
2021 TOWN MEETING
May 3, 2021 (Postponed due to COVID-19)

Moderator Lindsay Smith commenced the annual meeting at 9:00 am.

Moderator Smith made the introductions of the head table: Sam Eaton - Budget Committee Vice Chair, Meredith Smith - Selectboard Chair, John Kluge – Selectperson, Katherine D.P. Stewart – Selectperson, Jim Raymond – Town Attorney, Alisa Bonnette – Assistant Town Manager, Emily Curtis – Recording Secretary, Wendy Huntley – Deputy Clerk / Tax Collector.

Moderator Smith reviewed the protocols, policies, and procedures for the meeting and COVID-19 related safe practices to be observed during the meeting. She read the Moderator Rules as outlined in the 2020 Annual Report on page 44. She asked if members of the public approved of the moderator rules.

Ed McLaughlin made a motion to approve the moderator's rules. Nancy Smith seconded. Moderator Smith requested all in favor to say 'yay' or honk their car horn. Moderator Smith requested any opposed to say 'nay' or honk their car horn. Moderator Smith announced the vote unanimous in favor of the motion.

Moderator Smith proposed that non-residents be allowed to speak regarding the articles presented.

Jean Patten made a motion to allow non-residents to speak at the meeting. Nancy Smith seconded. Moderator Smith requested all in favor to say 'yay' or honk their car horn. Moderator Smith requested any opposed to say 'nay' or honk their car horn. Moderator Smith announced the vote as unanimous in favor of the motion.

Moderator Smith presented the results of voting for Article 1.

Article 1. To choose by ballot all necessary Town Officers for the ensuing year.

For Two Years: One Moderator- Lindsay Smith (525)
 One Budget Committee Member – Dimitri Deserranno (480)

For Three Years: One Selectman – Katherine “Kate” Plumley Stewart (362)
 One Trustee of Trust Funds – Marjorie A. Chase (517)
 One Cemetery Trustee – Neal P. Meagher (496)
 One Library Trustee – Shirley A. Green (370)

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Two Zoning Board of Adjustment Members – Brian Degnan (301), Celie Aufiero (261)

Three Budget Committee Members – Jean Patten (452), Erik Russell (382), Mike Diehn (123)

Moderator Smith presented the results of voting for Article 2.

Article 2: *(By Petition)* Do you favor the continuation of the town manager plan as now in force in this town?

PASSED: 458-Yes -- 139-No

Moderator Smith presented the results of voting for Article 3.

Article 3: *(By Petition)* Are you in favor of the adoption of Amendment of the Town of Enfield Zoning Ordinance as follows?

Reword the responsibilities of the Conservation Commission by amending ARTICLE VI – CONSERVATION MANAGEMENT, Section 600 CONSERVATION COMMISSION to read:

“The Conservation Commission for the Town of Enfield shall have the responsibility for identifying the natural resources within its boundaries, protecting those already established, working to enhance existing areas and to conserve new areas as they become available. Natural resources include, but are not limited to, the following categories: wildlife and wildlife corridors and habitats, water quality, unique geological features such as waterfalls, wetlands and bogs, vernal pools, rivers and streams, escarpments, sensitive areas, views and trails.”

The Planning Board does not recommend this article by a vote of 6-0.

FAILED: 284-Yes -- 300-No

Sam Eaton, Chairman of the (Capital Improvement Program (CIP) Committee, spoke about the Capital Improvement Program as an overview and in relation to Articles 4, 5, 6, 12, 13, and 14. He noted that CIP planning began in 2012, and is currently in the tenth year of a 15-year plan. He noted that the goals included spreading out tax increases by planning larger financial items over a longer period of time with future planning. He noted that the goal is also to increase CIP Capital Reserves so items can be paid in large cash sums to avoid extraneous costs from borrowing and financing. He moved on to review the financial details of the Capital Reserve Fund balance and CIP related projects and purchases related to 2021 Town Meeting Articles as presented in the CIP PowerPoint presentation (attached).

Moderator Smith read Article 4.

Article 4: To see if the Town will vote to raise and appropriate the sum of **\$570,000** to replace Fire Department Engine 4, to authorize the issuance of not more than \$570,000 of bonds or notes in accordance with the provision of the Municipal Finance Act (RSA 33) and to authorize the municipal officials to issue and negotiate such bonds or notes and to determine the rate of interest thereon. The Capital Improvement Program Capital Reserve Fund, which the

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Board of Selectmen is agent to expend, will be used for the annual principal and interest payments for the life of the loan.

Special Warrant Article

3/5 Paper Ballot Vote Required

The Board of Selectmen recommends this article by a vote of 3-0.

The Budget Committee recommends this article by a vote of 7-2.

Ms. Smith made a motion to accept Article 4 for discussion. Mr. Kluge seconded.

Jeremy Ford, Assistant Chief of Enfield Fire Department, presented information regarding Article 4 and the request to replace Engine 4. He reviewed the Fire Department PowerPoint presentation (attached) regarding replacing Engine 4 with a rescue pumper and noted that the long-term goal is to have a smaller, more versatile fleet of fire apparatus and do more with less. He noted that, with the proposed replacement of a rescue pumper, the rescue truck that is currently listed on the future CIP plan will be eliminated, thereby reducing future proposed expenditures for the Fire Department by \$300,000. He noted that the Forestry Truck request currently listed as a future CIP expenditure would also be reduced from \$80,000 to \$40,000 and the current vehicle would be repurposed instead of requesting replacement.

At the end of his presentation, Moderator Smith opened the floor for questions from the public.

Penny Koburger stated that there appeared to be enough money in CIP funds and inquired what the reasoning is for not paying for the replacement engine outright.

Sam Eaton stated that there is quite a bit of money in CIP, but the goal is to continue to grow the funds as there will be purchases like this in the future. He noted that interest rates are extremely low right now.

Sharon Beaufait stated she appreciated the CIP and their presentation. She stated that, in his presentation, Mr. Eaton noted that we are increasing debt service each year. She stated that if all the proposed articles were approved, the borrowing total would be \$4.5 million. She noted the CIP has goals of purchasing with cash, but this year they are asking for borrowing funds up to \$4.5 million.

Holly West, a member of the CIP Committee, stated that holding on to the cash in CIP Funds now has to do with thinking forward to future infrastructure and projects which have been proposed. She noted that the current funds will need to be retained to be used as cash up front on future projects.

Ed McLaughlin stated we should consider what it will look like for the taxpayers in the future, including the potential for inflation. He stated that maintaining the reserve allows you to plan forward for an emergency by having cash available, and it is important to think about what that means for residents and future tax rates.

Linda Lacroix inquired who communicates with the State of New Hampshire regarding federal funding that may be available and who is responsible for finding out what the Town can apply for.

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Jeremy Ford stated that the Fire Department has submitted for grants for the purchase of the engine, which would be applied to the cost of the engine.

Kate Stewart stated that the department heads coordinate with the Town Manager regarding the funding efforts and the Town Manager is the main contact for finding funding available. She noted that the Town is aware of the federal money that will be distributed to states.

Steve Stancek inquired if there is a pre-payment penalty on the loans that will be taken out.

Sam Eaton stated that he did not believe there was any pre-payment penalty on the loans.

Steve Stancek stated his personal agreement with the proposal and preserving cash in the CIP Fund for future projects.

Linda Lacroix confirmed that it is a fixed loan rate and not an adjusted.

Sam Eaton confirmed it is a fixed rate loan.

Celie Aufiero questioned how the CIP projects what is going to be passed regarding future Town wide infrastructure. She stated we do not need to pay for money, and it contradicts itself when we are financing projects. She stated that running the CIP the way it is takes away a lot of the charges of the Selectmen and gives it to the Committee. She stated that people should think carefully about what has been said regarding projections and spending money.

Sam Eaton stated that CIP anticipates how the projects can be accommodated in total, which will then increase or decrease based on the vote for approval by residents.

Walter Madore stated that, as a retired department head, he has experience battling every year for the needs of a department and having to rely on special warrant articles and taxpayer money to take care of it. He stated he was impressed with the adoption of the present CIP plan. He noted that it is a system that includes town infrastructure, and it works, and even though money is available, if the money is withdrawn instead of borrowing it is defeating the purpose of the program. He stated that he did not believe any of the requests being presented were unreasonable.

Holly West stated that, when working on the CIP and various committees, they believe it is important to consider the total cost of ownership. She noted that financial analysis was done to compare costs for repairs of a 30-year-old truck versus paying for a newer more reliable vehicle. She stated that there are projects which are deferred, but deferral costs greatly outweigh what the finance costs would be to purchase in the present year. She encouraged people to support the warrant article and called the question.

