

BUDGET COMMITTEE MEETING MINUTES – January 28, 2020
Lincoln Town Hall, Lincoln, NH
(approved)

ATTENDING: Chairman Mike Simons, Vice-Chairman Herb Gardner, Jack Daly, Cindy Lloyd, Susan Chenard, Tracey Brumlik, Jim Spanos, Paul Beaudin, Ray D'Amante, Selectperson Jayne Ludwig, Lutz Wallem, Finance Officer Johnna Hart,

Absent: Dennis Ducharme (excused)

Audience: Town Manager Butch Burbank, Finance Officer Johnna Hart, Fire Chief Ron Beard, Selectperson Tamra Ham, Bev Hall, Police Chief Chad Morris, Library Director Carol Riley, Joe Chenard

Call to order: 5:32

Review and Approval of Minutes:

Discussion of what the minutes should look like (less transcribing and more notes).

-Minutes from 1/9/20

Motion to approve: Herb Second: Jayne

Discussion: Titles of town workers needed to be inserted and BOS should be spelled out the first time to read, "Board of Selectmen"

Approved as amended yes: 10 no: 0 Abstain: 1

-Minutes from 1/14/20

Motion to approve: Herb Second: Ray

Discussion: Titles of town workers needed to be inserted and BOS should be spelled out the first time to read, "Board of Selectmen"

Approved as amended yes: 9 no: 0 Abstain: 2

-Minutes from 1/21/20

Motion to approve: Herb Second: Jayne

Discussion: Titles of town workers needed to be inserted and BOS should be spelled out the first time to read, "Board of Selectmen." Line 106: insert the word "points" after 3.82/9 and line 114: insert, "Possibly look at in-house training," after"as some skills are limited." Approved unanimously as amended

REVIEW OF BUDGETS:

See Operating Totals Worksheet dated 1/28/2020

Jayne will vote the way the Board of Selectmen (BOS) voted.

Discussion on voting process for budgets before the Public Hearing and Town Meeting.

43 **OPERATING BUDGET**

44

45 **#1 EXECUTIVE**

46 Line items of budget listed with totals (see budget)

47 Motion to approve and accept at \$453,614.00: Herb, Second: Ray

48 Discussion: Bev Hall hands out the 2019 Summary of Activities, for the Trustee of the Trust
49 Funds and a definition of Accrued Interest. She then explains that money is invested
50 differently and the accrued interest of \$16,503.35 is being paid out to purchase bonds, but
51 we are anticipating getting this back in May of 2020. Butch states that he thinks it needs to
52 be listed as an expense initially and then revenue the year after. Johnna will clarify this
53 with the auditor.

54 For: 9 Opposed: 2 Abstain: 0 Motion carries

55

56 **#2 TAX COLLECTOR/TOWN CLERK**

57 Line items of budget listed with totals (see budget)

58 Motion to approve and accept at \$78,177.00, with offsetting revenue of \$350,000.00

59 Herb, Second: Ray

60 Discussion: Mike asks Johnna for corrected individual sheets along with the cover sheet.
61 She will have those at the next meeting. Library, Solid Waste and Fire will have different
62 totals also, which will change the top sheet, depending on which amount we recommend.

