

TOWN OF ALLENSTOWN
Budget Committee Meeting Minutes
Community Center – Whitten Street
Allenstown, New Hampshire 03275
September 22, 2022

Call to Order

The Allenstown Municipal Budget Committee Meeting of September 22, 2022 was called to order at 6:38 pm by Chair Boisvert.

Chair Boisvert led the Pledge of Allegiance.

Roll Call

Present on the Board: Chair Melaine Boisvert, Julie Keane, Carol Angowski, Mike Juranty, Deb Carney, Sandy Lambert, Bobbie LaFlamme, Jeff Venegas, Diane Adinolfo, John Childs

Excused: Keith Klawes; Kris Bellerose, School Board Representative

Allenstown Staff: Derik Goodine, Town Administrator, Sherry Miller, Finance Director

• **Meeting Minute Approvals**

The Board addressed the changes to the last Meeting Minutes and questions from the minute taker.

Ms. Angowski made a Motion to approve the Meeting Minutes as amended. Ms. Keane seconded the Motion.

Roll Call vote was taken.

Melaine Boisvert, Aye
Julie Keane, Aye
Carol Angowski, Aye
Mike Juranty, Aye
Deb Carney, Aye
Jeff Venegas, Aye
Bobbie LaFlamme, Aye
Sandy Lambert, Aye
John Childs, Aye
Diane Adinolfo, Aye

The Motion passed.

- **Town- Expense and Revenue Reports**

Ms. Boisvert said they can work with last month's reports as there have not been any major changes.

She asked if anyone on the Board had any questions on the expenditures for the Town Expense Report. Ms. Miller said they are in a better position this year than last year at the same time period.

Ms. Miller said that with regard to the Town Revenue Report, the revenues seem to be coming in as projected. She does not foresee any major problems.

- **Trust Funds**

Chair Boisvert said that the Capital Reserve fund through August is \$2,559,863.49 in their Trust Fund Capital Reserve account, the majority which is in sewer. Mr. Goodine said the Public Safety Facilities will have less money at the next meeting because they recoated the Fire Station parking lot, insulating the upstairs and doing sprinkler system repairs. He said next year they would like to install a heating system upstairs.

- **State of the Town**

Mr. Goodine said nothing much has changed since the last meeting. He said China Mill is coming along and will be looking at opening in late Spring. He said that Optimus is straightening out their issues with licensing and awaiting some final documentation.

Chair Boisvert said that she heard they will be opening around January 26th. Ms. Adinolfo said that is about right. She explained that in NH, you cannot put assisted living above the second floor, so the third and fourth floor will be residential 65+. There was a Memorandum of Understanding that is being signed.

Mr. Goodine said the Memory Care section will be located on the 1st floor and will have security. Ms. Adinolfo said they are in the process of hiring staff right now.

Mr. Goodine said the development at the end of Route 28 will be on hold due to the cost of moving around the wetlands. He hasn't heard what the company's overall plans are. There was a discussion regarding various parcels of land in and around the Sully's and Dunkin Donuts area.

Chair Boisvert asked if Brady Sullivan was going to start taking applications for China Mill. Mr. Goodine replied that he has not yet heard anything.

- **School- Expense Reports & Revenue Reports**

Chair Boisvert said Ms. Bellerose wasn't able to make it to the meeting and the School Board will have to reappoint someone to the Budget Committee because Kris is now doing classes in Manchester every Thursday night. Ms. Moore was supposed to come in her place, however she had a prior commitment.

Chair Boisvert said she did forward the school reports to the Board. She said that they just closed their books and they were looking at a budget of \$11.4 million and they have spent \$10.6 million with a surplus of \$759,282.52 to the school. What she doesn't know is any of that was Cares money or truly an operating profit surplus or unexpected operating revenues.

Chair Boisvert said the Revenue Report for the school is everything that is coming in and there are no issues there. She said this is the year that the School Board is negotiating teacher salaries as contracts are up. It is not the year for the paraprofessionals.

She did get a call from Kris Bellerose regarding the budget schedule. When they redid the schedule, Ms. Bellerose said that she is not happy that they switched the sewer and the school. Chair Boisvert said the reason she did that is because she wanted more time to go over the school report and not rush it due to the new building, teacher contracts and excess surplus. She was hoping Ms. Moore would be there tonight to discuss. This would require the SAU to have the budget ready on month in advance and Amber who works finance at the SAU also has several other school districts. But for Allentown, this is the year they need to go into public hearings knowing what those numbers are.

Chair Boisvert said she has no concerns about the School Board's budget and does not want anyone to misconstrue that. She just wants to be fair to the School Board and in order to be fair, they need more than 2-3 hours to review it. She said if it were any other year, it wouldn't be an issue.

Mr. Goodine said they could split the budget between revenue and expenses in order to do it piecemeal but he does not know if that will work.

Mr. Juranty said they do not have to do anything tonight and they can consult with others and gather more information prior to the next meeting. Chair Boisvert agreed. She said she will reach out to Kris Bellerose again and perhaps have a team meeting.

Mr. Goodine wondered if they should schedule meetings on November 5th, and November 19th.

Chair Boisvert said they are changing the Saturday, November 12th meeting to Saturday, November 19th. The December meeting for the Sewer Department will be on the 10th with potentially the other half of the School presentation. They will keep December 15th open just in case.

The next School Board meeting is on October 17th at 6 pm.

- **Old Business**

Chair Boisvert said that there is no old business to discuss.

