

Town of Alton
Budget Committee Meeting
Town Hall Meeting Room
December 13, 2016
Minutes
Approved January 11, 2017

1. Call to Order at 6:30 pm
2. Pledge of Allegiance
3. Roll Call
Roger Nelson, Chairman
Steve Miller, School Department Representative
Andrew Levasseur, Member
John Markland, Selectmen's Representative
David Hershey, Member
Terrence O'Rourke, Member
Greg Fuller, Vice Chairman

Other Attendees:

Liz Dionne, Town Administrator.

4. Approval of Agenda
R. Nelson motioned to approve the Agenda as presented and was seconded by T. O'Rourke with all in favor
5. Public Input I
Ken Roberts Alton Highway Agent wants to thank the BC for all they do. He listened to the cuts last week, and some of the cuts that were put forth, one is for a federal mandate that can't be changed and some were contracts that we entered into in good faith. If you are voting on it you are misinformed and should reconsider the cuts. The difference between the default budget and the proposed budget is about \$7,000.00. The BOS work with us in work sessions and they are very well informed of everything that goes on.

We have a lot of experience in what we do. This year I have a lot of money being turned back in. I was short two people, five months for another employee, and that cuts down the work because of the lack of people. There is a dollar figure to be able to compete. We either complete or we lose. Our Citizens expect something from this town, a point of service, if we can't provide the point of service then why are we here. Some consideration should be considered where the default budget stands today, not an arbitrary cut of 5-10%. Yes we have surplus, the BOS tries to create a level. Everybody in town is getting a 3% rate increase. We need to get the facts straight and you should talk to the department heads. Weeks have gone by and nobody has contacted me and I am disappointed in that. I would like to see more investigation before arbitrary cuts. I request that you approve the budget the BOS approved.

S. Miller asked which were the mandated line items cuts, drug and alcohol testing, contracts, salt and sand. They are in the default budget.

R. Nelson stated we did not touch any of the salaries

Chief Ryan Heath wants to reiterate that we operate off the bottom line and have unforeseen emergencies when doing averages. These emergencies pop up. \$12,000.00 recommended the last time. One of those items was ammunition we have state mandates, gun requirements. Grant funding which is a requirement from the auditors is from the Grants that we receive. Some of

them are extra patrols, DWI grants, selected enforcement, distracted driving. All is paid for in full but we have to have it in the budget to be reimbursed. We have to budget at max overtime rate depending on the level of the officer. These are just a couple of points.

R. Nelson stated the second budget that was proposed was a 2% reduction of \$7,000.00.

Liz Dionne informed the committee that she provided them with a spread sheet. Not all department heads were available to be here this week and they provided write ups to the BC. The surplus from 2015 was \$238,000.00 and was placed in the fund balance.

R. Nelson stated the proposed budget is actually a 7% increase

Public Input Closed

D. Hershey stated that there was a suggestion that towns retain a surplus of 5-15% of the budget for a rainy day budget and Alton is at 7 or 8% and asked what number the town was looking for.

L. Dionne stated that we are at 8% in the fund balance in case of a catastrophic event. It takes a few years to build up. We would like to build it up to 11%. The fund balance is also used to lower the tax rate.

6. Approval of Minutes
None

7. Old Business

A. Review and approval of Town Budget

T. O'Rourke motioned to accept the Town of Alton 2017 budget as presented by the Board of Selectmen and was seconded by D. Hershey.

S. Miller stated the Water Department budget has a salary line for a superintendent and asked if they were hiring a superintendent. Acting Water Department Superintendent Courtney Mitchell stated that at this time we are currently not looking to hire a new superintendent but if a current staff member does not get his Grade 2 license we will then need to hire a superintendent.

The Budget Committee Votes 4-3-0 in favor with D. Hershey, G. Fuller and R. Nelson voting against.

B. Review of Town Warrant Articles Budget

Warrant Article B – Old Home Week

D. Hershey motioned to accept Warrant Article B as presented and was seconded by T. O'Rourke

The Budget Committee votes 6-1 in favor with R. Nelson voting against.

Warrant Article C – Construction of Historic Gazebo

A. Levasseur motioned to accept Warrant Article C as presented and was seconded by G. Fuller

The Budget Committee votes 6-1 in favor with R. Nelson voting against.

Article D – Sidewalk Capital Reserve

D. Hershey motioned to accept Warrant Article D as presented and was seconded by T. O'Rourke.

The Budget Committee votes 6-1 in favor with R. Nelson voting against.

