

ENFIELD BUDGET COMMITTEE (EBC) MINUTES (Approved)

Thursday, November 21, 2013

DPW BUILDING 6:00PM

Members Present: Annabelle Bamforth, Fred Cummings (Ex Officio), Sam Eaton (Vice Chair), Shirley Green, Gayle Hulva, Doug Pettibone (Chair), Lori Saladino, Janet Shepard, Dave Stewart

Excused: Paul Mirski

Others Present: Steve Schneider (Town Manager), Marjorie Carr (Director, Library), Richard Crate (Police Chief), Phil Cronenwett (Chair, Library Board of Trustees), Jeanine King (Director, Recreation), Francine Lozeau, Harry Trumbull (Treasurer, EVA).

The meeting opened at 6:05PM

Administrative:

A motion to approve the draft November 14, 2013 minutes was made by Gayle Hulva and seconded by Janet Shepard. The minutes were approved without change.

New Business:

Departmental Spending Plans Reviews

Library

4550 Library (2013 Budgeted, \$152,850; 2014 Request, \$167,685, up 9.8%). Marjorie Carr presented the draft budget. Annabelle Bamforth is the EBC liaison for this department. The bulk of the increase over last year is due to a requested increase (~\$15,000) in personnel salaries including up to 2% merit raises. This initial estimate of salary costs will likely be reduced with firmer numbers on staffing needs later in the year. The amount requested for books and other reference materials was kept constant at \$27,500 vs. 2013 and is used for new book purchases, online references, research websites and subscriptions. The Library continued purchasing passes to regional museums (Billing's, VINS, Shaker, etc) which is available to library members free of charge and is paid out of the 'Miscellaneous' line. The Library will stop using Comcast internet when it becomes hooked up to the fiber optic network along with the rest of Whitney Hall. Phil Cronenwett represented the Library Board of Trustees. He indicated that the fundraising for the new library is progressing with almost \$1 million pledged. It is still in the 'quiet phase' and will hopefully begin broad public solicitation next year. The goal is \$3.2 million for the entire project that includes a new and expanded parking lot for the Whitney Hall area.

4589 Historical Records (2013 Budgeted, \$1,010; 2014 Request, \$1,010, no change). Marjorie Carr presented the draft budget which is level funded from last year. These funds are largely used for salary for the clerk and binding/preservation of historical records. There is currently no active record preservation project.

Parks and Recreation

4520 Parks and Recreation (2013 Budgeted, \$44,450; 2014 Request, \$60,904, up 37%). Jeanine King presented the draft budget. Lori Saladino is the EBC liaison for the department. The bulk of the increase over last year is due to a requested increase (~\$9,700) in personnel salaries including up to 2% merit raises. This initial estimate of salary costs will likely to be reduced with firmer numbers later in the year. The various recreational activities such as the summer program, Easter egg hunt, senior stretching class, farmer's market, Halloween, yoga, line dancing were all continued in 2013 and reported to be successful. The afternoon summer camp program had overflow attendance and is self-funded with fees paid by the participants. The morning summer camp program is requesting \$2500 in support from the Town for next year. Steve Schneider hopes that Town funding for additional hours for the new Director of the Mascoma Valley Recreation Program will be available from both Canaan and Enfield (~ \$5000 each). This program expanded the recreational activities of the two towns and has had a very successful 2013 kick-off year. The current \$18,000 grant that solely supported the program

in 2013 will continue next year at a lower level (\$15,000).

4587 Energy Committee (2013 Budgeted, \$1500; 2014 Request, \$1500, no change). The request is for ongoing efforts to identify ways to reduce energy costs for the Town. Currently, the committee is undertaking a review of the level of street lighting needed by the Town. It was not clear yet what activities are planned for 2014.

4583 Patriotic Purposes (2013 Budgeted, \$1000; 2014 Request, \$1100, up 10%). These requested funds are largely used to maintain Veteran's Park and support parades.

