

Budget Committee
Meeting Minutes
October 21st, 2021 – 6:00 PM
Town Hall
1 Monument Square
Alton, NH 03809

1. Call to Order: RP calls to order.
2. Roll Call: R Parker – Chair, D Hershey – Vice Chair, J Bemis, L Laplante, R Johnson - School Board Representative, E Dionne - Town Administrator, L Parker - Finance Manager, Department Heads in Attendance: S Simonds - Solid Waste, R Heath - Police Chief (Absent: B Mitchell - Selectman’s Representative)
3. Approval of Agenda: RP moves to accept agenda, 2nd by DH, all were in favor.
4. New Business: Budget Presentations and Approvals
 - a. Solid Waste Department (4324) \$529,625.00: DH moves to approve, 2nd by JB, all were in favor.
 - i. SS advises that Solid Waste operations will exceed the 2021 budgeted spending due to population increase. Tonnage to be disposed of has been increased for 2022, as well as payroll, to handle the activity increase.
 - ii. DH asks about the increase in the rental equipment line item. SS advises that the state now requires that solid waste caps be mowed 2 times a year instead of once. Solid waste doesn’t have brush-hog, which is the kind of equipment needed to mow the solid waste cap, so it must be rented.
 - iii. DH asks if the solid waste department facilities are in need of major updates, replacement, or expansion. SS advises that a new recycling facility will be necessary and that it is being considered by the CIP Committee.
 - iv. RP asks about the increase in the equipment expense line. SS advises that the compactor containers require maintenance.
 - v. DH asks about water monitoring and lab expenses increase. SS advises that monitoring runoff water from the solid waste cap will be required by the state, biannually, to be monitored indefinitely.
 - b. Police Department (4210) \$1,301,701.00: DH moves to approve, 2nd by RP, all were in favor.
 - i. RH advises that there is a small increase in the budget due to some staffing changes but, overall, most line items were level funded. The Lieutenant will be promoted to Deputy Chief, which will move him from hourly to salary.
 - ii. DH asks if last years’ budget was artificially lower due to COVID funds. RH advises that any COVID funds that were used remained separate from the budget.
 - c. Emergency Management (4290) \$11,003.00: RP moves to approve, 2nd by DH, all were in favor.
 - i. RH advises that the preparedness and response line was increased in anticipation of several departments needing personal protective equipment and professional cleaning services like ServPro.
 - ii. RP asks about dropping wages and stipends from 2021 to 2022. RH advises that the said wages covered a greeter/screener at town hall and that the town did not plan on using a greeter in 2022.

- d. Assessing Department (4193) \$147,327.00: DH moves to approve, 2nd by JB, all were in favor.
 - i. RP advises that the Assessing Department head is not present due to scheduling issues. RP emailed back and forth with assessing regarding some questions about the 2022 budget.
 - ii. DH makes note of a somewhat large decrease in contracted services between 2021 and 2022. RP advises that a 3rd party was contracted in 2021 to reassess the value of all properties in the town as mandated by the state. The monies budgeted for contracted services in 2022 include updating assessment maps for the town. This is a new vendor and number is based on a budgetary quote.
5. Old Business:
 - a. DH asks if the Board of Selectman have received the Budget Committee's recommendation to initiate the process to include the estimated tax impact of each Warrant Article on future ballots. ED advises that the Budget Committee still needs to write a letter to the Board of Selectman and email it to them. JB asks RP if he would write and send the letter on behalf of the BC and RP agrees. RP asks if we formally made a motion to make the recommendation of the procedural change because he may not have been present. DH motions to formally recommend that the BoS initiate the aforementioned procedural changes regarding estimated tax impact being displayed on warrant articles listed on voting ballots. 2nd by JB, all in were in favor. RP will write the letter to the BoS on behalf of the BC.
6. Approval of Minutes: RP moves to approve the October 14th meeting minutes. 2nd by DH, all were in favor.
7. Other Business: None.
8. Motion to Adjourn: RP motions to adjourn, 2nd by DH, all were in favor.