

# Alstead Advisory Budget Committee

## Minutes for the March 11 meeting

### Members in attendance:

Dan Curll  
Chris Hansen  
Carol Reller  
Donna Sabin  
Priscilla Sawa  
Juliana Stevens  
Sam Sutcliffe  
Mary Ann Wolf

### Also present:

Bonnie Chase  
Glen Elsesser  
Chris Rietmann  
Nick Sintros

### Topics discussed:

- All warrant articles proposed at the town meeting passed, except the article to close down the New Town Hall Capital Reserve Fund. These results are in line with our recommendations. The AABC received many thanks for the work we did. Our web site received nearly 400 visits today, compared to 40 on average.
- We need to continue to communicate on a regular basis via web postings and mailings. We can send a postcard every quarter paid for by the town.
- We discussed how to use email within the committee. By law we have to vote in a public meeting, so it is not appropriate to ask for a vote by email. If we prepare our communications far enough in advance that we have time to review, rethink, and ask for outside review, it should not be necessary to call for urgent revisions to be approved by email voting.
- We agreed that the following subcommittees will continue work over the summer:
  - The **Financial Tools, Data & Reporting subcommittee** (Jonathan, Dan, and Glenn) will work on getting more consistent data and better reports from the town.
  - The **Quarterly Report subcommittee** (Mary Ann, Juliana, and Sam) will work on defining and creating regular and consistent communications with the town residents.

- The **Emergency Management Study Group** (Carol, Priscilla, and Bonnie) will work first on helping with the hiring of a new Police Chief.
- The SB will set up an **Employee Compensation committee**. An AABC member should participate, once the committee is formed.
- The **DPW subcommittee** (Juliana, Donna, Dan, Glenn and Nick) will have a meeting soon to decide their priorities for this summer. They probably will not have the resources to work on making the Transfer Station more efficient.
- The **Financial Process subcommittee** (Jonathan, Carol and Priscilla) will work on improving the town's planning process, starting with a calendar for the budget process. Hopefully the SB will start the budgeting process earlier and run the department budget review meetings more tightly.

#### Motions:

- The meeting minutes of Feb 25 were approved.
- We recommend that the Town Moderator approve Glenn and Nick as regular members and Bonnie as an alternate member. (Moved by: 1. Julianna 2. Mary Ann 8 yes / 0 no /0 abstention)

#### Action items:

- Chris R. will ask the SB exactly what the 3% cap applies to -- just the operating budget, all articles to be funded by taxes and other revenue, or all articles, including those funded from savings.
- Chris R., Dan, Glenn and Jonathan will meet with Linda to walk through the software that the town uses.
- Priscilla will move the AABC docs from Chris R.'s Google drive to her Goggle Drive.
- The Financial Process subcommittee will start work on a budget process calendar as soon as possible.

#### Next meeting:

We agreed to meet March 18 at 7:00 pm.

#### Agenda items for next meeting:

- Frequency of meetings.
- Answer from SB on the 3% cap.
- Review of our Communications Policy
- Review of the rules for when alternate members can vote

#### Comments from the public:

None.