

**TOWN OF ALTON
ALTON BUDGET COMMITTEE
DRAFT
MEETING MINUTES
November 17, 2009**

Approved 12/8/09

Members Present: Karen Painter, Chair
Steve Miller
Marc DeCoff
Loring Carr, Selectmen's Representative

Members Absent: Greg Fuller, Vice Chair
Richard MacDonald
Maureen Smith, School Board Representative

Others Present: Russ Bailey, Town Administrator
Scott Williams, Chief, Alton Fire Department
William Curtain, Planning Board Member
Sharon Penney, Town Planner
Kellie Troendel, Parks and Recreation Department
Thaddus Guildbrandsen, Chair, CIP
Members of the Public

I. CALL TO ORDER

K. Painter called the meeting to order at 6:35 PM.

II. ROLL CALL

Three members were absent.

III. PLEDGE OF ALLEGIANCE

IV. PUBLIC INPUT

There was no public input.

V. APPROVAL OF AGENDA

K. Painter requested the Committee defer the JMA Budget Warrant Article and the JMA Budget Committee report for the next meeting. S. Miller reported he had emailed the Barnstead Budget Committee Chair but had not heard back from him. M. DeCoff motioned to accept the agenda as

amended and S. Miller seconded the motion. The motion passed by unanimous vote. (SM, KP, MD, LC / absent – GF, MS, RM)

VI. OLD BUSINESS

The meeting minutes were tabled until the November 19, 2009 meeting.

There was a brief discussion about the LGC Resource books.

L. Carr gave handouts to the Committee: Alton Cemetery Trustee Minutes (11/05/09), Alton Highway Department – Mechanic’s Overtime Hours Report and Chains for Highway Trucks, and Alton Police Department – Stats Report (year to date). There was discussion about the proposed five year employment contract that approved by the Alton Cemetery Trustee with Mark DiVito. The Committee reviewed the list of equipment from the Highway Department and it was felt that more information was needed. L. Carr will get more information for the next meeting.

Due to time issues, the Committee decided to approve meeting minutes.

The Committee reviewed the meeting minutes of November 3, 2009. A correction was made on page two of six, fourth paragraph, seventh sentence – change “on the income side” should read “in another account”. L. Carr motioned to approve the meeting minutes of November 3, 2009 and S. Miller seconded the motion. The motion passed by unanimous vote. (SM, KP, MD, LC / absent – GF, MS, RM)

S. Miller requested to see a copy of the Cemetery Trust and for a copy of the employment contract with Mr. DiVito.

VII. NEW BUSINESS

CAPITAL IMPROVEMENT PLAN (CIP):

Thaddus Guildbrandsen presented the Capital Improvement Plan for 2010-2015. He reported that Department were very conservative this year. He spoke about the charge of the Committee and some of the history of the Committee. He spoke about the benefits of multi-year contracts for the purchasing of police department vehicles.

The Solid Waste Department has an equipment fund and some improvements, such as coverings over the recycled materials. T. Guildbrandsen stated that there may be regulations by the EPA to require covers over waste or recycling areas. The total funding request is for \$50,000 to be raise for each year, over five years.

The Fire Department is requesting the purchase of a ladder truck in the near future. Chief Williams stated that the truck is showing signs of rust on the ladder and it is ten years old right now. When it failed a test (inspection) it will become a pump truck. The truck would be about \$600,000. Engine #5 (West Alton) needs replacement soon and also had rust issues. Chief Williams reviewed the list of equipment, including engines, cars, forestry vehicles, boat, and rescue vehicles. The total funding request is for \$550,000 for 2010. They will be applying for a station grant in 2010, with 20% participation by the community. The key items for the East Alton station is the roof and it will be done this year. The

Central Station and West Station still have leaking roves. The West Alton station roof will also be replaced. There was discussion about the replacement of the car. Chief Williams stated he wanted the Warrant article to be written that they can purchase a new or used SUV or truck, as he felt he could find something for about \$25,000, which would be more reasonable. S. Miller asked about the order of importance of the Fire Department's list of vehicles. There will be a Warrant article for the repair of the roves, and for the vehicles.

T. Guildbrandsen reported that Town Administration needed to continue to monitor two wells and have requested \$40,000 for 2010. There was a brief discussion about the monitoring of the wells.

The Water Department is requesting a new truck and they are seeking to raise \$10,000 in 2010.

The Alton Police Department is requesting to replace five vehicles over four years, at the cost of \$48,450.92 over the four years. There is a request for a building expansion project at the cost of \$50,000.00. There was discussion about Municipal Rollover Acquisition Program.

