

BUDGET COMMITTEE MEETING MINUTES

January 28, 2021 – 5:30 PM

Lincoln Town Hall, Lincoln, NH

(approved)

(THE RECORDING OF THIS MEETING CAN BE FOUND ON YOUTUBE)

ATTENDING: Chairman Mike Simons, Vice-Chairman Herb Gardner, Jack Daly, Cindy Lloyd, Tracey Brumlik, Susan Chenard, Jim Spanos, Paul Beaudin, Dennis Ducharme, Ray D'Amante, Selectperson Jayne Ludwig, Lutz Wallem, Al Poulin
Audience: Town Manager Butch Burbank, Finance Officer Johnna Hart, Fire Chief Ron Beard, Selectperson Tamra Ham, Police Chief Chad Morris

Call to order: 5:36

REVIEW OF BUDGETS:

PERSONNEL ADMINISTRATION: Butch states that the amounts for insurances (Health, Life and Disability, Dental) and Worker's Compensation are all "not to exceed" numbers. The Medicare increase is based on wages. Those are the rates that were given and they don't have control over those amounts. The related costs for the 2 new police officers that are being asked for are also listed. The new total is \$1,221,060, which is up 14.15% from \$1,069,738.

POLICE AND EMERGENCY MANAGEMENT (continued): Butch states that after Tuesday's budget meeting Chief Morris and he reworked the budget to ask for 2 new officers, not 3. The tax impact for the 2 new officers would be 14.9 cents per thousand, which is \$63,996 (wages, insurances, retirement) per officer for 6 months, which would be about \$260,000 for a full year. The uniform costs would be \$10,500 per officer, but only for this year. Chief Morris states that he chose a slightly higher rate from the pay scale (from the union contract) to entice experienced people, but entry level pay would be lower. The \$10,500 uniform amount also include a body camera, gun, etc. only if they don't have them on hand. Paul suggests a contract be used that allows them to recoup some money if the new hire leaves after training. Butch states the new officers will be expected to give us 3 years after training.

Mike asks for clarification on why the police budget for 2 officers is a half year, but the library is based on a full year and they aren't open. Butch states that question needs to be asked of the Library Trustees. He says when Chief Morris and he were discussing the numbers for the budget, that by the time a person could be hired it would be July, so they based the amounts on a ½ year. If an officer is already certified they could start July 1,

however, a person with no experience would have to go to the academy and they are not duty ready for about 8-10 months.

Chief Morris states that in the first 28 days of January they have handled: 30 arrests, 100 motor-vehicle stops, 25 investigations, 9 motor vehicle accidents, 800 calls for service through dispatch, not to mention DWIs, investigation time, interviews, several felony cases, animal calls and service to other departments. Al asks about the officers' schedules. Chief Morris states that he and Deputy Chief Burnham are administrative. The officers work 4, 10 ½ hour days, totaling 42 hours a week, with overlapping schedules. Usually there are 2-3 officers on at a time, but due to light duty, sick leave, vacations and court appearances that doesn't always happen.

Mike asks if one extra officer would be considered. Chief Morris states they would appreciate any extra officers they can get. Jack asks if Butch has considered using an impact fee to recoup some of that money. Butch states it's a very involved, long process, but possible. Jim states if the impact fees are used for the police, it's taking the money away from something else. Rays states that impact fees can be very helpful and they should be considered in the future. Paul suggests that for this year we hire 1 officer, allowing time to research the impact fee idea.

MOTION: "To increase police force by 2 officers."

Motion: Tracey Second: Cindy For: 8 Opposed: 3 Abstain: 0 Motion carries

TRUSTEE OF THE TRUST FUNDS: Herb reports the board had 6 meetings in 2020. Bev Hall resigned in June and they are looking for a new board member. Two CDs matured in June with TD Bank, but they didn't renew them. CD with Primary Bank matured and was renewed since the interest rate was good. Interest earned in 2020 was \$76,109.10. Herb also shared Jeanne Beaudin's report. Cemetery Trust Fund, Fire Department Donation and Public Monument capital gains long and short term is \$3,387.33 and Capital Reserves capital gain during the year is \$6,194.00. Herb asks if they do get someone to take minutes will that person be able to be paid. Butch states they will pay someone to transcribe the minutes.

