

Town of Enfield  
Special Town Board Meeting Minutes  
Enfield Community Building  
Wednesday, December 21, 2016  
7:00 p.m.

Present: Town Supervisor Ann Rider, Town Councilperson Virginia Bryant, Town Councilperson Mike Carpenter, Town Councilperson Henry Hansteen, Town Councilperson Michael Miles, Town Highway Superintendent Buddy Rollins, Town Clerk Alice Linton.

Supervisor Rider opened the special town board meeting at 7:00 p.m. by leading the assemblage in the Pledge of Allegiance to the Flag.

**Privilege of the Floor:**

Maria Ortiz questioned if the meeting was to discuss the budget and how money was being spent. She doesn't feel there is a lot that can be done with the budget. Improvements need to be made, but there is not enough money in the budget.

Councilperson Carpenter arrived at this time, 7:05 p.m.

**Budget Amendments:**

Supervisor Rider stated the fiscal year should end with all budget lines at zero, or with a positive balance. Budget amendments trade money from one line to another, and this is standard municipal procedure. There were no budget amendments at the regular December meeting as she wanted to wait and do them all at the end of December. She further stated there are three sections of the budget: the general fund, the highway fund, and the fire protection fund.

In the 2016 budget there was no increased allocation in the building maintenance fund and painting of the town hall came out of that line. The town bookkeeper was not able to run the end of December report, but there are several lines in the general fund that are overdrawn.

Supervisor Rider moved, with a second by Councilperson Carpenter, to adopt Budget Amendment #2016-30.

**Budget Amendment #2016-30      Attorney Contractual**

**WHEREAS**, expenses have exceeded the budget in the General Fund line A1420.4 titled "Attorney-Contractual" now therefore be it

**RESOLVED**, that the General Fund line A1316.2 titled "Equipment" be decreased by \$400.00 and line A9055.8 entitled "Disability" be decreased \$15.00 and line A9020.8 entitled "Medicare" be decreased by \$1,990.00 and line A9060.81 entitled "Medical Insurance" be decreased by \$2,650.00 and line A9030.8 entitled "Social Security" be decreased by \$795.00 and line A9050.8 entitled "Unemployment" be decreased by \$1,470.00 and line A9040.8 entitled "Worker's Comp." be decreased by \$747.00 and line A1420.4 be increased by \$8,067.00.

Vote: Councilperson Bryant aye, Councilperson Carpenter aye, Councilperson Hansteen aye, Councilperson Miles aye, Supervisor Rider aye. Carried

Supervisor Rider moved, with a second by Councilperson Carpenter to adopt Budget Amendment #2016-31.

**Budget Amendment #2016-31      Building Contractual**

**WHEREAS**, expenses have exceeded the budget in the General Fund line A1620.4 titled “Buildings-Contractual” now therefore be it

**RESOLVED**, that the General Fund line A8160.4 entitled “Refuse & Garbage – Contractual” be decreased by \$1,467.50 and line A1410.12 entitled “Town Clerk – Personnel Services (Deputy Clerk)” be decreased by \$330.00 and line A1620.4 be increased by \$1,797.50.

Vote: Councilperson Bryant aye, Councilperson Carpenter aye, Councilperson Hansteen aye, Councilperson Miles aye, Supervisor Rider aye. Carried

Supervisor Rider moved, with a second by Councilperson Hansteen to adopt Budget Amendment #2016-32.

**Budget Amendment #2016-32      Contingent Account**

**WHEREAS**, expenses have exceeded the budget in the General Fund line A1990.4 entitled “Contingent Account” now therefore be it

**RESOLVED**, that the General Fund line A4189.4 entitled “Other Public Health Emergency – Contractual” be decreased by \$50.00 and line A9055.8 entitled “Disability Insurance” be decreased by \$31.00 and line A1990.4 be increased by \$81.00.

Vote: Councilperson Bryant aye, Councilperson Carpenter aye, Councilperson Hansteen aye, Councilperson Miles aye, Supervisor Rider aye. Carried

Supervisor Rider moved, with a second by Councilperson Carpenter to adopt Budget Amendment #2016-33.