4588 Heritage Commission (2013 Budgeted, \$3,000; 2014 Request, \$3,000, no change). 2012 projects included designing and contracting for a new sign designating Enfield as a 'Village District'. It is not yet decided where this sign will be placed and has not been created yet. 2013 projects included restoration of historical stage drops kept at Enfield Center but it was unclear what has been completed. The status of these projects needs to be clarified.

4611 Conservation Commission (2013 Budgeted, \$1,465; 2014 Request, \$1,600, up 9.2%). The funds are used for maintaining the various conserved areas, rivers and lakes within Enfield. Part of these funds (requested, \$500) support attendance at conservation seminars by commission members.

Police Department

4210 Police (2013 Budgeted, \$647,039; 2014 Request, \$664,373, up 2.6%). Police Chief Richard Crate discussed the proposed budget for 2014. Sam Eaton is the EBC liaison for this department. The Chief indicated that 2013 has been a good year for the department. A major challenge recently has been a general uptick in the numbers of burglaries across the Upper Valley, which he attributed to perpetrators needing money to support addictions to prescription pain killers, as opposed to more traditional illegal drugs. The new hire made in 2012 from Grantham is still with the force and has been a successful replacement. One source of the increase spending requested (~\$10,000) is to pay for increased costs of the Town's contracted prosecutors which is largely due to their benefits becoming more expensive. Hiring outside prosecutors is still cost effective because our own officers do not need to spend time at the courthouse during trials. Gasoline for the cruisers is also expected to cost more in 2014. The police have been getting their gasoline at the I-89 Exit 16 NHDOT facility at a discount (tax free). These increases are partially offset by cost reduction programs with office supplies and cruiser maintenance. Enfield police applied for and received a surplus replacement radio (a \$2,500 value) and so no dollars are budgeted for this line item in 2014.

Economic Development

4651 Enfield Village Association (2013 Budgeted, \$9,000; 2014 Request, \$12,000, up 33 %). Harry Trumbull discussed the 2013 activities and 2014 plans for EVA. He reviewed the activities of EVA's Economic Development Committee. At the end of October the committee hosted an successful 'Enfield Business Summit' attended by ~ 30 Enfield businesses. The attendees indicated that 'quality of life' was the main reason they have located their businesses here. The monthly business coffee hours and 'after hours' events continued in 2013. The business directory and electronic newsletters have been useful methods in promoting business and communication. Promoting and improving Enfield's quality of life is a cornerstone of EVA's mission. Numerous Town activities are supported and planned by EVA such as Home Town Days and the Shaker 7 Race which doubles as a fundraiser. In 2014 the biannual trifold Enfield Business Brochure will be updated and republished at a cost of about \$2000. No grant application for additional funding was submitted in 2013 and Trumbull indicated that opportunities are limited for EVA's type of mission. Fred Cummings noted that a 33% increase in requested funds is difficult in today's environment. Trumbull noted that in absolute terms the \$3000 additional request puts it into a better perspective and noted that before the recession, the Town had supported EVA at an even higher level than requested for 2014 (\$15,000 annually). The increased request would be to partially support the hiring of a part-time clerk to free up EVA's administrator, Shellee Geoghegan, for more involved activities such as donor development, event planning and volunteer coordination.

Trumbull discussed purchase of the historical Greeley House by EVA and indicated that while the purchase may not make tremendous economic sense, there is an important intangible benefit of keeping this historic house preserved. The building is structurally sound but EVA plans to do basic refurbishing of the structure to include office space for EVA and a 2 bedroom rental apartment. It was suggested that H.U.D. may be a source of funding to help with the cost of fixing up the

Greeley House. No Town money technically goes into the Greeley House directly, but it was pointed out that ultimately all EVA expenditures come out of the same bucket. Town funding continues to be critical for EVA to function. Trumbull will send EVA's annual report with the financial statement to Schneider who will distribute it to the EBC.

Old Business: None

Public Comment: None

The meeting was adjourned at 8:12pm. The next meeting is on Saturday, December 7, 2013 (8:30AM @ DPW building). The following, draft spending plans will be reviewed: 4200s: Public Safety – Fire, Ambulance etc., and 4300s, DPW.