Wendall Smith inquired if the capital fund is earning interest, and if it is more than what would be paid.

Sam Eaton confirmed that the fund is earning interest, but not at an amount equal to what would be paid.

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Holly West made a motion to call the question. Steve Stancek seconded. Moderator Smith requested all of those in favor of calling the question to say 'aye'. Moderator Smith then requested all of those in favor of calling to the question to say 'nay'. Moderator Smith announced the vote as unanimous in favor of the motion and moved forward to paper ballot voting.

Moderator Smith opened the vote by red paper ballot at 9:47 am and suspended Article 4 for one hour.

Moderator Smith announced that the paper ballot voting for Article 4 ended at 10:47 am.

Moderator Smith announced the results of the Article 4 paper ballot vote at 11:20 am.

PASSED: 65 in favor – 15 opposed

Moderator Smith moved on to read Article 5.

Article 5: To see if the Town will vote to raise and appropriate the sum of **\$195,000** to replace one Public Works 10-wheel dump truck with plow package, to authorize the issuance of not more than \$195,000 of bonds or notes in accordance with the provision of the Municipal Finance Act (RSA 33) and to authorize the municipal officials to issue and negotiate such bonds or notes and to determine the rate of interest thereon. The Capital Improvement Program Capital Reserve Fund, which the Board of Selectmen is agent to expend, will be used for the annual principal and interest payments for the life of the loan.

Special Warrant Article

3/5 Paper Ballot Vote Required

The Board of Selectmen recommends this article by a vote of 3-0.

The Budget Committee recommends this article by a vote of 9-0.

John Kluge made a motion to accept Article 5 for discussion. Kate Stewart seconded.

Moderator Smith invited discussion from the public; none was forthcoming.

Angus Durocher moved to call the question. Seconded by Nancy Smith. Moderator Smith requested all of those in favor of calling the question to say 'aye'. Moderator Smith then requested all of those in favor of calling to the question to say 'nay'. Moderator Smith announced the vote as unanimous in favor of the motion.

Moderator Smith opened the vote by white paper ballot at 9:53 am and suspended Article 5 for one hour.

Moderator Smith announced that the paper ballot voting for Article 5 ended at 10:53 am.

Moderator Smith announced the results of the Article 5 paper ballot vote at 11:20 am.

PASSED: 65 in favor – 11 opposed

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Moderator Smith read Article 6.

Article 6: To see if the Town will vote to raise and appropriate the sum of **\$133,793** for Public Works Facility improvements, to authorize the issuance of not more than \$129,584 of bonds or notes in accordance with the provision of the Municipal Finance Act (RSA 33) and to authorize the municipal officials to issue and negotiate such bonds or notes and to determine the rate of interest thereon. The balance of the Municipal Facilities, Maintenance & Equipment Capital Reserve Fund (\$4,209.24, plus accumulated interest), which the Board of Selectmen is agent to expend, will be used to reduce the amount of borrowing. The Capital Improvement Program Capital Reserve Fund, which the Board of Selectmen is agent to expend, will be used for the annual principal and interest payments for the life of the loan.

Special Warrant Article

3/5 Paper Ballot Vote Required

The Board of Selectmen recommends this article by a vote of 3-0.

The Budget Committee recommends this article by a vote of 9-0.

Kate Stewart made a motion to accept Article 6 for discussion. Meredith Smith seconded.

Jean Patten stated that, from her experience being on the Municipal Facilities Advisory Committee (MFAC) Committee, she highly encourages the public to vote yes.

Gary Hutchins stated that the building was built 20 years ago, and now needs repairs. He stated that cuts were made before it was built and it is important to know that it is not the initial price we pay for the building, but it is total cost of operation. He questioned, with the proposed repairs, how close we are getting to having a net zero building.

Charles Clark stated he is a member of the Energy Committee and he has been working on improvements for the building for the last five years. He stated the question is not why we need it – it is why we have not done it yet. He noted that if you buy the cheapest possible building you can get, you get exactly what you pay for. He noted that part of the money being spent for these upgrades will be reimbursed by Liberty Utilities.

Jean Patten made a motion to move the question. Kate Stewart seconded.

Moderator Smith opened the vote by goldenrod paper ballot at 10:01 am and suspended Article 6 for one hour.

Moderator Smith announced that the paper ballot voting for Article 6 ended at 11:01 am.

Moderator Smith announced the results of the Article 6 paper ballot vote at 11:33 am.

PASSED: 72 in favor – 6 opposed

Moderator Smith moved on to read Article 7.

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Article 7: To see if the Town will vote to raise and appropriate the sum of **\$1,900,000** to make improvements to the municipal water system (including preparation of applications for funding sources which become available, hydrogeological work, design and construction of a new well to increase drinking water supply, and replacing approximately 5,500 linear feet of water distribution main) to authorize the issuance of not more than \$1,800,000 of bonds or notes in accordance with the provision of the Municipal Finance Act (RSA 33), to authorize the municipal officials to issue and negotiate such bonds or notes and to determine the rate of interest thereon, and to authorize the withdrawal of up to \$100,000 from the undesignated fund balance of the Municipal Water Fund to reduce the amount borrowed. It is the intent of the Board of Selectmen to make associated future principal and interest payments from the Municipal Water Fund operating budget for the life of the loan. Should both Articles 7 & 8 be approved, the Board of Selectmen may pursue integrated funding opportunities while ensuring that all future principal and interest payments are made from the appropriate fund on a proportionate basis.

Special Warrant Article

3/5 Paper Ballot Vote Required

The Board of Selectmen recommends this article by a vote of 3-0.

The Budget Committee recommends this article by a vote of 9-0.

Meredith Smith made a motion to accept Article 7 for discussion. John Kluge seconded.

Jim Taylor stated that an asset management exercise had been performed to look at the infrastructure and get a full picture. He noted that the first item to address is to replace the transmission line that comes across fields, forests, and down to Main Street. He noted that it is the oldest line and in need of an upgrade. He stated that the second priority is to seek a new water source noting that one well was last updated in 1982. He noted that one of the current backup wells has issues with the water quality and it would be ideal to move away from using it. He stated that the financing will likely be done via a USDA loan, and while this project does not qualify for USDA grant money, there are other grants which will be applied for. He then requested comments or questions from the public.

Holly West stated she was requested to read the following letter from Tim Jennings related to Warrant Articles 7 & 8:

My apologies for having to step out of the meeting to attend an unavoidable job responsibility. If you please, I've asked a friend to read this brief letter to the assembly in support of articles 7 and 8 regarding the water and sewer system improvements.

You may recall that last year I recommended that we postpone the water and sewer projects due to the unknown impact that the pandemic might have on the town's finances. Now that we've reached the beginning of the end of the pandemic and we see little impact to the town's finances, I am in complete support of the two warrant articles. I met with the public works director this spring to review his plans for these projects and find them as technically sound and prudent as they were last year. It is time to make substantial improvements to our infrastructure. I ask that you support these articles.

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Walter Madore inquired if the repayment is already configured into the payments currently being made.

Jim Taylor confirmed that the repayment is already configured in billing for water and sewer.

Walter Madore clarified that this will not have an immediate effect on the current rates and that there will not be a rate jump.

Jim Taylor confirmed that there will be no immediate rate changes made due to the project. He noted that, due to the interest rate, when the project completes and the loan closes there may be need for adjustments at that time.

Keith Thomas stated that the Biden administration announced that they were making funds available related to water sourcing and the Town should investigate if they can apply for it. He inquired if the materials being used for the upgrades are the best materials available and requested to confirm that they are not lead lines.

Jim Taylor confirmed that they have met with the State Drinking Water Bureau who noted that there is a potential to use stimulus and infrastructure money, and they noted it would probably come through the state revolving fund program. He stated that there are energy audits being conducted at all the pump stations in the hopes of making new equipment as energy efficient as possible. He stated that, in terms of materials, iron, PVC, and high-density polyethylene fused pipes are all being taken into consideration.

Moderator Smith requested if there were any more comments or questions.

Hearing no further comments or questions, Moderator Smith called the question and opened the lime green paper ballot vote at 10:16 am.

Moderator Smith stated that she was informed by Town Counsel that, if there was no one up for discussion then she could move forward with the vote without formally calling the question.

Moderator Smith announced that the paper ballot voting for Article 7 ended at 11:16 am.

Moderator Smith announced the results of the Article 7 paper ballot vote at 11:33 am.

PASSED: 61 in favor – 12 opposed

Moderator Smith moved onto read Article 8.

