

**TOWN OF ALTON**  
**ADVANCED COPY SUBJECT TO THE APPROVAL OF THE**  
**ALTON BUDGET COMMITTEE**  
**ALTON, NEW HAMPSHIRE**

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**ALTON BUDGET COMMITTEE**  
**MEETING MINUTES**

**September 11, 2007**

**Present:** Stephen Miller, Chair  
Elizabeth Dominick  
Gregory Fuller  
Karen Painter  
Peter Bolster, Alton Selectmen Rep.  
Jeffrey St. Cyr, School Board Rep.

**Absent:** Virgil MacDonald

**I. CALL TO ORDER**

The meeting was called to order at approximately 6:47 PM.

**II. ROLL CALL**

V. MacDonald was absent.

**III. SET UPCOMING 2007-2008 SCHEDULE**

S. Miller stated that it took them about thirteen meetings, including the school budgets, each year to complete the review of the budgets. Meetings begin at approximately 6:30 PM and may last until 10:00 PM. There was a discussion about the Alton Selectmen's schedule for the review of the town departments' budgets and when the town budget would be ready for review by the Alton Budget Committee. S. Miller announced that there would be two binders for the budget this time.

There was a tentative schedule made by the Alton Budget Committee to review the town departments' budgets and the school budgets. A motion was made and passed to accept the tentative schedule and the motion was passed. This action was taken prior to the tentative schedule that had been given to the Alton Budget Committee from R. Bailey, in a communication to all Town of Alton departments. The Alton Budget Committee will be using the budget schedule provided by R. Bailey.

The schedule appears as follows:

DATE	DEPARTMENT(S)
10/25/07	Water Department; Solid Waste; General Government; Welfare; Patriotic; Street Lights
10/30/07	Police Department; Animal Control; Museum/Planning
11/01/07	Cemetery Department; Tax Collector; Fire Department
11/08/07	Library; Parks & Recs. & Grounds
11/13/07	Town Clerk & Elections; Code Official; Conservation; Assessing
11/15/07	Highway Department
11/27/07	CIP
11/29/07	Open
12/4/07	School Department
12/6/07	School Department
12/11/07	School Department
01/08/07	Public Hearing
01/10/07	Public Hearing

All meetings will be held in the Heidke Room or the second floor meeting room of the Town Hall and will begin at 6:30 PM.

The Prospect Mountain High School budget schedule was given to the committee to review. K. Painter, E. Dominick and S. Miller will be representing the Alton Budget Committee at the review of the PMHS budget. Alton will be chairing the JMA Budget Committee this year.

#### **IV. CHAIRMAN & COMMITTEE COMMUNICATIONS**

S. Miller announced there is a budget workshop being held at the Local Government Center in Concord, NH. The charge is approximately \$25 to \$35. It will be held at Loon Mt. as well. He stated that if anyone was interested in going that they could sign up. P. Bolster announced that he was going to the workshop scheduled on 09/27/07. There was a discussion about some of the other programs that were offered by the Local Government Center.

G. Fuller asked if they were going to get the recent law book. S. Miller stated he thought they had to get a subscription to it and he would check with R. Bailey about it. K. Painter asked why they would purchase a book if the Alton Selectmen had one. There was a discussion about the cost of having a duplicate book.

## **V. MINUTES OF MAY 8, 2007**

P. Bolster motioned to approve the minutes of May 8, 2007 and E. Dominick seconded the motion. The motion passed by a vote of four, with two abstaining, and one absent. (SM, GF, JS, PB / abstain – ED, KP / absent – VM)

There was discussion about the June 2007 Alton Budget Committee meeting that was scheduled. K. Painter stated she was there for that meeting but since a quorum was not there and there was no meeting minutes, that there was no record of that. She stated she had an issue with being listed as absent in the 5/8/07 minutes but not listed as being present for the 06/07 meeting. S. Miller asked for the minutes to note that K. Painter, G. Fuller and himself to show that they were present for the 06/07 Alton Budget Committee Meeting but since a quorum was not present, the meeting could not be held.

G. Fuller noted in the minutes of May 8, 2007 that R. Bailey's title should be listed as "Town Administrator", not "Town Manager", and T. Noyes should not have been listed as absent because she was an alternate. He motioned to have these two items amended in the minutes of May 8, 2007 and E. Dominick seconded the motion. The motion to amend the minutes of May 8, 2007 passed by unanimous vote. (SM, GF, JS, PB, ED, KP / absent – VM)

## **VI. OLD BUSINESS**

There was a discussion about the expenses and encumbrances report action items from the May, 2007 meeting. P. Bolster spoke about the bidding process for heating oil

S. Miller spoke about some of the action items from the previous meeting:

- G. Fuller had asked at the last meeting what was done with the "slush fund". The "slush fund" from the Gilman Library is at about \$2,000 and it is used for various items/projects for the library.
- The deficient for the Water Department should be reduced by \$13,000 to \$15,000, which will bring the deficient down to about \$30,000.
- The Recreation Revolving Fund, (\$2,954.45) received money from vendors during the summer months and the money in that account would be replaced by revenue coming in.
- The Household Hazardous Waste (acct# 7000) is used for a collection program done once a year. Money had to be used for concrete blocks, short shingles, and other supplies. The account goes into deficient but the money is replaced by money received from recycling.

