

**2019 Municipal Budget Process – Town of Lincoln
Budget Committee Meeting Minutes – December 4, 2018
Lincoln Town Hall, Lincoln, NH**

Attending: Larry Sweeney, Jack Daly, Cindy Lloyd, Tracey Brumlik, Chairman Mike Simons,
Vice-Chairman Herb Gardner, Selectperson Jayne Ludwig, Secretary Susan Chenard, Lutz
Wallem, Jim Spanos, and Paul Beaudin
Excused: Beverly Hall, Dennis Ducharme
Audience: Tamra Ham

Call to order: Chairman Simons called the meeting to order at 5:34pm.

Motion: To approve the Meeting Minutes of October 16, 2018, as amended.

Motion: Herb Gardner Second: Lutz Wallem Motion carries with 1 abstention

Upcoming Meeting Schedule: The Budget Committee confirmed the following meeting dates:

December 11, 2018

December 13, 2018

December 18, 2018

January 8, 2019

January 10, 2019

January 15, 2019

January 17, 2019

January 22, 2019

Additional meetings dates, if needed, would include:

January 24, 2019, January 29, 2019 and January 31, 2019.

We will need to adjust one day to go to Woodstock for the annual joint meeting, as they hold their meetings on Wednesdays.

We cannot have the public hearings until after February 8, 2019, so we will plan to hold those on at least February 12, 2019, with February 14, 2019 as a fallback or extension date.

Motion: To accept the dates as described above for the 2018-2019 budget meeting schedule.

Motion: Herb Gardner Second: Jim Spanos Motion carries unanimously

Jayne said that the Board of Selectmen (BOS) will let us know when they meet with Woodstock.

Questions posed to administration

Chairman Mike explained that the handouts distributed today were a slightly different version of what was emailed out previously, regarding questions and answers. A lot has happened since then (mid-October). (See the recent BOS minutes, where BOS makes draft contract with ambulance and Woodstock, and increased staff at fire station.)

The ambulance service is basically a private company, so we don't have the right to see their books. Town Manager Butch Burbank was pretty sure of this, but said he would confirm. See Butch's response to Mike's sending of Paul's questions. (5:45pm)

Paul was not sure that we can enter into a multi-year contract without a way out. He wanted costs checked against other ambulance services, and to let the Town vote on it. An attorney had suggested making a contract due to the amount requested. The ambulance needs to be in both towns (Lincoln/Woodstock). One Selectboard member did extensive research (Tamra Ham) and saw that the cost is comparable. Jack said to make sure there's a caveat, that contract only renews annually if funding is available. Jayne said that that is already in the draft document. (6pm)

Review of the 3 other topics; legal and insurance, Levee repairs and Pollard Road sidewalk was continued to the next meeting. We will hope to get those last three questions from the printed email (5, 6 and 7 there) answered soon.

Procedures for asking for information from the Town, etc.

Chairman Mike Simons reviewed the procedure for questions. Please give any questions to Mike to give to the town, and he'll work to get answers and have them for the next meeting. If you question him or his actions, you can ask Vice Chairman Herb Gardner or Secretary Susan Chenard.

Paul had also asked for information via 91A. A citizen can request information that has been publicly presented to a quorum or public body, including emails, etc. That information must have been made public, so private notes made by members for their own use would not qualify. Neither would emails that have not been sent to the public.

Paul said he was requesting this information to prove that we cannot request financial information from an entity that the town gives money to.

Jayne asked that Mike request in writing what he had asked for. (6:10pm) She said that Ron Beard would also be presenting questions to the ambulance board when he next meets with them, as he is a board member there. He gave a copy of the questions to Joel Bourassa on October 24, 2018.

Jack's questions should be answered by our next meeting, December 11, 2018. Mike will ask for them to be answered by then at latest. These concerned legal expenses, and how much insurance paid, versus the town, etc. for the past 5 years.

Mike had sent out the Town's detailed Statement of Payments to the committee by email, and confirmed with Atty. Byrnes that it is fine to send minutes and other information, as long as you don't discuss these in any way before the meeting. The Town will provide printed copies of what is sent out by email, etc. for all committee members.

We need to decide which departments we'll meet with on which dates. Really, the Town will choose that order, now that the dates have been chosen. Starting with easy or static budgets makes sense.

Questions on Statement of Payments (6:20pm)

The legal budget is almost maxed out. Recreation is near 20% under budget. Jayne asked about items that were over budget. A police car was rear-ended, or in an accident, which required considerable repairs. Tamra Ham said that the Kanc was about to start/open today, so the larger big costs will start again this month. Paul will give his list of questions to Mike. Anyone

89 else is welcome to do same. Mike will then send a letter to the BOS, so they can prepare
90 answers.
91 Mike would like to have the Town be the repository of our information.
92 Paul asked when we will know who we'll be meeting with over the coming dates. Mike replied
93 that he'd have that information by the next agenda or sooner. Knowing who we'll meet with
94 allows us to be prepared by reviewing our notes from last year. Butch sets the schedule of who
95 we meet with on each date, in part by discussing with the affected department heads. The BOS
96 is halfway through the budgets and hopes they'll be done by next Monday, December 10, 2018.
97 Woodstock's Board of Selectmen is coming that Monday to review the joint budgets with
98 Lincoln's Board of Selectmen.
99

100 **Motion: To Adjourn**

101 Motion: Herb Gardner Second: Larry Sweeney

102 Discussion: Jayne wanted to mention that the budget committee can sit at the front of town
103 meeting and present the budget to the town, or the Chairman can do so. We'll think about that.

104 Motion carries unanimously, at 6:35pm

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107 _____
108 Chairman Mike Simons

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107 _____
108 Date

