

**TOWN OF ALLENSTOWN**  
**Budget Committee Meeting Minutes**  
**Community Center – Whitten Street Street**  
**Allenstown, New Hampshire 03275**  
**September 30, 2021**

**Call to Order**

The Allenstown Municipal Budget Committee Meeting of September 30, 2021 was called to order at 6:05 PM by Chair Boisvert.

Chair Boisvert called for the Pledge of Allegiance.

**Roll Call**

Present on the Board: Chair Melaine Boisvert, Julie Keane, Carol Angowski, Matt Pitaro, Jeffrey Venegas, Mike Juranty, Deb Carney, Bobbie LaFlame

Excused: Scott Lessard

Allenstown Staff: Derik Goodine, Town Administrator; Debbie Bender, Selectboard, Kris Raymond, School Board Representative; Sandy Lambert; Keith Klawes, Selectboard.

**Election**

➤ Secretary

Ms. Boisvert said they tabled this from the last meeting and Robin Richards has not been for a while. She asked if anyone on the Board was interested.

Ms. Raymond made a Motion to nominate Bobbie LaFlame. Mr. Venegas seconded the Motion.

Roll Call vote was taken.

Melaine Boivert, Aye  
Julie Keane, Aye  
Carol Angowski, Aye  
Kris Raymond, Aye  
Mike Juranty, Aye  
Jeffrey Venegas, Aye  
Deb Carney, Aye  
Bobbie LaFlame, Aye

The Motion passed unanimously.

Mr. Goodine said the Police Department needed to do some upgrades to their computers and they have new cellphones. He said they are going to be hiring a new police officer in the next few weeks as they have an open position. The Dues and Subscriptions for the Police Department are a bit over drafted and he said with regard to maintenance, they were finishing up their garage.

Mr. Goodine said he thought they needed to upgrade the Fire Captain. He said the Fire Department gasoline line item is below budget by \$23.90 and they will need to add to the budget for this in 2022. He said radio maintenance was also over budget and there will be another vehicle repair that will be approved by the Selectboard by the end of the year. Mr. Goodine said they will have to add more to the budget to cover electricity next year.

Mr. Goodine said with regard to the vehicle repairs for the Building Inspector, they will have to budget for a new line as he uses a Town vehicle as well as an increase in Dues and Subscriptions as it is over drafted \$20.00. Mr. Goodine said this increase was because he joined the Building Inspectors of NH and Code Enforcement Officers of NH.

He said the Highway Department overall is in good shape. He said Building Maintenance was over drafted for an oil waste boiler, as well as heat and oil. Mr. Goodine said there were additional signs put up on Deerfield Road to try to slow people down, and this line item is under budget by \$569.51. He said the Dues and Construction line is a bit over and the Construction Supplies item is under budget was for culverts on Deerfield Road. Mr. Goodine said that Granite Street is also over budget by 15-16%. He said they had to add in new Cape Cod berms, which is another \$1,600 and Mr. Pelissier will be talking to the Selectboard about it on Monday. He said the second coat on Granite Street will be next year.

Mr. Goodine said the Welfare Department is looking good and he may make a few cuts for 2022 to offset some of the other increases.

Mr. Goodine said the Parks and Recreation account looks good except for the line item Telephone/Modem because at one time they never had to pay for the telephone and now they do. He said General Supplies have gone up for toilet paper and paper towels, and the Electricity line item will have to be increased next year.

He said the Library is currently in line with its budget.

Mr. Goodine said monies from Old Home Day and Christmas in Suncook is still in there as neither has happened due to Covid.

He said the Old Allenstown Meeting House budget is in good shape and they had a \$100 adjustment last year.

He said there is money left over that will be spent for a water project that will be partially on ARD for the ice skating rink that will be put in the field this winter.

Finally, Mr. Goodine said Police Vehicle line item has a \$5,634 overdraft and that will also be coming out of the Capital Reserves and Ms. Bender needs to discuss it with Chief Stark next week. Mr. Goodine said for Capital Assets has a zero budget and there is currently \$4,436.54 that has been spent to date. Ms. Bender said it is for the storm water software.

### Sewer Revenues

Ms. Bender said the Sewer Revenues are skewed and there are some entries that need to be fixed.

Chair Boisvert said they are short \$219,000 but they have another billing before the end of the year.

### Expenditures and Revenue Reports for School

Ms. Raymond said that they are only 3 months into their fiscal year and it's early to be showing this.

She said that for expenditures you are seeing a \$10.9 million budget and they have only spent \$7.2 million. They have a long way to go. She said Amber tries to figure out year to date encumbrances and with it being so early, she has actually had DOE and DRA forms to be doing, so the encumbrances have a long way to go.