Article 8: To see if the Town will vote to raise and appropriate the sum of **\$1,900,000** to make improvements to the municipal sewer system (including preparation of applications for funding sources which become available, improved access, infiltration and inflow removal, manhole rehabilitation, CCTV inspection, pipe rehabilitation), to authorize the issuance of not more than \$1,900,000 of bonds or notes in accordance with the provision of the Municipal Finance Act (RSA 33) and to authorize the municipal officials to issue and negotiate such bonds or notes and to determine the rate of interest thereon. It is the intent of the Board of Selectmen to make associated future principal and interest payments from the Municipal Sewer Fund

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operating budget for the life of the loan. Should both Articles 7 & 8 be approved, the Board of Selectmen may pursue integrated funding opportunities while ensuring that all future principal and interest payments are made from the appropriate fund on a proportionate basis.

Special Warrant Article

3/5 Paper Ballot Vote Required

The Board of Selectmen recommends this article by a vote of 3-0.

The Budget Committee recommends this article by a vote of 9-0.

John Kluge made a motion to accept Article 8 for discussion. Kate Stewart seconded.

Jim Taylor stated that, if we could keep 1,000,000 gallons out of the inflow and infiltration (I&I), which is wastewater that ends up in the system that the town must pay to treat, the town could save \$16,000 per year. He noted that funding would likely be through USDA loan, which the town qualifies for a 45% grant with USDA. He noted that, based on how funding is available, the percentage will be closer to 35% which will still reduce cost of the project.

Keith Thomas asked if other towns had used this method and if so, has it been successful.

Jim Taylor stated that, in his tenure as the (Department of Public Works) DPW Director, the best example he has seen in the town was repairing a manhole cover on Route 4-A. He stated that it cost almost \$6,000 to repair a manhole cover, but once complete, it was reducing the water treatment rate by 500,000 gallons per quarter. He stated he did not expect that to be the scenario for every repair, but it will definitely have a beneficial effect.

Keith Thomas inquired as to how many manhole covers are in Enfield.

Jim Taylor stated that there are about 208 manhole covers in Enfield.

Jo-Ellen Courtney encouraged residents to support the warrant article.

Madeline Johnson inquired if there would be an ecological impact, such as keeping wastewater out of natural waterways.

Jim Taylor stated that was a good question, but he was unsure how to answer as he understood the issue as I&I water coming into the system, not wastewater seeping out.

Moderator Smith requested any further questions for Article 8. Hearing no further comments or questions, Moderator Smith opened the vote by light blue paper ballot at 10:28 am and suspended Article 8 for one hour.

Assistant Moderator Beaufait stated that the paper ballot voting for Article 8 ended at 11:28 am.

Moderator Smith announced the results of the Article 8 paper ballot vote at 11:55 am.

PASSED: 67 in favor – 9 opposed

Moderator Smith read Article 9.

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Article 9: To see if the Town will vote to raise and appropriate the sum of **\$47,000** to replace one police cruiser, to authorize the issuance of not more than \$47,000 of bonds or notes in accordance with the provision of the Municipal Finance Act (RSA 33) and to authorize the municipal officials to issue and negotiate such bonds or notes and to determine the rate of interest thereon. The Capital Improvement Program Capital Reserve Fund, which the Board of Selectmen is agent to expend, will be used for the annual principal and interest payments for the life of the loan.

Special Warrant Article

3/5 Paper Ballot Vote Required

The Board of Selectmen recommends this article by a vote of 3-0.

The Budget Committee recommends this article by a vote of 9-0.

Kate Stewart made a motion to accept Article 9 for discussion. Meredith Smith seconded.

Chief Holland stated that once a vehicle goes beyond 100,000 miles the cost for maintenance increases. He stated the cruiser will be a fully functional cruiser and the vehicle will be a hybrid which will help save on gas use.

With no questions or discussion, Moderator Smith opened the vote by light purple paper ballot for Article 9 at 10:33 am. She stated that the vote would not be left open for one hour as previous articles had and requested members of the public to submit their votes immediately for ballot counting.

Moderator Smith announced the results of the Article 9 paper ballot vote at 11:33 am.

PASSED: 64 in favor – 12 opposed

Moderator Smith moved on to read Article 10.

Article 10: To see if the Town will vote to raise and appropriate the sum of **\$50,000** to purchase a Fire Department ‘Car 1’, to authorize the issuance of not more than \$50,000 of bonds or notes in accordance with the provision of the Municipal Finance Act (RSA 33) and to authorize the municipal officials to issue and negotiate such bonds or notes and to determine the rate of interest thereon. The Capital Improvement Program Capital Reserve Fund, which the Board of Selectmen is agent to expend, will be used for the annual principal and interest payments for the life of the loan.

Special Warrant Article

3/5 Paper Ballot Vote Required

The Board of Selectmen recommends this article by a vote of 2-1.

The Budget Committee recommends this article by a vote of 7-2.

Meredith Smith made a motion to accept Article 10 for discussion. John Kluge seconded.

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Jeremy Ford stated that the vehicle is used for towing apparatus, including ATVs and the generator, to emergencies. He noted that it is one of two vehicles capable of towing the equipment – one of which is parked at Station 2.

Gary Hutchins stated that he would recommend deferring the purchase for one year as there are several vehicle manufacturers that are coming out with electric pick-up trucks this year and encouraged there to be more time for education on other options.

Keith Thomas inquired if the vehicle is just used for Fire Department use and not used on personal endeavors. He also inquired if the request would be in addition to the two vehicles or if it would replace one.

Jeremy Ford clarified that the requested vehicle would be a replacement for the current vehicle they have. He stated that the vehicle requesting to be replaced is used for all events – including storm responses, watching downed electrical poles and wires, transportation for trainings and classes, and services to support the functions of the fire department.

Keith Thomas inquired if it needs to be as large as an F-150 or an F-350.

Jeremy Ford stated that the vehicle needs to be able to tow the trailers which haul other equipment. He noted that the current Car 2 is not capable of towing trailers due to the weight of the materials being towed. He noted that an F-250 would be sufficient.

Sue Young inquired if there would be problems with the current vehicle used if the purchase was to be deferred for one year.

Jeremy Ford stated there would not be foreseeable issues if it were necessary to defer for one year.

Susan Brown stated that there is a fancy SUV hooked up to the forest fire rescue that looks like it would tow anything.

Jeremy Ford stated that the vehicle is set up as a command control vehicle which has a significant amount of equipment in the back, which adds significant weight to the vehicle itself and does not make it ideal for towing safely.

Moderator Smith requested any further comments or questions related to Article 10. With no further comments or questions, Moderator Smith opened the vote by light yellow paper ballot for Article 10.

Moderator Smith announced the results of Article 10.

FAILED: 23 in favor – 51 opposed

Moderator Smith reminded members of the public that ballot voting for Article 4 would be ending at 10:47, voting for Article 5 will be ending at 10:53, and voting for Article 6 will be ending at 11:01.

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Moderator Smith announced a 10-minute break to take place at 10:43 am.

Moderator Smith reconvened Town Meeting at 10:53 am.

Moderator Smith moved on to read Article 11.

Article 11: To see if the Town will vote to raise and appropriate the sum of **\$50,000** to purchase a Public Works F-350 pickup truck, to authorize the issuance of not more than \$50,000 of bonds or notes in accordance with the provision of the Municipal Finance Act (RSA 33) and to authorize the municipal officials to issue and negotiate such bonds or notes and to determine the rate of interest thereon. The Capital Improvement Program Capital Reserve Fund, which the Board of Selectmen is agent to expend, will be used for the annual principal and interest payments for the life of the loan.

Special Warrant Article

3/5 Paper Ballot Vote Required

The Board of Selectmen recommends this article by a vote of 3-0.

The Budget Committee recommends this article by a vote of 9-0.

John Kluge made a motion to accept Article 11 for discussion. Kate Stewart seconded.

Steve Stancek inquired if when we are purchasing smaller vehicles if we go through the State contract program.

Jim Taylor stated in this case they did not go through the State contract program due to changes in production of 2021 vehicles due to COVID. He noted that sometimes the drawback is that the vehicles purchased through the contract programs will be available in Laconia or Manchester so may not be serviced locally.

Merta Ceroni inquired about the fuel efficiency of the vehicle requested.

Jim Taylor stated that the unit being replaced has over 100,000 miles on it. He stated that the issues are more related to rust and condition issues than it is a mileage issue. He stated that replacement has been postponed previously and it is unable to be used at its full capacity any longer. He noted that the type of vehicle is not overly fuel efficient because it is hauling materials and, as far as a vehicle of similar size and use, it is as fuel efficient as any other vehicle that serves that purpose.

Keith Thomas inquired if it will be an aluminum body like the F150.

