

TOWN OF ALLENSTOWN  
Budget Committee  
Allenstown, New Hampshire 03275

Minutes of Public Hearing  
August 15, 2013

**Call to Order.**

The Allenstown Budget Committee Meeting for August 15, 2013 was called to order by the Chair at 6:38 pm.

**Roll Call.**

Present on the Board: Dave Eaton, Larry Anderson, Carl Caporale , Jerry McKenney , Dave Coolidge , Mike Frascinella, Deb Carney, Carol Merrill, Jeff Gryval, and Andrea Martel.

Excused: Penny Touchette, Roger LaFleur and Chris Lavalley  
Unexcused: Robin Richards

**Others Present.**

Residents of Allenstown:

Others Present:

Other Public Officials:

Allenstown Staff: Shaun Mulholland, Town Administrator, Kathleen Rogers, Town Clerk/Tax Collector and Diane Demers, Deputy Town Clerk/Tax Collector.

**Tax Collector Presentation**

Mr. Mulholland and Ms. Rogers reviewed the town's tax rate history.

The current 2014 tax rate estimate is \$30.27/1,000 but hopefully will go down based on the Selectmen's review of dept. budgets.

**Review Expenditure and Revenue Reports**

**School Board Expenditures and Revenue Reports**

Ms. Martel answered the following questions that were asked at the May 23 Budget Committee meeting:

\*\*Which budget includes the 2.5% increase for approved warrant articles?

The Voted Budget I gave you yesterday includes the warrant articles. I've also attached it for everyone.

**\*\*What does "enc" mean on the expense report?**

That is short for "Encumbrance." It means we have either an outstanding Purchase Order (PO) that has not yet been paid or there is money set aside to make a payment for a service.

**\*\*Why is the teacher salaries over budget for AES?**

It really isn't over budget, the numbers for both AES and ARD are comparing what teachers got this current year and what they will get next year. The only reason I can think that ARD is down and AES is up is that there are two retirements at ARD and only one at AES. Pete may have a better answer as he is the one who put those numbers in. He'll be back next Wednesday.

**\*\*Is the expense "guidance assessment" (acct# 2123) paid to the SAU?**

This is to pay the SAU employees. (Psychologists, Speech Paths, Occupational Therapists, Special Education Director, Out of District Coordinator, Court Liason, etc.) Allenstown is billed based on the number of special education students they have ages 3-21, so, for example, the ARD line includes Allenstown students attending the Bridge (MS) Program and PA.

**\*\*On account # 2410 why does it say "printing"?**

No clue! Something left over in the system from back when the school printed report cards? Gail Egounis, the new accountant has taken it out and it won't appear on future reports.

**\*\*On the account "travel custodian" what does this expense include?**

This pays for a custodian to pick-up and drop-off interoffice mail to the SAU, to pick up necessary materials or supplies from places like Aubuchon, and that type of travel.

**\*\*Budget Committee members would like to also know if they could get definitions of each line item?**

I'm not sure what you mean. The budget lines do say what is being budgeted. (001-1100-110-101-000 TEACHER SALARIES -AES, etc.) Or is it the booklet I gave you yesterday explaining functions and object codes? They can certainly make copies of that or I can scan the document and send it to you electronically.

### **Sewer Commission Expense and Revenue Report**

There were no questions asked.

### **Town Expenditures and Revenue Reports**

Mr. Frascinella asked how the new front-end loader was funded. Mr. Gryval stated that it was paid from the Capital Reserve Fund. Mr. Mulholland noted that the Police Dept. Bond is coming to an end, so the loader would use funds from the same account and there would be no impact on the tax rate.

Mr. Eaton asked about the hiring of the Police & Fire Chiefs. Mr. Gryval said they had seven candidates for Police Chief and were going through the interview process. For Fire Chief, he said they were just

putting together a search team.

Mr. Caporale asked about the Cap Map 112 Lot 224 Survey expenditure line.

Ms. Martel gave a brief summary of the Cap Map 112 Lot 224 Survey issue. The School Board requested the Sewer Department to camera the sewer line and give a summary of what the issues are and what it would cost to repair or replace the sewer main and/or service connections. The School Board is moving forward with making the road accessible for people to use to the lower field as a handicapped accessible road.

### **Other Business**

The committee discussed the fall schedule. As the BOS are not due to finish the review and voting on the proposed department budgets until the end of October, the committee decided to hold off meeting until November, when the BOS will have finished with the budgets. The Budget Committee will then have the BOS budget and be able to view the whole budget instead of reviewing the budget in parts.

Mr. Eaton encouraged the School Board and the Sewer Commission to have their budgets, if possible, be ready in October.

The following schedule for Budget Committee meetings was decided:

- November 7, 14, 21
- December 5, 12, 19

**Motion.** Mr. Anderson made a motion to adjourn. Mrs. Merrill seconded the Motion. There was no additional discussion.

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

The Chair declared the meeting adjourned at 8:00 pm.