

TOWN OF ALLENSTOWN
Budget Committee
16 School Street
Allenstown, New Hampshire 03275
October 15, 2015

Call to Order.

The Allenstown Budget Committee Meeting for October 15, 2015 was called to order by the Chair at 6:00pm.

Roll Call.

Present on the Board: Dave Eaton, David Coolidge, Deb Carney, Carol Angowski, Melaine Boisvert, Mike Frascinella, Keith Klawes, Kris Raymond, Fern Bissonnette, and Jeff Gryval.

Excused:

Unexcused:

Others Present.

Residents of Allenstown: Lynn Bissonnette, Larry Anderson, and Roger LaFlamme.

Others Present:

Other Public Officials:

Allenstown Staff: Diane Demers, Finance Director and Shaun Mulholland, Town Administrator.

Board of Selectmen Budget Process Update

Mr. Gryval stated at this time they usually have the tax rate however DRA is still waiting on information from the School Board. He stated on the town side they have everything in. He stated the tax rate should be set soon. He explained the tax rate setting process goes by first come first serve.

Mrs. Boisvert asked if there is a deadline to have the tax rate set. Mr. Gryval stated there isn't a deadline to have it set but there is a deadline for the paperwork which has passed. He stated until DRA has all the information, they won't get on the list to have it set.

Mr. Gryval stated they had three Budget Committee members at the last BOS meeting when they starting hearing the department budgets. He stated the first major budget was Highway Department. He stated they asked all the departments to come in at a 5% reduction from last years' budget. He stated they all had made significant cuts to their budgets. He stated they are trying to do their part to keep the tax rate as affordable as possible.

Mr. Coolidge asked what kind of raises they are looking at for the town employees. Mr. Gryval stated the CPI was at 1% so the budgets all include 1 increase for the employees. Mr. Coolidge stated you are asking Social Security recipients who get zero ~~to give up 10%~~. He asked how they make it up. Mr. Gryval stated the economic reality is the employees are a commodity and it costs them significant amount of money to replace them when they move on. He discussed in detail the costs associated with replacing police officers they have lost.

Mr. Gryval stated the BOS feels if they give the employees the 1% raise it will go a long way to retaining the employees they have spent money to train.

Mr. LaFlamme asked if the department heads are going to start with a zero percent budget and create what they need for this year or will they just look last year and determine a percentage over the prior year's budget to add to the new budget. Mr. Gryval stated each department head has their own way of crafting their budgets however they have a directive which they are given by the BOS. Mrs. Demers stated when she does her budget she looks at spending trends.

Mr. Gryval explained changes in trends such as fuel costs reducing therefore the department can reduce the fuel line item.

Mr. Frascinella asked Mr. Gryval about the \$32,000 for the Police Academy training. Mr. Gryval stated it is \$32,000 for the total package which includes advertising, the psychological exam, polygraph tests, part of the police academy, FTO training, and uniforms. Mr. Frascinella asked who pays for the police academy. Mr. Gryval stated the policy academy is paid for through fines that officers collect around the state by way of tickets. He explained by law they are required to pay the officer's salary while at the academy.

Mr. LaFlamme asked if an officer goes to the academy do they require the officer to stay on the department for so many years or they have to reimburse the town. Mr. Gryval stated they do not and they have debated it each year. He stated the reason they don't do it is because they want the officers engaged in the job they are doing and if they get to a point they want to move on, the contract would be holding them there.

Mrs. ~~Raymond~~ [Carney] asked if there is a minimum. She stated if not, she thinks there should be. Mr. Gryval stated there is no minimum. He stated it all has to do with performance and morale

within a department once someone becomes disgruntled and wants to move on. Ms. Angowski stated she thought they had done it in the past and they had “requested” people to stay on a certain amount of time.

Mrs. Boisvert asked Mr. Gryval if the officers who left because of the pay scale and if it is why they left were they aware of the pay scale when hired. Mr. Gryval stated two of the officers left the police force altogether. He stated the easiest answer in an exit interview is because of pay scale but there are other factors. He stated until recently there was no pay scale to go by. He stated when hired, they all know what they are going to be making.

Mr. Mulholland joined the meeting.

Mrs. ~~Raymond~~ [Carney] asked what the average amount of time the other four stayed. Mr. Gryval stated the longest was 6 ½ years and the shortest was just under a year.

Mr. Gryval explained to Mr. Mulholland the question of why they don’t have a contract. Mr. Mulholland stated contracts are prorated and once they start working the amount available becomes less and less. He stated if people want to go you don’t want them there because there is no motivation to be there.

Mr. Mulholland stated when they had contracts they had three people who left. He stated the amount of increase in pay at the new job to what they owed the town if they left was not much so they would pay the fee.

Mrs. Boisvert asked if the pay scale is equal to other towns similar to Allentown. Mr. Gryval stated their starting pay scale was equivalent to other similar towns such as Epsom, Pembroke, and Deerfield. He stated even though the starting pay scale was competitive there was nothing coming from the town for years of service. He stated they didn’t have a step system like the Schools have however they do have one now.

