

Alstead Advisory Budget Committee

Minutes for the September 27, 2017 meeting

Members in attendance:

Glenn Elsesser
Joe Levesque
Marge Noonan
Carol Reller
Chris Rietmann
Priscilla Sawa
Sam Sutcliffe
Barbara Viegner

Also present

Susan Norlander, for the first five minutes only.

Review agenda and minutes

Minutes of the previous meeting were approved.

Members

Sam is back from a leave of absence. All members present at today's meeting were sworn into office by Susan Norlander.

Updates from the SB meetings

The Alstead Store has been sold. Three properties acquired by the town will be auctioned on October 28.

The Ambulance squad needs a new computer to run the TEMSIS software required for billing.

Computers/IT policy

Chris R. thinks the IT policy will be better received if the office staff is involved in developing it.

Vilas Pool

The mini grant for assessing the bell tower is ready to go, but has not been brought to the Select Board. There has been not a response to the list of questions that the AABC subcommittee raised. There are concerns that the informal structure of the committee and the informal accounting procedures might be an obstacle to receiving grants.

Chris R. suggested that the Vilas Pool budget be included in more detail in the town budget.

CIP

Carol raised the issue that we need a single list of major repair and maintenance items, including both building and highway projects. Glenn has prepared such a list and it has been emailed to all members.

Chris R. offered Gordon Kemp's help in creating this list. Gordon is the newest member of the Planning Board.

Grant class

Joe will take a class in how to write grants at Keene State College.

Dept Budget status, budget review

Glenn contacted Mike K. and offered to help draft a budget. Mike said he has prepared a presentation for next week (Oct 3). Mike has been doing a good job letting the Select Board know what he plans to work on.

Fire and Ambulance will present Oct 17.

Trust Funds

Sam would like more information on how the trust funds are invested.

Ambulance

Mary Ann got the go-ahead from the Select Board to work on streamlining the billing process.

Other

- Alan is working on the repairs/renovations that could be done on the Town Hall, possibly funded by the now defunct New Town Hall CRF.
- We need to discuss whether we support Bruce's idea of setting up a fund to maintain the cemeteries.

Action items

- Chris R. will polish up the list of IT questions for the office staff and give to Chris H.
- Chris H. will ask the Select Board if Joe can meet with the office to work on developing the list into an IT policy, with input from our software support team.
- Priscilla will give Sam a copy of the trust fund reports.
- Chris R. will ask Gordon Kemp to contact Glenn.

Next meeting

October 11 and 25

Agenda items for next meeting

Vilas Pool: We need to discuss how to move forward with our concerns regarding the accounting process and board structure, since Julie on leave.

Trust funds: Sam will present his findings on the ROI of our trust funds.

Submitted by Priscilla Sawa