

Budget Committee
APPROVED Minutes (approved 12/19/2019)
December 12, 2019 @ 6:30 PM
Alton Town Hall - Heidke Room
1 Monument Square, Alton, NH 03809

1. Call to order by Chairman P. O'Brien at 6:30 pm and Pledge to the American Flag.
2. Roll Call
Present: Pat O'Brien, Chairman
Beth Varney, Member
Bob Holt, Member
David Hershey, Member
Kristi Hikel, School Board Representative
Reuben Wentworth, Board of Selectmen Representative

Others Present:
Liz Dione, Town Administrator
Laura Parker, Town Financial Administrator

Absent: John Markland, Member
3. Approval of Agenda - Change order Old Business before New Business and add discussion of Highway Department.
MOTION by P. O'Brien to approve the Agenda as amended. Second by B. Varney. No discussion. Motion passes with all in favor (6-0).
4. Old Business
 - A. Highway Department discussion.
Highway Department - R. Wentworth regarding the money but back in on the Highway Department with a motion at the last Budget Committee Meeting. Discussion on the gravel line item and reducing the gravel line. R. Wentworth feels the Selectmen representative for that Budget Committee meeting for 12/5 represented his own interest and not the interest of the Selectman Board as a whole. Discussion. Reconsideration of the motion. K. Hikel concern that K. Roberts would be in favor of having this money taken from the gravel line.
MOTION by K. Hikel to revisit motion of December 5, 2019, Highway Dept budget with the intention of discussing the \$7,000 taken from gravel to offset the money from the contracted services. Taking the bottom line back to Selectmen budget of \$1,249,671. Second by P. O'Brien. No discussion. Motion passes with all in favor (6-0).
MOTION by K. Hikel to reduce the bottom line of Highway Department to \$1,249,671 reducing gravel line 143 by \$7,000. Second by B. Varney. No discussion. Motion passes with 5 in favor. 1 abstention.
 - B. Approve Department Budgets
 1. IT Department - Joshua Monaco
Shift line items decision to purchase server this year. Line 502 hardware pc and server. \$11,600 to \$2,500. Recommend to get 4-5 desktops upgraded (75 in town). Need some funding in the budget to replace desktops. Line 560 cell phones up. Recent addition to cell phones, essential for several departments. Project to update the phone system intown decreasing the annual cost on current system. Leave \$18,500 and after project take what is not spent and incumber toward the 2021 phone line.
MOTION by D. Hershey to approve the IT Department budget of \$156,510. Second by K. Hikel. No discussion. Motion passes with all in favor (6-0).
5. New Business
 - A. Review of Department Budgets
 1. Water Department - Courtney Mitchell, Water Department Head

Largest change is line 601. Brought from \$15,000 to \$50,000. Lowered other lines added to line 601. Line 618 testing PSA testing 4800 (federally mandated testing). Water treatment same as last year. Line 609 upped to \$10,000 for insulation to meters. General discussion on metered and non metered homes. General discussion on the tank replacement or repair. With rate increase next year what is expected revenue. Collected 100.08 percent of budget. Rate increase is 92 per year for average family. Annual revenue \$17,780 per quarter. MOTION by P. O'Brien to accept and approve the Water Department budget of \$494,440. Second by D. Hershey. No discussion. Motion passes with all in favor (6-0).

2. Administration Department - Liz Dione, Town Administrator
L. Dione noted this was approved at \$366,550 on November 18, 2019. Line 111 increased to \$8498.
3. Benefits - Liz Dione, Town Administrator and Laura Parker, Town Financial Administrator.
Line 833 Health and dental. Justification sheet shows medical increase and dental increase. Question on employee contributions and a proposal will be going to the Selectmen for consideration. Carriers are assessed every 3-5 years. Line 840 account. Fireman retirement account. After 25 years of service the firefighter receives funds (each are different depending on position) at the end of each year until death. Criteria is listed on justification sheet. This budget is essentially contractual and know that the Selectmen are being diligent in seeking MOTION by K. Hikel to accept and approve the Benefits Budget for \$1,610,514. Second by B. Holt. Motion passes with all in favor (6-0)

Chairman O'Brien noted future meetings on Dec 19 School budget, Jan 9 Warrant Articles and Default budget (Selectmen looking at on Jan 6) Suggestion for Budget Committee to attend the Selectmen meeting to listen to the warrant articles presented. Jan 15 public hearing.

6. Approval of Minutes

A. November 13, 2019

MOTION by K. Hikel to approve the minutes of November 13, 2019 as presented. Second by B. Holt. No discussion. Motion passes (5 in favor and D. Hershey abstained).

B. December 5, 2019

MOTION by B. Holt to approve the minutes of December 5, 2019 as amended. Second by K. Hikel. Discussion. Under Old Business, #2 the motion for the Highway Department, B. Holt voted no and would like to have his name listed as such. Change on minutes and moving forward all minutes to show opposed names. Motion passes (5 in favor and D. Hershey abstained).

7. Public Input - Loring Carr. Asked that the summary sheets be made available to the public before the public hearing. L. Dione noted they will make every effort to make these available. Public Input closed.

8. Other Business (if necessary)

B. Holt last meeting regarding discussion with highway on million dollar road bond. With regard to road management improvement program. Was told there was such a program. Since the meeting asked Mary Jarvis for a copy. Was referred to highway department. Both offices could not produce such a document. Was told there is an outdated program and an updated program is being worked on to be presented to the Selectmen. Disturbed he cannot get a copy of this program. R. Wentworth suggest Bob present at Public Input during a Selectmen meeting. P. O'Brien noted this is not on the agenda and that document will be helpful.

9. Adjournment. MOTION by K. Hikel to adjourn at 8:25. Second by B. Varney No discussion. Motion passes with all in favor (6-0).

Respectfully submitted,
Carolyn Schaeffner, Recording Secretary