

**2017 Municipal Budget Process – Town of Lincoln  
Budget Committee Meeting Minutes – January 16, 2018  
Lincoln Town Hall, Lincoln, NH**

Attending: Paul Beaudin, Cindy Rineer, Lutz Wallem, Secretary Susan Chenard, Selectperson  
Jayne Ludwig, Vice Chairman Herb Gardner, Chairman Mike Simons, Cindy Lloyd, Jack Daly,  
Larry Sweeney, Beverly Hall  
Excused: Dennis Ducharme, Patricia McTeague  
Staff: Town Manager Butch Burbank, Finance Officer Helen Jones  
Audience: Tammy Ham, OJ Robinson

**Call to Order:** Chairman Simons called the meeting to order at 5:33pm.

**Motion:** To accept the meeting minutes of January 9, 2018, as written.

Motion: Jayne Ludwig                      Second: Herb Gardner                      Motion passes unanimously

**Trustees of the Trust Funds**

At last week's meeting, Herb had asked to make a brief presentation, or request, from the Trustees of Trust Funds. He distributed a handout showing earned interest since 2013 on the Trust Accounts. (Years 2013-2015 saw \$152, \$138 and \$229, while 2016 showed \$8,169 and 2017 showed \$23,881.) All three Trustees serve on the Budget committee as well. Lutz is the chairman, Herb is the vice chairman and bank rep, and Beverly is the secretary and bookkeeper. Herb explained that part of the increase is due to banks reading their minutes and competing with each other. We should be seeing 2-4 more bumps in interest rates, as banks may come in to edit their proposals. The current group of trustees meets more often, and meetings run 1-1.5 hours, with meetings usually on Wednesdays at 11am. The Trustees are looking for a small budget of about \$500 to use for a minute taker and misc. expenses. Cindy L asked why it couldn't go under the administrative budget. Butch says they don't have someone to take minutes. He suggested they tape meetings and send the recordings out to be typed for \$25/hour. Butch felt it might not be enough money actually, as they met 14 times last year. Jayne noted that they have to meet a minimum of 4 times per year and send documentation to the government. Most towns meet based on the amount of funds, and should be meeting about every 6 weeks, said Herb. (Beverly arrived during this conversation.) Helen asked if these funds were also for bookkeeping duties. Lutz pointed out that most funds are with Citizens Bank. Primary Bank was used for the Roland Dubois funds, for a CD to show the possibilities, and now Citizens Bank is competing. Beverly noted that total interest may actually be closer to \$26,000. The work that they're doing is not in question. Mike wondered how the principal had been growing, beyond interest, and Helen said it was from the CIP. They started the year at .0001, then up by steps to .1 interest. Primary Bank is 2.45%. Butch said that historically the committee had taken their own minutes, but they want to switch away from that. Cindy R then asked where we would put the funds we might allocate to them. Helen suggested putting them under the executive budget, under subcontracted services. Some meetings have been more than 1.5 hours, said Butch, especially when meeting with bankers. Jack suggested a top figure of \$1000, while Butch said \$750-\$1000 seemed right.

45  
46 **Motion:** To authorize \$1000 expense to be added to the executive budget, under contracted  
47 services, for secretarial purposes.

48 Motion: Jack Daly                      Second: Susan Chenard                      Motion passes unanimously  
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50 Paul asked that we now discuss expense and payments for the budget committee. He felt that  
51 the secretary of this committee should be compensated at the same rate as others. The  
52 Planning Board and Zoning Board of Appeals each hire Ellen at \$25/hour, while the Board of  
53 Selectmen uses Jane as a minute taker, at overtime pay. Helen pointed out that Susan needs to  
54 be here as a board member, so does one pay her to attend the meeting too? Since she is typing  
55 during the meeting, which would lessen her time spent typing outside of the meeting, it seems  
56 reasonable. Larry felt that it would make sense to see how the other meetings manage it. Butch  
57 said that appointed or elected boards manage their own budgets. Jack complimented Susan on  
58 her minutes, but doesn't agree with creating a paid position within the board. Butch said that he  
59 would research and get back to us.  
60

61 **Capital Reserve and Warrant Articles-** Butch reviewed this budget, and said that it was nice to  
62 have Cindy Lloyd and OJ here, who are both members of CIP. The Town plans to stay near the  
63 the \$1.4 million annual amount. Larry asked about Water System Rehab, which had doubled.  
64 The WTP disinfection system and work at Cold Spring Well are some of the increases, seen on  
65 page 24 of the CIP report. Roads & Streets is down considerably, as the West Street  
66 engineering is almost done, and Butch is hoping to start neighborhood meetings soon. he's still  
67 seeing lots of ponding there at the moment. Funding was moved from the Fire Truck to the  
68 Riverfront Park. Public Works Vehicles went to \$96,000, to prepare for the bond. Paul asked  
69 about timing of funds coming back in for the dam. Butch replied that it would be about 2 years  
70 after we know the amount. Currently, we see two \$400,000 options for levee repairs. At town  
71 meeting, we'll choose one or the other. We should see federal reimbursement of 75% of the  
72 levee repair costs from this past storm. For the Riverfront Park, \$200,000 is maximum grant  
73 refund, but we won't know if we'll get it till after town meeting. We'll gross budget the \$400,000,  
74 but won't spend more than \$200,000. Luckily, in-kind work counts, so we can focus on  
75 preparing it, clearing, leveling for the skateboard park, etc. They'll pay for everything on top of  
76 the land. Getting a path down to the river is at the top of the grant priority. We'll stub  
77 water/sewer to the parking lot for future. Regarding the levee, OJ explained that a section of the  
78 river is much deeper than plans showed. so we had skipped that part during repairs to work on  
79 later. Jack asked if the engineer had an errors and omissions policy. Yes, and we could pursue  
80 it, but our engineer vs. their engineer... The engineers took the 1960's plans to bring the rebuild  
81 to 1960's standards. How much money do you want to spend to get that back? The water  
82 resources board said that the Town is the owner of that dam, but we always said that we didn't  
83 own it, just that we'd maintain it. We disputed ownership in court but lost. We'll appeal and go  
84 to the supreme court, if need be, said Butch. Paul was still worried about what will happen.  
85 Butch explained that one small section was done in concrete with pinning. The Community  
86 Center sees an increase of \$6,000, for flooring and community center expansion and the  
87 garage. The new roof is a general expense to be shared with Woodstock. Paul worried about  
88 lack of water, sewer and infrastructure. \$20,000 is going into additional water treatment and

tanks to go to engineering and design to see what we need. We're producing enough water, we just don't have enough pressure and storage. Then \$50,000/year will go to bond payments of whatever solution we find. OJ, personally, feels that the CIP should be paying for assets that we are using now. For future things that we're not using now; we should save that for future generations. It's a similar situation with sewer. Find a solution and plan to pay for it. Paul felt that the CIP should be to avoid bonding and more for saving by taxation. Helen says for years she's been hearing that we've been putting too much into CIP, but now Paul is advocating for putting more into it, so which way would he prefer. West Street is being paid completely from CIP. Helen is happy that Butch backed her to stop using the CIP as a bank account, and Butch feels the town is running a tight CIP, which is doing much good without using TAN. He mentioned also that the Cemetery Trustees want to make a burial site for cremations and an office/shed/garage building. (Herb left at 6:57pm.) Butch again was complimented on his not kicking the can down the road, but grabbing the bull by the horns time and again. Cindy L said that we do save money for engineering at least, if not for an entire project. Paul and Butch said that we've done 2-5 engineering studies on what to do with the water system, Paul saying that we're growing faster than we're able to put into the CIP. The tax rate is increasing by 11 cents while the town grows by millions in valuation. OJ said the most recent study is 7 years old. All the studies said that we can produce water, it's just a storage issue. However, we have not addressed the storage problem till now. At least now, all new building has to "show us the water", to prove that they can provide water to put out their own fire, like at Riverwalk 2 or the upcoming Hampton Inn, for example. They provide the tank, and we can fill it at our leisure. Or we can talk to developers to have them work together to put up another tank. The study said that we have a storage issue, but now we need a study to tell us storage solution options. Should we lift one tank or add another one elsewhere, for example, or change the diameter of pipes. Pollard Road now has a bigger water main, but Main Street still has a small one, and should be upgraded. However, that will be a permitting nightmare as Main Street is Route 112, and state-owned. Jack said he had talked with Peter Malia about linkage statements; for example, if we give you this, you need to do that, like buy a fire truck. There was further discussion on Main Street traffic, another result of more development. OJ pointed out that three items, like fire trucks, were cut/postponed in the CIP to stay low and focus on the park. We also cut out the security system for the town hall and the truck scale for solid waste to allow for the Riverfront Park. The extra parking lot will be across from Jean's playhouse, with 90-98 spots, and will be public parking, which may also be used for snowmobile parking in the winter, etc.

Paul asked about Patricia's position. We have not yet received a letter from her. Helen will remind us whose terms are up, and to announce candidacy for next term, next meeting. Also, she reminded the committee that next week would be the joint meeting with Woodstock, here in Lincoln.

**Motion:** To adjourn at 7:26pm

Motion: Cindy Rineer

Second: Jayne Ludwig

Motion passes unanimously

  
Chairman Mike Simons

  
Date