

TOWN OF ALLENSTOWN
Budget Committee
16 School Street
Allenstown, New Hampshire 03275
December 18, 2014

Call to Order.

The Allenstown Budget Committee Meeting for December 18, 2014 was called to order by the Chair at 6:06pm.

Roll Call.

Present on the Board: Dave Coolidge, Jeff Gryval, Dave Eaton, Mike Frascinella, Keith Klawes, Stephanie Tallini, Carol Angowski, Jerry McKenney, and Carol Merrill.

Excused: Melanie Boisvert, Chris LaValley, Deb Carney, Tom Irzyk,

Others Present.

Residents of Allenstown:

Others Present:

Other Public Officials:

Allenstown Staff: Ron Pelissier, Road Agent; and Shaun Mulholland, Town Administrator.

Review and Approval of Warrant Articles

ARTICLE 2 Highway Garage Capital Reserve Fund

(THIS ARTICLE DOES NOT IMPACT THE TAX RATE) To see if the Town of Allenstown will vote to raise and appropriate the sum of \$80,000 to be added to the Highway Garage Capital Reserve Fund previously established. This sum to come from unreserved fund balance. No amount to be raised from taxation.

Mr. Pelissier stated right now they are around \$92,000 in the Capital Reserve Fund. HE stated they did some rough estimates for the cost to build the Highway Garage which would be about

\$170,000-180,000. The Chair asked if they would tear down the current building. Mr. Gryval stated they don't have any plans of building or tearing down anything this year. He stated Mr. Pelissier has rough numbers for the building however there is also infrastructure which goes along with it. He stated they aren't even sure if they can build it at this location.

Ms. Angowski asked if this is where the transfer station is now. Mr. Pelissier stated that is correct. Mr. Coolidge asked what kind of building they are talking about. Mr. Pelissier stated it would be a wood building with metal siding. Mr. Coolidge asked if they have looked into doing a pole building. Mr. Pelissier stated he did look into different types of buildings. He stated the new building would be at least twice the size of the current building. Mr. Gryval stated they really don't know what the costs are for the building until they know where they can build it, engineering costs, type of building and other associated costs which is why it's time to put the money aside for it.

Mr. Coolidge asked if they would move the transfer station if the building for the Highway Garage couldn't be on the site. Mr. Gryval stated they would not move the transfer station.

The Chair asked Mr. Gryval to explain the sum to come from unreserved fund balance. Mr. Gryval stated last year they were given more money than they really needed. He stated it comes out to an extra \$160,000 the people voted on to come to the town. He stated the Board of Selectmen want to put the money away.

Ms. Angowski asked where they would put the extra money. Mr. Mulholland stated the unreserved fund balance is all monies that are left over at the end of the year that aren't expended. He stated not all of the money they need to raise comes in. He explained they have previous tax years' money coming in which goes to the unreserved fund balance. He stated it is what they use to pay the bills in terms of cash flow. He stated this is the first year they have not had to worry about whether or not they have had money to pay their bills. He stated the school has worked with them in terms of the money due to the school. He stated whatever is left, they are short and in previous years the Board of Selectmen would buy back taxes. He stated since 2011 the Board of Selectmen has not done that and the unreserved fund balance has been building.

Mr. Mulholland stated the \$160,000 is not going to be spent and will go into the unreserved fund balance. He stated they are moving money from one account to another.

Mrs. Boisvert asked if the school has a surplus they return it to the people of the town. Mr. Coolidge asked if it goes into the General Fund. Mr. Mulholland stated whatever is left in the School's budget goes to reduce the next year's taxes. He stated it has nothing to do with the tax rate unless the Board of Selectmen says they are going to take money out to reduce taxes.

Mr. Coolidge stated the only reason they need the warrant articles is to distribute the money from one account to another. Mr. Mulholland stated it requires the voters to approve the warrant articles. He stated once the voters approve it, then the funds can be designated for whatever purposes. Mr. Gryval stated it's designated for whatever purpose and gave an example of the Highway Garage roof blowing off and using the money from the Capital Reserve fund not the Highway Garage account.

Ms. Angowski asked Mr. Gryval if he will be at the deliberative session to explain this to the residents. Mr. Mulholland stated Ms. Angowski brings up a good point because this gets very complex and is why they put it in bold it doesn't affect the tax rate.