Jim Taylor stated he does not know about the chassis of the vehicle, but the body will be aluminum.

Moderator Smith requested any further questions or comments. With no further comments Moderator Smith opened the vote by light green paper ballot for Article 11 at 11:01 am.

Moderator Smith announced the results of Article 11 at 12:05 pm.

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PASSED: 44 in favor – 20 opposed

Moderator Smith announced the end of secret ballot voting, pending any petition for secret ballot votes, at 11:02 am. She stated that votes going forward would be made by raising a voting card to be counted by ballot clerks.

Moderator Smith moved on to read Article 12.

Article 12: To see if the Town will vote to raise and appropriate the Budget Committee recommended sum of **\$7,149,460.00** for general municipal operations. This article does not include appropriations contained in special or individual articles addressed separately.

The Board of Selectmen recommends this article by a vote of 3-0.

The Budget Committee recommends this article by a vote of 9-0.

John Kluge made a motion to approve Article 12 for discussion. Kate Stewart seconded.

Sam Eaton presented on behalf of the Budget Committee, with extended apologies from the Budget Committee Chair who was unable to be present for the meeting. He reviewed the PowerPoint presentation by the Budget Committee, as attached.

Keith Thomas inquired if this included any funds for school taxes and requested it to be clarified that it is just town operating costs.

Sam Eaton confirmed the budget amount was only for town operating costs.

Merta Ceroni inquired how the money in the relief fund is invested.

Sam Eaton stated that information regarding investments is in the Town Report.

Moderator Smith asked if there were any further questions or comments regarding Article 12. With no further comments Moderator Smith opened the vote for Article 12 at 11:17 am.

Moderator Smith requested that members in favor of Article 12 to raise their blue ballot card. After ballot clerks completed counting for those in favor, Moderator Smith requested that all those opposed to Article 12 raise their ballot cards. After finalizing the count completed by ballot clerks, Moderator Smith announced Article 12 passed.

PASSED: 62 in favor – 5 opposed

Moderator Smith announced the ballot results for Articles 4 and 5 at 11:20 am. She stated that votes for Articles 6 and 7 were being counted and reminded voters that Article 8 would be closing in six more minutes.

Moderator Smith moved on to read Article 13.

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Article 13: To see if the Town will vote to raise and appropriate the sum of **\$519,568** to be placed in the Capital Improvement Program Capital Reserve Fund; \$474,568 to come from general taxation and \$45,000 to come from the unassigned general fund balance.

Special Warrant Article

The Board of Selectmen recommends this article by a vote of 3-0.

The Budget Committee recommends this article by a vote of 8-1.

Kate Stewart made a motion to accept Article 13 for discussion. Meredith Smith seconded.

Moderator Smith stated that information related to the Article was presented in the PowerPoint as submitted by the CIP Committee. With no comments or questions, Moderator Smith moved forward to voting at 11:24 am.

Moderator Smith requested that members in favor of Article 13 to raise their blue ballot card. After ballot clerks completed counting for those in favor, Moderator Smith requested that all those opposed to Article 13 raise their ballot cards. After finalizing the count completed by ballot clerks, Moderator Smith announced Article 13 passed.

PASSED: 56 in favor – 6 opposed

Kate Stewart made a motion to restrict reconsideration for Articles 4, 5, 12, and 13. Becky Powell seconded. Moderator Smith requested all of those in favor of restricting reconsideration to say ‘aye’. Moderator Smith then requested all of those opposed to restricting reconsideration to say ‘nay’. Moderator Smith announced the vote as unanimous in favor of the motion.

Moderator Smith announced that polls are closed at 11:28 am for Article 8, which is the last article required for voting to be open for one hour.

Moderator Smith moved on to read Article 14.

Article 14: To see if the Town will vote to raise and appropriate the sum of \$30,000 to be placed in the Employee and Retiree Benefits Expendable Trust Fund. This appropriation will come from unassigned general fund balance.

Special Warrant Article

The Board of Selectmen recommends this article by a vote of 3-0.

The Budget Committee recommends this article by a vote of 9-0.

Meredith Smith made a motion to approve Article 14 for discussion. John Kluge seconded.

Meredith Smith stated that the expendable trust fund pays for retirement expenses as well as employee Health Reimbursement Account (HRA) qualifying expenses. The 2020 year-end balance was approximately \$40,984. The 2021 year-end balance is estimated to be \$34,430 if this article is approved and after paying for retirement expenses for two long-time employees and estimated qualifying benefit expenses.

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Moderator Smith requested questions or discussion for Article 14. With no comments or questions, Moderator Smith moved on to voting.

Moderator Smith requested all those in favor of Article 14 to raise their blue ballot card. After ballot clerks completed counting for those in favor, Moderator Smith requested that all those opposed to Article 14 raise their ballot cards. After finalizing the count completed by ballot clerks, Moderator Smith announced Article 14 passed.

PASSED: 51 in favor – 0 opposed

Moderator Smith announced the results for Article 6 and Article 7 at 11:33 am.

Kate Stewart made a motion to restrict reconsideration for Articles 6, 7, and 14. Nancy Smith seconded. Moderator Smith requested all of those in favor of restricting reconsideration to say ‘aye’. Moderator Smith then requested all of those opposed to restricting reconsideration to say ‘nay’. Moderator Smith announced the vote as unanimous in favor of the motion.

Moderator Smith recused herself as the Moderator for Article 15 stating a conflict of interest in that she is on the Master Planning Task Force and introduced Dr. Dave Beaufait, the Assistant Moderator, to present Article 15.

Assistant Moderator Beaufait read Article 15.

Article 15: To see if the Town will vote to raise and appropriate the sum of \$35,000 for community master planning with said funds to come from unassigned general fund balance.

Special Warrant Article

The Board of Selectmen recommends this article by a vote of 2-1.

The Budget Committee recommends this article by a vote of 7-2.

Mr. Kluge made a motion to accept Article 15 for discussion. Ms. Stewart seconded.

David Frack, the Chair of the Enfield Planning Commission, presented information related to the Master Planning process, which is municipally required under RSA 674:3. He stated it is recommended to be updated every 5-7 years, noting that the town’s current plan was adopted in 1995. He stated the article related to the Master Planning process was tabled in 2020 due to COVID as no public meetings or gatherings could be held and community input was necessary for a successful plan to be developed. He stated that the volunteer task force started work in late 2020 and has been meeting twice per month to develop a plan for broad public involvement. He noted that it was necessary to hire a planner for the process as there is no professional planner on staff available to work on the project in the scope that is required. He noted that the current employee with suitable experience for the task has a lot of responsibilities in his role as a town employee and is not available for the time necessary to commit to the project, thus requiring an outside contractor to complete the project. He noted that there is a specific skillset necessary to get the work done efficiently and in a timely manner and will be of great assistance in coordinating efforts between the planning board and task force. He added that expenses for the task force so far have involved printing and web content development, with incidental expenses associated with surveys and public meetings to be anticipated. He stated that, due to the funding

2021 Town Meeting Minutes – Town of Enfield, New Hampshire

coming from the unassigned fund balance, the project expense will be no effect to 2021 taxes, while also assisting the town achieve the greater purpose of reviewing the Master Plan to current needs.

Jean Patten inquired when the task force anticipates needing a professional contractor for the task.

David Frack stated that, assuming they get funding from the Town, the task force will rewrite the scope of work and put it out to bid. He anticipated it would be three to four months before a professional is chosen to follow through with.

Jean Patten stated she does not feel like the team is far enough into the process to appropriate this sum of money. She does not like money being taken out of undesignated fund and she thinks we can find the money somewhere else in the budget.

David Frack stated that taking from the undesignated fund is what was proposed by the previous Town Manager.

John Kluge, as the liaison to the group, spoke to the need for a professional and stated it may be a long process that would be at risk to be lost, as it has been previously, if it was not followed through on.

Holly West stated that Master Planning is sorely overdue, and the town is at a critical point where the infrastructure needs direction. She stated that if we want to experience economic growth it is necessary to complete the Master Plan. She added that if professionals are not engaged and the process solely relies on volunteers there is a high risk that it will not move forward. She stated that the Master Plan from 1995 needs to be brought to relevancy.

Becky Powell stated her support and stated that volunteers get burned out, do not have the time, or do not have the expertise to be able to finalize. She stated she believed the task force has made significant progress and she encouraged residents to support the article to see it move forward.

Ed McLaughlin inquired if the State of New Hampshire had any impact when applying for grants or federal funding.

David Frack stated that it can be helpful to present the information as it shows the Town is definitely helpful and noted that having an updated and relevant plan can be an assurance that the funding will be spent wisely.

Jim Raymond, Town Counsel, he has been on his Town Planning Board through the Master Planning process. He stated the Master Plan has things built on it, such as Zoning as well as planning tools such as CIP. He stated that, without a Master Plan, those are subject to attack. He added that the State Supreme Court on land use has been restricting a Town's ability to deny variances, particularly if they are operating off an old Master Plan. He stated that the theory is that the Zoning is not evolving because the Master Plan is not, and the court will be more likely to rule in favor of a variance that the Town may not want. He reiterated that it was important for the Master Plan to be updated periodically.

2021 Town Meeting Minutes – Town of Enfield, New Hampshire

Lindsay Smith, speaking as a member of the public, stated she is the Co-Chair of the Master Planning Task Force, which is a great team of volunteers working very hard to make progress. She stated that the public is welcome to attend their meetings, ask questions, and observe what strides are being taken. She stated the group is actively seeking community member input, but when the information is gathered, they are going to need professional help to distill that information and mold it into the Master Plan. She stated that everyone on the task force works full time, and the volunteers are working extremely hard to gather the information. She stated \$35,000 was the lowest price possible to get the help necessary to continue forward motion, noting that some bids were up to \$100,000, but it was acknowledged that the group would be able to take on some of the pieces driving those higher prices. She stated that a professional will help deliver a product that will be beneficial for use by the CIP, the Zoning Board, the Planning Board, and everyone in town. She urged residents to get involved and lend their voice, and to pass the article to support the efforts and work being put forth to update the Master Plan.

Assistant Moderator Beaufait requested all of those in favor of the question to say 'aye'.
Assistant Moderator Beaufait then requested all of those opposed to the question to say 'nay'.
Assistant Moderator Beaufait announced the Article 15 as passed.

PASSED by voice vote.

Moderator Smith announced the results of Article 8 and Article 9 at 11:55 am.

Kate Stewart made a motion to restrict reconsideration for Articles 8, 9, and 15. John Kluge seconded. Moderator Smith requested all of those in favor of restricting reconsideration to say 'aye'. Moderator Smith then requested all those opposed to restricting reconsideration to say 'nay'. Moderator Smith announced the vote as unanimous in favor of the motion.

Moderator Smith moved on to read Article 16.

Article 16: To hear the reports of agents, auditors, committees, or any other officers heretofore chosen and pass any vote relating thereto.

Kate Stewart made a motion to accept Article 16 for discussion. Meredith Smith seconded.

Sue Young stated that a team of 12-15 volunteers formed the Municipal Facilities Advisory Committee and worked for over 1.5 years to develop a comprehensive report. She stated that, even though the presentation was tabled for 2021 Town Meeting, it was appropriate to thank those volunteers and for their time and efforts.

Dr. Beaufait spoke to the deferral of the MFAC presentation. He stated he believed that there are some questions that should be addressed prior to presentation at the next Town Meeting. He stated that it would be important to know what the impact would be to taxpayers and urged the Selectboard to reconstitute MFAC prior to next year's Town Meeting to do reassessments so that the efforts can come to fruition.

Moderator Smith announced the results of Article 10 and Article 11 at 12:05 pm.

2021 Town Meeting Minutes – Town of Enfield, New Hampshire

With the conclusion of all Articles presented and voting finalized, Moderator Smith requested a motion to adjourn.

John Kluge made a motion to adjourn. Nancy Smith seconded. Vote unanimous in favor of the motion.

Town Meeting was adjourned at 12:07 pm.

Respectfully submitted,

A handwritten signature in black ink, appearing to read "Emily Curtis", with a stylized flourish at the end.

Emily Curtis, recording secretary



2021 Annual Town Meeting

Overview of Capital Improvement Program and Related Warrant Articles (Articles 4, 5, 6, 9, 10, 11, 13)

1

1



CIP Overview

- **Initiated in 2012 – now in year 10**
- **Develop and maintain a strategic 6-year rolling Capital Improvement Plan**
- **Develop an affordable funding strategy to cover our short-term and long-term capital needs**
- **To smooth out the tax impact through timing purchases and methods of financing**
- **Identify funding sources:** Capital Reserves (CIP, Water, Sewer, etc.), Trust Funds (Huse Park, Mascoma Lakeside Park, Employee & Retiree Benefits, Fuel Assistance, etc.), Tax Increment Finance (TIF) District Fund, Municipal Taxes and User Fees, Undesignated Fund Balance, Grants (often requires some % of municipal match), Donations (tax deductible)
- **Recommend purchasing methods:** Cash Purchase (Lump Sum, Interest Free) or Borrowing (Principal & Interest) through Bank/Government Loans, Bonds or Commercial Leases

2

2



Operating Procedures

- The CIP Committee is striving to grow the value of the reserves over the long-run to increase the amount of projects, vehicles and equipment that are purchased with cash (as opposed to being financed)
- Consideration is given to an item's gross cost as well as interest expenses and indirect costs that will be accrued to provide true out of pocket costs (full cost accounting)
- The Town Manager requires departments to obtain competitive pricing information for items before requests are advanced to the CIP Committee for inclusion in the CIP Plan and presented to Town Meeting voters for funding approval (in the case of items being financed)
- The Town Manager and CIP Committee actively search for the most cost-effective options for items being financed (i.e., multi-year vehicle leases, bank loans, etc)

3

3



2020 Capital Projects, Vehicles & Equipment Upgrades Completed

• Oak Hill Road Bridge (in progress)	\$150,000
• Enfield Village Sidewalks (in progress)	40,000
• IT Infrastructure Upgrades (Reimbursed by grant funds – to be redeposited, if approved – see 2021 Town Meeting Article 13)	45,000
• Fire Department Portable Radios	56,984
• Police Cruiser	48,363
• Community Building Keyless Entry	2,892
• Town Hall Security / Access / Improvements	3,144
• Police Dept. Security Improvements	5,459
• Municipal Facilities Planning Project	25,303
• Zero Turn Mower	8,500
• Loader Overhaul	18,000
	\$403,645

4

4



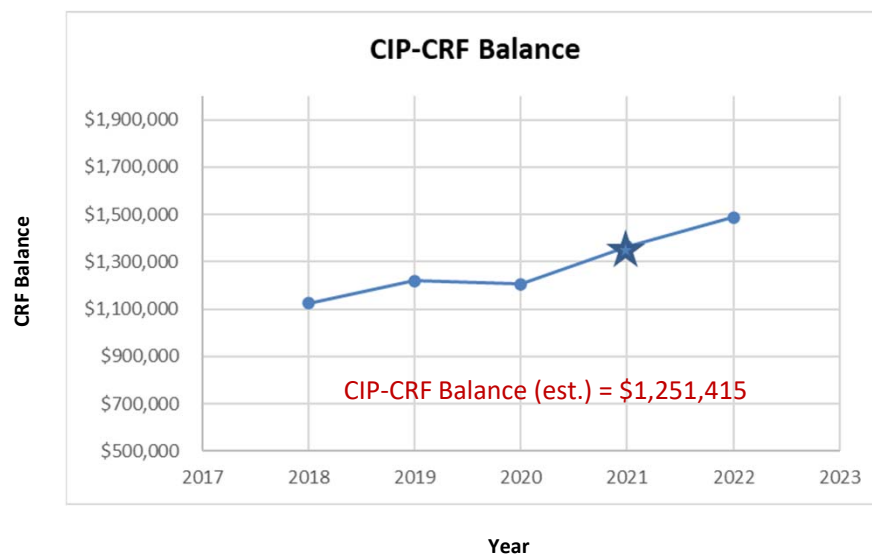
Current Capital Reserve Balances (as of December 31, 2020)

CAPITAL RESERVE FUNDS	
CRF-Town Municipal Facilities & Equip	\$14,243.87
CRF-Reappraisal	2,223.78
CRF-Ambulance	3,081.94
CRF-Municipal Water System	204,501.64
CRF-Fire Vehicles & Equipment	49,088.22
CRF-Cemetery	49,088.22
CRF-Water Meter/Back Flow Preventer	13,969.21
CRF-Municipal Sewer System	81,048.70
CRF-Land Acquisition	127,898.58
CRF-Library Technology	2,203.38
CRF-Sidewalk Construction	16,700.73
CRF-Bridge Construction	2,109.75
CRF-Salt/Sand Facility	154.32
CRF-Library Building	298,160.74
CRF-Capital Improvement Program (CIP)	1,213,247.11
TOTAL CAPITAL RESERVE FUNDS	\$2,032,524.86

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2021 CIP-CRF - Balance (Reflects Year End Balance)



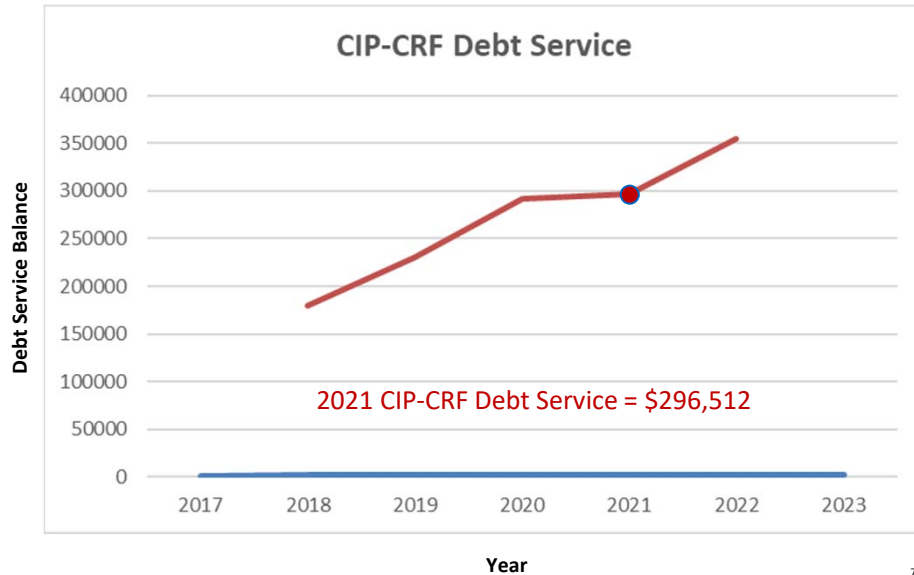
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2021 CIP-CRF – Debt Service

(Reflects Year End Balance)



7



CIP Committee Approved Projects & Equipment 2021

	Cash	Financed	Est. Finance Cost w/Interest
Fire Dept. Engine 4 Replacement (Art #4)		570,000	755,672
DPW Ten Wheel Dump Truck, Plow Package (Art #5)		195,000	217,854
DPW Building Improvements (Art #6) *		133,793	150,751
Police Cruiser Replacement (Art #9)		47,000	49,704
Fire Dept. Car 1 Replacement (Art #10)		50,000	53,613
DPW F-350 (Art #11)		50,000	53,613
Community Building & Pavilion Roof Replacement	42,000.00		
FD SCBA Replacement (Air Packs)	40,000.00		
Fire Dept. Union Street Furnace Replacement	15,000.00		
DPW Steamer (Trailer Mounted)	13,500.00		
Transfer Station Zero-Sort Compactor Replacement	30,000.00		
CIP SUBTOTAL - NEW	140,500	1,045,793	1,281,207

* \$4,209.24 plus accumulated interest to come from Municipal Facilities, Maintenance & Equipment CRF

8



2021 Town Meeting CIP-Related Projects & Purchases

Article 4	Fire Dept. Engine 4 Replacement
Article 5	Public Works 10-Wheel Dump w/Plow Package
Article 6	DPW Facility Improvements: Roof Extension, Wall Repairs, Exhaust Extraction, Insulation
Article 9	Police Dept. Cruiser Replacement
Article 10	Fire Dept. 'Car 1' Replacement
Article 11	DPW F-350

9

9



Article 13 (Appropriation to CIP) – Part 1 of 3

*To see if the Town will vote to raise and appropriate the sum of **\$519,568** to be placed in the Capital Improvement Program Capital Reserve Fund; \$474,568 to come from general taxation and \$45,000 to come from the unassigned general fund balance.*

The proposed 2021 appropriation represents a **\$71,000 increase** over 2020 appropriation (\$448,368); a \$26,200 in accordance with the CIP Plan, plus an additional \$45,000 from the unassigned general fund balance.

In 2020 \$45,000 was expended from the CIP-CRF for IT Infrastructure. Subsequently \$45,000 in COVID relief grant funding was received and deposited into the general fund. The appropriation of \$45,000 from the general fund will return this amount to the CIP-CRF.

10



Article 13 (Appropriation to CIP) – Part 3 of 3

Estimated Impact on 2021 Tax Payments

Estimated Impact on Municipal Tax Rate =
\$0.81 per \$1,000 in assessed value
 (2020 estimated tax impact = \$0.77)

Home/Property Assessed Value	Tax Impact
\$200,000	\$162

11

11



Thanks to the members of the Capital
Improvement Program Committee for
their hard work

Dan Kiley
 Eric Crate
 Keith Thomas
 Holly Plumley West
 Sam Eaton
 Ed McLaughlin

THANK YOU (the residents) for your ongoing support of the
 CIP. This process is critical in maintaining a sound fiscal
 program.

12

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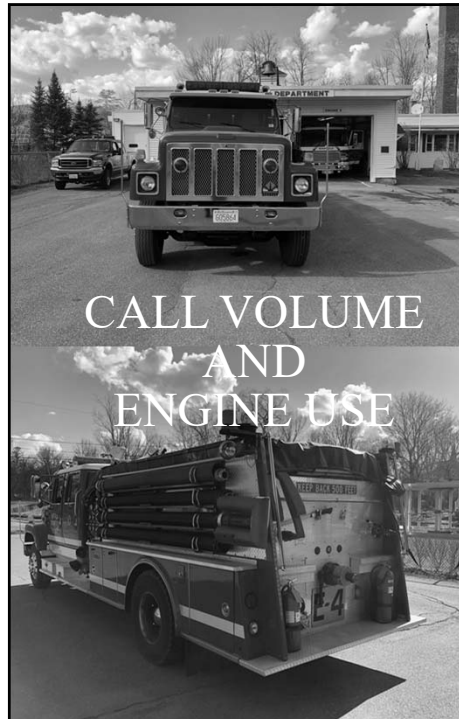
Presented by:
 Jeremy Ford, Assistant Fire Chief
 Raymond Bushey Jr., E-One Representative

ENFIELD FIRE DEPARTMENT

Warrant Article IV

Article 4: To see if the Town will vote to raise and appropriate the sum of \$570,000 to replace Fire Department Engine 4, to authorize the issuance of not more than \$570,000 of bonds or notes in accordance with the provision of the Municipal Finance Act (RSA 33) and to authorize the municipal officials to issue and negotiate such bonds or notes and to determine the rate of interest thereon. The Capital Improvement Program Capital Reserve Fund, which the Board of Selectmen is agent to expend, will be used for the annual principal and interest payments for the life of the loan.

1



Total fleet vehicles for the Enfield Fire Department: 14

Includes: 1 ground fire suppression, 3 engines, 1 tanker, 1 pumper combination, 1 Chief Car, 1 Officer car, 1 brush truck, 1 boat, 1 ATV, 2 UTV's, 1 generator

TOTAL CALLS FOR 2020 – 238

Apparatus usage for 2020:

Car 1 -58

Car 2 – 84

Engine 5– 87

Engine 3 (newest in fleet) – 35

Car 3 – 17

Forestry Truck – 6

Engine 4 *request for replacement* - 7

Rescue - 4

Tanker – 17

Personal Owned Vehicle (POV)- 57

2

BENEFITS OF REPLACEMENT

- Engine 4 currently used on reserve capacity because of electrical and rusting issues
- Having more resources and response equipment in one vehicle
- Eliminate Rescue Truck
 - Utilize chassis from rescue truck for forestry truck
- Eliminate Rescue Truck & Replacement Forestry Truck from future CIP expenditures
 - Reduce by \$300,000 for Rescue Truck
 - Reduce by \$40,000 for Forestry Truck
 - Forestry Truck upgrade is currently in CIP for \$40,000 to be updated as a part of the fleet plan instead of being fully replaced for an estimated \$80,000.

3

ENGINE 4



4



5

BIDS AND REVISED PRICING FOR E-ONE

Bids received

- HME - \$613,300
- Sutphen \$614,059
- E-One \$668,000 (original bid)
- Spartan \$668,908

• E-One Original bid **\$668,000**

• Concessions made due to oversights on previous order, bid reduced to **\$570,000** (contractual offer on bid pricing good through 4/15/21)

• Town Meeting not held prior to 4/15/21 for vote to be held; **annual contract pricing increased 2% to \$581,085**

• Offer for **\$13,000 discount** if the truck is pre-paid, which would bring total purchase cost to **\$568,085**

THE PURCHASE OF A NEW ENGINE WILL NOT INCREASE TAXES
CIP Funds have been approved to pay for annual principal and interest payments

6

OTHER DETERMINING FACTORS FOR CHOOSING E-ONE

- Local towns that have purchased a Rescue Pumper:
 - Lebanon, Hanover, New London, Alton, Lyme, Hartland, Hartford, and Thetford
- Road service department will come to the station for service which shortens the down time.
 - Positive services experienced with Engine 3
 - Lifetime frame & frame cross member's warranty
- The units are built in modular pieces
 - Sections are replaceable, which can lower repair costs and down time
- Stainless steel frame
 - Longer lifetime of vehicle
 - 10-year warranty on stainless steel plumbing components
 - 20-year/100,000-mile warranty on stainless structural body and body sub-frame

7

QUESTIONS

8

Enfield Police Department Vehicle Rotation

Chief Roy Holland

1

Current Inventory

- 2013 Unmarked Miles: 149,433
- 2017 Unmarked Miles: 40,901
- 2018 Patrol Miles: 52,911
- 2018 Patrol* (2019) Miles: 21,687
- 2020 Patrol Miles: 21,144
- Patrol vehicles +/- 72,000 miles per year/1,500 miles per patrol officer a month.

2

Vehicle Cost

- Ford Interceptor SUV: \$37,025 (Hybrid)
- Equipment installation: \$9,075
- Total: \$47,000*

Photo of 2020 Hybrid Patrol Vehicle

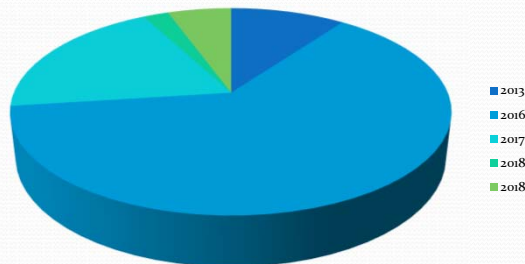


3


Current maintenance expenses

- More than 50% of maintenance budget in 2019/2020 was spent on cruisers with over 110,000 miles.

2019/2020




4



Enfield Budget Committee 2021 Municipal Budget Proposal


***"To assist voters in the prudent
appropriation of public funds"***

-NH RSA 32:1



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ENFIELD 2021 BUDGET PLAN

Process:

- Committee meets throughout the year
- Committee meets with each town department
- Department Heads produced four budget alternatives
Preferred, Level, -2.5%, -5%
- Committee examines budget requests line by line
- Committee reviews revenues


Objective: To prepare a responsible budget for the Town

- Maintain core services
- Support Enfield's high quality of life
- Ensure that funding proposals align with ongoing department-
/town-level strategic planning efforts
- Reinforce and encourage town efficiencies
- Make responsible budget decisions to minimize impact on
taxpayers
- Respond and adapt to the uncertainty resulting from the Pandemic




2

2




Summary of 2020 (1 of 2)

- COVID 19 Pandemic Response
 - Reduced 2020 Budget at town meeting to level fund with 2019
 - Open staff positions were held open for a significant portion of the year.
 - Unanticipated revenue from COVID relief funds
- Continued support for CIP Committee's solid capital plan
 - Funded Capital Improve. Program Capital Reserve Fund (CIP-CRF)
 - CIP-CRF Appropriation = \$448,368(\$26,200 increase from 2019)
- Town meeting approved budget estimated needing to raise \$4.19M through property taxes
 - Actual \$4.14M
- 2020 tax rate (municipal portion) = \$7.10/\$1000 valuation
 - \$0.23/\$1,000 reduction from 2019 tax rate (\$7.33/\$1000).
 - Drivers included unanticipated revenue (COVID relief funds), cautious approach to fill vacant positions




3

3




Summary of 2020 (2 of 2)

- Non-Property Tax Revenue (NPTR) in the General Fund (GF) increased \$220,613 in 2020
- Continued high rate of property tax collection (95-97%)
- Solid plan to continue reducing the Sewer Fund deficit
- Continue examining how possible future investment in municipal facilities upgrades would impact the tax rate and annual debt service




4

4




2021 Budget Objectives/Considerations

- Prepare an operating budget that funds municipal services at levels expected/desired by residents
- Identify efficiencies and cost savings that align with department strategic planning efforts
- **Budget for the uncertainty of the COVID 19 pandemic**
- Department heads each prepared four (4) budget alternatives



5

5



2021 Budget Considerations

Uncertainty as a result of the COVID 19 Pandemic
NPTR continuing upwards trend in certain areas


- Car registrations:
 - 2008, \$764K
 - 2016, \$975K
 - 2017, \$1.00 Million
 - 2018, \$1.03 Million
 - 2019, \$1.06 Million
 - 2020, \$1.10 Million

Cost Centers Required Significant Funds

- Employee benefits (e.g. retirement, workers' comp, healthcare)
- General cost of doing business
- Goal is to maintain departments that are fully staffed

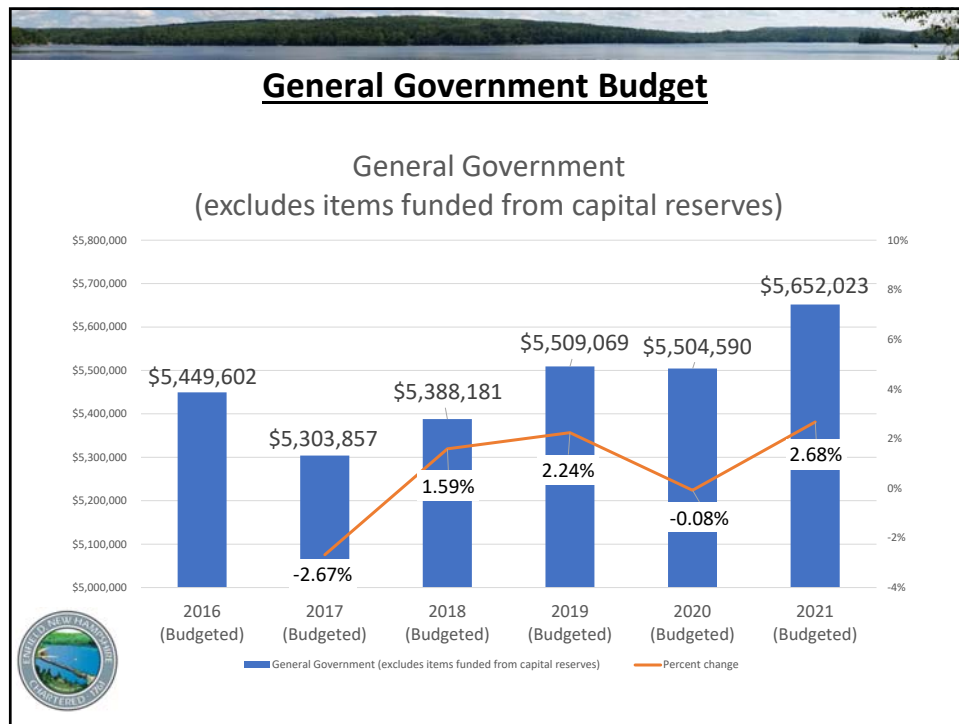
Continued capital needs (infrastructure, equipment)

- Long-term CIP/TIF in place and working well
- Municipal Buildings, Major Water/Sewer Projects



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6



7

BUDGET EXPENDITURES vs. ACTUAL EXPENSES

YEAR	BUDGETED EXPENDITURES	ACTUAL EXPENSES	DIFFERENCE
2016	\$5,449,602	\$5,209,195	\$240,407
2017	\$5,303,857	\$5,038,301	\$255,556
2018	\$5,388,181	\$4,912,386	\$475,795
2019	\$5,509,069	\$5,104,582	\$404,487
2020	\$5,504,590	\$5,116,371	\$388,219
2021	\$5,652,023*		

*Requested

Net increase in budgeted expenditures of roughly 2.68% from 2020 to 2021 (up 2.59% from 2019)

8

Budget Summary Table		Updated	2/1/2021
OPERATING EXPENSES			
Category	2020 (Budgeted)	2021 (Budgeted)	% Δ
General Government (excludes items funded from capital reserves)	\$ 5,504,590	\$ 5,652,023	2.68%
Water (excludes items funded from capital reserves)	\$ 227,806	\$ 248,059	8.89%
Sewer (excludes items funded from capital reserves)	\$ 706,183	\$ 765,890	8.45%
Capital Projects (Lakeview/Shaker Landing Sewer Extension Debt Service)	\$ 139,472	\$ 181,314	30.00%
TIF (US Route 4 Water/Sewer Extension Debt Service)	\$ 162,246	\$ 302,174	86.24%
Total All Funds	\$ 6,740,297	\$ 7,149,460	6.07%
ADDITIONAL APPROPRIATIONS TO BE FUNDED FROM TAXES			
Category	2020	2021	% Δ
CIP Capital Reserve Fund (\$474,568 from taxation & additional \$45,000 from UFB)	\$ 448,368	\$ 519,568	15.88%
Employee & Retiree Benefits Trust Fund (From UFB)	\$ 30,000	\$ 30,000	0%

