

**Town of Alton**

**Budget Committee Meeting**  
**Minutes**

**APPROVED**

**October 31, 2006**

**Present:** Stephen Miller; William Curtin; Elizabeth Dominick; Virgil MacDonald; Laurie Boyce;  
Steven McMahon (Alton Selectmen Rep.);  
E. Russell Bailey, Town Administrator; Krista Argiropolis (Secretary)  
Members of the Public

**Absent:** Terri Noyes (ACS Board Rep.)

**I. Call To Order**

The meeting was called to order at 6:08 pm.

**II. Roll Call**

Ms. Noyes was noted absent. Mr. McMahon stated that he had to leave the meeting at about 7:30PM.

**III. Receipt Of Correspondence**

Mr. Miller announced there was a memo about postage increases, but no other correspondence at this time.

**IV. Approval of Minutes**

Mr. Miller stated that according to the Department of Revenue, Janie Dow, RSA 91-A:4 stated that a public meeting minutes were due within five days or 120 hours and non-public meeting minutes were due within 72 hours or three days. He asked Ms. Argiropolis if the meeting minutes of 10/26/06 had been submitted within 120. Ms. Argiropolis responded that they were submitted within four days, which included the weekend. Ms. Argiropolis submitted a copy of RSA 91-A:4 to Mr. Miller, stating that it read 144 hours for public meeting minutes to be submitted. Mr. Miller noted Ms. Argiropolis' point and stated he would check into this matter further.

Mr. Miller motioned for the Budget Committee to submit public meeting minutes within 120 hours, according to RSA 91-A:4, and non-public within 72-hours until they find out differently. Mr. Curtin seconded the motion. The motion passed by a unanimous vote. (SM, WC, ED, LB, VM, SMc / absent – TN)

Ms. Argiropolis stated, for the record, that all public meeting minutes, with one exception, which is noted in the June meeting minutes, had been passed in to the Town Clerk within 72-hours, and that she had supporting documentation to back-up her statement.

The committee reviewed the meeting minutes of 10/26/06. Mrs. Boyce requested that her prefix be noted as "Mrs." not "Ms.". Mr. Miller asked that this recorder review and scribe, verbatim, a comment made by Ms. Noyes at the end of the 10/26/06 meeting.

The following statement was added to the 10/26/06 meeting minutes:

*[Per request of Mr. Miller, Chair, at the 10/31/06 meeting, this recorder was asked to include, verbatim, a comment made by Ms. Noyes following his statement above. Mr. Miller stated, "I, as the chairman, would appreciate it if going forward, next year, if you're a member of the committee if you can be here." Ms. Noyes can be heard responding by saying, "I won't be here."]*

Mr. Miller motioned to have Ms. Noyes' statement be placed in the minutes. Mrs. Boyce seconded the motion. The motion passed by a vote of four, with two abstaining. (SM, WC, ED, LB / abstain – VM, SMc / absent – TN)

Mrs. Boyce motioned to accept the minutes of 10/26/06, as amended. Mr. MacDonald seconded the motion. The motion passed by a unanimous vote. (SM, WC, ED, LB, VM, SMc / absent – TN)

#### **V. Old Business**

There was no old business.

Mr. Miller stated that he wanted a Non-Public Session to follow the Public Input.

#### **VI. Review of Budget and Expenditures**

Mr. Miller stated that there would not be a review of budget and expenditures at this time.

#### **VII. Police Department – Chief Kevin Iwans**

Mr. Miller invited Chief Iwans to make a statement about the budget and expectations for the upcoming fiscal year. Chief Iwans declined comment and stated he wished to go into the review of the budget line items.

The Police Chief's salary (1-4210-055) – Mr. McMahon stated that this is being reviewed by a committee of Alton Selectmen and officials and has been placed on hold. There was discussion about terms of the contract, which have not expired, according to Chief Iwans. Mr. McMahon stated that a presentation of the terms of the contract will be made to the Board of Selectmen next week. Mr. Bailey stated this was under negotiations. Mr. Miller stated this line item should be tabled at this time.

There was a question about the hand-written lines in the Office Staff Wages (1-4210-010; \$71,677) and about the step of the executive secretary. Mr. Bailey stated he would check with Paulette and confirm these changes.

There was a discussion about the Resource Officer (1-4210-012; \$46,280). It was noted that this had not been put in the school's budget. Mr. McMahon stated that he would be speaking with the school board about this issue and perhaps to get Barnstead to pay part of the salary of the officer. Mr. Curtin asked if this could be listed as a warrant article. Mr. Bailey said it was the vote of the Selectmen for this to be in the Police Department's budget but that this could be a warrant article. Mr. McMahon stated that would depend on Barnstead's response, but that the Selectmen felt they did not want to lose the resource officer.