Mr. Klawes asked what happens if the money gets voted down. Mr. Mulholland stated it stays where it is. Mr. Klawes asked if they could put some wording in to say no amount to be raised from taxation and no amount to be given back to the taxpayers. There was further discussion of the wording and possible confusion by the residents.

Mr. Frascinella stated his question is Mr. Mulholland explained the unreserved fund balance is a compilation of whatever money they don't spend in a given year; the money gets returned to the unreserved fund balance. He stated they are budgeted to have revenues in \$8,000,000 however it doesn't all come in when it is supposed to. He stated the School and County have to get all their money and whatever is left, the town has to meet its needs in which case they are going to be short because not all the money is coming in.

Mr. Mulholland stated the town has not bought back taxes since 2010. He stated the Selectmen would write a check into the next year to reduce the tax rate however the money was not there to do that and created a ~~whole~~ hole. He stated the whole creates a cash flow problem. He stated this year was the first year they haven't had to worry about pushing bills out here and there to meet cash flow. He explained this is because they haven't been buying back taxes for several years and they have \$160,000 they are not going to spend. He stated they are asking to move the money from one account to the other.

Motion. Mr. Klawes made motion to recommend Article 2 as written. Mr. Coolidge seconded the Motion. There was no additional discussion.

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

ARTICLE 3 Landfill Capital Reserve Fund (THIS ARTICLE DOES NOT IMPACT THE TAX RATE)

To see if the Town of Allenstown will vote to raise and appropriate the sum of \$20,000 to be added to the Landfill Capital Reserve Fund previously established. This sum to come from unreserved fund balance. No amount to be raised from taxation. (Majority vote required)

Mr. Mulholland stated they are required to monitor the old landfill site. He stated the rates of contaminates continue to go down. He stated there is the potential they will have to cap the landfill but he doubts it will happen. He stated the amount it costs to monitor varies each year.

Motion. Mr. McKenney made a motion to recommend Article 3 as written. Ms. Angowski seconded the Motion. There was no additional discussion.

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

ARTICLE 4 Cemetery Facilities Capital Reserve Fund

To see if the Town of Allenstown will vote to establish a Cemetery Facilities Capital Reserve Fund under the provisions of RSA 35:1 for the purpose of acquiring land and the construction of cemetery facilities and to raise and appropriate the sum of \$15,000 to be placed in this fund. Further, to name the Board of Selectmen as agents to expend from said fund. Estimated tax rate impact of .06 cents per thousand dollars of valuation. (Majority Vote Required)

Mr. McKenney stated the State mandates towns to have cemeteries and seeing as the State is hurting for money, they could sue us for not having one. He stated the town has land to use however they need to have it engineered and set the road and lots. He stated the \$15,000 would be a start and show a good faith to the State.

Motion. Ms. Angowski made a motion to recommend Article 4 as written. Mr. Klawes seconded the Motion.

Ms. Angowski stated she heard something a couple of weeks ago about the town owning a cemetery. Mr. Gryval stated some of the cemeteries are privately owned but the town doesn't own a cemetery. He stated they have always been able to work things out with the churches.

Mr. Klawes asked if the cemetery be for anyone to be buried in or just for the poorer people whose family won't show up to bury them. Mr. Coolidge asked if this could become a money maker. Mr. Mulholland stated they don't make anything because of the costs to maintain it.

Mr. Frascinella asked if the RSA says anything about the purpose of the cemetery. Mr. Gryval stated it is the expertise of the Trustees. Mr. Mulholland stated it may be wise to try to get a change in legislation for the statute.

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

ARTICLE 5 Fire Safety Equipment Capital Reserve Fund (THIS ARTICLE DOES NOT IMPACT THE TAX RATE)

To see if the Town of Allenstown will vote to raise and appropriate the sum of \$60,000 to be added to the Fire Safety Equipment Capital Reserve Fund previously established. This sum to come from the unreserved fund balance. No amount to be raised from taxation. (Majority vote required)

Mr. Gryval stated right now there is about \$2,000 in the account. He stated the Lifepaks have a useful life which is going to be up in four years and the estimated cost to replace all of them is about \$180,000. He explained after 9/11 there was grant money available to purchase them so they were all purchased at once and will all expire at once.

Ms. Angowski asked if they know how many Lifepaks they have. Mr. Gryval stated they have a staff of thirty people. Ms. Angowski asked if they refill them. Mr. Gryval stated the air tanks can be refilled however there are a lot of other mechanisms on them.

