

Board of Selectmen
Budget Meeting
Minutes
October 25, 2021

(Approved November 15, 2021)

Chairman V. MacDonald convened the meeting at 6:00 PM and led the assembly in the Pledge of Allegiance to the Flag and a Moment of Silence. The following staff members were present:

Virgil MacDonald, Chairman
Paul LaRochelle, Vice-Chairman
Reuben Wentworth, Selectman
Brock Mitchell, Selectman
Bob Holt, Selectman, Excused
Elizabeth Dionne, Town Administrator
Laura Parker, Finance Manager

Grounds & Maintenance Seasonal Winter Laborer

K. Troendle approached the table. She stated that she was asked to submit a form with the Grounds & Maintenance Full-Time Laborer and a form for the Solid Waste Attendant. V. MacDonald asked about the pay being lower for the Sexton than for the Laborer. He is getting the lower wage in this position but he is still doing the work of a Grounds & Maintenance Laborer. R. Wentworth asked if she has two positions as Laborers in the Parks & Rec. K. Troendle stated that she does. R. Wentworth asked if she was asking for another one. K. Troendle stated that was the Board's last recommendation. She did not propose that. She was asked to put that proposal together. She stated that some of the feedback that she has received is that it is expensive to live in Alton. Home prices are high and the wages that are being paid for these jobs are not high enough. R. Wentworth stated that he had an issue with the fingerprinting. He can see doing it for the jobs that manage the money but not for someone who is mowing lawns. You are going to get their driving record anyway. K. Troendle stated that it is every year. If someone comes back in eight months they need to do the background check again. Discussion ensued involving the Sexton pay.

P. LaRochelle made a motion to put the Sexton up to \$18.50 and V. MacDonald seconded with all in favor of the motion.

K. Troendle asked if this would be effective now or next year. R. Wentworth stated that it would be for next year's budget. V. MacDonald stated that he would like to see it for now. R. Wentworth stated that the budget would need to be looked at to see if there is money. K. Troendle stated that there are funds in there because they never employed the Seasonal Cemetery Laborer and the Grounds & Maintenance Laborer has not been filled yet.

V. MacDonald made a motion to put it in effect now and B. Mitchell seconded. K. Troendle asked about the stipend. Is that for now as well. The vote was called and all were in favor of the motion.

V. MacDonald made a motion to do the stipend this year. No second and the motion fails.

V. MacDonald made a motion to give the Sexton \$18.50 when at the Cemetery and Grounds & Maintenance and B. Mitchell seconded with all in favor of the motion.

Grounds & Maintenance Full-Time Laborer

V. MacDonald asked if the new proposed position is \$153,000.00. K. Troendle stated that is for the Grounds & Maintenance and Cemetery Laborers together. It is broken down on the Budget sheet. R. Wentworth stated that this needs to come back with a new bottom line. V. MacDonald asked why Solid Waste was coming under her. K. Troendle stated that she was asked to present it that way. R. Wentworth asked why a Laborer for Grounds & Maintenance is one pay and the one that would be there Seasonally is a different rate. K. Troendle stated that is the wage she was told to use. R. Wentworth stated that the rates should be the same no matter what department they work in. K. Troendle stated that they are using the Min./Max Scale but they are not paying the minimum because they need to pay the \$17 to get the person that they want.

R. Wentworth made a recommendation that K. Troendle gets together with the Finance Officer this week and look at the custodians pay and come back with another recommendation next week and P. LaRochelle seconded with all in favor of the motion.

Employee Handbook Approval

V. MacDonald asked if this has gone back to the Department Heads. L. Parker stated that it did before the last Selectmen's meeting. These changes are just what the Board suggested and approved at the last meeting. The Department Heads have seen them. R. Wentworth would like to see the Town Administrator and Finance Officer come back with a recommendation of what positions should be fingerprinted and what ones do not have to be.

V. MacDonald made a motion to approve the Employee Handbook except the fingerprinting section the Town Administrator and Finance Officer need to go over and P. LaRochelle seconded. L. Parker stated that the fingerprinting section reads that you can do all that you don't have to. She suggests leaving it that way. The vote was called and 4 affirmative with 1 (one) abstention (BM).

Min/Max Chart

L. Parker stated that what is in front of them is a spreadsheet with information from a lot of Towns. These were averaged together. B. Mitchell stated that some of the figures are wrong. The differences with all the Towns were discussed. R. Wentworth stated that overall the Town is in a very good position and nobody can say they are underpaying employees. Overall we are being very fair.

B. Mitchell made a motion to accept this new Min/Max Chart and V. MacDonald seconded with all in favor of the motion.

Investment Policy Approval

L. Parker stated that this needs to be signed every year for the audit.

R. Wentworth made a motion to approve the Town of Alton Investment Policy and B. Mitchell seconded with all in favor of the motion.

Department Budget Presentations

Benefits (4155)

Benefits Budget:

L. Parker stated that there are two packets in front of them. One from HealthTrust and one from Davis & Towle. She explained that Davis & Towle came through with a few different options for the medical. She explained those options. She stated that Davis & Towle will come and present to the Board if they wish. It was the consensus of the Board to meet with them on November 8.

Insurance (4196)

Insurance Budget:

L. Parker explained that this is the Property and Liability Insurance and Unemployment Insurance. R. Wentworth asked if there is a bottom line amount on how much in liability claims from Primex last year.

R. Wentworth made a motion to approve Insurance Budget in the amount of \$297,185.00 and B. Mitchell seconded with all in favor of the motion.

1. Other Business as deemed necessary

None

2. Adjournment

P. LaRochelle made a motion to adjourn at 7:17 PM and V. MacDonald seconded. Motion carried.

Respectfully submitted,


Stacy L. Bailey
Recording Secretary