

Budget Committee
APPROVED Minutes (10/30/2019)
October 17, 2019 @ 6:30 PM
Alton Town Hall
1 Monument Square, Alton, NH 03809

1. Call to order at 6:30 pm by Chairman O'Brien with Pledge of Allegiance.

2. Roll Call

Patrick O'Brien, Chairman

Roger Nelson, Member

Beth Varney, Member

Bob Holt, Member

Kristie, Hikel, School Board Representative (arrived at 7:04 pm)

Reuben Wentworth, Selectmen Representative

Absent: David Hershey, Member

Also present:

Laura Parker, Town Financial Officer

Liz Dione, Town Administrator

3. Approval of Agenda.

MOTION by R. Nelson to approve the Agenda as presented. Second by B. Varney. No discussion. Motion passes with all in favor. (5-0)

4. New Business

Note: Budget sheets do reflect the default budget.

Review Department Budgets

Assessing Department - Deborah Derrick, Assessor

Feels she has been conservative. Next year reevaluation with costs incurred next year and numbers will be higher.

Line 010 and 015 Full time and Part time.

Line 013 two part time positions combined.

Line 207 Vehicle maintenance. \$400 to \$1000. Recommend for tires and maintenance.

Vehicle fuel is \$960 higher than last year due to the fact Assessor will be out more next year. Was more office this year due to an injury.

IT Computer/Telephone - Joshua Monaco, IT Coordinator

Joshua Monaco stated his budget is definite repeat from last year. Some items have been paired down. Increase on salary due to going from part time to full time. 32-40 hours.

75 computers in town, including mobile devices, laptops, desktops. Telephones for each department.

Started a ticket system for reporting and currently at ticket 505. Cyber security improvement for next year - need 100% and with a system update.

Discussion on the server. His department is not in the CIP so big ticket items need to be asked for through the budget. Looking for \$3000-\$4000 for each year. BOS are looking into making this a warrant article to be included in CIP. Needs to be voted by public before adding to CIP. Cemetery Software - we own the software, based on the use of the software the maintenance was pulled for the current time until it is used more. Line 520 Highway software Fleet maintenance and also a JPEG diagnostic kit for repairs for town vehicles.

Building Department - John Dever, Code Official

89% of their budget was recouped in revenue fees.

Line 010 has a 4.9 percent increase. Breakdown on justification sheet.

General discussion budget increases and how they are represented due to the 2.5 increase in August. Vehicle expenses feels this is sufficient as they need to use the dealership to keep up with warranty. Uses winter and summer tires

John Dever made a side comment on IT. Feels the town IT department is being run very well. Very proactive and helpful. Extreme improvement since he started.

Ken Roberts wanted to also confirm his appreciation and great work about IT Department

Highway Department - Ken Roberts, Highway manager

Line 101 - alcohol drug testing. Budgeted per quarter for 4 people. Random testing and does not know who will be tested each quarter. Budgeted for worst case scenario.

Question on conferences and meetings, yes they are looking into more education. Tree removal - estimates are high and are trying to be very selective. Infectious disease - Ken Roberts is the only employee inoculated for rabies. York rake is under budget. Chipper - monies set aside for repair. It is very expensive for repair. Discussion on the cleaning on the pervious pavement in the Bay.

Discussion on the Benefit By-out.

General discussion on the Selectmen cutting \$500 from anything over \$4000.

Audio/Visual Meeting Equipment - Liz Dione, Town Administrator

The last few years there has been a multi year project and is almost finished.

Street Lights - Liz Dione, Town Administrator.

No comments.

Gilman Museum - Liz Dione, Town Administrator.

No comments.

Patriotic Purposes - Liz Dione, Town Administrator.

Increase on Line 802 for Fireworks (July 3 and Old Home Week).

Interest Short Term - Liz Dione, Town Administrator.

No comments.

Welfare Department - Liz Dione, Town Administrator.

Cut by \$5000. General discussion on where to set the numbers.

Suggestion to make a formula to figure this out (i.e. 5 year average). Liz Dione noted there are State of NH Guideline they must adhere to.

5. Old Business - Barnstead Representative - Kristie Hikel has not been able to get a name at this time for Roger Nelson.

6. Approval of Minutes of October 9, 2019.

MOTION by R. Nelson to approve the Minutes of October 9, 2019 as presented. Second by B. Holt. No discussion. Motion passed. 4-0 and 2 abstentions (Wentworth and Varney)

7. Public Input - Open

Loring Carr - recommend putting a \$1 in audio visual for speaker system for Town Hall Main Meeting room.

8. Other Business (if necessary) None presented.

9. Adjournment

MOTION by R. Nelson to adjourn at 8 pm. Second by B. Holt. No discussion. Motion passed with all in favor (6-0).

Respectfully submitted,
Carolyn Schaeffner, Recording Secretary