63 For: 9 Opposed: 2 Abstain: 0 Motion carries

64

65 **#3 ELECTIONS**

66 Line items of budget listed with totals (see budget)

67 Motion to approve and accept at \$9,775.00

68 Herb, Second: Jack For: 10 Opposed: 1 Abstain: 0 Motion carries

69

70 **#4 LEGAL**

71 Line items of budget listed with totals (see budget)

72 Motion to approve and accept at \$200,000.00

73 Herb, Second: Ray For: 7 Opposed: 3 Abstain: 1 Motion carries

74

75 **#6 PLANNING AND ZONING**

76 Line items of budget listed with totals (see budget)

77 Motion to approve and accept at \$130,636.00, with offsetting revenue of \$2500.

78 Herb, Second: Susan For: 8 Opposed: 2 Abstain: 1 Motion carries

79

80 **#7 TOWN HALL BUILDING**

81 Line items of budget listed with totals (see budget)

82 Motion to approve and accept at \$84,866.00

83 Herb, Second: Ray For: 8 Opposed: 3 Abstain: 0 Motion carries

84

85 **#8 CEMETERY**

86 Line items of budget listed with totals (see budget)

87 Motion to approve and accept at \$27,209.00, with offsetting revenue of \$7,000.00

88 Herb, Second: Tracey For: 9 Opposed: 2 Abstain: 0 Motion carries

89

90 **#9 INSURANCE**

91 Line items of budget listed with totals (see budget)

92 Motion to approve and accept at \$113,756.00

93 Herb, Second: Susan For: 10 Opposed: 1 Abstain: 0 Motion carries

94

95 **#10 POLICE**

96 Line items of budget listed with totals (see budget)

97 Motion to approve and accept at \$1,236,895.00, with offsetting revenue of \$60,000.00

98 Ray, Second: Herb

99 Discussion: Revenue is only estimated, at this point.

100 For: 9 Opposed: 2 Abstain: 0 Motion carries

101

102 **#11 FIRE**

103 Line items of budget listed with totals (see budget)

104 Motion to approve and accept at \$175,237.00, with offsetting, grant revenue of

105 \$190,000.00, Herb, Second: Ray

106 Discussion follows about where to place the offsetting grant revenue of \$190,000.00. It is
107 determined that it should only be under Special Warrant Articles.

108 Motion withdrawn by Herb, second: Ray, to approve and accept at \$175,237.00, with
109 offsetting grant revenue of \$190,000.00

110 Motion to approve and accept at \$175,237.00, Herb, Second: Ray

111 Discussion: Chief Beard presents information on the cost of training for Fire 1 and Fire 2.

112 Further discussion on requiring a 2-3 year commitment from the firefighters after they get
113 the training. Wages will be changed to \$12,244.00, taxes would be \$940.00 and training
114 would stay \$6000.00.

115 Motion to approve an amended budget of \$187,481.00, Herb, Second: Ray

116 For: 10 Opposed: 1 Abstain: 0 Motion carries

117

118 **#12 EMERGENCY MANAGEMENT**

119 Line items of budget listed with totals (see budget)

120 Motion to approve and accept at \$9220.00

121 Herb, Second: Susan For: 10 Opposed: 1 Abstain: 0 Motion carries

122

123 **#13 PUBLIC WORKS**

124 Line items of budget listed with totals (see budget)

125 Motion to approve and accept at \$346,318.00

126 Herb, Second: Ray For: 9 Opposed: 2 Abstain: 0 Motion carries

127 **#14 STREET LIGHTS**
128 Line items of budget listed with totals (see budget)
129 Motion to approve and accept at \$48,000.00
130 Herb, Second: Susan For: 10 Opposed: 1 Abstain: 0 Motion carries
131

132 **#15 SOLID WASTE**
133 Line items of budget listed with totals (see budget)
134 Motion to approve and accept at \$350,974.00, with offsetting revenue of \$242,945.00
135 Herb, Second: Ray For: 9 Opposed: 2 Abstain: 0 Motion carries
136

137 **#16 SEWAGE DISPOSAL**
138 Line items of budget listed with totals (see budget)
139 Motion to approve and accept at \$260,682.00
140 Herb, Second: Ray For: 10 Opposed: 1 Abstain: 0 Motion carries
141

142 **#17 WATER**
143 Line items of budget listed with totals (see budget)
144 Motion to approve and accept at \$416,376.00, with offsetting revenue of \$4,000.00
145 Herb, Second: Ray For: 8 Opposed: 3 Abstain: 0 Motion carries
146

147 **#18 COMMUNITY BUILDING**
148 Line items of budget listed with totals (see budget)
149 Motion to approve and accept at \$199,447.00, with offsetting revenue of \$145,459.00
150 Herb, Second: Ray For: 9 Opposed: 2 Abstain: 0 Motion carries
151

152 **#19 HEALTH APPROPRIATIONS**
153 Line items of budget listed with totals (see budget)
154 Motion to approve and accept at \$109,238.00
155 Herb, Second: Ray For: 9 Opposed: 2 Abstain: 0 Motion carries
156

157 **#20 WELFARE**
158 Line items of budget listed with totals (see budget)
159 Motion to approve and accept at \$6,700.00
160 Herb, Second: Ray For: 10 Opposed: 1 Abstain: 0 Motion carries
161

162 **#21 RECREATION**
163 Line items of budget listed with totals (see budget)
164 Motion to approve and accept at \$287,448.00, with offsetting revenue of \$197,105.00
165 Herb, Second: Ray For: 9 Opposed: 2 Abstain: 0 Motion carries
166
167
168

169 **#22 LIBRARY**

170 Line items of budget listed with totals (see budget)

171 Motion to approve and accept at \$139,808.00, with offsetting revenue of \$500.00

172 Herb, Second: Ray

173 Discussion follows about the proposals presented by the Library Trustees (1) to increase
174 wages by \$1.00 per hour, for each employee plus adding an additional 15 hour a week
175 position, (2) to increase wages by 3%, plus adding an additional 15 hour a week position,
176 or accepting the recommended BOS budget of \$129,668.00. The extra \$10,000.00 for the
177 part-time position came in after the BOS had their budget review. BOS reduced the bottom
178 line, to put it in line with everyone's 3% raise. Butch states that they discussed the safety
179 issues at the Library, in a Town Safety meeting. Discussion on merit based pay idea.