**Budget Amendment #2016-33      Street Lighting**

**WHEREAS**, expenses have exceeded the budget in the General Fund line A5182.4 entitled “Street Lighting-Contractual” now therefore be it

**RESOLVED**, that the General Fund line A5132.4 entitled “Garage – Contractual” be decreased by \$55.00 and line A5182.4 be increased by \$55.00.

Vote: Councilperson Bryant aye, Councilperson Carpenter aye, Councilperson Hansteen aye, Councilperson Miles aye, Supervisor Rider aye. Carried

Supervisor Rider moved, with a second by Councilperson Carpenter to adopt Budget Amendment #2016-34.

**Budget Amendment #2016-34      Administration Contractual**

**WHEREAS**, expenses have exceeded the budget in the General Fund line A3010.4 entitled “Administration - Contractual” now therefore be it

**RESOLVED**, that the General Fund line A3010.6 entitled “Code Enforcement Vehicle Purchase” be reduced by \$1,711.00 and line A3010.2 entitled “Administration – Equipment” be decreased by \$219.00 and line A8810.2 entitled “Cemeteries - Equipment” be decreased by \$273.00 and line A3010.4 be increased by \$2,203.00.

Discussion: Supervisor Rider stated this was to help cover the expense of the new Code Enforcement program from Williamson Law.

Vote: Councilperson Bryant aye, Councilperson Carpenter aye, Councilperson Hansteen aye, Councilperson Miles aye, Supervisor Rider aye. Carried

Supervisor Rider moved, with a second by Councilperson Carpenter to adopt Budget Amendment #2016-\_\_\_\_.

**Budget Amendment #2016-\_\_\_\_**

**WHEREAS**, expenses have exceeded the budget in the General Fund line A3310.4 entitled “Traffic Control - Contractual” now therefore be it

**RESOLVED**, that the General Fund line A5010.4 entitled “ Supt. Of Highways – Contractual” be reduced by \$19.00 and line A5132.4 entitled “Garage – Contractual” be decreased by \$294.00 and line A3310.4 be increased by \$313.00.

Discussion: Highway Superintendent Rollins stated he didn't feel this line, used for traffic signs, was overdrawn. His figures show there is \$687.04 remaining in this line item. There was an unexplained change in the budget amount from \$6,000 to \$5,000 between November and December.

Supervisor Rider will ask the town bookkeeper to correct these figures from \$5,000 to \$6,000.

This budget amendment was pulled.

Supervisor Rider moved, with a second by Councilperson Carpenter to adopt Resolution #2016-62.

**Resolution #2016-62                      New Town Hall Reserve Savings Account**

**WHEREAS**, the Town Board allocated funds for a New Building in the 2016 General Fund budget, now therefore be it

**RESOLVED**, that the Town Board authorizes the Town Supervisor to transfer \$10,000 from line A9950.9 to the GF Town Hall Reserve Savings Account.

Discussion: Supervisor Rider explained this resolution would lock \$10,000 into an account that could only be used for a new town hall. Currently the balance in that locked account is \$58,726. Councilperson Carpenter stated that, even though he feels a new town hall is important, the new highway building has some serious issues that need to be addressed. Councilperson Miles agreed that, at this point, the issues at the highway building are more important than a new town hall.

Supervisor Rider stated after December 31, 2016, if these funds aren't locked into an account, they can only be used for emergency purposes.

Vote: Councilperson Bryant nay, Councilperson Carpenter nay, Councilperson Hansteen nay, Councilperson Miles nay, Supervisor Rider nay. Motion failed.

Supervisor Rider moved, with a second by Councilperson Hansteen to adopt Budget Amendment #2016-\_\_\_\_.

**Budget Amendment #2016-\_\_\_\_**

**WHEREAS**, expenses have exceeded the budget in the Highway Fund line DA5110.1 entitled “General Repairs – Personal Services” now therefore be it

**RESOLVED**, that the Highway Fund line DA5130.2 entitled “Machinery-Contractual” be reduced by \$10,500.00 and line A5110.1 be increased by \$10,500.00.

Discussion: Highway Superintendent Rollins stated there are 3 lines for highway payroll- regular (general repairs - road maintenance), seasonal (brush and weed removal) and snow removal. The seasonal line is for summer help. As of now, no money has been taken from that line - all summer help payroll was taken from the regular payroll line. There is approximately \$8,000 left in the seasonal payroll line. Money for payroll should be taken from payroll lines before equipment lines.

