

**ALTON BUDGET COMMITTEE
MEETING MINUTES
September 15, 2011
ALTON TOWN HALL**

Convene - The meeting was called to order by Chairman Marc DeCoff at 6:30pm. Those present identified themselves as follows:

Terry Noyes, School Board
Marc DeCoff, Chairman
Barbara Howard, Member
Steve Miller, Member
R. Virgil MacDonald, Member
R. Loring Carr, Selectman's Representative
Also Present: Russell Bailey, Town Administrator

*Secretary's Note: Could not distinguish names of the other persons speaking during your roll call:
Could have been Steven Miller and Virgil MacDonald
Douglas Kirkpatrick not present.*

Pledge of Allegiance to the Flag – M. DeCoff led those assembled in the Pledge of Allegiance to the Flag.

Public Input - None

Approval of the Agenda – B. Howard motioned to approve the agenda as written, it was seconded and passed with all in favor.

Minutes - M. DeCoff advised no minutes were available at this time. He stated that Caroline (Schaeffner) would be stepping down as their transcriber/recorder, in order to care for her mother.

Old Business - None

New Business:

1) Review draft of a Budget Committee Calendar with regards to meetings with School and Department Heads – Members and the Town Administrator discussed postings and their meeting schedule and revised the dates appropriately. It was also agreed to have their next meeting on October 20, 2011.

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2) Appointments - M. DeCoff asked about making three appointments to the Prospect Mountain Budget Committee. A motion was made and seconded to appoint Barbara (Howard), and Steve Miller and Douglas Kirkpatrick, with Virgil Macdonald as an alternate, the motion passed with one abstention (SM).

3) Town Budgets - The Board met with R. Bailey on Town budgets, and scheduling dates for CIP, and others, they reviewed procedures for Warrant and Petition articles, and public hearings in accordance with State requirements.

The request was made for a list of all revenues up to date, a list of all trust balances, amounts and current balances, charitable percentages used for adm., the percentages used for the Town of Alton, the amount of people served in Alton and a list of all fuel usage. R. Bailey advised he submit these totals. Also a suggestion was made for funding sources. R. Bailey again advised the budget books are not ready at this time.

4) Reed Road - L. Carr advised on the conditions at Reed Road and the unanticipated costs to make repairs to the Bridge. R. Bailey noted the repairs would come under a "Bridge Program" and described the procedures involved. An engineering firm has been hired and the Town could be reimbursed at 80% of the costs. He will have more on the final figures, and come back for emergency funding as allowed by law from the surplus.

5) Personnel - R. Bailey noted the Selectmen had approved up to a 3% COLA increase, and to level fund non-personnel items unless there was an unusual circumstance, and that would be evaluated based upon presentation. Members discussed retirement and health benefits and working within the default budget.

6) Meeting Schedule - M. DeCoff advised the next meeting for October 20th would be posted at the Town Hall. And the entire schedule, once it has been finalized, should be sufficient once posted. The school schedules are separate but when their schedule is finalized, it will also be posted.

Public Input - None.

Adjourn - Chairman DeCoff adjourned the meeting at 7:30pm.

Transcribed from a cassette of this meeting, to the best of my knowledge and ability:

Respectfully submitted,


Patricia A. Rockwood, Town Secretary

Minutes Approved: October 20, 2011