Warrant Article E – Creation of Parking Spaces and Sidewalk Areas

S. Miller motioned to accept Warrant Article E as presented and was seconded by A. Levasseur.

G. Fuller question why the project could not be done in two phases.

K. Roberts of the Highway Department stated this project will add 40 parking spaces and sidewalk in this area and the Christian Conference Center is more than happy to accommodate us. This was proposed to the BOS and has been approved by the State of NH and Shoreline Protection. The drainage will be given to us by the State of NH. The estimated cost is \$124,000.00. There is an additional cost for pervious pavement. Currently there are about 20 spaces and 40 spaces is maximizing the current area.

D. Hershey asked how do we know there isn't already sufficient parking. K. Roberts stated this past summer we had more traffic than at any other time. It is to maximize and enhance the bay. D. Hershey asked if there is a need for extended parking for 4-5 days a season. K. Roberts responded we are going to try and make the bay area our anchor.

The Budget Committee votes 5-2 in favor with G. Fuller and R. Nelson voting against.

Warrant Article F – Bridge Replacement Capital Reserve Fund

G. Fuller motioned to accept Warrant Article F as presented and was seconded by D. Hershey.

R. Nelson stated there is currently a \$65,000.00 balance.

K. Roberts informed the Committee that the bridge may cost up to \$800,000.00 or more. The reason the money is put into the Capital Reserve and they red list a bridge we can get into the 80/20 program. The State will pay 80% and we will be responsible for 20%. When a bridge is red listed we would have to wait possibly another year or 2.

L. Dionne stated it takes 8-10 years to rise to the top of the list. At that time you must have your money and if you don't you go back to the bottom of the list.

D. Hershey stated that if it is an 8-10 year cycle that you would probably want to list as many bridges as you can in anticipation that a bridge today but in 10 years from now it will probably need to be replaced.

K. Roberts responded that the State of NH does the inspection and we can't go into the program unless they red list a bridge. You must have a red classification first.

D. Hershey stated would it make more sense to put it in the budget and not a warrant article. L. Dionne responded because you don't get to keep it at the end of the year. The proper place to keep it is in the Capital Reserve Fund.

The Budget Committee votes 7-0 in favor.

Warrant Article G – Landfill Closure Capital Reserve Fund

J. Markland motioned to accept Warrant Article G as presented and was seconded by G. Fuller.

D. Hershey asked if we have done any forecasting or financial plan on this.

L. Dionne stated it is up to the DES. We are mandated to do this. It could go on forever. The dollar figure is recommended by the engineer and could change yearly.

S. Simonds stated that currently the way it looks it is likely that they will request additional test wells next year.

The Budget Committee votes 7-0 in favor.

Warrant Article H – Solid Waste Equipment Capital Reserve Fund

J. Markland motioned to accept Article H as presented and was seconded by D.

S. Simonds stated that for 2018 he is looking for new a new pickup, a skid steer for 2021, and the last item would be the loader for 2024.

The Budget Committee votes 7-0 in favor.

Warrant Article I – Benefit Pay Expendable Trust fund

J. Markland motion to accept Article I as presented and was seconded by D. Hershey.

R. Nelson stated he believed this was already covered in the budget.

L. Dionne responded that the warrant article is for staff members who are leaving Town employment.

The Budget Committee votes 7-0 in favor

Warrant Article J – Building and Site Improvement Capital Reserve

J. Markland motioned to accept Article J as presented and was seconded by D. Hershey.

G. Fuller asked if anything was planned for this fund. S. Simonds stated we are looking to create drive thru recycling.

The Budget Committee votes 6-1 in favor with R. Nelson voting against.

Warrant Article K – Milfoil Capital Reserve Fund

Bill Mannion from the Town of Alton Milfoil committee stated that the milfoil is under control but it will never be eliminated. The best we can hope for is to keep it under control. We are gaining each year and had a successful application of herbicide this past year. In areas where we can't use herbicide we use DASH divers. We can't use herbicide in the Merry Meeting River due to the location of town wells.

The Budget Committee votes 7-0 in favor.

Warrant Article L – Alton Bay Restrooms

J. Markland motioned to accept Warrant Article L as presented and was seconded by D. Hershey.

The Budget Committee votes 6-1 in favor with R. Nelson voting against

Warrant Article M – Recreation/Grounds Maintenance Equipment

J. Markland motioned to accept Article M as presented and was seconded by D. Hershey.

K. Roberts explained that we need to purchase a sidewalk machine. If our current machine needs parts they need to be purchased from Sweden. The money is to be used for sidewalk snow removal. The Kabota would be used as trade in. It is the intent to purchase in the equipment in 2018.

The Budget Committee votes 6-1 in favor with R. Nelson voting against.

Warrant Article N – Establish an A.V.A.S. Public Park Building Property Capital Reserve Fund

J. Markland motioned to accept Warrant Article N as presented and was seconded by D. Hershey.

S. Miller asked where does the money come from now? K. Roberts responded there was damaged to the roof over the garage for the Parks and Recreation building from a fallen tree and we want to look at expanding the location. L. Dionne stated that the funds come from the Capital Reserve fund, if funds are available. There is no money for larger repairs.

The initial project is for a shed and that was damaged by trees falling on it and to fix it so that it is structurally sound and create a working space. It will have to be shingled. The shingles on the existing building are at the end of their life.

The buildings need to be maintained on a regular basis.

L. Dionne state that the planning board is in the process of implementing the CIP program.

The Budget Committee votes 4-3 in favor with R. Nelson, G. Fuller and S. Miller voting against.

Warrant Article O – Establish a Mount Major Community Center Property Capital Reserve Account.

J. Markland motioned to accept Warrant Article O as presented and was seconded by T. O'Rourke.

The Budget Committee votes 5-2 in favor with G. Fuller and R. Nelson voting against.

Warrant Article Q – Five year lease for a Building Department vehicle

J. Markland motioned to accept the Warrant Article Q as presented and was seconded by D. Hershey.

The Budget Committee votes 5-2 in favor with G. Fuller and R. Nelson voting against.

Warrant Article R – Operating Budget not including special warrant articles and other appropriates.

J. Markland motioned to accept Article R as presented and was seconded by T. O'Rourke.

The Budget Committee votes 7-0 in favor.

Warrant Article S – Ambulance Operation Fund

J. Markland motioned to accept Warrant Article S as presented and was seconded by D. Hershey.

The Budget Committee votes 7-0 in favor.

Warrant Article T – Alton Fire Department Building Improvements Capital Reserve Fund
J. Markland motioned to accept Warrant Article T as presented and was seconded by D. Hershey.

The Fire Chief stated that between both fire stations we need about \$100,000.00 to bring them up to code. The plan was to put a two bay addition on.

The Budget Committee votes 6-1 in favor with R. Nelson voting against.

Article U – Alton Fire Equipment Capital Reserve Fund

J. Markland motioned to accept Warrant Article U as presented and was seconded by T. O'Rourke.

S. Miller asked how many times we have needed the ladder truck. The Fire Chief stated we could use it more. The Pump is out of service and will probably not pass inspection.

The Budget Committee votes 5-2 in favor with G. Fuller and R. Nelson voting against.

Warrant Article W – Ten-Year Purchase/Lease Agreement for New Ladder Fire Truck

J. Markland motioned to accept Article W as presented and was seconded by T. O'Rourke.

S. Miller asked if there had been any instances of Mutual Aid for use of a ladder truck and the Chief responded no. S. Miller stated he believed it would be more economic to buy a used truck. There was a discussion on buying used versus buying a new vehicle.

The Budget Committee votes 3-3-1 with D. Hershey, G. Fuller and R. Nelson voting against and S. Miller abstaining.

Warrant Article X – SCBA (Self Contained Breathing Apparatus)

J. Markland motioned to accept Warrant Article X as presented and was seconded by T. O'Rourke.

Thirty sets are required for each vehicle. There was a discussion on the need for 30 sets and leasing versus purchasing. The wording of the warrant article was discussed.

The Budget Committee votes 1-6-0 with R. Nelson, G. Fuller, S. Miller, T. O'Rourke, D. Hershey and A. Levasseur voting against. Motion failed.

Warrant Article X-V – Withdrawal of \$52,000.00 from the Ambulance Operation Fund

J. Markland motioned to accept Warrant Article X-V as presented and was seconded by D. Hershey.

The Budget Committee votes 7-0 in favor.

Warrant Article OO – Withdrawal of \$14,500.00 from the Ambulance Operation Fund.

J. Markland motioned to accept Warrant Article OO as presented and was seconded by D. Hershey.

There was a discussion regarding the use of pumps.

The Budget Committee votes 7-0 in favor.

Warrant Article Y – Rock and Asphalt Crushing Capital Reserve Fund

J. Markland motioned to accept Warrant Article Y as presented and was seconded by T. O'Rourke.

K. Roberts provided the Committee with a handout explaining the process.

The Budget Committee votes 6-1 in favor with R. Nelson voting against.

Warrant Article Z – Highway Equipment Capital Reserve Fund

J. Markland motioned to accept Warrant Article Z as presented and was seconded by T. O'Rourke.

The Budget Committee votes 5-2 in favor with R. Nelson and G. Fuller voting against.