There was review and discussion about the proposed line item Uniforms (1-4210-206; \$8,524). Ms. Dominick asked about the statement made concerning three full-time police officer position openings. Chief Iwans stated this was a possibility. There were two officers who were very likely to leave and one officer who was on disability who may not return.

The committee reviewed each line item of the proposed budget, including the changes in utilities, and the lack of stability in fuel costs.

Mr. Miller asked Chief Iwans if he would like to explain why he submitted such a conservative budget, which was only 2.9% above last year's budget. Chief Iwans responded that due to the political atmosphere in the town, he wanted something that would not be argued with.

There was a discussion about the police department building and possible upgrades. All areas were felt to be covered.

#### **VIII. Animal Control – Chief Kevin Iwans**

Chief Iwans stated that the Animal Control Officer was doing a very good job, he had heard nothing but positive feedback about her service, and that he did not want to lose her. There was a discussion about the Animal Control Officer's scope of work, equipment, training, and vehicle.

There was a discussion about the contractual agreement between the Town of Alton and the Lakes Region Humane Society, to house care and adoption when necessary, for any stray animals brought in by the Animal Control Officer. Chief Iwans explained that the Animal Control Officer has requested a change in venues from Cocheco in Dover, to Lakes region in Ossipee. The over-all costs difference may prove to be substantial come next year's budget process. This contract will pay for actual services rendered and not a flat rate monthly fees.

Mr. Miller asked Chief Iwans if he thought that the Animal Control Officer's salary was now in-line for the future, as there had been significant increases over the past few years. Chief Iwans stated that he thought it was a fairly competitive wage at this time. He stressed again that the officer's job and skills were beyond just picking up dogs, but that the position had evolved along from where it was a few years ago. He stated that he did not want the officer to leave the position and have it filled by a less qualified officer.

Mr. Miller thanked Chief Iwans for his presentation of the budget.

Mr. Miller stated there would be a ten minute recess.

*[At approximately 7:40PM, Mr. McMahon dismissed himself from the rest of the meeting.]*

#### **IX. Gilman Museum – E. Russell Bailey**

Mr. Bailey presented the proposed budget for the Gilman Museum (4575). He stated there was no longer a committee, as it was now under the Selectmen, Pat Rockwood, and himself. They were looking at ways to expand the usage of the museum. They were working with Community Action Program new Seniors Coordinator to be used for a recreation program. There was a discussion about the use of the museum, services, utilities, and heating fuel. All areas were felt to be covered.

#### **X. Planning Department – E. Russell Bailey**

Mr. Bailey presented the proposed budget for the Planning Department (4191). There was a discussion about the new planner who will be hired. Mr. Bailey stated that they were conducting interviews.

The Budget Committee reviewed the proposed budget line by line. There was discussion about the salaries, office supplies, and scope of work. The work load has increased by at least 10%, according to Mr. Bailey. He stated this was the busiest department on the first floor of the Town Hall. Mr. Miller asked how much revenue came from the Planning Department. Mr. Bailey stated he would get that information for the committee.

**XI. Public Input**

There was no public present for input at this time.

**XII. Non-Public Session**

Mr. Miller motioned that the meeting was to be moved to a non-public session, based on RSA 91-A:3 II (c). The motion was seconded by Mr. Curtin and passed unanimously. S. Miller, yes; W. Curtin, yes; V. MacDonald, yes; E. Dominick, yes; L. Boyce, yes. The Board entered into the second Non-Public Session at 8:29 PM.

**XIII. Return to Public Session**

Mrs. Boyce motioned to return to public session and Mr. Curtin seconded the motion. The motion passed by a unanimous vote. (yes - SM, VM, ED, LB., WC./ absent – TN, SMC)

The meeting returned to Public Session at approximately 9:03PM.

**XIV. Motion to Seal the Minutes of the Non-Public Sessions**

Mrs. Boyce motioned to seal the minutes of the non-public session for one year and Mr. MacDonald seconded the motion. The motion passed by a unanimous vote. (yes - SM, VM, ED, LB., WC./ absent – TN, SMC)

**XV. Decisions**

There were no actions made during the non-public session to report

**XVI. Budget Committee's Vote on Proposed Budgets Presented**

**Planning Department (4191):**

Mr. Curtin motioned to increase the proposed budget line item for the Town Planner Salary (1-4191-022; \$55,000) by \$5,000 and Mrs. Boyce seconded the motion. The motion passed by a unanimous vote. (yes - SM, VM, ED, LB., WC./ absent – TN, SMC)

Mr. Curtin motioned to decrease the proposed budget line item for Planning Refunds (1-4191-186; \$300) by \$100 and Mrs. Boyce seconded the motion. The motion passed by a vote of four. (yes - SM, ED, LB., WC./ no – VM / absent – TN, SMC)

Mrs. Boyce motioned to accept the amended proposed budget for the Planning Department (4191) at \$126,244 and Mr. Curtin seconded the motion. The motion passed by a unanimous vote. (yes - SM, VM, ED, LB., WC./ absent – TN, SMC)

**Gilman Museum (4575):**

Mr. Curtin motioned to accept the proposed budget for the Gilman Museum (4575) at \$16,261 and Mrs. Boyce seconded the motion. The motion passed by a unanimous vote. (yes - SM, VM, ED, LB., WC./ absent – TN, SMC)

**Animal Control (4414):**

Mr. McDonald motioned to accept the Selectmen's proposed amount of \$100 for Contracted Services (1-4414-184) and Mr. Miller seconded the motion. The motion passed by a vote of three. (yes - SM, WC, VM / no - LB, ED. / absent – TN, SMC)

Mrs. Boyce motioned to accept the proposed budget line item for the Humane Society (1-4414-450; \$3,295) and Mr. Curtin seconded the motion. After discussion, Mrs. Boyce rescinded her motion and Mr. Curtin rescinded his second to the motion. Mr. MacDonald motioned to accept the amended budget line item, as proposed by the Selectmen, at \$1,600 and Mr. Miller seconded the motion. The motion passed by a vote of three. (yes - SM, VM, ED / no - LB, WC, / absent – TN, SMC)

Mr. MacDonald motioned to accept the amended proposed budget for the Animal Control Department (4414) at \$17,872 and Ms. Dominick seconded the motion. The motion passed by a unanimous vote. (yes - SM, VM, ED, LB, WC, / absent – TN, SMC)

**Police Department (4210):**

Mr. Miller motioned to accept the proposed Police Chief Salary (1-4210-055) of \$79,479, pending the outcome of the negotiations for the chief's contract, and Mrs. Boyce seconded the motion. The motion passed by a vote of three. (yes - SM, WC, LB / no – VM, ED / absent – TN, SMC)

Mr. MacDonald motioned to decrease the line item of the School Resource Officer (1-4210-012; \$46,250), to \$1.00 and Mr. Curtin seconded the motion. There was a discussion about the probability of Barnstead paying a portion of this line item. The motion failed by a vote of one (yes – VM / no - SM, WC, LB, ED / absent – TN, SMC)

Mrs. Boyce motioned to accept the proposed line item School Resource Officer (1-4210-012; \$46,250), as proposed by Chief Iwans, and Mr. Curtin seconded the motion. The motion passed by a vote of four. (yes - SM, WC, LB, ED / no – VM / absent – TN, SMC)

Mr. McDonald motioned to reduce the proposed line item of New Equipment (1-4210-201; \$7,500), to \$500 and Mr. Miller seconded the motion. The motion failed by a vote of one (yes – VM / no - SM, WC, LB, ED / absent – TN, SMC)

Mrs. Boyce motioned to accept the proposed line item for Uniforms (1-4210-206; \$8,524) and Mr. Miller seconded the motion. The motion passed by a vote of four. (yes - SM, WC, LB, ED / no – VM / absent – TN, SMC)

Mrs. Boyce motioned to accept the proposed line item for Vehicle Fuel (1-4210-214; \$18,807) and Mr. MacDonald seconded the motion. The motion passed by a vote of five. (yes - SM, WC, LB, ED. VM / absent – TN, SMC)

Mr. Curtin motioned to reduce the proposed line item Patrol Supplies (1-4210-271; \$2,717) to \$2,000 and Mrs. Boyce seconded the motion. The motion passed by a vote of three. (yes – WC, ED, LB / no – SM, VM / absent – TN, SMC)

Mrs. Boyce motioned to accept the proposed line item for Building Fuel (1-4210-304; \$6,240) and Mr. Curtin seconded the motion. The motion passed by a vote of five. (yes - SM, WC, LB, ED. VM / absent – TN, SMC)

Mr. Curtin motioned to accept the amended proposed budget for the Police Department (4210) at \$938,886 and Mrs. Boyce seconded the motion. The motion passed by a vote of four. (yes - SM, WC, LB, ED / no – VM / absent – TN, SMC)

**XVII. Adjournment**

The next Budget Committee Meeting will be held on November 2, 2006 at 6PM.

Mrs. Boyce motioned to adjourn and Mr. MacDonald seconded the motion. The motion unanimously passed. (SM, WC, ED, VM, LB / absent – TN, SMc) The meeting adjourned at 9:52PM.

Respectively Submitted,

Krista A. Argiropolis  
Keeper and Transcriber of Minutes