

Alstead Advisory Budget Committee Minutes for the July 27, 2016 meeting

Members in attendance:

Glenn Elsesser
Marge Noonan
Carol Reller
Priscilla Sawa
Juliana Stevens
Barbara Viegener
Mary Ann Wolf

Also present:

Tim Noonan

Review agenda, minutes and action items from the last meeting:

The meeting minutes of July 13 were approved (4/yes, 0/no, 3/abstentions).

Attendance:

We have 11 members, no alternates. Donna is on leave, Bonnie didn't re-up for an additional term, and Les is frequently absent.

We suggest that Chris H. contact Les and ask him to be an alternate, so that he doesn't feel pressure to attend.

Select Board meeting:

The Select Board has told transfer station employees that they must give an invoice to residents who incur charges. Charges can be paid by check or credit card on site or by cash at the town offices. Cash is not accepted on site.

The Select Board now requires that department heads get advance approval from a Select Board member before part-time employees can work overtime. Full time employees in DPW work 10 hours a day, four days a week, with a paid lunch.

New ambulances cost \$200K TO \$300K. Jesse is exploring options for buying a used ambulance and a reconditioned defibrillator. Jesse saved \$4000 on the paramedics contract.

Bob Quaglin has agreed to update the job descriptions for the town department heads. He and Kelly are going to work on the second-level job descriptions.

The repeater for the police department communications signal will be put on the new cell tower, not the old one.

The Planning Board is responsible for coming up with a plan for Bragg Lane. The Board has not reached out to Matt Saxton or Julie Stevens, who have both expressed interest in participating in the planning.

The Planning Board has not yet reached out to Glenn Elsesser regarding taking over responsibility for the CIP.

Julie moved to inform the Select Board that we are willing to accept responsibility for the CIP, should the Select Board decide that this is appropriate. (7/yes, 0/no)

No new forest fire bills. Total is still \$22,000.

The Select Board has approved \$18K for the overhead door at the Village Station. No response on the RFP for the other entry doors.

We need more details on vehicle maintenance logs, but this is not likely to happen. We suggest that the Select Board consider hiring a part-time assistant for DPW to help with the paperwork.

John Mann is checking whether we can put calcium chloride on the roads in the LW watershed to keep down the dust.

Carol talked with Terry Knowles about funding for grants. It is possible to enter grants that don't require matching funds in both the income and the expenditure columns of the budget, so that there is no impact on taxes.

Chris R is looking for a flat budget for 2017, and Tim is looking for a decrease.

The transfer station committee will present a report to the Select Board on the first Tuesday in September.

Action items:

- Carol will email Chris H. regarding moving Les to alternate membership status.
- Carol will send an email to the Select Board informing them of our willingness to take responsibility for the CIP.

Next meeting:

Next meeting is August 10 at the Town Offices.

Agenda items for next meeting:

- We need to look at membership on subcommittees for the budget review process that will start next month:
- Glenn came up with a list of possible warrant articles in 2017.
- Items from the punch list: budget review, town employee job descriptions, building maintenance, transfer station committee, CIP, and Bragg Lane.

Minutes submitted by Priscilla Sawa