

Municipal Budget Committee Meeting  
Community Center  
8 Whitten Street  
Allenstown, New Hampshire 03275  
January 10, 2019

**Call to Order**

The Allenstown Municipal Budget Committee Meeting of January 10, 2019 was called to order at 6:05 pm by Chairman Klawes. He called for the Pledge of Allegiance.

**Roll Call**

Present on the Board: Dave Coolidge, Kris Raymond, Tiffany Ranfos, Chad Pelissier, Keith Klawes, Melaine Boisvert, Carol Angowski, Deb Carney, Ron Cox

Excused: Jeffrey Venegas

Allenstown Staff: Derik Goodine, Town Administrator; Debbie Bender, Finance Director

**School Budget Continued**

Chair Klawes stated that the School Board wants to add \$30,000 to the school budget in order to fund full-time art and music teachers for the elementary schools - \$15,000 for each.

Ms. Boisvert made a motion to recommend adding \$30,000 to the school budget in order to fund full-time art and music teachers for the two elementary schools in Allenstown. The motion was seconded by Ms. Ranfos and passed unanimously.

**Warrant Articles - School**

Chair Klawes said that the budget addition just recommended changes the amount in School Warrant Article #1 from \$10,415,548 to \$10,445,548. He added that there was a request to show the tax rate effect on both the proposed and default budgets.

Chair Klawes read School Warrant Article #2, a request to place up to \$20,000 in the Technology Replacement Expendable Trust Fund. The amount will come from the Expendable Fund balance as of June 30, 2019 and will be available July 1, 2019.

Ms. Boisvert made a motion to recommend School Warrant Article #2. Ms. Angowski seconded the motion, which carried unanimously.

Ms. Boisvert asked about placement of the verbiage regarding the effect on the tax rate. It appears at the beginning of the town warrant articles, and she asked Ms. Raymond to see if the school could do this as well.

Chair Klawes asked about the language in the money warrant articles which always says 'up to' an amount. He asked if the DRA expected that to be an amount certain and asked Mr. Goodine to check on that.

Mr. Pelissier said that since the town operates on a calendar year and the school on a fiscal year, it is more difficult for the school to know what amount they will have for surplus.

Chair Klawes read School Warrant Article #3, a request to place up to \$20,000 in the High School Tuition Expendable Trust Fund. The amount will come from the Expendable Fund balance as of June 30, 2019 and will be available July 1, 2019.

Ms. Angowski made a motion to recommend School Warrant Article #3. Ms. Boisvert seconded the motion, which carried unanimously.

Chair Klawes read School Warrant Article #4, a request to place up to \$20,000 in the School Building Maintenance Expendable Trust Fund. The amount will come from the Expendable Fund balance as of June 30, 2019 and will be available July 1, 2019.

Ms. Boisvert made a motion to recommend School Warrant Article #4. Ms. Angowski seconded the motion, which carried unanimously.

Chair Klawes read School Warrant Article # 5, a request to place up to \$20,000 in the Special Education General Expendable Trust Fund. The amount will come from the Expendable Fund balance as of June 30, 2019 and will be available July 1, 2019.

Ms. Angowski made a motion to recommend School Warrant Article #5. Ms. Boisvert seconded the motion, which carried unanimously.

Chair Klawes read School Warrant Article #6, a request to transfer the balance of the Facilities Acquisition Capital Reserve Fund to the School General Fund.

Ms. Ranfos said that they had a previous discussion about what this could be used for and questioned closing one fund and opening another one with the same purpose, given that a new building is under consideration now.

Mr. Coolidge said that this was probably from when the new school building was proposed. He said that Tom Irzyk should know the details.

Mr. Goodine said the balance in the account is about \$5,600.

Ms. Boisvert said that research should be done on the balance.

Mr. Cox did some online research and determined that the fund was started in 2006. He added that they should have some information on this for the Saturday hearing in case residents ask.

Chair Klawes said that a motion stated in the positive was needed.

Ms. Ranfos made a motion to recommend School Warrant Article #6. The motion was seconded by Ms. Angowski and was unanimously defeated, with one abstention.

### **Warrant Articles - Town**

Chair Klawes read Town Warrant Article #4, Fire Safety Equipment Capital Reserve Fund (\$10,000), the sum to come from the unassigned fund balance.

Ms. Angowski made a motion to recommend Town Warrant Article #4. The motion was seconded by Ms. Boisvert and carried unanimously.

Chair Klawes read Town Warrant Article #5, Library Capital Reserve Fund (\$5,082), the sum to come from the unassigned fund balance.

Ms. Angowski made a motion to recommend Town Warrant Article #5. The motion was seconded by Ms. Boisvert and carried unanimously.

Chair Klawes read Town Warrant Article #6, Public Safety Facilities Capital Reserve Fund (\$20,000), the sum to come from the unassigned fund balance.

Ms. Angowski made a motion to recommend Town Warrant Article #6. The motion was seconded by Ms. Carney and carried unanimously.

Chair Klawes read Town Warrant Article #7, Streetlight Capital Reserve Fund (\$6,500), the sum to come from the unassigned fund balance.

Ms. Angowski made a motion to recommend Town Warrant Article #7. The motion was seconded by Ms. Boisvert and carried unanimously.

Chair Klawes read Town Warrant Article #8, Landfill Capital Reserve Fund (\$6,800), the sum to come from the unassigned fund balance.