9

Warrant Articles - MS-737, page 6

New Hampshire
Department of
Revenue Administration

2021
MS-737

DRAFT

PROPOSED BUDGET NOT FINALIZED
THIS COPY FOR REVIEW PURPOSES ONLY


Special Warrant Articles

Account	Purpose	Article	Selectmen's Appropriations for period ending 12/31/2021 (Recommended) (Not Recommended)	Selectmen's Appropriations for period ending 12/31/2021 (Recommended) (Not Recommended)	Budget Committee's Appropriations for period ending 12/31/2021 (Recommended) (Not Recommended)	Budget Committee's Appropriations for period ending 12/31/2021 (Recommended) (Not Recommended)
4015	To Capital Reserve Fund		\$0	\$0	\$0	\$0
4016	To Expendable Trust Fund		\$0	\$0	\$0	\$0
4017	To Health Maintenance Trust Funds		\$0	\$0	\$0	\$0
4902	Machinery, Vehicles, and Equipment	04 Purpose: Fire Truck Replacement	\$0/10,000	\$0	\$0/10,000	\$0
4902	Machinery, Vehicles, and Equipment	05 Purpose: 10-Wheel Dump Truck	\$195,000	\$0	\$195,000	\$0
4902	Machinery, Vehicles, and Equipment	09 Purpose: Police Cruiser	\$47,000	\$0	\$47,000	\$0
4902	Machinery, Vehicles, and Equipment	10 Purpose: Fire Dept. Car 1	\$50,000	\$0	\$50,000	\$0
4902	Machinery, Vehicles, and Equipment	11 Purpose: DPW-F-350	\$50,000	\$0	\$50,000	\$0
4903	Buildings	06 Purpose: DPW Building Improvements	\$133,750	\$0	\$133,750	\$0
4909	Improvements Other than Buildings	07 Purpose: Water System Improvements	\$1,900,000	\$0	\$1,900,000	\$0
4909	Improvements Other than Buildings	08 Purpose: Sewer System Improvements	\$1,900,000	\$0	\$1,900,000	\$0
4909	Improvements Other than Buildings	15 Purpose: Master Planning	\$35,000	\$0	\$35,000	\$0
4915	To Capital Reserve Fund	13 Purpose: CIP CRF	\$519,568	\$0	\$519,568	\$0
4916	To Expendable Trust/Fiduciary Funds	14 Purpose: Employee & Retiree Benefits Trust	\$30,000	\$0	\$30,000	\$0
Total Proposed Special Articles			\$5,436,361	\$0	\$5,436,361	\$0

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10



2020-21 Enfield Budget Committee


Dominic Albanese
 Dimitri Desarranno
 Mike Diehn
 Sam Eaton (Vice Chair)
 Shirley Green
 Jean Patten
 Erik Russell (Chair)
 Kate Stewart (Ex-Officio)
 Nancy Smith

Administration Liaisons: Alisa Bonnette, Jack Wozmak


The Committee appreciates and thanks the CIP Committee, Town Administration and department heads for their input, cooperation and dedicated service to the Town.


11

11



Rebuilding the Town's GF Undesignated Fund Balance

- The NH Dept. of Revenue Administration & Government Finance Officers Association (GFOA) recommend maintaining a UDF of 8-17% of TOTAL expenses, including school and county payments.
- The Governing Body established a financial policy that sets the **targeted UFB at 12% of the Town's total expenditure budget.**
- In 2020, 12% of the Town's total expenditure budget would equate to a UDF of approximately **\$2.2 million**
- At yearend 2020, the Town's estimated UDF is **\$1.59 million**



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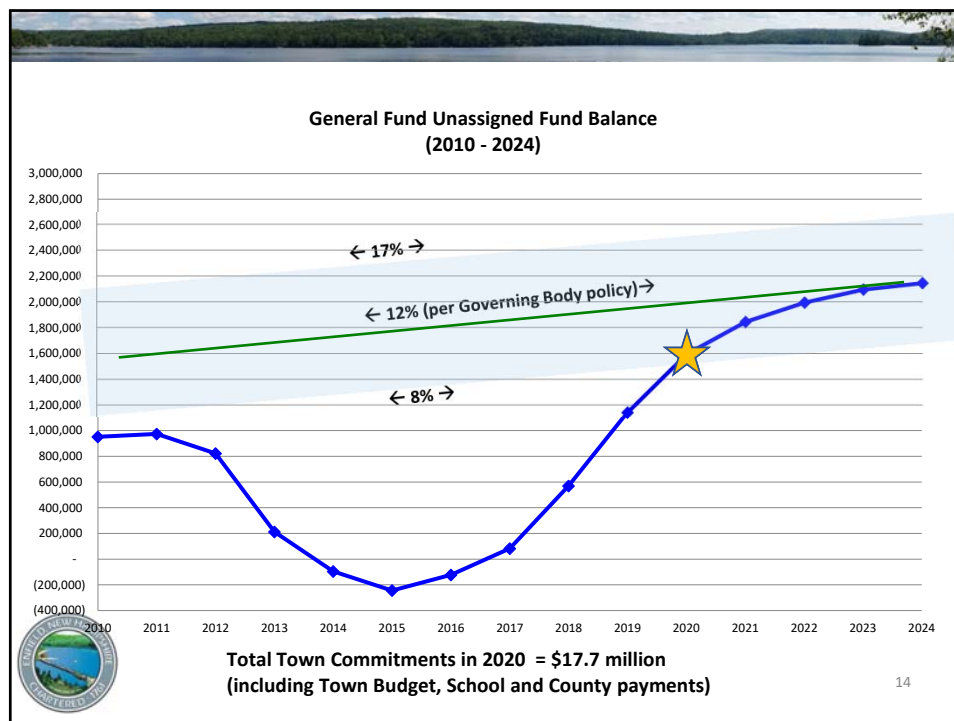
Rebuilding the Town's GF Undesignated Fund Balance

- A UDF balance is accrued as a result of collecting actual non-property tax revenues in excess of what was estimated and/or when actual expenditures are less than budgeted expenditures
- The General Fund's UDF balance was depleted during 2011-2015 as a result of multiple budget years seeing significant unexpected costs and actual revenues failing to meet what was forecasted; this resulted in a deficit from 2014-2016.
- Surpluses starting in 2016 helped eliminate the deficit and the Town has been rebuilding the UDF balance in subsequent years.
- With the estimated addition of approximately \$500,000 to the UDF balance in 2019, the Town is now approximately halfway (\$1.59 million) to the targeted 12% level (\$2.2 million)
- Adjustments to strategy can continue being made in 2021 and beyond to slow the rate in which the UDF balance is grown



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3

13



14



1

Why Enfield Needs a Master Plan

- RSA 674:1-3
 - “It shall be the duty of every planning board...to prepare and amend from time to time a master plan to guide the development of the municipality.”



2

Enfield's Most Recent Master Plan



3



Planning Board Started Work Summer 2019

- Budget for Project: \$35,000



4

Winter 2020

- Bids from four planning firms averaged \$77,820
- Covid-19
 - Restrictions on public gatherings



5



Summer 2020

- Planning Board re-ignites the Master Plan Project
 - Volunteer Task Force Convened



6



Limited Scope

- Land Use
- Transportation
- Housing
- Economic Development
- Visioning



7



Task Force

- Identify pertinent issues and data
- Lead community input events
- Develop planning options for consideration by the community



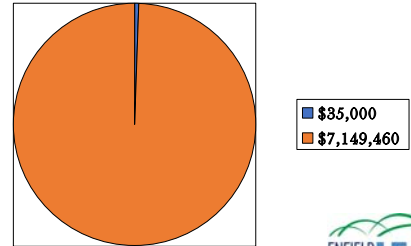
8





9

Article 15 Requests the Expenditure of \$35,000.00 for Master Planning



10

How Will The Planning Board Spend The Requested \$35,000?

- Hire a professional planner
- Coordinate efforts of the Task Force and Planning Board
- Help in compiling and interpreting data

11

How Will The Planning Board Spend The Requested \$35,000?

- Design, Printing and Web Content
- Incidental expenses
 - Surveys
 - Public visioning sessions

12

How Will This Affect My Taxes?

➤ NO EFFECT ON
2021 TAX RATE



13



Questions?



14

First Visioning Session
Here, Tomorrow
10:00-3:00

Drop by anytime to help plan
Enfield's future