The Parks and Recreation Department is requested a fund for maintenance equipment and a sidewalk implement carrier, at a total of \$37,000 in 2010. They would need to raise \$25,000 in 2011, 2012, and 2013. K. Trondel spoke about the sidewalk implement carrier that they are considering purchasing. There was discussion about how many miles of sidewalks there are in Alton and the maintenance of the sidewalks. T. Guildbrandsen reported that the CIP Committee did not recommend the paving of the Parks and Rec parking lot area. K. Troendel reported that the sidewalk implement carrier they are considering for purchase would be available for lease.

T. Guildbrandsen reported the Alton School Department is considering a long-range building maintenance fund and there is not a purchase of land this year. There will be a year of planning and recommendations for the 2011 Warrant article would be made. He spoke about some of the issues with the roof.

There was review and discussion of the Highway Department's original request for equipment replacement and other capital improvement projects. T. Guildbrandsen spoke about the need to collaboration and the sharing of equipment. There was review of the vehicles that are eligible for the Municipal Rollover Acquisition Program: new pickup truck, Dodge Ram F5500, 97 Mack (6-wheel), 06 Dodge, 99 Mack (6 wheel), 00 Mack (6 wheel), and 03 Mack (10 wheel). There was discussion about the Bridge Reconstruction, Sand/Salt Shed, and

S. Miller asked when the Board of Selectmen would be meeting to review Warrant articles. R. Bailey responded that they are meeting again this week and then the week after Thanksgiving. There was discussion about the history of CIP. S. Miller felt that the Selectmen needed to be behind the plan. The total amount funding request is \$1,020,000.

SOLID WASTE CIP REVIEW

R. Bailey spoke about the equipment used to maintain or run the Solid Waste Facility. He reported that there is about \$30,000 in that budget now. The trash compactors need to be replaced. R. Bailey spoke about the need for buffers and fencing around the property, including proper draining. He discussed the need for a horizontal bailer that would be needed and the benefits of compacting the waste so there is less transportation (less cost). He stated the Board of Selectmen's recommendation would be coming up in the next few weeks. He spoke about the Landfill Closure and spoke about water contamination. The

water on the abutting property (Dahl property) has three test wells, with two of the three being contaminated. There will be a survey of the property and another test well will be placed on the property, close to the Catholic Church, that is near Mr. Dahl's property. He stated the town needs to recognize this is going to be an ongoing issue for a long time.

S. Miller motioned to add \$28,800 to the Fire Department's budget for the repairs to the boat. There was no second.

There was a brief break.

There was discussion about the Cemetery budget and the proposed five year employment contract with the caretaker. This will be discussed at a future meeting.

GENERAL GOVERNMENT

S. Miller motioned to reduce the Selectmen's Salaries to \$14,682.00 and M. DeCoff seconded the motion. S. Miller felt that because there was default budget that it was not in the mind of the voters that they approved the raise. There was discussion about the Selectmen's salaries. The motion passed by a vote of three with one "no" vote. (Yes – SM, KP, MD / No – LC) L. Carr stated that he had to vote "no" because he had to represent the majority of the Selectmen's opinion.

The Committee reviewed the General Government budget on a line-by-line basis. There was discussion about the Administrator's Salary. The Benefit Buy-Out is for the Finance Officer. There was discussion about the cost of Postage, Records Management, and Audit Expense. R. Bailey stated that the Audit Expense cost would be finalized soon and this number may be changing. He spoke about the Computer Expense, and reported that the Town Hall, Police Department, Highway, and Fire Department, are on a fiber optic network and are connected. There are six servers as well. R. Bailey spoke about the cost of printing the Town Report. There was discussion about the Trustees of The Trust Fund meetings.

S. Miller motioned to recommend \$332,717 for the General Government budget and M. DeCoff seconded the motion. The motion passed by a vote of three with one "no" vote. (Yes – SM, KP, MD / No – LC)

BUDGET COMMITTEE

The Committee reviewed the budget.

S. Miller motioned to reduce the budget line item for Telephone to \$1. M. DeCoff seconded the motion. The motion passed by a vote of three with one "no" vote. (Yes – SM, KP, MD / No – LC)

M. DeCoff motioned to approve the Budget Committee's budget for \$2,047 and S. Miller seconded the motion. The motion passed by a vote of three with one "no" vote. (Yes – SM, KP, MD / No – LC)

There was a brief discussion about Warrant articles. The Selectmen will try to get a copy of the Warrant articles before Christmas break or the week after. There was discussion about who would be present for the November 19, 2009 meeting. K. Painter noted that G. Fuller and M. DeCoff would be absent from the November 19th meeting.

VIII. CORRESPONDENCE

There was no correspondence.

IX. PUBLIC INPUT

There was no public input.

X. ADJOURNMENT

M. DeCoff motioned to adjourn and S. Miller seconded the motion. The motion passed by unanimous vote. (KP, LC, MD, SM)

The meeting adjourned at 8:53 PM.

Respectfully Submitted,

Krista Argiropolis
Recorder