

BUDGET COMMITTEE MEETING MINUTES
January 5, 2023
Lincoln Town Hall, Lincoln, NH
(video on YouTube) (approved as amended)

ATTENDING: Chairman Mike Simons, Vice-Chairman Herb Gardner, Selectperson OJ Robinson, Wayne Baltzer, Paul Beaudin, Tracey Brumlik, Dennis Ducharme, Brian Gallagher, Brent Hansma, Al Poulin, Jim Spanos, Ray D'Amante (Zoom)

Absent: Cindy Lloyd

Audience: Town Manager Carina Park, Nate Hadaway, Town Clerk Kristyn Brophy

Call to order: 5:31

REVIEW AND APPROVAL OF MINUTES:

MOTION: "To approve minutes from January 3rd."

Motion: Herb Second: Al

Line: 39 Granikiss is spelled "Granicus"

Line: 41 Ray Korbor is the person being used not Rick Barber

Yes: 11 Abstain: 1 Approved as amended

Cemetery was on the list to be discussed last meeting, but it wasn't put on the agenda. Mike will call and find a date for their department to report.

TOWN CLERK: Town Clerk Kristyn Brophy reports that the Board of Selectmen have approved an increase from \$22 to \$25 an hour. The Town Clerk and Tax Collector jobs were split. There is an opening for the Deputy Town Clerk. Other areas that increased slightly were: clerk dues, and PO box rent. BMSI is no longer used. Interware is used, but with not needing Blue Books anymore, it's only \$295 increase. Interware updates all the balancing and reporting at once, which saves a lot of time. Credit cards are now being used. Estimated revenue for registrations will be kept at \$400,000 because less registrations are expected than during the pandemic.

ELECTIONS: Town Clerk Kristyn Brophy reports that due to only one election this year, printing and meals are going down. The ballot clerk's wages will be increased to \$200 per election. Our tabulator is working fine, but the parts are getting harder to find. In a couple years, we may be getting a new one based on what the state decides. They can cost between \$3,000 and \$15,000. Ray asks if the state could buy tabulators in bulk to save money. Kristyn will look into it.

TAX COLLECTOR: Carina reports that the Tax Collector and Town Clerk were split into two positions. The Tax Collector is Lisa Paluso. Everything else is staying flat. The tax billing service remains the same because the state requires us to mail them out twice a year.

PUBLIC WORKS: Nate Hadaway reports that wages increased due to COLA. Paul says that since only \$11,000 was spent in 2022 on overtime, that the \$25,000 could be reduced. Nate wants to keep the \$25,000 because historically winters are not this mild and this line item has been overspent in the past.

Wayne questions why there is \$750,000 left in the budget. Carina states that there are still some bills coming from December that have not yet been paid. She expects there to be about \$400,000 left over once those are paid. The state requires that we have 5-17% in the Undesignated Fund Balance. We have 11%. Carina states that this fund can be used (1) at tax setting time to offset the tax rate or (2) at Town Meeting there can be a special warrant article to fund something so it doesn't affect taxation. Since we have such a healthy surplus, Carina suggested that we use some of that fund to buy a new fire truck instead of creating a bond. Wayne feels that we should be basing the proposed budgets on the actual expenses from the previous year. Carina states that historically the BOS have taken about \$300,000 of the surplus to reduce the tax rate. Paul's opinion is that the unexpended fund balance should be given back to the tax payers. Carina's opinion is that if that money is given back to the tax payers then there isn't going to be an accurate tax rate.

Nate reports that there is one unfilled position. Nate is now a contracted employee with the town. Certified Computers increased due to the contract they signed with the town. Paul asks if other computer companies have been looked into. Carina states that they have not, but that they offer a great service compared to others. Sweeping increased due to fuel costs. Street paint increased due to the cost of parts and paint. Uniforms and Safety Uniforms costs are based on having 4 full time employees and one seasonal employee getting new uniforms and safety gear every year. Paul feels that Heating Fuel of \$6,500.00 should be increased due to increased cost. Nate and Carina will discuss this.

WATER: Nate reports that Telephone and Alarms were increased based on what was spent. Hack Co service contract increased for next year. Chemical Room Furnace can be taken off the report. SCADA is a 2-year contract. The number seems a little high and Nate and Carina will clarify that number. The Consumer Confidence Report has to be mailed out once a year. It can't be included in the tax bill. Due to a last year's surplus electricity will be reduced to \$150,000. Chemical prices went up. U.S.G.S. didn't bill us last year, so they double billed us this year.

SEWER DISPOSAL: Testing Back Flow is done in house now. Using this person for other businesses could bring in another revenue stream. The H2O Innovations contract is up in April. They haven't told us the new contract amount. That number is an educated guess based on them saying the amount will be going up. Only \$6,000 was spent in Electricity last year. That amount can be reduced to \$10,000. Discussion of whether the General Repair and Equipment monies should come out of the operating budget or the CIP.

MOTION: "To adjourn at 7:10."

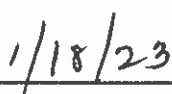
Motion: Herb

Second: Al

Motion carries unanimously



Chairman Mike Simons



Date:

