

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

Minutes of Budget Committee Meeting on September 30, 2010

Present at the meeting: Carl Caporale, David Coolidge, Don Chaput, Fern Bissonnette, Jason Tardiff, Jerry McKenney, Jon Richardson, Larry Anderson, Lisa Komm, Mike Frascinella, Penny Touchette, and Sandy McKenney.

Others present: Lynn Bissonnette, James Rodger, Diane O'Callahan, Joyce Welch, Dan Karmer, Mark O'Clair, and Andrea Martel.

Sandy McKenney opened the meeting at 6:30 PM.

I. Approve September 22, 2010 minutes.

- Larry made a motion to accept the minutes as written. Fern seconded the motion. Motion passed.

II. Review Zoning Budget.

- Chairman, Mark O'Clair discussed the budget line by line. He discussed the legal increase of the department head recommendation was due to the possibility of the sewer moratorium being lifted and an increase in zoning issues.
- Sandy opened up the budget for questions and discussion.
- Question: Does the zoning board expect many non-conforming issues? Mark stated yes, it is likely.
- Question: What is the difference between advertising and publications? Answer: Publications are the books purchased and advertising is ads in the newspaper.
- Dave made a motion to change the line CNHRPC-Consulting amount from \$500.00 to \$1.00. Jerry seconded the motion. Motion passed with Larry and Penny abstained.
- Lisa made a motion to change the bottom line from \$8,550.00 (approved by selectmen) to \$8,051.00. Jon seconded the motion. Took a roll call. Carl-yes; Dave-yes; Don-yes; Fern-yes; Jason-no; Jerry-yes; Jon-yes; Larry-no; Lisa-yes; Mike-yes; Penny-abstained; Sandy-yes, Sted-abstained, motion passed.

III. Discuss Welfare Budget.

- Welfare Director Diane O'Callghan discussed the budget line by line. Explained that in the current year budget heat is already over budget and that is why the 2011 budget amount for heat is doubled. She reduced rent because they have only spent approximately \$19,676.00. Diane, also explained that 54% of the applicants this year have never applied for assistance before.
- Sandy opened up the budget for questions and discussion.

- Question: Can any of the applicants that are approved work for the town to help work off their amount due? Diane and Jason both stated the idea has been there however due to liability and insurance it would be difficult.
- Carl made a motion to approve the budget in the amount of \$62,394.00 (approved by selectmen). Don seconded the motion. Took a roll call. Carl-yes; Dave-yes; Don-yes; Fern-yes; Jason-yes; Jerry-yes; Jon-yes; Larry-yes; Lisa-yes; Mike-yes; Penny-yes; Sandy-yes, Sted-yes, motion passed.

IV. Review HA Budget.

- Health Officer, Joyce Welch discussed the budget line by line. The proposed budget is at bare minimum.
- Sandy opened up the budget for questions and discussion.
- Question: How much has been spent to date in dues? Answer: Joyce stated that there has been no money spent.
- Question: What is included in the equipment line? Answer: Joyce explained that there is a piece of equipment they use and it is called a sniffer. It may need parts or the line can be used to purchase such items as thermometers.
- Question: Do you plan on purchasing any equipment this year? Answer: Yes.
- Larry made a motion to approve the HA budget in the amount of \$6,977.00 (approved by selectmen). Penny seconded the motion. Took roll call. Carl-no; Dave-no; Don-yes; Fern-yes; Jason-yes; Jerry-yes; Jon-yes; Larry-yes; Lisa-yes; Mike-yes; Penny-yes; Sandy-yes, Sted-no, motion passed.

V. Review Planning Budget.

- James Rodger discussed the budget line by line.
- Sandy opened up the budget for questions and discussion.
- Question: on the legal amount. Answer: James explained that the planning board maybe able to get some of that back as a charge to the client. Then discussed how a gross budget is done. The budget committee only sees the expense side of the budget, not the revenue side.
- Question: on the postage. Answer: Must notify the abutter's with plot plans by certified letter.
- Discussed the advertising line and the dues/publications line.
- Carl made a motion to reduce the amount on the advertising line from \$400.00 to \$100.00. Larry seconded the motion. Motion passed.
- Carl made a motion to reduce the amount of the dues/publication line from \$200.00 to \$100.00. Sted seconded the motion. Motion passed.
- Carl made a motion to reduce the amount of the postage line from \$600.00 to \$250.00. Jerry seconded the motion. Motion passed.
- Question: What was spent in 2007, 2008, 2009 for legal fees? Answer: 2007, do not have amount; 2008, over spent by \$428.00; 2009, over spent by \$28.09.
- John made a motion to reduce the Computer/IT line amount from \$950.00 to \$1.00. Motion passed, with 4 no; Don, Fern, Sted and Jason and Penny abstained.
- Discussed the salary line for the secretary. In 2009 there was \$941.00 left over.

- Sandy made a motion to reduce the amount in the secretary line from \$2,600.00 to \$1,500.00. Motion passed.
- Larry made a motion to reduce the amount in the postage line from \$600.00 to \$250.00. Sted seconded the motion. Motion passed.
- Dave made a motion to reduce the amount in the planning engineer line from \$8,000.00 to \$6,500.00. Larry seconded the motion. Motion failed.
- Sted made a motion to approve the amended bottom line in the amount of \$18,201.00. Jerry seconded the motion. Took a roll call. Carl-yes; Dave-yes; Don-yes; Fern-yes; Jason-yes; Jerry-yes; Jon-yes; Larry-no; Lisa-yes; Mike-yes; Penny-yes; Sandy-yes, Sted-yes, motion passed.

VI. Review Building Inspector Budget.

- Building inspector, Dan Kramer discussed the budget line by line.
- Sandy opened up the budget for questions and discussion.
- Question: About how many hours do you work? Answer: Position is part-time with a total of 1,000 hours per year.
- Discussed the need to updated software for new building codes.
- John made a motion to change the name of the equipment line to IT. Penny seconded the motion. Motion passed.
- Carl made a motion to approve the budget in the amount of \$32,501.00 (approved by selectmen). Sted seconded the motion. Took a roll call. Unanimous yes, motion passed.

VII. Review Advertising/Regional Planning Committee Budget.

- Sandy opened up the budget for questions and discussion. No discussion.
- Larry made a motion to approve the budget in the amount of \$5,284.00 (approved by selectmen). Fern seconded the motion. Took a roll call. Unanimous yes, motion passed.

VIII. Review General Government Building Budget.

- Sandy opened up the budget for questions and discussion. No discussion.
- Larry made a motion to approve the budget in the amount of \$22,450.00.00 (approved by the selectmen). Carl seconded the motion. Took a roll call. Unanimous yes, motion passed.

IX. Review Health Agencies Budget.

- Sandy opened up the budget for questions and discussion. No discussion.
- Larry made a motion to approve the budget in the amount of \$29,022.00 (approved by the selectmen). Sted seconded the motion. Took a roll call. Unanimous yes, motion passed.

X. Review Patriotic Budget.

- Sandy opened up the budget for questions and discussion.
- Larry made a motion to approve the budget in the amount of \$40,000.00. Sted seconded the motion. Took a roll call. Unanimous yes, motion passed.

XI. Update on Sewer Upgrade-Andrea

- No update.

XII. Schedule next meeting

- Discussed October 4, 2010 there will be a meeting to discuss Pay as you throw at town hall.
- Next meeting will be on October 7, 2010 at 6:30 PM at the Fire Station.

Fern made a motion to adjourn, seconded by Jon. Meeting adjourned at 8:07 PM.