

BUDGET COMMITTEE MEETING MINUTES
January 13, 2022 – 5:30 PM
Lincoln Town Hall, Lincoln, NH
(video on YouTube) (approved as amended)

ATTENDING: Chairman Mike Simons, Vice-Chairman Herb Gardner, Tracey Brumlik, Susan Chenard, Jim Spanos, Paul Beaudin, Dennis Ducharme, Al Poulin, Brent Hansma
Zoom: Finance Officer Johnna Hart, Selectperson Tammy Ham, Billy Conn
Absent: Cindy Lloyd, Ray D'Amante
Audience: Town Manager Carina Park, Fire Chief Ron Beard, Police Chief Chad Morris, Deputy Chief Burnham

Call to order: 5:35

REVIEW OF BUDGETS:

CEMETARY: Billy Conn states that \$10,000 will be used to take care of rough sections of the road, damaged by roots. Paul asks if that should be in the CIP, since those are public roads. Nate and Billy will discuss who should carry that cost. Susan asks if materials and supplies should go up because it was overspent. Billy states that if there is money left over they buy foundation blocks.

POLICE: Police Chief Chad Morris and Deputy Chief Burnham discuss the changes. A number of the increases (wages, dues and training, ammunition, travel, uniforms etc.) are due to the two new officers that were added, one in July and one in December. Throughout the year five positions have had turnover (two dispatchers and three officers). After adding the two new officers, we now have a force of twelve. Part-time and Overtime wages was increased due to the shortage of officers and planning for the future. Holiday pay increased because of the new federal holiday, Juneteenth, being added. The union wage increase was 3.5%. The union staff gets paid time and a half for a holiday, if it lands on a work day. Police details are paid separately. The station ran 2-4 officers short all year.

Telephone was increased because of the overage last year. They have five different vendors that provide a number of different services, some they share with Town Hall, and it becomes complicated to separate. They tried to consolidate, but they couldn't secure the privileged information. Radar Calibrations increased due to another radar being added. There are five cruisers, totally outfitted, used by officers and 2 supervisory vehicles. The cruisers are on a 7-year rotation, with a new cruiser being bought each year and then the oldest one is retired. Guardian Tracker (personnel management) and Recorder Contract (records phone lines) both went up slightly.

Cleaning of the Police Department line item was added when it was taken out of Town Hall. There was an issue with the local vendor, which has now been resolved. The Town Hall cleaning budget did go down, but is not reflected in this budget yet.

The CCTV amount is now just for repairs and maintenance. Internet went from \$2600 to \$5600. With fiber-optics these prices should be lower. Carina will call Spectrum about these charges. Bullet proof glass for the dispatch window was an unplanned expense. Fuel was increased due to the new cruiser and maintenance was increased due to the aging fleet. Uniform cleaning is set by the union contract in the amount of \$150 per officer.

The Special Operations Unit is a regional SWAT team. We pay an annual fee to belong. It's cheaper to pay the annual fee then if we were billed for calling them in an emergency.

Dennis commends the police department for solving the rash of car break-ins we had last fall. They are all doing an amazing job.

Al leaves at 6:30 pm

EMERGENCY MANAGEMENT: Police Chief Chad Morris states that they are still in the process of completing the Hazard Mitigation Plan. Half has been paid and the rest will be done this year, totaling \$7,500, reimbursed by the state. The Emergency Operation Plan will be updated this year for \$8000. Half will be matched by their time. Lin-Wood School does not have a generator, **and the SAU does not want the school to be used as an emergency shelter.** The designated shelter is the Community Center, but they don't have a generator either.

LEGAL: Carina reviews these line items. Levee was taken off since it is complete. Legal fees for Code Enforcement Violations we try to recoup, if possible. Tammy states that there are two personnel suits, coming up for trial this year, so that amount was doubled. General Legal is for planning and any overages in other areas. Landing was removed. Utility Assessing was dropped to \$2000. Legal Counsel was raised in case anyone challenges their reassessed value and it has to go to court. Tammy states that West Street is only for the Nelson litigation case that is ongoing. The Union Contract went up due to it being renegotiated this year. **Carina is hoping to lower the budget in the future.**

INSURANCE: Carina states that Primex has raised this amount due to higher than expected property, general liability, auto and cyber loses and an increase in property and liability insurance. Carina will shop this around and look into supplemental insurance.

PATRIOTIC PURPOSES: Carina states that the fireworks costs, through North Star, are split with Woodstock. The new Town of Lincoln banners line item shows \$4,600, but we got a better quote for \$3000, to replace the damaged banners on Route 3 and 112. The Chamber of Commerce pays for six.

CAPITAL RESERVE: Johnna reviews the changes on each line item.

Kanc Rec Area Equipment should say \$41,000.00 and is divided as follows: \$6,000 to replace the 2018 van, \$15,000 to replace the 2016 van, \$5,000 snow gun, \$10,000 groomer, \$5,000 pump/motor. The Community Center should say \$8,000 for infrastructure. Johnna states that the total is correct, but those two line item numbers have to be adjusted.

Paul states that they level funded the CIP. During discussions with department heads they were able to cut and move certain amounts around. At the end, CIP was approximately \$60,000 under budget. It was decided that Sewer and Water were very important, and that amount was then split in half and added to those two areas.

OTHER BUSINESS:

Johnna states that Kristin sent an email asking that in Elections, maintenance for the supervisor's laptop, in the amount of \$375 annually, needed to be added under contracted services. She also states that the Miscellaneous Supplies under Materials and Supplies needed to be reduced from \$450 to \$300. The total for Elections would then be \$7050.00.

Tammy states that on January 19 we will be Zooming with Woodstock for our joint meeting. Their quorum will be at their town building and ours will be here. Nate and Tara will present from here.

Mike states that he'd like to see an explanation from department heads as to what created the amount that they are asking for. Carina suggests that a column for notes be added to include this explanation and as to why the total went up or down.

MOTION: "To adjourn at 7:17 pm."

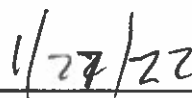
Motion: Paul

Second: Herb

Motion carries unanimously



Chairman Mike Simons



Date:

