

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

Minutes of Budget Committee Meeting on October 15, 2009

Dana Clement gave a tour of the Treatment Facility.

David Eaton, chairman of the Budget Committee, opened the meeting at 6:55 PM.

Present at the meeting: Dave Eaton, Sandy McKenney, Penny Touchette, Jerry McKenney, Don Chaput, Lisa Komm, Mike Frascinella, Kate Walker, Fern Bissonnette, Pauline Boutin, Jason Tardiff, Sted Holton.

Excused absent: Ben Pepper and Jon Richardson.

Others present: Andrea Martel, Dana Clement, Charlie Martel, Jeff McNamara, Jeff Backman (for the Allenstown Sewer Commission), Harold Thompson (for the Pembroke Sewer Commission) and Lynn Bissonnette.

Sted made a motion to accept the meeting minutes of 10/1/09, Penny seconded the motion. The motion passed.

Dana updated members on the status of the Stimulus Project. He explained that there may be two projects, the Bio-Mag project and a rectangular clarifier, that go out to bid soon. Discussed deadlines set by NH Department of Environmental Services (DES).

Reviewed and discussed Sewer Department budget.

- Superintendent, Dana Clement first explained the Allenstown Wastewater Treatment Facility Budget.
 - Explained the Allenstown and Pembroke Revenue to the plant is the shared cost of expenses for the plant.
- A question was asked regarding the capacity issue and being able to take in so many Septage trucks. Dana replied that the total septage received only totals about 2%-3% of the total flow to the plant. Also, the moratorium was placed by DES on new connections to the plant.
 - Explained that as of January 1, 2010 all Septage revenue and expenses will be separated from the general plant account.
 - Presented the proposed projects to be completed next year.
 - Went over the cost to Waste Management for sludge disposal.
 - Replacement of a vehicle and purchase of a plow for loader.
- Explained to members that next year the permit for the plant expires and more stringent rules will be in the new permit such as maintenance to the sewer collection system.
- Explained how the budgets are calculated. The Plant budget both Allenstown and Pembroke pay their share of the plant expenses based on monthly flow. The Allenstown budget is paid for by the Sewer Users in Allenstown.

Reviewed and discussed the Allenstown Sewer Commission budget.

- This is the revenue and expenses for the Sewer Users.
- Explained how the rate is calculated and explained how the Sewer Users Fees are the only income to pay for the Allenstown expenses.
- Explained how Allenstown and Pembroke pay only 39% of the total budget and Septage Trucks pays for 61% of the budget expenses.

Dana discussed how important it is to take a pro-action approach in removing Inflow & Infiltration (I&I), such as the Town of Pembroke by replacing manhole covers and as Holiday Acres Mobile Home Park. If the town does start reducing I&I then Allenstown's portion of the total budget will go up, which means the sewer rate will rise to cover the high costs.

- Explained the increase in Engineering due to conducting work to reduce I&I in the Allenstown collection system.
- Increased Sewer Maint. & Repairs to \$25,000.00 due to the work that needs to be done in the collection system.
- Increased Capital Reserve Fund to \$20,000.00 to fund future projects for I&I removal.
- A question was asked regarding the utility expenses on the Allenstown Budget. Dana explained they are for the Pump Station on River Road.

Reviewed and discussed the overall gross budget. The proposed bottom line is \$1,967,248.87.

Reviewed and discussed the rate calculations.

- Proposed increase of the 2010 sewer rate is \$7.05 per 1,000 gallon.
- Explained how the flow per unit/household is calculated.
- Described how the increase in sewer rate will increase a customer's sewer bill \$10.89 per year.
- Explained how the State Average worked.

Dave informed members at the next meeting, October 29, 2009 they will finalize the Fire Department Budget and the Sewer Department Budget.

Sandy asked a question regarding reclassifying the two positions at Town Hall to Selectmen Tardiff. Tardiff stated the Selectmen have not at this time discussed what is happening with the two positions. It was asked if it will affect the budget if the positions are reclassified? Tardiff stated the Selectmen will only use what is allocated in the budget.

Sted made a motion to adjourn, seconded by Jerry. Meeting adjourned at 8:45 PM.