

**TOWN OF ENFIELD  
ENFIELD BUDGET COMMITTEE  
MEETING MINUTES AUGUST 30, 2023**

**TIME:** 6:30 PM

**LOCATION:** Dept. of Public Works Building & Teams Videoconference

**COMMITTEE MEMBERS PRESENT:** Shirley Green, Jane Plumley, Dimitri Deserranno, Mike Diehn, Tim Lenihan, Tina Stearns, John Kluge (Board of Selectmen)

**Excused:** Nancy Smith, Dan Kiley

**OTHERS:** Ed Morris, Town Manager; Alisa Bonnette, Assistant Town Manager

**Members of the Public:** Tracy Young

**CALL TO ORDER**

Mr. Deserranno called the meeting to order at 6:31 pm.

**Organization of the Board**

Mr. Diehn nominated Dimitri Deserranno as the Chair of the Budget Committee. Ms. Plumley seconded. Vote passes in favor of the motion (6-0); Mr. Deserranno abstained.

Mr. Deserranno nominated Shirley Green as the Vice Chair of the Budget Committee. Mr. Lenihan seconded. Vote passed in favor of the motion (6-0); Ms. Green abstained.

**MINUTES- January 4, 2023 & February 8, 2023, Public Hearing**

Ms. Plumley made a motion to approve the minutes of January 4, 2023. Ms. Green seconded. Vote passes in favor of the motion (6-0). Ms. Stearns abstained.

Ms. Plumley stated that she was unsure if the information on page 2 of the Public Hearing minutes relative to the tax impact discussion was accurate.

Mr. Morris stated that the recording would be reviewed to verify the information that was presented for the Public Hearing.

**BUSINESS**

**Application for appointment (Fickett)**

Ms. Plumley made a motion to approve James Fickett as a new member of the Budget Committee. Ms. Stearns seconded. Vote unanimous in favor of the motion (7-0).

**Meeting Date and Time**

Members of the Budget Committee discussed the meeting schedule and agreed to hold meetings on the 2<sup>nd</sup> and 4<sup>th</sup> Thursday of the month, with exceptions as needed.

**Budget Schedule**

Mr. Morris presented an outline of the timeline and information relative to the budget cycle and department presentations.

**Chipper Funding Mechanism**

Mr. Morris reviewed the circumstances surrounding the damage to the previous chipper and stated that it was too dangerous to fix, and it was considered totaled with \$46,900 paid out by the insurance company. He stated that the check from the insurance company was deposited in the 2022 budget year, and the purchase of the new chipper for \$64,000 will occur during the 2023 budget year. He noted that, due to the income and expenditure being in two separate years, an auditor was consulted for guidance on how to apply the funds from the insurance company to the purchase of the new chipper. He has been advised that the town should pay for the new chipper from CIP funds followed by paying \$46,900 from the unassigned fund balance to the CIP fund. He stated that the proposed process has been discussed and approved by both the CIP Committee and the Select Board and is being brought forward to the Budget Committee for approval.

**Discussion of metrics to track other than Unassigned/Undesignated Fund Balance (UFB)**

Mr. Morris stated that looking at the debt ratio may be something that the Budget Committee would be interested in looking at. He noted that the state has set a law that a town should not exceed 3% of the value of the town in debt, and it can be looked at and discussed as to what that means for Enfield.

Members of the Budget Committee discussed financial reports that would be relevant to understanding the financial health of the town, including the UFB and CIP Fund, as well as understanding what debt payments have been made. Members also discussed that it would be important to assess the value of how much it costs to train and replace employees, in addition to reviewing the wage study, as a part of the wage discussion. It was noted that it is also important to understand how the vacancies in town departments affect both the remaining employees of the town, as well as the services provided to residents.

Mr. Morris noted that based on the balance of the UFB and the balance of the CIP fund, with a CIP plan in place, the town is in a fiscally healthy position.

**OTHER BUSINESS****Public Comment**

Mr. Deserranno requested any comments or questions from the public.

Mr. Young stated that it is very good to see a significant discussion regarding the labor rates in town. He stated that Mr. Kluge serves as an ex-officio member, but as a former Budget Committee member, he would like to be present to remain aware and educated of their process, which will be beneficial for discussion with members of the public.

With no comments or questions, the Budget Committee moved on to adjournment.

**ADJOURNMENT**

Mr. Diehn made a motion to adjourn the meeting at 7:51 PM. Mr. Lenihan seconded. Vote unanimous in favor of the motion (7-0).

The meeting was adjourned at 7:51 pm.