

Alstead Advisory Budget Committee Minutes for the September 28, 2016 meeting

Members in attendance:

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

Also present:

Chris Rietmann
Tim Noonan

Review agenda, minutes and action items from the last meeting:

The meeting minutes of September 14 were approved (9/yes, 0/no, 0/abstentions).

The Bragg Lane meeting scheduled for September 25 by the Planning Board did not happen because it was never posted.

Carol met with Jesse and reviewed his draft budget for the ambulance squad. They managed to bring it down by 10%. Jesse is still considering what warrant articles to present.

Select Board meeting:

The Fall Mountain Food Shelf has received a 5-year lease in Langdon as well as a grant that will cover the cost of the lease.

The Village Fire Station doors are complete. The new truck is in progress, but we have no delivery date yet.

A job description for the position of DPW director has been written and is ready for review.

The Select Board is investigating why the laptop computer that we bought last year for Kelly has been deemed inadequate. Another concern is that we don't have processes in place to quickly restore critical data after a system failure.

There is a proposal to install security cameras at the town offices because of some recent vandalism.

The Select Board awarded a bid for the Millot Green retaining walls.

The contract to switch trash removal to Naughton & Sons is not yet available.

The Select Board requests AABC's help in prioritizing the remaining maintenance issues.

2017 department budget reviews

The New Equipment line (\$15,000) in the 2017 FD budget needs to be broken out with specific items. Kim is researching to cost of alarm systems for the town buildings but has no proposed warrant articles at this time.

The Police Chief position is funded in the PD draft budget. The secretary's wages are up 20% for 2017. Overall budget is down slightly. The PD is proposing a warrant article for a new cruiser. There is not enough in the Police Capital Reserve Fund to cover a new vehicle, so it would have to be a lease.

In accordance with RSA 31:95(h), the PD is proposing a warrant article for the creation of a revolving fund to be used for drug enforcement and prevention as well as PD equipment, education and training. The revenues received for Police Special Details, Town Ordinances and Fish and Game fines would be deposited in this fund, and payouts would be subject to approval by the Select Board.

We agree that this proposal needs more definition.

3% cap

The language of the tax cap passed by the town in 2014 does not adhere to RSA specifications. (The tax cap should be either a percent or a fixed amount, not both).

Carol and Linda propose that the budget cap for 2017 be calculated as follows:

Operating budget 2016	1,588,210	
Special Warrant Articles	+ 587,500	→ 2,175,710
Individual Warrant Articles	+ 317,000	→ 2,492,710
Fund Balance Applied	- 484,500	→ 2,008,210
Capital Reserve Funds Applied	- 395,000	→ 1,613,210
Estimated 2016 Revenue	- 738,071	→ 875,139 x1.03 = 901,393

Action items:

- Glenn will ask to be put on the agenda for the Planning Board's next regularly scheduled meeting on Monday, October 10.
- Priscilla will send Mary Ann and Julie the building maintenance report from Bill Rohdenburg.
- Mary Ann and Julie will work with the Select Board on prioritizing the building maintenance issues.
- Priscilla will attend the Select Board meetings when the FD and PD present their draft budgets, the 2nd and 3rd weeks in October.

- Mary Ann will find a cheaper alternative for the physical exams required for training programs.

October meeting dates

October 4 **Select Board**, DPW budget review

October 10 **Planning Board**, Glenn presents CIP

October 11 **Select Board**, FD budget review

October 12 **AABC**

October 18 **Select Board**, PD budget review

October 25 **Select Board**, Ambulance budget review

Agenda items for next meeting:

- Items from the punch list: budget review, town employee job descriptions, building maintenance, transfer station committee, CIP, and Bragg Lane.

Minutes submitted by Priscilla Sawa