

Alstead Advisory Budget Committee Minutes for the June 10 meeting

Members in attendance:

Bonnie Chase
Chris Hansen
Carol Reller
Donna Sabin
Priscilla Sawa
Juliana Stevens
Sam Sutcliffe
Jonathan Wildes

Also present:

Chris Rietmann
Marge Noonan
Hans Waldmann, Town Treasurer

Topics discussed:

- The new Google Group email address now includes all 13 members. To send an email to all AABC members, use the address **alsteadadvisorybudgetcommittee@googlegroups.com**.

Select Board report

- The HR committee is meeting on Thursdays.
- The town has received two applications for the Police Chief position. The Select Board will broaden the search, while minimizing advertising costs. The Search Committee has not yet met, but its members have been identified.
- The Select Board is trying to determine the cost of running the Food Shelf.
- The Select Board will review the expenditures line-by-line on the first Tuesday of every month.
- The town is required to get smoke detectors for the library.
- DPW is considering the purchase of a towed roller, which might reduce the cost of grading. Glenn is going to crunch the numbers.
- Volunteers for the Fire Department and Ambulance Services have not received raises, although permanent employees have.
- Jodi thinks that we can get someone to diagnose the problems with the trash compactor. We would like hear more about the economics of the transfer station.

Subcommittee reports

- Donna will attend the HR committee meetings as the AABC representative starting next week.
- The EMSG committee met with the field rep for NH Emergency Services and has a better understanding of what Emergency Services the town is required to provide. The committee will meet tomorrow to discuss what the town needs for emergency services.
- Our Q2 report generated some confusion because it was not clear that the report was created by AABC. We need to make sure that the return address on the mailing says "AABC", not "Select Board", and that the committee name appears in the title or the first sentence.
- The Select Board wants to be notified of (to review?) our mailings before they go out. The sense of the meeting is that we should inform the Select Board of our mailings before we send them out.
- Jonathan needs to get in touch with the Select Board about new financial tools. He has made some progress on a long-term capital plan, which he showed us. He is working to gain a better understanding of the fund balance.

Discussion with Hans Waldman

- Hans explained that the Town Treasurer's job is to make sure that town funds are safe -- properly invested and insured -- and that we have enough funds to pay our bills without having to borrow money. Funds come in very fast and go out just as quickly. For example, the town can receive up to \$2M in property tax revenue and while paying out \$250K per month to the schools and \$500K to the county at the end of the year.
- We would like to have more detailed, frequently updated information on cash flow. Hans will provide us with monthly cash flow reports starting at our next meeting on June 24.
- Since this monthly report will be similar to the Treasurer's Report that appears in the annual reports, we can all prepare for the next meeting with Hans by reviewing the 2015 Alstead's Treasurer's Report on page 38 of the annual report.

Motions:

- The meeting minutes of May 27 were approved.
- Sam moved that we urge the Select Board to implement raises for Fire and Ambulance volunteers who have not yet received raises, without waiting for input from the HR committee. The raises should be retroactive to the date that other town employees received their raises. Juliana seconded the motion. Eight in favor, none opposed, no abstentions.

Action items:

- Chris H. will notify the Select Board of our motion regarding raises for volunteers. Priscilla will provide Chris H with a written copy of the motion.

- Chris H. will send reminders of our scheduled meetings, and contact members who haven't attended lately to see if they still want to be members of the AABC.
- Jonathan will send Priscilla, Carol and Glenn a copy of the spreadsheet he is working on for capital planning.
- Sam and possibly Carol will attend the Select Board meeting next week.

Next meeting:

June 24 at 7:00 pm at the Town Offices.

Agenda items for next meeting:

- Hans will explain the monthly cash flow report.
- We will decide the frequency of our meetings going forward.