

1                               **2018 Municipal Budget Process – Town of Lincoln**  
2                               **Budget Committee Meeting Minutes – February 8, 2018**  
3                               **Lincoln Town Hall, Lincoln, NH**  
4

5    Attending: Paul Beaudin, Cindy Rineer, Lutz Wallem, Secretary Susan Chenard, Selectperson  
6    Jayne Ludwig, Vice Chairman Herb Gardner, Chairman Mike Simons, Dennis Ducharme, Cindy  
7    Lloyd, Jack Daly, Larry Sweeney  
8    Excused: Beverly Hall, Patricia McTeague  
9    Staff: Town Manager Butch Burbank, Finance Officer Helen Jones  
10   Audience: Ron Beard, Ivan Strickon, Paula Strickon, Tammy Ham, OJ Robinson, Chief Smith,  
11   Mary Conn  
12

13   **Call to order:** Chairman Simons called the meeting to order at 5:30pm.  
14

15   Mike had sent an email reminder to all committee members the evening before this meeting to  
16   remind us that we would need to vote on all portions of the budget prior to the Public Hearing,  
17   so as to have an approved budget to present. Then we could revote, if necessary, after the  
18   Public Hearing.  
19

20   ***Operating Budgets***

21   **Motion:** To recommend the Executive budget with total expenses of \$431,948.

22   Motion: Herb Gardner                   Second: Lutz Wallem                   Motion passes with 1 opposed  
23

24   **Motion:** To recommend the Tax Collector/Town Clerk budget with total expenses of \$68,721.

25   Discussion: Increase in wages and contracted services.

26   Motion: Cindy Lloyd                   Second: Dennis Ducharme                   Motion passes unanimously  
27

28   **Motion:** To recommend the Elections budget with total expenses of \$5,260.

29   Motion: Larry Sweeney               Second: Herb Gardner                   Motion passes unanimously  
30

31   **Motion:** To recommend the Legal budget with total expenses of \$135,000.

32   Motion: Herb Gardner               Second: Jack Daly                   Motion passes with 1 opposed  
33

34   **Motion:** To recommend the Personnel Administration budget with total expenses of \$904,570.

35   Motion: Larry Sweeney               Second: Cindy Lloyd                   Motion passes with 1 opposed  
36

37   **Motion:** To recommend the Planning & Zoning budget with total expenses of \$103,747.

38   Motion: Herb Gardner               Second: Cindy Lloyd                   Motion passes with 2 opposed  
39

40   **Motion:** To recommend the Town Hall Building budget with total expenses of \$45,950.

41   Motion: Larry Sweeney               Second: Herb Gardner                   Motion passes unanimously  
42

43   **Motion:** To recommend the Cemetery budget with total expenses of \$21,200.

44   Motion: Herb Gardner               Second: Jack Daly                   Motion passes with 1 abstaining

45 **Motion:** To recommend the Insurance budget with total expenses of \$105,291.  
46 Motion: Larry Sweeney Second: Herb Gardner Motion passes with 1 opposed  
47  
48 **Motion:** To recommend the Police budget with total expenses of \$1,065,975.  
49 Motion: Dennis Ducharme Second: Larry Sweeney Motion passes with 1 opposed  
50  
51 **Motion:** To recommend the Fire budget with total expenses of \$130,687.  
52 Motion: Herb Gardner Second: Jack Daly Motion passes unanimously  
53  
54 **Motion:** To recommend the Emergency Management budget with total expenses of \$9,000.  
55 Motion: Herb Gardner Second: Larry Sweeney Motion passes unanimously  
56  
57 **Motion:** To recommend the Public Works budget with total expenses of \$325,996.  
58 Motion: Herb Gardner Second: Cindy Lloyd Motion passes unanimously  
59  
60 **Motion:** To recommend the Street Lights budget with total expenses of \$47,000.  
61 Motion: Larry Sweeney Second: Dennis Ducharme Motion passes unanimously  
62  
63 **Motion:** To recommend the Solid Waste budget with total expenses of \$292,982.  
64 Motion: Herb Gardner Second: Larry Sweeney Motion passes with 1 opposed  
65  
66 **Motion:** To recommend the Sewage Disposal budget with total expenses of \$250,250.  
67 Motion: Dennis Ducharme Second: Herb Gardner Motion passes with 1 opposed  
68  
69 **Motion:** To recommend the Water budget with total expenses of \$368,185.  
70 Motion: Herb Gardner Second: Larry Sweeney Motion passes with 1 opposed  
71  
72 **Motion:** To recommend the Community Building budget with total expenses of \$188,069.  
73 Motion: Cindy Lloyd Second: Herb Gardner Motion passes with 2 opposed  
74  
75 **Motion:** To recommend the Health Appropriations budget with total expenses of \$102,629.  
76 Motion: Jayne Ludwig Second: Herb Gardner  
77 Discussion: Mike confirmed that we had the 2<sup>nd</sup> request from the Linwood Ambulance Service  
78 on a separate line. Paul wanted to discuss the options further, but Mike felt the best time to do  
79 so was during public hearing, as we were getting close to the time that the Public Hearing  
80 should start. He asked someone to call the question.  
81 **Motion:** To Call the Question:  
82 Motion: Herb Gardner Second: Larry Sweeney Motion passes with 2 opposed  
83 Motion to recommend the Health Appropriations budget with total expenses of \$102,629 passes  
84 with 1 opposed  
85  
86 **Motion:** To recommend the Welfare budget with total expenses of \$5,500.  
87 The Board of Selectmen would like to keep this at the \$7,520 originally requested.  
88 Motion: Herb Gardner Second: Dennis Ducharme Motion passes with 1 opposed

89 **Motion:** To recommend the Recreation budget with total expenses of \$265,193.  
90 Motion: Herb Gardner Second: Jack Daly Motion passes with 2 opposed  
91  
92 **Motion:** To recommend the Library budget with total expenses of \$117,952.  
93 Motion: Larry Sweeney Second: Dennis Ducharme Motion passes with 1 opposed  
94  
95 **Motion:** To recommend the Patriotic Purposes budget with total expenses of \$10,575.  
96 Motion: Herb Gardner Second: Larry Sweeney Motion passes with 1 opposed  
97  
98 **Motion:** To recommend the TAN Interest budget with total expenses of \$1.  
99 Motion: Herb Gardner Second: Cindy Lloyd Motion passes unanimously  
100  
101 **Motion:** To recommend the Long Term Debt budget with total expenses of \$903,370.  
102 Motion: Herb Gardner Second: Larry Sweeney Motion passes unanimously  
103  
104 ***Warrant articles***  
105 **Motion:** To approve to recommend the addition of \$30,000 to the Solid Waste CRF.  
106 Motion: Herb Gardner Second: Dennis Ducharme Motion passes unanimously  
107  
108 **Motion:** To approve to recommend the addition of \$10,000 to the Fire Truck CRF.  
109 Motion: Herb Gardner Second: Cindy Lloyd Motion passes unanimously  
110  
111 **Motion:** To approve to recommend the addition of \$25,000 to the Revaluation CRF.  
112 Motion: Herb Gardner Second: Jayne Ludwig Motion passes unanimously  
113  
114 **Motion:** To approve to recommend the addition of \$96,000 to the Public Works Vehicles CRF.  
115 Motion: Herb Gardner Second: Larry Sweeney Motion passes with 1 opposed  
116  
117 **Motion:** To approve to recommend the addition of \$30,000 to the PD Equipment CRF.  
118 Motion: Herb Gardner Second: Larry Sweeney Motion passes unanimously  
119  
120 **Motion:** To approve to recommend the addition of \$231,000 to the Sewer System Rehab CRF.  
121 Motion: Herb Gardner Second: Dennis Ducharme Motion passes unanimously  
122  
123 **Motion:** To approve to recommend the addition of \$155,000 to the Water System Rehab CRF.  
124 Motion: Herb Gardner Second: Jack Daly Motion passes unanimously  
125  
126 **Motion:** To approve to recommend the addition of \$214,500 to the Road and Street  
127 Reconstruction CRF.  
128 Motion: Lutz Wallem Second: Herb Gardner Motion passes unanimously  
129  
130 **Motion:** To approve to recommend the addition of \$26,000 to the Engineering & Planning CRF.  
131 Motion: Dennis Ducharme Second: Larry Sweeney Motion passes unanimously  
132

133 **Motion:** To approve to recommend the addition of \$20,000 to the Kanc Rec Area Equipment  
134 CRF.

135 Motion: Herb Gardner Second: Larry Sweeney Motion passes unanimously  
136

137 **Motion:** To approve to recommend the addition of \$10,000 to the Community Center CRF.

138 Motion: Herb Gardner Second: Larry Sweeney Motion passes unanimously  
139

140 **Motion:** To approve to recommend the addition of \$60,000 to the Cemetery Maintenance  
141 Expendable Trust.

142 Motion: Herb Gardner Second: Cindy Lloyd Motion passes with 1 abstaining  
143

144 **Motion:** To approve to recommend the addition of \$30,000 to the Property and Building  
145 Maintenance CRF.

146 Motion: Herb Gardner Second: Larry Sweeney Motion passes unanimously  
147

148 **Motion:** To approve to recommend the addition of \$2,000 to the Library Technology CRF.

149 Motion: Lutz Wallem Second: Herb Gardner Motion passes unanimously  
150

151 **Motion:** To approve to recommend the addition of \$18,500 to the Library Building CRF.

152 Motion: Dennis Ducharme Second: Herb Gardner Motion passes unanimously  
153

154 **Motion:** To approve to recommend the addition of a total of \$958,000 to the CRF/Trust Funds,  
155 as described above.

156 Motion: Herb Gardner Second: Larry Sweeney Motion passes with 1 opposed  
157

158 ***Special warrant articles***

159 **Motion:** To approve to recommend the addition of \$28,000 to the Highway Block Grant.

160 Motion: Herb Gardner Second: Lutz Wallem Motion passes unanimously  
161

162 **Motion:** To approve to recommend the addition of \$40,000 to the Employee Separation CRF.

163 Motion: Herb Gardner Second: Larry Sweeney Motion passes unanimously  
164

165 **Motion:** To approve to recommend the addition of \$21,180 to the Union Contract.

166 Motion: Herb Gardner Second: Lutz Wallem Motion passes unanimously  
167

168 **Motion:** To approve to recommend the addition of \$400,000 to the Levee – Repairs (Taxation)  
169 option.

170 Discussion: Why would we recommend both the taxation and the bond option? We have no  
171 confirmation yet from FEMA that they will accept it and help maintain/repair it in the future, but  
172 we do have a court order that it must be done in 2018. The only way this article would be voted  
173 on would be if the bond article failed, as we'd prefer the bond option to keep the tax impact low.  
174 If the \$400,000 went to taxation, it would be about 47 cents per \$1000 as a tax rate increase,  
175 said OJ.

176 Motion: Dennis Ducharme Second: Herb Gardner Motion passes with 2 opposed

177 Herb had to leave at this time, as he was not feeling well.  
178  
179 **Motion:** To approve to recommend the addition of \$400,000 to the Levee – Repairs (Bond)  
180 option.  
181 Motion: Dennis Ducharme Second: Larry Sweeney Motion passes unanimously  
182  
183 **Motion:** To approve to recommend the addition of \$10,000 to the Levee – Legal Fees.  
184 Motion: Larry Sweeney Second: Lutz Wallem Motion passes with 1 opposed  
185  
186 **Motion:** To approve to recommend the addition of \$400,000 to the Riverfront Park  
187 (Taxation/Grant).  
188 Discussion: We will only be able to spend \$200,000 by appropriation, but we may get a grant for  
189 an additional \$200,000.  
190 Motion: Dennis Ducharme Second: Larry Sweeney Motion passes with 2 opposed  
191  
192 **Motion:** To approve to recommend the addition of \$134 to the Cemetery Expendable Trust  
193 Fund.  
194 Motion: Larry Sweeney Second: Lutz Wallem Motion passes with 1 abstaining  
195  
196 **Motion:** To approve to recommend the addition of \$266 to the Cemetery Trust Fund.  
197 Motion: Larry Sweeney Second: Dennis Ducharme Motion passes with 1 abstaining  
198  
199 **Motion:** To approve to recommend the subtotal of Other/Special Warrant Articles, as described  
200 above, at \$1,299,580.  
201 Motion: Jayne Ludwig Second: Larry Sweeney Motion passes with 2 opposed  
202  
203 **Motion:** To approve to recommend the Grand Total of Warrant and Special Warrant Articles, as  
204 described above, at \$2,257,580.  
205 Motion: Dennis Ducharme Second: Jack Daly Motion passes with 2 opposed  
206  
207 **Totals**  
208 **Motion:** To approve to recommend Estimated Revenues as described on the DRA's MS-737  
209 form at \$1,431,237.  
210 Motion: Dennis Ducharme Second: Larry Sweeney Motion passes unanimously  
211  
212 **Motion:** To approve to recommend the Operating Total of \$5,905,051.  
213 Motion: Jack Daly Second: Larry Sweeney Motion passes with 3 opposed  
214  
215 **Motion:** To approve to recommend the Grand Total of \$8,162,631.  
216 Motion: Lutz Wallem Second: Larry Sweeney Motion passes with 3 opposed  
217  
218

**Public Hearing on the Municipal Budget – February 8, 2018**  
**Lincoln Budget Committee**  
**Lincoln Town Hall, Lincoln, NH**

**Call to order:** Chairman Simons opened the Public Hearing at 7:02pm.

Mary Conn had a variety of questions.

- She noticed the Cemetery budget had been reduced. It was kept flat with last year's budget and in line with last year's expenditures. This was a suggestion by the budget committee that Peter chose to accept based on underspending in the previous year.
- Public Works was also reduced. This was in part due to Chief Beard's wages being moved to the executive budget.
- Personnel also went down. We found that the SRO was in twice, as he is actually a current officer, not an additional one. Also, the insurance for the police department went to 2% increase instead of the 8% which had first been estimated.
- Water saw an increase due cleaning the storage tank and the new Certified Computers contract.
- Regarding the Sewer budget, Mary wondered if we reviewed an option to bring it in-house again, as the information the committee had been provided showed a potential savings of over \$30,000. We had reviewed this, but the town manager had recommended staying with the current system due to the lack of interest from the employees he had polled in getting the necessary licenses, and the extra assistance we received from the contractor for technical issues. Mary said she had done research and found the town is only required to have 1 licensed sewer operator and the other employees do not need to be licensed, as they can work under the primary sewer operator. Butch stated that the sewer department is different from the water department. Mary pointed out that this had nothing to do with the water department, and that she had done her research on the sewer department only. Butch then stated that the employees were asked and none of them were willing to work in the sewer department. Mary said that in job descriptions, it often states that employees are required to do other duties as assigned. And if they refuse, maybe those employees should look for another job. Butch then asked Mary why she didn't ask David if he wants to work at the sewer plant. She felt that was disrespectful towards her and asked if we really wanted to discuss David at a public hearing, as that was a personnel matter. She concluded that David had never been asked to work at the sewer department, even though the Town Manager said he had asked all public works employees. The Town Manager responded that he would ask David the next day. Mary turned to the Chairman to ask that parts this exchange be noted in the minutes and ask why it had not been stopped once it no longer had to do with the budget. The conversation continued with the committee, with Jayne saying that Mary's opinion was noted and well-respected. Paul felt nothing would come of it though, no matter how much it was discussed at public meeting. When Mike noted that it was a public hearing, Paul said it was the same thing. They clarified the difference.

Ivan Strickon thanked the committee for its tacit support of the ambulance service. He explained that they are already in the process of hiring a new chief and improving payroll.

Paul had previously stated that he was not in agreement that the ambulance should receive the full amount requested, and would have explained that earlier during the committee meeting.

Cindy R asked that the townspeople make the vote of their choice and they should all go out to vote.

**Motion:** To close the Public Hearing.

Motion: Jack Daly                      Second: Cindy Rineer                      Motion passes unanimously

**Motion:** To accept the meeting minutes of January 16, 2018, as distributed.

Motion: Jack Daly                      Second: Jayne Ludwig                      Motion passes unanimously

**Motion:** To accept the meeting minutes of January 18, 2018, as amended.

Motion: Jack Daly                      Second: Larry Sweeney                      Motion passes unanimously

**Motion:** To accept the meeting minutes of January 23, 2018, as distributed.

Motion: Dennis Ducharme      Second: Jack Daly                      Motion passes unanimously

**Motion:** To accept the meeting minutes of January 25, 2018, as distributed.

Motion: Jack Daly      Second: Larry Sweeney                      Motion passes with 1 abstaining

Helen will let us know when the final version of the MS-737 is ready for our signatures.

Mike noted that this was the last meeting of the budget year. He thanked the members for our patience while we made some mistakes, but felt we made less of them than last year. We continue to work together, and try to be respectful, while we have various opinions to work through.

We started to make plans for the next meeting, in April some time, to work on procedures. Cindy Rineer suggested replacing her on the subcommittee, as she will be moving out of town and could no longer serve. Mike asked all of us, including Mary, to work on new topics to discuss.

Paul asked Cindy Lloyd if she was ready for the next meeting with procedures. She said the biggest change would be about 669 applying to us, but it doesn't apply to budget committees after all. She will send documents to Helen to distribute, and we can discuss these at the April meeting.

**Motion:** To adjourn at 7:43pm.

Motion: Paul Beaudin                      Second: Cindy Lloyd                      Motion carries unanimously

  
Chairman Mike Simons

  
Date