Chair Boisvert said for the revenues, they are still expecting another \$1.2 million coming in. Ms. Raymond said it doesn't appear the report looks complete as the state revenues are missing.

Ms. Raymond said they are now in the fiscal year that they are taking out their loan for the new school, and the process has begun.

### State of School

#### ➤ **New school update**

Ms. Raymond said the total project costs were \$32.5 million and they did get their 60% of DOE funding of \$19.5 million. She said that DOE ranks the needs of a Town, and 60% is their highest ranking. She said the budget that was passed in June did have building aid in it. She said that the remainder tax payer funding of the project is \$13 million.

She said that they are now the official owners of the parcel on River Road where the school will be located and they need to start the loan process to give the money over to the sellers of the land.

Ms. Raymond said there will be a new sign on River Road in the next couple of days that indicates the new home of the K-8 school, and they are projected to break ground in the Spring of 2022.

She said they now have an Owner's Project Manager and the Department of Education requires that if you have a school building project, you must have one. She said the new Project Manager is named Gordon Driscoll and has 22 years of experience. She said their architect is still H.L. Turner and they have been involved since the beginning.

Ms. Raymond said that they have hired Milestone Engineering and Construction Company out of Chichester. She said all updates on the new school website.

Mr. Goodine said he created a link on the Town homepage to the new school.

Ms. Carney asked that with lumber being more expensive, is the price of the building going to be more. Ms. Raymond said they are beholden to \$32.5 million for the total project costs. Chair Boisvert said they presented their budget to the various contractors and one of the solutions would be instead of getting a particular type of door, but at a much lower cost, etc. She said they are expecting that when the school is starting to be built, they

Mr. Klawes said he is concerned that the next round may not be able to be taken full advantage of because they are building a new school. Ms. Raymond said a question that came up was could they use the Cares 3 funds for a filtration system in the new building or heating.

Ms. Raymond said the new furniture that they bought was part of the project costs of \$32.5 million and they were able to offset that using the Cares funds.

Mr. Pitaro asked if they can use the money for books or musical instruments. She said no. Mr. Klawes it has to be directly related to Covid related costs. Ms. Raymond said they had many musical instruments donated such as trumpets, flutes, saxophones.

Mr. Klawes asked if the School Board or Superintendent looking into grants or other organizations to help since they are a poorer school. Ms. Raymond does not think it has been done at a Superintendent or Administrator level as they are dealing with so many Covid related issues. She said they have great staff that look into things as well. She said she is willing to bring it up.

### **Trusts**

Chair Boisvert is unable to read the report but thought there was \$2.598 million in trust.

Mr. Goodine said the fair value of the principal balance was \$2,433,155, and the market value is \$2,606,463. He said when they hold the different investments to term, then that would be the actual market value.

Chair Boisvert said everything that has been approved at Town Meeting was funded.

Ms. Bender said there were about a half a dozen Trust Fund Account Funds that were discontinued, and they are required to stay on the report until the end of the year when they will drop off.

Ms. Bender said that they will need to get them the school related trust information for funds to be deposited and where the funds should go by October 27<sup>th</sup>.

### **State of Town**

Mr. Goodine said they are in good state financially. He said they are still waiting to send out the second tax bills when the state gives them a go ahead.

Mr. Goodine said that China Mill is getting windows but he does not know what they are doing inside. He said the assisted living facility building is going up they have a problem with some some large tubs that are too big for the existing doors that they are working on solving this. He said they do have a lot of aerial websites on their websites.

Mr. Goodine said that they sent out letters to the 7 most viable commercial/industrial properties and he has only heard back from two of them. He said they are trying to figure out what other properties in Town are up for sale to market to Biotech or Biomed type of businesses that may come into the State of NH or other light industrial uses.

He said they received a check for half of \$465,000 for Covid Relief Funds and they are talking to the school because the sewer stops at River Road and they would like to move it further up Route 28. He said they are in discussions with the Superintendent and they need to find out what the estimated cost is to do this.

Minutes Approved by Budget Committee on 11-06-2021

Melaine Boivert, Aye  
Julie Keane, Aye  
Carol Angowski, Aye  
Kris Raymond, Aye  
Mike Juranty, Aye  
Jeffrey Venegas, Aye  
Deb Carney, Aye  
Bobbie LaFlame, Aye  
Sandy Lambert, Aye

Vote 8-0

Respectfully Submitted,

  
Melaine Boivert, Chairwomen

Date *11-13-2021*