

Enfield Budget Committee MINUTES (Draft)

Thursday November 10, 2016 DPW Building 6:00PM

Members present: Sam Eaton (chair), Nancy Smith, Annabelle Bamforth, Shirley Green (vice chair), James Buffington, Janet Shepard, Mike Diehn

Excused: Holly West, Fred Cummings, Mark Eisener

Absent:

Others Present: Steve Schneider (town manager), Phil Neily, Doug Smith, Kimberley Quirk

Administrative: Sam called the meeting to order at 6:10 p.m.

New Business:

Budget Presentations:

Phil Neily presented the building inspection budget request for 2017. He shared some data from 2016 regarding permitting. As of October 14, 107 permits were issued; 12 single-family home permits were issued. There were also 10 residential solar system permits issued, and 9 residential home demolitions making way for rebuilds.

Sam said it looked like Phil's budget is pretty straightforward. The overall increase is largely due to the personnel line, which is initially set by Steve. The law books & references has gone up due to the state's issuing of new codes. There are new codes to be adopted.

Nancy asked if permit fees gradually increase. Phil responded that there is a flat fee for new home permits as well as an additional inspection fee per square foot, so a larger home would see a higher overall fee. Other fees for things such as such as electrical permits are flat.

Sam asked if the fees are set by selectmen. Phil confirmed.

Diane Heed presented the health and human services budget request for 2017. Her budget request is mostly level; Diane said that she would like to add \$2,000 to the food & household line to purchase gift cards for people coming into her office requesting specific items.

Diane explained that from time to time, a person or family will come to see Diane in need of specific items. The items tend to include diapers, baby formula and other certain foods. Diane said that if she could not retrieve an item from the pantry, she would offer the person or family a gift card to buy the items. She explained that since the town pantry is now under management of the Friends of Mascoma Foundation (FOM), she no longer directly receives gift card donations and has been using the food & household line to buy the cards.

Sam said that a change in pantry management should not lead to an increase in the town budget. The committee agreed that there should be some further discussion and coordination between FOM and Steve to fill the gap regarding requests from people who need certain items. Steve said he would reach out to FOM.

Steve asked Diane if assistance applications have been rising or declining. Diane said that was not easy to gauge offhand; she said that through October 20, requests have included 16 households, comprised of 18 adults and 12 children. through October 20. Steve said even though the number of applications may be low, one household could eat up a big chunk of the town's budgeted lines. Steve pointed out that the state constitution declares that towns must provide assistance to applicants regardless of residency; there must, however, be a documented need. Diane said she directs as many people as possible to nonprofits before using town funds.

Steve added that some people do end up repaying the town for assistance granted. Others sometimes do some work for the town as repayment. Repayment is not required, but it is sometimes suggested to people who submit repeated assistance applications.

EVA:

Kimberley Quirk and Doug Smith presented the Enfield Village Association (EVA) budget request for 2017. Kimberley highlighted various events, initiatives and efforts around town including flowers in the Main Street area, the Hometown Holidays event, business coffees and others. She said that the information office is now open at the Greeley House.

Kimberly said that EVA has asked for a smaller contribution this year- \$5,000 compared to last year's \$10,000 request. This is mainly because there is no longer a payroll for employees. This has been replaced by contracted services, as EVA now plans to use contracting for specific events.

Nancy asked if the request should go down as much as it did. Kimberley responded that she feels pretty confident with that number.

She acknowledged that EVA sought non-profit status from the town earlier in the year. Doug added that at the time, EVA was aware that receiving non-profit status would affect the budget committee's decision to fund in the future. Doug noted that the exemption amounts to \$573 a

year, the town's portion of EVA's tax bill. Sam noted that Enfield still needs to come up with funds to pay the school portion of EVA's tax bill regardless of exemption. Steve confirmed that the rest of the town pays the difference for properties receiving tax exemptions.

There was some discussion of level funding rather than lowering to \$5,000 because this new method of managing EVA may be difficult, especially in the first year.

Public comment: none.

Other business:

CIP Update:

Steve told the committee that CIP met the previous night to review existing projects. CIP has begun to formalize requests for next year. There is still some more preparation needed.

The current requests are as follows:

DPW:

- A low bed trailer. The one that DPW has now is old, tired, and rusty.
- An excavator. The cost is being split between CIP, water and sewer, and the cemetery fund. There would no longer have a rental cost if this was purchased.
- Repairs on Crystal Lake Road.
- A new roller. The existing roller has a bad reverse gear.
- A Bailey bridge. This purchase would be included as part of the Lovejoy Brook project. These bridges can either rented or purchased for \$40K. Steve said that Jim anticipates using it again in the future. Steve noted that the Lovejoy Brook project is a TIF project, not a CIP project.
- A light duty pickup truck.

Fire dept.:

- Some type of support truck. James asked if that would be the replacement for the old Expedition. Steve said he is not entirely sure.
- A heating unit to heat a smaller area rather than having to heat an entire bay.

- A furnace at the Shedd Street “station”, which is essentially a garage.
- Ceiling and roof work on the Union St. station and roof.

Other:

- Community building lock system for the community building.
- Pavement overlay for community building.
- Chimney lining and painting at Whitney Hall.

Sam asked if TIF could take care of these costs. Steve said that TIF could be used for both the community building and Whitney Hall. Sam noted that TIF is amassing a large amount of money and said he felt that its existence had the effect of locking up a lot of taxpayer dollars.

Steve said that \$488,000 in capital improvements were approved last year. This year we’re at about \$400,000.

Sam asked about the status of CIP funds. Steve said that the CIP balance of 2016 is estimated at \$700,000. In 2015, it was \$600,000. This year we’re adding another \$360,000. The CIP is overall in better shape than anticipated.

The fire department is scheduled to present at the Nov. 17 budget committee meeting. The committee will also discuss the regional organization requests.

Approval of minutes:

James made motion to approve the minutes of the Nov. 5 meeting. Janet said she provided Annabelle with grammatical corrections to be made. The minutes were approved with those changes.

The meeting was adjourned at 7:31 pm.

Budget Committee minutes taken and submitted by Annabelle Bamforth.