

Town of Enfield  
Special Town Board Meeting Minutes  
Enfield Community Building  
Wednesday, November 4, 2015  
6:30 p.m.

Present: Town Supervisor Ann Rider, Town Councilperson Virginia Bryant, Town Councilperson Mike Carpenter, Town Councilperson Vera Howe-Strait, Town Highway Superintendent Buddy Rollins, Town Clerk Alice Linton.

Supervisor Rider opened the special meeting at 6:35 p.m. by leading the assemblage in the Pledge of Allegiance to the Flag.

**New Business:**

2016 Preliminary Budget: Supervisor Rider stated she made changes from the tentative budget that were discussed at the last special town board meeting. There is a 2% increase in salaries across the board. With help from the bookkeeper she refigured amounts for state retirement, which went down significantly. Some estimated revenues were adjusted up and some down. A question remains of how much to use from the unexpended fund balance. It is hard to find guidance on a figure. The Fire Protection District line had minuscule changes.

Highway Superintendent Buddy Rollins stated he will be submitting paperwork to receive CHIPS funds for this year. The amount will be about \$60,000 and should be received in December. The unused balance of the 2015 CHIPS money can be used in 2016, in addition to the amount the state would normally be giving the town. CHIPS money can be used for bridge repair, but that will leave less for road repairs. The Rothermich Road pipes are of main concern presently. Superintendent Rollins is attempting to get information on whether he can use the county bid for a contractor, or if the town will need to bid the job itself.

The board went over budget figures carefully. Supervisor Rider will now go back and refigure percentages and the tax rate increase. She will use the new figures when preparing the preliminary budget. Last year some new budget lines were added to aid in figuring actual expenses in different areas. Some adjustments will be made this year to more accurately reflect where money is spent for certain items such as payroll.

Earlier this year, there was a budget amendment to take \$45,000 from DA5110.4 and add it to the fuel budget line. More money was transferred than needed, but instead of reducing the fuel budget line for 2016, Superintendent Rollins requested that the \$15,000 be put back in DA5110.4 for 2016. Superintendent Rollins stated \$8,000 was a good amount for summer help if the town bids the paint job for the town hall.

Supervisor Rider moved, with a second by Councilperson Carpenter to approve Resolution #2015-45.

**Resolution #2015-45            Changes from Tentative Budget to Preliminary Budget**

**Whereas**, the following changes have been recommended to be made to the 2016 Tentative Budget:

A1010.11 Change from \$11,016 to \$10,509  
A1480.4 Change from \$600 to \$0  
A1670.4 Change from \$2,800 to \$2,100  
A2770 Change from \$1,800 to \$0  
A7550.4 Change from \$1,800 to \$0  
A9010.8 Change from \$32,000 to \$20,100  
A9060.81 Change from \$22,000 to \$20,710  
A1090 Change from \$0 to \$2,500  
A1232 Change from \$3,000 to \$300  
A1255 Change from \$100 to \$300  
A2401 Change from \$600 to \$400  
A2555 Change from \$6,000 to \$7,000  
A2770 Change from \$1,800 to \$0  
Unexpended balance from A fund change from \$100,000 to \$50,000  
DA5142.4 Change from \$30,000 to \$35,000  
DA9010.8 Change from \$26,000 to \$37,500  
DA9060.8 Change from \$66,000 to \$68,050  
DA2401 Change from \$200 to \$300  
DA2770 Change from \$500 to \$1,000  
DA3501 Change from \$0 to \$104,102.80  
Unexpended balance from DA fund change from \$0 to \$15,000

**Now, Therefore,** be it resolved that the above changes be made to the 2016 Tentative Budget.

Discussion: Highway Superintendent Rollins suggested that if a new vehicle for Code Enforcement will be purchased this year, the \$2,000 for equipment reserve might not be necessary.

Vote: Councilperson Bryant aye, Councilperson Carpenter aye, Councilperson Howe-Strait aye, Supervisor Rider aye. Carried

Salaries: Superintendent Rider stated she did not budget the requested pay increases for the Highway Superintendent or Town Clerk. There were 2% increases for both positions. She plans to do a total evaluation of the salary structure in the town. She has made a tentative request to have a Cornell student do a wage classification and analyze job descriptions. Duties and salaries of positions in other municipalities will be compared.

Reschedule Regular Town Board Meeting of November 11, 2015: Supervisor Rider moved, with a second by Councilperson Carpenter, to reschedule the regular November town board meeting to November 18 since the second Wednesday of November is Veteran's Day.

Discussion: Highway Superintendent Rollins mentioned that checks for bills will need to go out quickly, or they will be late since there will be a one week delay for approval.

Vote: Councilperson Bryant aye, Councilperson Carpenter aye, Councilperson Howe-Strait aye, Supervisor Rider aye. Carried

Public Hearing on 2016 Preliminary Budget: Supervisor Rider moved, with a second by Councilperson Bryant to schedule a public hearing on the 2016 Preliminary Budget for 6:30 p.m. on November 18.

Vote: Councilperson Bryant aye, Councilperson Carpenter aye, Councilperson Howe-Strait aye, Supervisor Rider aye. Carried

Filling Vacant Councilperson Position: Supervisor Rider would like to discuss filling the vacant councilperson position at the November 18 meeting. A candidate would need to be willing to commit to 1 year and then, if desired, they could run in the next election to fill the unexpired 1 year left of the term. Michael Miles of Aiken Road has been approached and he has stated he would be willing to fill the position for 1 year.

**Adjournment:** Supervisor Rider moved, with a second by Councilperson Howe-Strait to adjourn at 8:00 p.m.

Respectfully submitted,

Alice Linton, Enfield Town Clerk