This budget amendment was pulled.

**Budget Amendment #2016 \_\_\_\_**

**WHEREAS**, expenses have exceeded the budget in the Highway Fund line DA5110.14 entitled “Personnel Services - Overtime” now therefore be it

**RESOLVED**, that the Highway Fund line DA5142.14 entitled “ Personal Services - Overtime” be reduced by \$3,480.00 and DA5142.1 entitled “Snow Removal – Personal Services” be decreased by \$320.00 and line DA5110.14 be increased by \$3,800.00.

This budget amendment was pulled.

**Budget Amendment #2016 \_\_\_\_**

**WHEREAS**, expenses have exceeded the budget in the Highway Fund line DA5130.4 entitled “Machinery - Contractual” now therefore be it

**RESOLVED**, that the Highway Fund line DA5110.4 entitled “ Diesel & Gas Fuel” be reduced by \$11,132.00 and line DA5142.4 entitled “ Snow Removal – Contractual” be decreased by \$6,815 and line DA5142 be increased by \$17,947.00.

This budget amendment was pulled.

Supervisor Rider moved, with a second by Councilperson Carpenter to adopt Budget Amendment #2016-35.

**Budget Amendment #2016-35**

**WHEREAS**, expenses have exceeded the budget in the Highway Fund line DA9070.8 entitled “Drug Tests” now therefore be it

**RESOLVED**, that the Highway Fund line DA9020.8 entitled "Medicare" be reduced by \$20.00 and line DA9070.8 be increased by \$20.00.

Vote: Councilperson Bryant aye, Councilperson Carpenter aye, Councilperson Hansteen aye, Councilperson Miles aye, Supervisor Rider aye. Carried

Supervisor Rider moved, with a second by Councilperson Bryant to adopt Resolution #2016-\_\_\_\_.

**Resolution #2016-\_\_\_\_                      Bridge Repairs**

**WHEREAS**, the Town Board allocated funds for Bridge Repairs - Contractual in the 2016 Highway Fund budget, now therefore be it

**RESOLVED**, that the Town Board authorizes the Town Supervisor to transfer \$30,000 from line DA5120.4 to the Highway Fund Bridge Reserve Savings Account.

Discussion: Highway Superintendent Rollins stated \$3,500 was used to pay a bill in December to Labella, so there is only \$26,500 remaining in the Bridge Repairs - Contractual account. He would like \$26,500 to be put in the Bridge Reserve Savings Account.

Supervisor Rider pulled her resolution.

**Other Business:**

Park and Ride: Councilperson Hansteen stated he spoke with Highway Superintendent Rollins regarding plowing the Park and Ride. Superintendent Rollins would plow the Park and Ride, the town hall and the community building for a \$50 per plow charge-back fee which would be for materials and use of equipment. This would be less than the \$100 per plow fee that Patrick Head would charge for the Park and Ride, plus the money would stay in the town budget.

Highway Superintendent Rollins stated he would like something in writing stating whether the town wanted the lot plowed when the snow was over 3", or if they wanted the lot kept clear of snow. He is concerned about liability to the town.

Councilperson Hansteen suggested talking to attorney Guy Krogh about liability issues.

Supervisor Rider stated she spoke to the town's insurance agent and they are now aware we have a Park and Ride; they are concerned about sufficient lighting in the area.

Equipment Reserve Fund: Highway Superintendent Rollins requested the town board pass a resolution that any leftover funds from all highway lines as of December 31, 2016 be put into the equipment reserve locked account.

Supervisor Rider stated under her administration nothing has been put in this account as she has not been convinced the highway budget was not overdrawn. She will have a resolution for the next meeting.

Councilperson Carpenter asked if board members will know next week how much is left in the highway line items. Supervisor Rider responded yes, she would let board members know.

Councilperson Miles asked if putting these funds into the equipment reserve fund would help build it

up. He feels this would be a good idea. Councilpersons Bryant, Hansteen and Carpenter agreed.

Special Meeting: Supervisor Rider stated another special meeting will be held on Wednesday, December 28, 2016.

**Adjournment:** Supervisor Rider moved, with a second by Councilperson Hansteen to adjourn at 8:42 p.m. Carried

Respectfully submitted,

Alice Linton, Enfield Town Clerk