Mr. Klawes asked if there is money back when they go to replace the Lifepaks. Mr. Gryval stated it is a good question however he doesn't know if they are refurbishable or not. Mr. Klawes stated he was thinking if they don't wait until they are fully expired and replace a few each year they may be able to get more back for them instead of waiting until they all expire.

Mr. Frascinella asked if they have had a situation where they have used all of them at once. Mr. Gryval stated not since he's been a selectman however the apparatus goes over the face completely and is not typically something to be shared. There was further discussion of the Lifepaks and the need to replace them.

Motion. Mr. Klawes made a motion to recommend Article 5 as written. Mrs. Tallini seconded the Motion. There was no additional discussion.

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

ARTICLE 7 Solid Waste Vehicle Capital Reserve Fund (THIS ARTICLE DOES NOT IMPACT THE TAX RATE)

To see if the town will vote to discontinue the Solid Waste Vehicle Capital Reserve Fund created in 2013. Said funds, with accumulated interest to date of withdrawal, are to be transferred to the municipality's general fund. (Majority vote required)

Mr. Gryval stated they don't need a solid waste vehicle any longer because of the contract with Casella. Mr. Mulholland stated there are only two ways to deal with a Capital Reserve Fund; they can change the purpose of it or dissolve the fund. He explained the money would go into the unreserved fund balance and then Article 6 is taking the money out and putting it in that location.

Mr. Klawes asked what would happen to the money if Article 7 doesn't get approved but Article 6 does. Mr. Mulholland stated it would come out of the unreserved fund balance the way it is.

Mr. Klawes asked what happens in 10 years if the new Board of Selectmen decides to save money and not go through a trash removal company. Mr. Gryval stated they have a 10 year contract with Casella and they look at the contracts each year to see where they are and how things are going. He stated it took five years to get this contract in place and he thinks the future board would do the same.

Motion. Ms. Angowski made a motion to recommend Article 7 as written. Mr. Klawes seconded the Motion. There was no additional discussion.

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

ARTICLE 6 Highway Equipment Capital Reserve Fund (THIS ARTICLE DOES NOT IMPACT THE TAX RATE)

To see if the Town of Allentown will vote to raise and appropriate the sum of \$20,000 to be added to the Highway Equipment Capital Reserve Fund previously established. This sum to come from unreserved fund balance. No amount to be raised from taxation. (Majority vote required)

Motion. Ms. Angowski made a motion to recommend Article 6 as written. Mr. McKenney seconded the Motion.

Mr. Frascinella asked why it says the funds are coming from the unreserved fund balance instead of from Article 7. Ms. Angowski stated they are dissolving the Solid Waste Vehicle Reserve and use it for the Highway Reserve Fund.

The Chair asked if the Board of Selectmen has reviewed and voted on the Warrant Articles. Mr. Gryval stated they have. The Chair asked if they recommended all of the articles. Mr. Gryval stated they did recommend them all.

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

Discussion of Upcoming Meetings

Mr. Mulholland stated there is a meeting scheduled for January 8, 2015. He stated they have a public hearing on January 17, 2015 at 9am and a deliberative session on January 31, 2015 at 9am.

The Chair stated they will review the Sewer Bond at the January 8, 2015 meeting. He stated he hasn't received any of the minutes and is hoping they can go over them at the next meeting as well.

Other Business

Mr. Mulholland explained the tax impact of the budget they approved would be \$1.11 increase which would be \$34.28. He reminded the Budget Committee they estimate revenues conservatively. He explained there are other things which could influence a change in the tax rate such as assessed values.

Motion. Mr. Coolidge made a motion to adjourn. Mrs. Tallini seconded the Motion. There was no additional discussion.

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

The Chair declared the meeting adjourned at 6:57pm.

TOWN OF ALLENSTOWN
 BUDGET COMMITTEE
 MEETING MINUTES
 December 18, 2014

Signature Page

Original Approval:	
 DAVID EATON, CHAIRMAN	2/8/2015 DATE

Amendment Approvals:		
Amendment Description:	Approval:	Date:
General: change 'Mrs. Angowski' to 'Ms. Angowski'; Page 3: 5th paragraph: changed 'whole' to 'hole'	 DAVID EATON, CHAIRMAN	2/8/2015 DATE

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