

**Enfield Budget Committee (EBC) MINUTES (Approved)- Thursday, October 15, 2015 DPW Building
6:30PM**

Members present: Sam Eaton (chairman), James Buffington, Annabelle Bamforth, Shirley Green (vice chair), Holly West, Mark Eisener, Mike Diehn, David Stewart, Fred Cummings (ex-officio)

Others present: Steve Schneider, town manager

Excused: Janet Shepard

The meeting was called to order at 6:36 p.m.

Administrative:

Sam made a motion to approve the October 8 draft minutes, Holly seconded. Mike noted that the end of the meeting minutes should read “the meeting was adjourned” rather than “Sam motioned to adjourn the meeting” because there is no motioning to approve adjournment. Future minutes will reflect this note.

New Business:

Assistant Town Manager Alisa Bonnette presented the Executive budget. (see attached document.) There appears to be little major changes to the budget. Alisa noted that there are 4 upcoming elections leading to an increase in that budget line, as is expected. An expense for the cable access channel used to be included in the miscellaneous line, but has now been given its own line for clarity. The cost of the cable access channel is offset by franchising fees.

David asked when recorded meeting in various town departments are scheduled; currently there is not an official schedule for those meetings.

Alisa said there will be a new one-check system for paying vehicle registrations all at once. A card reader is also planned for the future.

Alisa discussed tax mapping expenses, noting that a request to digitize the town’s maps was cut last year. Updating tax maps is a function required by law. The company updating our paper maps is discontinuing offering this service. Alisa explained that digitizing the town’s maps is overdue. Digitizing the maps would offer increased accuracy and allow layering for different departments such as DPW. The cost, described as a one-time expense, of digitizing the maps is split between five applicable departments: \$3,250 for the finance department, public works, building, planning and zoning.

Steve said that about \$30,000 has been invested in digitizing and creating topolayers. There is another set of data that could digitized and be put into the GIS layers; this cost helps bring the data together. Updating the layers, however, is a separate cost, such as updating to reflect the subdivision of a property. Different layers can be added for the fire department, police department, etc.

The GIS hosting line provides access to property records online.

The lawsuit filed by Fairpoint regarding collection of utility pole values is ongoing; Steve said that a resolution may begin in late 2015/early 2016. Legal defense costs may be going up.

Discussion turned to the zoning budget. There is a plan in place to merge the planning administrator position with the zoning administrator position. The biggest cost associated with this decision is healthcare, which can cost up to \$28,000 for a family.

Public comment: none.

Other discussion: Fred said that he will not be able to attend budget committee meetings for the next 2 weeks, and encouraged the committee to think about the ambulance budget. He said that Enfield should seriously consider putting its own people on during the day. Fred expressed concern that Lebanon, who provides mutual aid to Enfield during the day and also has taken on aid for Grantham, may be stretched too thin in serving our area. The cost of adding two ambulance employees is unclear, and the committee agreed that it's important to figure out the cost of making such a change and there is a need for detailed statistics.

The meeting was adjourned at 8:00 p.m.