

**BUDGET COMMITTEE MEETING MINUTES – April 27, 2021**  
**Lincoln Town Hall, Lincoln, NH**  
**(approved)**

**ATTENDING:** Chairman Mike Simons, Tracey Brumlik, Jim Spanos, Paul Beaudin, Susan Chenard, Lutz Wallem, Al Poulin, Dennis Ducharme, Cindy Lloyd, Ray D’Amante  
**Absent:** Tamra Ham, \*Vice-Chairman Herb Gardner (issue connecting to meeting)  
**Audience:** Chief Ron Beard

**CALL TO ORDER: 5:35**

**ELECTION OF OFFICERS:**

**MOTION: “To elect Mike Simons as Chairman.”** Motion: Ray D’Amante, Second: Al Poulin  
Motion carries unanimously

**MOTION: “To elect Herb Gardener as Vice-Chairman.”** Motion: Dennis Ducharme,  
Second: Al Poulin                      Motion carries unanimously

**MOTION: “To elect Tracey Brumlik as Secretary.”** Motion: Jim Spanos, Second: Cindy Lloyd  
Motion carries unanimously

**REVIEW AND APPROVAL OF MINUTES:**

**MOTION: “To approve minutes from February 2, 2021.”**  
Motion: Paul                      Second: Al                      Motion carries unanimously

**MOTION: “To approve minutes from February 4, 2021.”**  
Motion: Jim                      Second: Cindy                      Motion carries unanimously

**DETERMINE NEED FOR COMMITTEE POSITIONS:**

One position on Budget Committee is open. Mike will have Jayne make a public announcement about this opening. Tamra Ham is the selectman’s representative to the Budget Committee. Paul asks if meetings will be zoom or in-person. Members are interested in keeping zoom meetings. Public can continue to call in.

**MOTION: “To continue meeting by Zoom until June 30th and then revisit decision.”**  
Motion: Ray    Second: Susan

Discussion: Dennis states that Covid restrictions should be letting up in the later part of the year, but it’s good to keep the Zoom option for those who can’t attend in person. Jim asks if there is a requirement that we meet in person. Paul states that in person meetings makes it easier to get documents in a timely fashion. Tracey states that we don’t need to

have any snow days built into the schedule, we can use Zoom if the weather is poor. Mike states that in person meetings are better psychologically. Cindy states that we could have a hybrid model for meetings and some could attend in person and some via Zoom. Mike states that we should see what the public wants for meetings. Motion carries unanimously

#### **DISCUSSION OF MEETING SCHEDULE FOR 2021:**

**MOTION: "To meet every two months."** Motion: Paul Second: Dennis

We will meet via Zoom at 5:30 on June 29<sup>th</sup>, August 31<sup>st</sup>, and October 26<sup>th</sup>.

Al suggests that we look at a quarterly expenditure report of line items to see the percent of the budget that has been spent.

Herb Gardner comes on Zoom call at 5:55 (internet issues)

Mike wants us to be more informed about the individual budgets. Paul suggests we look at the amount that is over/under on the amount of the line items. Tracey suggests we ask the department heads to inform us ahead of time if they are going to be drastically over their present budget or if they are going to be asking for a drastic increase of their budget for the following year. Al wants to know if the two police officers were hired, if the library is open and what cleaning expenses have been paid. Mike suggests that we review the minutes from the PB and BOS meetings so that we are aware of what they have done.

#### **REVIEW OF 2021 BUDGET PROCESS:**

Review of the AMOUNT OF CHANGE from the front sheet of the 2021 Operating Budget Totals Worksheet equals \$200,000 in reductions in the following amounts: Executive for \$15,550 (Ipads), Legal for \$70,000, Personal Administration for \$25,000 (police department benefits), Planning and Zoning for \$8,000 (Ipads), Town Hall Building for \$10,000 (1 AC not 2), Police for \$25,250 (1 officer being hired in June and 1 being hired in December), Fire for \$14,000 (salaries and reduction to 2 sets of bunker gear and boots not 4), Water for \$10,000 (general repairs and equipment), Welfare for \$4,200, Recreation for \$10,000 (van rental and winter part-time wages) and Library for \$8,000 (contracted services).

Paul suggests that we give some general guidelines (ie: stay within 3%) to department heads before they do their budgets. Al states that's why it's good to get quarterly reports, so we see how much they are spending. Ron states that a report may not be a true read since department heads are sometimes told to hold off spending until more revenue comes in. Tracey states that one thing to ask for is that we be told earlier if they are going to be asking for a large increase so that we can start the discussion on those items in June instead of December.

Discussion of Town Hall Meeting vote to reduce the budget and how Covid, unemployment and economy affected that. Of the 1600 registered voters, only 157 voted during the day, 72 voted on the water meters and only 48 voted on the amendment to reduce the budget by \$200,000. Only a small percentage of population participates in town government and voicing their opinions and concerns.

**Other Business:**

Paul wants to nominate Jim Spanos to the CIP Committee. CIP meets in July/August. Mike wants to wait on this nomination since Jim left the meeting. Mike states that the budget committee representative should convey the votes of our committee, not their independent feelings. Paul does not agree.

Motion to Adjourn at 7:04 pm

Motion: Al Poulin

Second: Paul Beaudin

Motion carries unanimously



Chairman Mike Simons



Date:

