

Alstead Advisory Budget Committee Minutes for the May 25, 2016 meeting

Members in attendance:

Glenn Elsesser
Chris Hansen
Marge Noonan
Carol Reller
Priscilla Sawa
Juliana Stevens
Sam Sutcliffe
Barbara Viegener
Mary Ann Wolf

Also present:

Michael Gordon
Chris Rietmann

Review agenda and minutes from the last meeting:

The meeting minutes of May 11 were approved (6/yes, 0/no, 1/abstentions).

Action items from last meeting:

All action items completed.

Report from the Select Board meetings:

Charlotte is the new employee in the town office.

The Selectmen and all department heads will have town email addresses.

Our insurance carrier has no problem with allowing swimming at Vilas Pool. There are still some concerns about water quality and submerged hazards. The town should reimplement the old maintenance plan for the Vilas Pool impoundment.

The proposed plans for the Alstead Village fire station do not match what was built. We will have to do significant work – more than the \$10,000 budgeted – to replace the supporting structure and increase the height of the doors. The town should separate out the vehicle doors from the original RFP so that we can proceed with the other repairs listed therein.

The Ambulance squad captain has noted that it would be useful to have a Utility Task Vehicle (UTV) for accessing off-road emergencies. The Emergency Management Director should create a list of residents whose ATVs and other equipment could be used in an emergency.

There is no auditors' report yet. Glenn estimates that about \$154,000 from the 2105 budget was not spent and will go back into the general fund.

Transfer Station Committee:

Glenn forwarded to AABC the description of the objectives of the committee, as defined by the Selectmen. The committee is tasked to complete its recommendations in 90 days. Mary Ann wrote a description of how the committee might start its research. Chris H, Donna, Mary Ann, Glenn and Marge are interested in joining the committee.

The first meeting will be Wednesday, June 1, at 6:30 at the town offices.

Bragg Lane Committee:

No progress yet.

Lake Warren grant

The Selectmen OK'ed Priscilla's working with Dave Crosby to document town funds spent on improving drainage in the lake's watershed.

Review of expenditures

Bills for the recent forest fires are still coming in.

Police Department wages are over budget, due to an item ordered at the end of 2015 but billed in 2016. Any expenditures for items ordered at the end of last year that could be moved back to 2015 have been moved. The Selectmen will set an earlier deadline this year for large ticket items so that items are correctly charged to the appropriate year.

We noted that expenditures for conservation supplies, solid waste (paper) disposal, and ambulance personal protection are high.

Capital Improvements Plan

Glenn is working on an updated plan.

Punch list:

The items we marked last year as high priority include:

- Regular review of expenditures and revenue.
- Creation of job descriptions and performance review process for town employees.
- Creation of a building maintenance plan.
- Creation of a transfer station committee.
- Creation of a CIP.
- Creation of a Bragg Lane committee.

New business:

None.

Action items:

- Chris R. will ask the Planning Board at their next meeting (June 13) to explore and make recommendations concerning possible uses of the Bragg Lane property.
- Glenn will ask the Planning Board at their next meeting to create a subcommittee to work on the CIP.
- Chris R. will ask the selectmen's assistant to post the Transfer Station meeting on the town website and identify town employees to join the committee.
- Mary Ann will create an agenda for the first Transfer Station committee meeting and ask the Langdon town clerk for a representative.
- The Selectmen will try to find the “as-built” plans for the village fire station.
- Chris R. will look into why expenditures for conservation supplies, solid waste (paper) disposal, and ambulance personal protection are so high.

Next meeting:

Next meeting is June 8 at the Town Offices. Julinana, Mary Ann, and Donna will not attend.

Agenda items for next meeting:

- Transfer Station committee meeting and Lake Warren grant.

Minutes submitted by Priscilla Sawa