Warrant Article AA – Highway Construction Capital Reserve Fund

J. Markland motioned to accept Warrant Article AA as presented and was seconded by T. O'Rourke.

The Budget Committee votes 6-1 in favor with R. Nelson voting against.

Warrant Article BB – Sand Shed Capital Reserve Fund

J. Markland motioned to accept Warrant Article BB as presented and was seconded by D. Hershey.

The Budget Committee votes 7-0 in favor.

Warrant Article CC – To Discontinue the Highway Garage Expansion Capital Reserve Fund

J. Markland motioned to accept Warrant Article CC as presented and was seconded by D. Hershey.

The Budget Committee votes 7-0 in favor.

Warrant Article DD – Highway Buildings Improvement/Repairs Capital Reserve Fund

J. Markland motioned to accept Warrant Article DD as presented and was seconded by T. O'Rourke.

The Budget Committee votes 7-0 in favor.

Warrant Article EE – Gilman Library Improvement/Repair Capital Reserve Fund

J. Markland motioned to approve Warrant Article EE as presented and was seconded by T. O'Rourke.

The Budget Committee votes 7-0 in favor.

Warrant Article EE-a – Town Beach/Park Capital Reserve Fund

J. Markland motioned to accept Warrant Article EE-a as presented and was seconded by D. Hershey.

The Budget Committee votes 5-2 with G. Fuller and R. Nelson voting against

Warrant Article EE-b – Establish an Expendable Trust Fund.

This is non monetary and does not require a vote by the Budget Committee.

Warrant Article FF – Community Action Partnership Program

J. Markland motioned to accept Warrant Article FF as presented and was seconded by T. O'Rourke.

Budget Committee votes 4-3 in favor with J. Markland, R. Nelson and G. Fuller voting against.

Warrant Article GG – Central New Hampshire VNA & Hospice

J. Markland motioned to accept Warrant Article GG as presented and was seconded by T. O'Rourke.

The Budget Committee votes 4-3 in favor with D. Hershey, G. Fuller and R. Nelson voting against.

Warrant Article HH – American Red Cross

J. Markland motioned to accept Article HH as presented and was seconded by T. O'Rourke.

The Budget Committee votes 3-4 with J. Markland, S. Miller, G. Fuller, and R. Nelson voting against. Motion failed.

Warrant Article II – Alton Community Services

J. Markland motion to accept Warrant Article II as presented and was seconded by T. O'Rourke.

The Budget Committee votes 4-3 in favor with D. Hershey, G. Fuller and R. Nelson voting against.

Warrant Article JJ – Medication Bridge Prescription Program

J. Markland motioned to accept Warrant Article JJ as presented and was seconded by T. O'Rourke.

The Budget Committee votes 4-2-1 in favor with G. Fuller and D. Hershey voting against and R. Nelson abstaining.

Warrant Article KK – New Beginnings

J. Markland motioned to accept the motion as presented and was seconded by A. Levasseur

The Budget Committee votes 4-3 in favor with D. Hershey, G. Fuller and R. Nelson voting against.

Warrant Article LL - Genesis

J. Markland motioned to accept Article LL as presented and was seconded by A. Levasseur.

The Budget Committee votes 4-3 in favor with D. Hershey, G. Fuller and R. Nelson voting against.

Warrant Article MM – Caregivers of Southern Carroll County,

J. Markland motioned to accept Warrant Article MM as presented and was seconded by A. Levasseur.

The Budget Committee votes 5-2 in favor with D. Hershey and G. Fuller voting against.

Warrant Article NN – CASA

J. Markland motioned to accept Warrant Article NN as presented and was seconded by A. Levasseur.

The Budget Committee votes 3-2-1 with G. Fuller and R. Nelson voting against and S. Miller abstaining.

Warrant Article OO – Appalachian Mountain Teen Project

J. Markland motioned to accept Warrant Article OO as presented and was seconded by A. Levasseur.

The Budget Committee votes 4-3 in favor with D. Hershey, G. Fuller and R. Nelson voting against.

Warrant Article PP – Child & Family Services

J. Markland motioned to accept Warrant Article PP as presented and was seconded by Al. Levasseur.

The Budget Committee votes 4-3 in favor with D. Hershey, G. Fuller and R. Nelson voting against.

Warrant Article QQ – L.I.F.E. Ministries

J. Markland motioned to accept Warrant Article QQ as presented and was seconded by A. Levasseur.

The Budget Committee votes 2-5 with D. Hershey, T. O'Rourke, G. Fuller, R. Nelson and S. Miller voting against.