- **New Business**

Chair Boisvert said she has been hearing that the Town of Allenstown has proposed leaving Tri-Town and starting their own Town ambulance service. She asked for clarification.

Mr. Goodine said he cannot give all of the details, but said that Allenstown is looking to have Town Fire Department based EMS Services but this would not happen until 2025. This model is 24/7 fire with EMS services. During the interim, they are looking at running an ambulance because right now, in Tri-Town's budget, you are going to see that they are going to have money in there to run an ambulance from 7 to 3 pm, which has one person schedule above what they do now (Chris Gamache who will be the back-up on that ambulance).

Mr. Goodine said personally he thought it was putting the cart before the horse. Chief Lambert crunched the number and this provides the ability to get their fire fighters to get out the door because they will always have two full timers in there 24/7. He said when you see the numbers, it makes sense. There are a couple of different models that will need to be discussed. He would like to hire four more full-timer firefighters and some will be EMTs with most being at the advanced level. They could also use per-diem firefighters to fill the roster.

Ms. Boisvert asked if the Inter-Municipal Agreement with Pembroke expires in 2025. Mr. Goodine said yes, they already sent a letter saying that's their intention but Pembroke does not want them to do that. She is also concerned where they will find 4-6 full-time EMS and will they bring them in, train them and then they leave for more money. She asked with the cost of employees, benefits, an ambulance, supplies, what are they looking at for an annual budget? Mr. Goodine said there will be additional money coming in as revenue which will eventually equal.

Mr. Goodine also reminded the Board that the new Senior living facility and China Mill condominiums will drive up their calls by 20% and they will not have to lose calls to Hooksett and Concord.

He said they were losing approximately 37 calls per year (and that revenue) to Concord or Hooksett because they couldn't respond but they were responding to almost an equal amount of 25 calls to those other towns.

Chair Boisvert said if this were going to go through, would they purchase a new ambulance or take one from Pembroke. Mr. Goodine said an assessment will have to take place and right now they are in discussions. They still need to figure out how they are going to split the assets up.

Chair Boisvert said she doesn't even know how feasible this will be from a financial standpoint. She said Chief Lambert just needs to be in a position to explain and sell it to the Budget Committee.

Mr. Goodine said they have been discussing finishing the upstairs of the fire house for years. He said Pembroke has already said they would like Allenstown to stay with them and right now they are not locked into this decision.

Mr. Venegas said that he thinks it is important to reach out to other towns to see how they have handled this situation.

Chair Boisvert asked how much revenue they pull from Tri-Town. Mr. Goodine said they are provided with reports every month and they can review these reports. Mr. Goodine displayed a report from May 2022 including what they billed out and what revenue they received. He said allowances are when you start writing off due to Medicaid, etc. (See TTEMS minutes for details)

Mr. Goodine said with regard to their ambulances, they are on a 12 year cycle and everything within that ambulance is replaced because it depreciates and needs to be refurbished/ relicensed so they just replace the ambulance with all the equipment all at once.

Mr. Goodine said it is up to Mr. Gamache and Mr. Jodoin to present on November 5th.

Chair Boisvert said with inflationary pressures, they really need to dig deep into those numbers (specific to revenues from Allenstown) and the fact that 66% of their revenues are uncollectable. She said that is very concerning. She asked how they will supplement their losses.

Mr. Goodine said if it can't get sold to the Boards, it won't get sold to the voters.

Chair Boisvert asked what is involved with the licensing of the hospitals. It was mentioned that Concord Hospital and Elliot Hospital were through Tri-Town. Mr. Goodine said right now, he believes they are fully licensed to provide medical care, just not the transport.

Ms. Adinolfo said she is disappointed that five people agreed to send the letter to Tri-Town in Pembroke without having all the details discussed. Mr. Goodine said the details were hammered out, just not at the Budget Committee. He said they are going to have to have the Revolving Fund Article and that is where their revenues would go in (similar to a Police Department with outside details).

He said this isn't about sour grapes but enhancing that level of fire service along with the EMS service and spending the same amount of money.

Mr. Goodine will try to present information on how that will impact the Revolving Fund but said it is in the ambulance budget. He may already have it.

MOTION TO ADJOURN

Ms. Adinolfo made a Motion to adjourn [TIME]. Ms. Angowski seconded the Motion.

Roll Call vote was taken.

Melaine Boisvert, Aye
Julie Keane, Aye
Carol Angowski, Aye
Mike Juranty, Aye
Deb Carney, Aye
Jeff Venegas, Aye
Bobbie LaFlamme, Aye
Sandy Lambert, Aye
John Childs, Aye
Diane Adinolfo, Aye

The Motion passed.

**TOWN OF ALLENSTOWN
MUNICIPAL BUDGET COMMITTEE
PUBLIC MEETING MINUTES
September 22, 2022
Signature Page**

Original Approval:	
MELAINE BOISVERT, Chair	DATE
KEITH KLAWES, Selectboard Member	DATE
JULIE KEANE, Member	DATE
CAROL ANGOWSKI, Member	DATE
MIKE JURANTY, Member	DATE
JEFFREY VENEGAS, Member	DATE
DIANE ADINOLFO, Member	
DEB CARNEY, Member	DATE
BOBBIE LAFLAMME, Member	DATE
KRIS BELLEROSE, School Board Member	DATE
SANDY LAMBERT, Member	DATE
JOHN CHILDS, Member	DATE