REVENUES: Johnna states that both the Application fees and Short Term Rentals Registration have been increased due to the new rate structure. Paul asks why the application fees are only estimated at \$15,000 when \$21,790 was received in 2020. Butch states that with new homes being built, they increased the estimate from \$5000 to \$15,000. Johnna states they can do revised estimates in September if more is received. Nothing has been received yet from the Cable TV Franchise Fee. The \$80,000 for the State Grant was for first responders' stipends. Paul asks why only \$30,000 is estimated under Tipping Revenue for 2021, if in 2020, \$35,000 was estimated and \$45,000 was earned.

Butch states that it's the estimate they got from Nate Hadaway. Paul asks why the summer camp revenue estimate for 2021 is \$12,500, when only \$200 was received in 2020. Johnna states that they didn't have camp in 2020 and they plan on having camp in 2021. Paul asks why Grafton Sr. estimate is \$12,528.00 when only \$6,222.45 was received in 2020. Johnna states that they didn't operate from March to June. Butch states that we are hoping that things can open back up this year. Paul asks for clarification on the Insurance Reimbursements. Johnna states that we got money back for: the levee, fire engine 2, officers being out for Covid and employees out on short term disability. Paul asks if we need to carry forward the amount for the Northern Borders Water Tank Grant. Johnna states that she will move that number over to the 2021 estimate. Paul asks for clarification on the Fund Balance for CIP Cemetery. Johnna states that last year it was decided through a warrant article to transfer the amount directly to the Trustees.

Paul states that we need to estimate more accurately the revenue and not see such wide swings, year to year, so we are better at our tax settings. Butch states there are always those that have jumps, due to things like the scale at solid waste being put in and the new application fee schedule being used, but that most are pretty close.

Paul asks if offsetting revenue needs to be shown for the water meters on this report. Johnna and Butch state that first it has to be ok'd at town meeting, then BOS has to decide on a bank and the term of the loan, then the meters have to be installed. So, by the time all that is done, it will probably be 2022 when the revenue starts coming in from the meters.

Johnna states that even though \$402,000 was received in Motor Vehicle Fees for 2020, they only went with \$350,000 for 2021, because interest rates were lower in 2020 and they didn't want to estimate too high for 2021. So, they only increased by \$20,000. Jack states there were 300 new vehicles registered in Lincoln last year.

Johnna states that Revenue from the Forest Service is reimbursement is for what the police department does for them and Payment in lieu of taxes is from the National Forest.

Other Business: Ray states that in the January 11th BOS minutes they discussed the hazardous waste (lead and asbestos) that was discovered in the ground where the new skate park will be. Ray states that the grant is in jeopardy. Butch states that a letter was sent out to get an extension on the grant. He says the town will clean up the property and we will seek ground fields funding for it. Paper mill properties are at the top of the list of candidates to hopefully get 100% funding for cleanup on these types of problems.

Paul asks how Town Meeting will be held this year. Butch states that we are hoping to have an in-person meeting at the school with masks and social distancing. There may also be a virtual component as well. Butch states that if the school doesn't want day time voting they will do that at Town Hall. Jayne states that since not everyone has access to Zoom, the BOS is hoping to do an in-person meeting. She states that Town Meeting can be extended out to July if necessary. Tamra Ham states that the school board will decide on February 10th if they will allow the gym to be used.

Mike states that we will vote on budgets on Tuesday, February 2nd.

MOTION: "To adjourn meeting."

Motion: Paul Second: Herb


Discussion: Cindy asks if we can have a complete and up to date budget packet. Johnna will have them at the Town Hall for us to pick up and she will post it on the drive. Johnna asks if she should add in the amount for a cell phone on the Library budget. Mike states that it should be added so we have a complete picture of what they are asking for.

Johnna states that when the budget is approved, she will set up a table in the front entryway of Town Hall so we can come in and sign.

Paul asks if we will get a tax impact statement for every department or just the total. Johnna will show the tax impact from each department.

Jayne asks for clarification on how many Ipads to ask the BOS for. Mike wants clarification on pricing for the training and how much each Ipad is. Jayne will ask OJ for clarification. Mike suggests to buy Ipads for all budget committee members and just store the ones that are not being used, but Jim is concerned they will become obsolete. Paul suggests we purchase a few now and purchase more later if needed.

Motion to adjourn carries unanimously
The meeting adjourns at 7:18



Chairman Mike Simons



Date: