

## **Alstead Advisory Budget Committee Minutes for the October 14, 2015 meeting**

### **Members in attendance:**

Bonnie Chase  
Glenn Elsesser  
Chris Hansen  
Carol Reller  
Marge Noonan  
Donna Sabin  
Priscilla Sawa  
Juliana Stevens  
Sam Sutcliffe  
Les Thomas  
Mary Ann Wolf

### **Also present:**

Chris Rietmann  
Barbara Viegener  
Susan Norlander  
Michael Gordon

### **Select Board:**

The Police Chief has asked for 4% raises for his staff (secretary and patrol officer).

The DPW will go on their winter hours starting the second Monday in October. Start time will stay at 6:00 am. One of the part-timers is working close to full time. Current policy is that DPW workers can be paid for their lunch time (30 minutes), if they are working.

The HR committee gave a very professional presentation, including an org chart. The report with the committee's recommendations will be posted on the town web site. Alstead compares favorably to similar towns in terms of compensation and benefits. At least two Select Board members are in favor of most of the committee's recommendations.

We discussed what would be required to implement at least some of the most important recommendations of the HR committee. As a start, we could hire a contractor to create the job descriptions. The Select Board will explore the possibility of hiring a town manager.

The departmental budget presentations are not happening on schedule. We haven't even completed the first round of presentations – no PD, Tax Collector or Town Clerk, General Gov, Library, Planning & Zoning, or Conservation yet.

The Select Board has not done a line by line review of the budget recently.

#### **Quarterly Report committee:**

Nothing this week.

#### **EMSG committee:**

The committee is working on getting a spec for the new combo truck. The Select Board needs the spec by the end of the year. We are also working on a presentation justifying the choice of a combo truck. Trying to track down FD equipment from former firefighters.

#### **HR committee:**

The committee has finished its work.

#### **DPW committee:**

Still working on the budget.

#### **Gen Gov committee:**

The committee is working on sorting out the phone bills. The committee will meet with the Select Board soon.

#### **Financial Planning/Tools committee:**

Working on getting a price for new software.

#### **Other old business:**

We should add the following to the punch list:

- *Explore ways to run the dump more efficiently.*
- *Figure out how to implement the recommendations of the HR committee.*
- *Do a line by line review of the budget, expenditures, and revenue at least once a month.*

#### **Motions:**

- The meeting minutes of October 7 were approved (7/yes, 0/no, 2/abstentions)

#### **Action items:**

- Mary Ann will send Priscilla the Q3 postcard.
- Donna will make copies of the welfare document.
- Mary Ann will resend the link to the pay-as-you-go video.

#### **Next meeting:**

October 21 at 7:00 pm at the Town Offices.

**Agenda items for next meeting:**

- Create a budget process schedule.

**Comments from the public:**

- The HR committee reported that no other town's DPW does a four-day, 10-hour day work week.
- The town manager position could benefit the town in many ways.

*Submitted by Priscilla Sawa*