Mr. LaFlamme asked if they have a Police Commission. Mr. Gryval stated they do not and in absence of such the BOS acts as the authority.

Mr. Klawes asked about the fuel line item being dropped and if they are being cautious about the possibly of prices going back up. Mr. Gryval stated they are always as cautious and conservative as possible with the line items.

Fill open positions (2)

The Chair stated he has a form for the committee to sign on Mr. Anderson’s appointment.

The Chair explained Mr. LaFlamme had contacted Mr. Mulholland about joining the Budget Committee.

Mr. LaFlamme introduced himself to the Budget Committee. He stated he was born and raised in Allentown, has a Master's from UNH, retired from banking four years ago and served on the Budget Committee in the past. Mr. Gryval stated Mr. LaFlamme is a neighbor of his. He stated he knows Mr. LaFlamme's experience in banking and thinks he will be a valuable member to add to the committee.

Motion. Mrs. Boisvert made a motion to appoint Roger LaFlamme to the Budget Committee. Mr. Klawes seconded the Motion. There was no additional discussion.

A Roll Call Vote was taken: Mr. Eaton-Yes; Mr. Coolidge – Yes; Mrs. Carney – Yes; Ms. Angowski – Yes; Mrs. Boisvert – Yes; Mr. Frascinella – Yes; Mr. Klawes – Yes; Mrs. Raymond – Yes; Mr. Bissonnette – Yes; and Mr. Gryval- Yes. The Chair declared the Motion passed.

Review of minutes

The Chair explained the recorder died 19 minutes into the meeting. Mrs. Raymond stated she was not included as Present on the Board and she was there.

Motion. Mr. Coolidge made a motion to approve the minutes of September 17, 2015 as amended. Ms. Angowski seconded the Motion. There was no additional discussion.

A Roll Call Vote was taken: Mr. Eaton-Yes; Mr. Coolidge – Yes; Mrs. Carney – Yes; Ms. Angowski – Yes; Mrs. Boisvert – Abstained; Mr. Frascinella – Yes; Mr. Klawes – Abstained; Mrs. Raymond – Yes; Mr. Bissonnette – Yes; and Mr. Gryval- Yes. The Chair declared the Motion passed.

Review fall schedule

The Chair stated the November 12 and 19, 2015 meetings will be at the Boys and Girls Club which is at Big Jims. Mr. Mulholland stated he sent them a master schedule of all the meeting dates.

The Chair stated November 12, 2015 will be the presentation of the Town Budget. He asked if it includes the Sewer Budget. Mr. Mulholland stated someone will be presenting the Sewer Budget to the committee at the meeting. The Chair stated they will vote on the Town and Sewer Budgets on the November 19, 2015 meeting.

The Chair asked Mrs. Raymond when the school budget will be ready. Mrs. Raymond stated it will not be ready until late December. Mr. Coolidge asked why they haven't had it presented to them yet. Mrs. Raymond stated they are working on it but it will not be presented to them until then. The Chair asked Mrs. Raymond to try to get it to them by mid-December.

The Chair stated he sent out requests for those who want printed copies of the proposed budgets and did not receive responses. Mr. Bissonnette asked where they can get a copy of the budget.

The Chair stated there is a link in the notice for the webpage with the budgets. Mr. Mulholland stated if they keep the link it will be constantly updated.

The Chair stated he requested they get a copy of the latest expense report before the November 12, 2015 meeting. He asked Mr. Anderson to forward an expense report for Sewer Commission as well.

Other business

The Chair stated they have one position available if anyone knows someone who wants to get involved by the next meeting.

Mr. Frascinella asked Mr. Gryval how they set the tax rate if they don't have the budget isn't complete. Mr. Gryval stated they are looking at the tax rate for this year.

The Chair encouraged the members to attend the BOS meetings on Mondays, if they can, to get a heads up on the budgets.

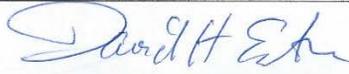
Motion. Ms. Angowski made a motion to adjourn. Mr. Bissonnette seconded the Motion. There was no additional discussion.

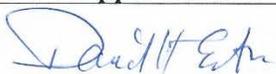
A Roll Call Vote was taken: Mr. Eaton-Yes; Mr. Coolidge – Yes; Mrs. Carney – Yes; Ms. Angowski – Yes; Mrs. Boisvert – Yes; Mr. Frascinella – Yes; Mr. Klawes – Yes; Mrs. Raymond – Yes; Mr. Bissonnette – Yes; and Mr. Gryval- Yes. The Chair declared the Motion passed.

The Chair declared the meeting adjourned at 6:33pm.

TOWN OF ALLENSTOWN
 BUDGET COMMITTEE
 MEETING MINUTES
 October 15, 2015

Signature Page

Original Approval:	
 DAVID EATON, CHAIRMAN	11/13/15 DATE

Amendment Approvals:		
Amendment Description:	Approval:	Date:
Page 2, paragraph 2 – removed ‘to give up 10%’ Page 2, paragraph 2 and Page 3 paragraph 3 – changed ‘Raymond’ to ‘Carney’	 DAVID EATON, CHAIRMAN	11/13/15 DATE

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