

1 **2019 Municipal Budget Process – Town of Lincoln**
2 **Budget Committee Meeting Minutes – April 5, 2018**
3 **Lincoln Town Hall, Lincoln, NH**
4

5 Attending: Jack Daly, Cindy Lloyd, Dennis Ducharme, Chairman Mike Simons, Secretary Susan
6 Chenard, Paul Beaudin, Jim Spanos, Beverly Hall

7 Excused: Patricia McTeague, Herb Gardner, Larry Sweeney, Jane Ludwig

8 Audience: Lutz Wallem
9

10 **Call to order:** Mike Simons called the meeting to order at 6:31pm.
11

12 Mike stated that Cindy Rineer had turned in her letter of resignation, as she has moved out of
13 town. We will also be receiving a letter from Patricia McTeague, so we'll have 2 vacancies,
14 which the chairman will work with the town to advertise.
15

16 **Election of Officers:** Mike asked about electing officers, but since so many of the committee
17 are not present, even though we have a quorum, there was discussion to hold off. Typically, this
18 election is done at the first meeting after town meeting. It was reported that the Zoning Board
19 held off yesterday, and we'll wait till the next meeting as well.
20

21 Mike said that we should ask for updated budget information before the town starts its process.
22 The budget is typically started within the town by October. Budgets must be delivered to the
23 budget committee by mid-January, is what the RSA says, said Mike. He reminded the
24 committee that we must ask for information from town as a committee, via the chairman, not as
25 individual members. Mike was suggesting that we have a member attend the BOS (Board of
26 Selectmen) meetings. Paul felt that was redundant, as we have a BOS representative on the
27 budget committee. Jack said that the BOS may not always have same goal as we do, like with
28 welfare budget. This led to a discussion about the welfare final figure.
29

30 In May, the recording of meetings will begin. There was discussion of how minutes would be
31 taken at that point, in an abbreviated manner pointing at times within the video and general
32 subject matter. Susan said she is no longer interested in being the secretary, so that she may
33 take a more active part in the meetings. However, there are no other interested parties so far.
34

35 **Motion:** To review and vote on the procedures that the Procedures Sub-Committee has worked
36 on so far.

37 Motion: Beverly Hall

Second: Cindy Lloyd

Motion passes unanimously
38

39 Cindy handed out the Public Participation guideline for review, as it was already approved on
40 9/12/17.
41

42 She then distributed the Guideline for Calling the Question to End Debate. Here just #4 had
43 been edited to reflect the discussions from November 14, 2108, that a simple majority being
44 required to end debate.

45 **Motion:** To approve and adopt the procedure for the Guideline for Calling the Question to End
46 Debate.

47 Motion: Paul Beaudin Second: Dennis Ducharme

48 Discussion: Mike is still against this, and prefers a super-majority (¾ vote).

49 Motion passes with 7 for and 1 opposed

50

51 The committee then reviewed the Guideline for Appointments to Fill Vacancy. The attorney
52 edited it, as 669:61 doesn't apply to us. We should use RSA 32:15, VII. (Vacant positions to be
53 filled by appointment of budget committee.) He also clarified that persons appointed to fill
54 vacancies shall serve until the next annual meeting.

55

56 **Motion:** To approve and adopt the procedure for the Guideline for Appointments to Fill
57 Vacancy.

58 Motion: Dennis Ducharme Second: Beverly Hall

59 Discussion: There was some discussion on placement of "s"'s by the attorney.

60 *Amendment:* On Question 3, to add "electronically, in hand"... or postmarked. Also, #6 at the
61 end, each member will have one vote for each vacancy.

62 Motion to Amend: Jack Daly Second: Dennis Ducharme Motion to amend passes
63 unanimously

64 **Motion:** To approve and adopt the procedure for the Guideline for Appointments to Fill
65 Vacancy, as amended

66 Motion: Paul Beaudin Second: Jim Spanos Motion passes unanimously

67

68 Finally, the committee reviewed the Bylaws. Discussion included confirming that filling
69 vacancies was correct and that we could use the MS 737 to catch all income and expenses, etc.

70

71 **Motion:** To approve and adopt the Bylaws

72 Motion: Jim Spanos Second: Dennis Ducharme Motion passes unanimously

73

74 Cindy will send accepted, cleaned up copies to Susan for distribution.

75

76 We'll re-establish the sub-committee at the next meeting and think about upcoming topics.
77 General procedure and tie breaker procedures are some options. Paul said that the ZBA
78 (Zoning Board of Appeals) has procedures that Cindy may want to use. The committee likes the
79 idea of procedures so the audience is prepared, as well as meeting members.

80

81 Beverly noticed that the newly adopted Bylaws state that we must elect the Chair, Vice-Chair
82 and Secretary at the first meeting after town meeting. Paul said that the ZBA said the same, and
83 yet decided to wait.

84

85 **Motion:** To delay the election of officers until the next meeting

86 Motion: Paul Beaudin Second: Beverly Hall Motion passes unanimously

87

88

89 In deciding the date for the next meeting, which will be June 5th, it was also decided that the 2
90 vacancies will be posted and interested respondents responses would be emailed to committee
91 members in advance. Then we can choose officers, followed by choosing new members.
92

93 **Motion:** To adjourn at 7:53pm

94 Motion: Paul Beaudin Second: Jack Daly

Motion passes unanimously

95 
96 _____
97 Chairman Mike Simons

Date

6/5/18