S. Miller stated he was not able to get an answer about the impact of the recent retirement laws will have on the town. He reported that R. Bailey was not able to address that at this time but that benefits could cause about 20% increase.

The accounting of the ambulance fund was discussed. P. Bolster spoke about better compensation for EMTs, EMS and emergency response personnel. G. Fuller spoke about ambulance billing and revenues received by the services provided by the ambulance.

**VII. NEW BUSINESS**

**a. Actual & Budgeted Expenses & Encumbrance Report – August 2007**

The Alton Budget Committee reviewed the August, 2007 Actual & Budgeted Expenses & Encumbrance report.

4130-205	GENERAL GOVERNMENT – General Expenses (\$1,351.20 - Encumbrance)	What was the money used for?
4132-112	TOWN CLERK – Travel/Mileage - \$213.00 (budgeted amount)	Discussion if this was enough money. No action item.
4153-166	LEGAL – Attorney’s Fees	Discussion about how much legal fees are now. No action item.
4191-201	PLANNING DEPARTMENT – New Equipment \$1,685.70	Question about what this is for.
4194-499	PARKS & REC – Town Beach (\$2,082.55 – Balance Remaining)	Question as to what the expenses were for this line item.
4210-020	POLICE DEPT – O/T Wages Office (\$615.57 – Balance Remaining)	Question as to whether this would go much higher.
4220-201	FIRE DEPT – New Equipment (\$3,167.68 – Balance Remaining)	Question about what the new equipment was.
4312-000	HIGHWAY DEPARTMENT	Discussion about money to come from FEMA. No action.
4331-607	WATER DEPARTMENT – Summer Line (\$2,539.32 – Balance Remaining)	Question about planning to avoid expenses from summer home/cottage issues & old water lines
4442-000	WELFARE DEPT - \$4,602.15 budget remaining	Discussion about the Welfare Department and funds used. No action.

P. Bolster spoke about upcoming repairs/renovations scheduled for the Alton Town Hall.

**b. CIP / Planning Board Member**

G. Fuller spoke about having a member of the Budget Committee on CIP. He read from RSA 674:5, which states:

“...As an alternative, the legislative body may authorize the governing body of a municipality to appoint a capital improvement program committee, which shall include at least one member of the planning board and may include but not be limited to other members of the planning board,

the budget committee, or the town or city governing body, to prepare and amend a recommended program of municipal capital improvement projects projected over a period of at least years....” He stated that he felt a member of the Alton Budget Committee could be on CIP to help prepare and amend a recommended program of municipal capital improvement projects.

P. Bolster spoke about conversations he had had with R. Bailey and the town attorney. He stated the attorney had said that the Planning Board could put together a committee of their choice to advise them as to what should be on a CIP plan but that the Planning Board must adopt whatever that committee suggests to them. The Planning Board has the final authority for what they are going to bring to the Budget Committee. Ultimately the Planning Board must adopt the CIP and bring it to the Budget Committee. S. Miller asked P. Bolster if he was speaking for the Alton Selectmen. P. Bolster confirmed that he was speaking for the Alton Selectmen. P. Bolster asked how many committees and subcommittees in the town should a member of the Budget Committee be sitting on.

G. Fuller stated that that was not his purpose in bringing up RSA 674:5 and that he did not wish to get a debate. He noted other committees that were not mentioned in RSA 674:5.

P. Bolster stated he felt that if the Planning Board wanted a member from the Budget Committee on their committee, they would invite them. He stated that he felt that a group coming with a budget should not have a budget committee member sitting on that committee determining things because they would not be as objective. S. Miller stated that if that logic was followed through, then a member of the Alton Selectmen should not be on the Budget Committee. There was discussion about the RSA 674:5 and the appointment of Budget Committee members to subcommittees.

G. Fuller stated he would personally like to see a member of the Budget Committee on CIP because he felt it would be beneficial in the process. He motioned for a member of the Budget Committee to be on CIP. The motion was seconded. There was a discussion about the goal of having a member of the Budget Committee on CIP. P. Bolster stated that it was beneficial only when a town did not have a master plan. There was discussion about the intent of RSA 674:5. G. Fuller withdrew his motion.

### **c. School Business**

J. St. Cyr presented S. Miller with a copy of the budget schedule for the school. He invited the Alton Budget Committee to come to Alton Central School in the near future for a tour of the facility. G. Fuller expressed his interest in the tour. S. Miller motioned to accept the invitation to tour Alton Central School, at a date to be announced, and E. Dominick seconded the motion. The motion passed by a unanimous vote. (SM, GF, JS, PB, ED, KP / absent – VM)

## **VIII. PUBLIC INPUT**

There was no public input.

**IX. ADJOURNMENT**

G. Fuller motioned to adjourn and P. Bolster seconded the motion. The motion passed by a unanimous vote. (SM, GF, JS, PB, ED, KP / absent – VM)

The meeting adjourned at approximately 8:30pm.

Respectfully Submitted,

Recorder, Public Minutes