

Public Comment: None

The meeting was adjourned at 7:46 PM. Our next meeting takes place Wednesday, Dec.17, 6:00PM @ DPW and will discuss the CIP plan, review Cemeteries and Misc spending centers, and the Undesignated Fund.