Ms. Angowski made a motion to recommend Town Warrant Article #8. The motion was seconded by Mr. Cox.

Mr. Pelissier asked what this was for.

Mr. Goodine responded that it could be anything related to the landfill, including capping or testing. He said that this year it was used to test wells for polyfluoroalkyl substances (PFAS), caused by such things as Teflon and dryer sheets. He said there are eight or nine wells left to test.

Chair Klawes called for a vote on the motion, which carried unanimously.

Chair Klawes read Town Warrant Article #9, Highway Equipment Capital Reserve Fund (\$51,500), the sum to come from the unassigned fund balance.

Ms. Angowski made a motion to recommend Town Warrant Article #9. The motion was seconded by Mr. Cox.

Ms. Carney noted that this is much higher than last year.

Mr. Goodine explained that they are setting aside money in case they need to buy a packer truck when the contract with Casella expires.

Chair Klawes read Town Warrant Article #10, Town Building/Maintenance Capital Reserve Fund (\$10,000), the sum to come from the unassigned fund balance.

Ms. Angowski made a motion to recommend Town Warrant Article #10. The motion was seconded by Mr. Cox and carried unanimously.

Chair Klawes read Town Warrant Article #11, Economic Development Capital Reserve Fund (\$15,000), the sum to come from the unassigned fund balance.

Ms. Boisvert made a motion to recommend Town Warrant Article #11. The motion was seconded by Mr. Cox and carried unanimously.

Chair Klawes read Town Warrant Article #12, Assessing Valuation Update Capital Reserve Fund (\$16,800), the sum to come from the unassigned fund balance.

Ms. Boisvert made a motion to recommend Town Warrant Article #12. The motion was seconded by Mr. Cox.

Ms. Boisvert asked about the total cost of the revaluation.

Mr. Goodine said that it is \$67,200 and will be done by Avitar Associates in 2022. Revaluations must be done at least once every five years, and the last one was done in 2017.

Chair Klawes read Town Warrant Article #13, Re-purpose Recreation Capital Reserve Fund. He said that this warrant article proposes to change the purpose of the existing Recreation Capital Reserve Fund to the Parks and Recreation Project Capital Reserve Fund and requires a 2/3 vote.

Chair Klawes read Town Warrant Article #14, Parks and Recreation Projects Capital Reserve Fund (\$10,000), the sum to come from the unassigned fund balance. This to be added to the Parks and Recreation Projects Capital Reserve Fund re-purposed in Article 13. This appropriation is contingent on the passage of Article 13.

Ms. Angowski made a motion to recommend Town Warrant Article #13. The motion was seconded by Mr. Cox and carried unanimously.

Ms. Angowski made a motion to recommend Town Warrant Article #14. The motion was seconded by Mr. Cox and carried unanimously.

Chair Klawes read Town Warrant Article #15, Storm Water Asset Management Plan, (\$30,000), the sum to come from the issuance of not more than \$30,000 of bonds or notes. The article further authorizes the Selectmen to offset a portion of the appropriation by apply for Clean Water State Revolving Funds (CWSRF). Repayment of the loan funds will include up to 100% principal forgiveness. The article appropriates this year's interest payment of \$250 on bonds or notes, to come from the unassigned fund balance. The article requires a 2/3 vote.

Mr. Goodine added that this project is contingent upon the receipt of CWSRF.

Ms. Boisvert made a motion to recommend Town Warrant Article #15. The motion was seconded by Ms. Carney and carried unanimously.

Ms. Carney asked where KENO will be located if Town Warrant Article #16 passes.

Mr. Goodine said it would be Olympus Pizza, the only establishment with a liquor license.

Ms. Boisvert asked how KENO profits are distributed.

Mr. Goodine said that KENO profits are to fund kindergarten. The KENO profits for all of New Hampshire are divided among all communities based on a formula.

Ms. Boisvert referenced Town Article #18, All Veterans Tax Credit, and Town Article #19, \$250 Credit NH National Guard & Reserve Combat Service Credit. She said she assumed members of the military would have to choose one or the other of these.

Mr. Goodine affirmed that.

Chair Klawes noted that although Articles #18 and #19 do not have an impact on the tax rate, they do impact the budget in that the credits represent revenue not coming in.

#### **Review of Minutes**

Chair Klawes said that minutes would be reviewed on Saturday, January 12, 2019 before or after the Public Hearing.

#### **New Business**

Chair Klawes announced the Budget Committee Public Hearing for Saturday, January 12, 2019 beginning at 9:00 am at ARD.

#### **Next Meeting**

He scheduled the next Budget Committee for January 31, 2019. He said they have not looked at the status of this year's budget for a while. He said they should look at getting more people involved.

#### **Adjournment**

Ms. Ranfos made a motion to adjourn at 7:39 pm. Ms. Boisvert seconded the motion, which carried unanimously.

TOWN OF ALLENSTOWN  
 Budget Committee  
 16 School Street  
 Allenstown, New Hampshire 03275  
**Signature Page**  
**Budget Committee Meeting Minutes**  
**January 10, 2019**

<b>Original Approval:</b>	
KEITH KLAWES, CHAIRMAN	DATE

<b>Amendment Approvals:</b>		
<b>Amendment Description:</b>	<b>Approval:</b>	<b>Date:</b>
	KEITH KLAWES, CHAIRMAN	DATE

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