

TOWN OF ALLENSTOWN  
Budget Committee  
16 School Street  
Allenstown, New Hampshire 03275

Minutes of Budget Committee Meeting on August 20, 2009

David Eaton, chairman of the Budget Committee, opened the meeting at 6:31 PM.

Present at the meeting: Jason Tardiff, Penny Touchette, Sted Holton, Jerry McKenney, Sandy McKenney, Dave Eaton, Mike Frascinella, Jon Richardson, Kate Walker, Fern Bissonnette and Pauline Boutin. Fire Chief Daniel Hart, Deputy Chief Robert Martin, Lynn Bissonnette and David Boutin, residents.

Absent: Ben Pepper, Ben Fontaine and Don Chaput.

Chief Hart gave a tour of the Allenstown Fire Station to the Budget Committee Members and residents.

Dave stated he received an e-mail from Ben Fontaine dated today that he is resigning, with regret, from the Budget Committee.

Dave has made a schedule of when the budget Committee will be meeting with department heads to review budgets:

- September 3, 2009 - Police Station (tour) 6:30 PM review Police budget - finalize Fire Department budget
- September 17, 2009 - Highway Department (tour) 6:00 PM - Review Highway budget at town hall after tour - finalize Police Department budget
- October 1, 2009 - Town Hall 6:30 PM - Executive, Tax Collector, and other town hall budgets, Library
- October 15, 2009 - Sewer Department ? - finalize any of the above budgets - review Sewer Department budget

- October 29, 2009 - Town Hall 6:30 PM - Parks and Recreation, Planning, Zoning - finalize Sewer
- November TBA - finalize all budgets
- December TBA - School and Warrant Articles

Dave received information on a "Budget and Finance Workshop" scheduled for September 22, 2009 from 8:30 AM till 4:00 PM at The Event Center at C. R. Sparks in Bedford, NH. This workshop is sponsored by the Local Government Center. The cost is \$35.00 per person and Dave thinks there may be enough money in the Budget Committee budget if anyone is interested. Please let Dave know if you'd like to attend.

Motion by Sted to accept minutes of Budget Committee Meeting on June 25, 2009 as written. Seconded by Penny. Motion passes.

Dave stated that if anyone has any questions about the budgets to e-mail him and he will forward to department heads or answers.

At this time Chief Hart reviewed his budget for Fire Department, Civil Defense and Forest Fires. The chief went line by line on "Department Head Recommendation" budget explaining why there were increases or level funded lines. The members had the expenditures sheets so they could see how much has been spent on each line so far this year.

Fire Budget: The Chief is asking for a 5% raise for part-time and full time employees. There is a new telephone system that is cheaper than what the figures show on this line. A new program has been started so there is coverage at all times, this is a volunteer program. The dispatch line is an estimate at this time, the Chief won't have the final figure until October. The Chief needs to purchase a new copier machine, the other one is working. The Chief has added \$1,700.00 to the Hose & Fittings line to build up a reserve. There is one more year on the lease for the pickup truck. The Chief needs to have training for the Alarm Maintenance. The person currently performing this duty will be retiring in the future. The Chief said the selectmen want him to have 30 call fire fighters on staff. Grants include a FEMA grant for \$150,000.00 to finish the construction of the 2<sup>nd</sup> floor at the Fire Station, a \$250,000.00 FEMA grant for the purchase of a tanker and

\$20,000.0 in FEMA Highway Safety, Homeland Security and other grants for small equipment.

Civil Defense: The telephone line has all cell phones for the town. The training/equipment line should be \$7,000.00 not \$1,000.00. There is offsetting revenue of \$6,000 for this line in the form of a grant. There is \$60,000.00 for the Homeland Security Grants for Tabletop and Full Scale Disaster Training Exercises scheduled for October and \$10,000.00 in Homeland Security Grants for additional equipment for the EOC.

Forest Fires: The Chief added 120.00 to the vehicle maintenance line because of the age of the forest trucks.

Chief Hart provided members with a 2015-estimated budget.

Members were provided with the Department of Revenue Administration, Municipal Services, and Tax Rates for 2008. Allenstown was 9<sup>th</sup> with a tax rate of \$27.19. Claremont was 1<sup>st</sup> with a tax rate of \$32.59.

A question was asked how the Budget Committee discusses potential changes in budgets, whether we have a separate private meeting. Dave told the members that all budget meetings are public meetings and when department budgets are discussed the department heads should be attending these meetings.

The next meeting is September 3, 2009 at 6:30 PM at the Allenstown Police Station. Chief Mulholland will give a tour of is facility. The police budget will be discussed and the fire budget will be finalized.

Motion to adjourn by Jon at 8:55 PM. Seconded by Sted. Motion passes.