Motion Failed

Break taken at 8:05

Meeting Resumed 8:11 PM

C. Review and Approval of Alton School Budget

S. Miller proved the Committee with an updated budget. They were projecting a 5% increase and it came in at a 6.6% increase.

S. Miller motioned to accept the bottom budget line of \$14,808,199.00 for the combined PMHS and ACS budget 2017-2018 and was seconded by J. Markland.

S. Miller said this is a fiscally responsible budget. The local school rate last year was 6.66. The budget being presented is below that. We are essentially at a same tax rate of 2013. There are significant considerations. Every line was zero based budgeting. We did turn back a lot of money last year. \$63,000.00 was from oil, there was a reduction of \$167,000.00 in personnel costs, \$18,000.00 in bonuses, legal costs were down about \$10,000.00, and supplies were down about \$22,000.00. The significant increases are in technology and we are following our technology plan and CIP. There is a slight increase in the gifted and talented program. The SAU expense was an increase of \$67,804.00 as the town demanded we hire a full time superintendent. PMHS is higher at 4.1%. Insurance has increased and they are anticipating between a 14% and 26% increase. In order to switch vendors we need bargaining unit approval.

J. Markland stated a point of order as the amount being presented included the PMHS budget.

There was a discussion on including the PMHS budget in the bottom line budget approval.

The ACS budget is \$10,620,959.00.

S. Miller withdrew his motion and T. O'Rourke withdrew his second.

S. Miller motioned to approve the ACS budget of \$10,620,959.00 as presented and was seconded by T. O'Rourke.

R. Nelson asked about the water testing and S. Miller responded that the chemicals were not added accurately by the Water Department.

The Budget Committee votes 5-2 in favor with D. Hershey and G. Fuller voting against.

D. Review of School Warrant Articles

Warrant Article II – School Board Salaries and Officer and Agents Compensation

S. Miller motioned to accept Warrant Article II as presented and was seconded by J. Markland.

G. Fuller noted that if the article fails it is already in the budget.

The Budget Committee votes 4-3 in favor with D. Hershey, G. Fuller and R. Nelson voting against.

Warrant Article III – Alton School District Operating Budget.

The vote on this article will be deferred until after the PMHS vote.

Warrant Article IV – Special Warrant Article

S. Miller motioned to accept Warrant Article IV as presented and was seconded by J. Markland.

There was a discussion on changing vendors. This would require going back to the bargaining table.

The Budget Committee votes 6-1 in favor with G. Fuller voting against.

Warrant Article VI – Special Warrant Article, Security and Safety Expendable Trust Fund.

S. Miller motioned to accept Warrant Article VI as presented and was seconded by J. Markland.

There are currently no funds in the account. This is a capital project and is for two years. There was a discussion on the removal of asbestos.

Budget Committee votes 6-0 in favor. J. Markland was not present during the vote.

Article VII – Alton Professional Development Fund

S. Miller motioned to accept Warrant Article VII as presented and was seconded by T. O'Rourke.

S. Miller explained that we are required to pay out the number of teachers times \$2,000.00. We try to estimate based on the previous year on how much will actually be used.

The Budget Committee votes 5-1 in favor with R. Nelson voting against. J. Markland was not present during the vote.

Warrant Article VIII – Boiler Capital Reserve Fund

S. Miller motioned to accept Warrant Article VIII as presented and was seconded by J. Markland.

There is currently \$48,000.00 in the fund and there is an estimate of \$350,000.00 to replace.

The Budget Committee votes 6-1 in favor with R. Nelson voting against

8. New Business
None
9. Public Input II
None
Public Input II closed
10. Other Business
R. Nelson noted that there is a JMA meeting tomorrow night.
Our next meeting is scheduled for January 11, 2017 with a snow date of January 12, 2017 for the public hearing.


There was a discussion on a date to meet to get the final numbers for PMHS.

S. Miller motioned to approve the JMA Joint Budget Committee recommendation for PMHS. Recommendation for PMHS Line in the SAU 72 budget and was seconded by G. Fuller

J. Markland amended the motion to include the approval of Warrant Article 9 and Warrant Article 11 based on the JMA recommendation and was seconded by S. Miller. The Budget Committee votes 7-0 in favor.

11. Adjourn 9:00 pm
T. O'Rourke motioned to adjourn with all in favor.

Respectfully submitted,


Peggy Hawksley
Budget Committee Secretary
Approved January 11, 2017

DEC 13 2016
10:00 AM
JMA