180 Motion withdrawn by Herb, second: Ray, to approve and accept at \$139,808.00, with
181 offsetting revenue of \$500.00

182 Motion to approve and accept at \$129,668.00, with offsetting revenue of \$500.00

183 Paul, Second: Jim For: 10 Opposed: 1 Abstain: 0 Motion carries

184

185 **#23 PATRIOTIC PUPOSES**

186 Line items of budget listed with totals (see budget)

187 Motion to approve and accept at \$7,100.00

188 Herb, Second: Ray For: 10 Opposed: 1 Abstain: 0 Motion carries

189

190 **#26 TAN INTEREST**

191 Line items of budget listed with totals (see budget)

192 Motion to approve and accept at \$1.00

193 Herb, Second: Ray For: 10 Opposed: 1 Abstain: 0 Motion carries

194

195 **#24 LONG TERM**

196 Line items of budget listed with totals (see budget)

197 Johnna states Union Bank had a problem in their computer system and the interest was
198 not billed last year, so we have to pay it this year. It was \$6,845.00 and it went up to
199 \$3,720.00, to equal \$10,565 6845. It's listed under 2016 Pollard Road Sidewalk.

200 Motion to approve and accept at \$855,913.00, with offsetting revenue of \$60,000.00

201 Herb, Second: Ray For: 10 Opposed: 0 Abstain: 1 Motion carries

202

203 **#5 PERSONNEL ADMINISTRATION**

204 Initially we had to skip over this, as the totals changed in the library and fire budgets.

205 Line items of budget listed with totals (see budget)

206 Motion to approve and accept at \$1,068,958.00

207 Herb, Second: Ray For: 10 Opposed: 1 Abstain: 0 Motion carries

208

209

210

211 **2020 ESTIMATED REVENUES**

212 Line items listed with totals (see budget)

213 Discussion follows: Interest on Taxes is \$5000.00 lower due to a one-time payment in 2019
214 from the Forest Service from a class action suit. Meals & Room Tax Distribution and
215 Highway Block Grant are controlled by the state and we will revise the number once we
216 know the exact amount. Summer Camp amount went down due to enrollment. Insurance
217 Reimbursement went down to \$100 from \$11,860.00 because of the cruiser that was
218 totaled and insurance covered it in 2019. The total for TOW – CB (Town of Woodstock –
219 Community Building) needs to be changed to \$113,747.00. The number under Water
220 Meters Bond, has to be there because it is anticipated.

221 Motion to recommend funding in the amount of \$4,352,955.00, Paul, Second: Jayne
222 For: 11 Opposed: 0 Abstain: 0 Motion carries

223

224 **OPERATING BUDGET TOTAL**

225 Motion to accept the Operating Budget Total at \$6,618,452.00

226 Herb, Second: Ray

227 Discussion follows: Paul recommends we wait for the Public Hearing in case we need to
228 change it. Mike states that we have to have an approved, recommended budget before
229 Public Hearing. After the Public Hearing, we can reduce the budget, but not raise it.

230 For: 8 Opposed: 3 Abstain: 0 Motion carries

231 **OPERATING BUDGET OFFSETTING REVENUE TOTAL**

232 Motion to accept the Operating Budget's Offsetting Revenue Total at \$1,069,509.00

233 Herb, Second: Ray For: 10 Opposed: 1 Abstain: 0 Motion carries

234

235 **Review and Vote on CRF's/Trust Funds:**

236

237 **SOLID WASTE**

238 Motion to recommend funding in the amount of \$15,000.00

239 Herb, Second: Ray For: 10 Opposed: 1 Abstain: 0 Motion carries

240

241 **FIRE TRUCK AND EQUIPMENT**

242 Motion to recommend funding in the amount of \$20,000.00

243 Herb, Second: Susan For: 10 Opposed: 1 Abstain: 0 Motion carries

244

245 **REVALUATION**

246 Motion to recommend funding in the amount of \$25,000.00

247 Susan, Second: Herb For: 10 Opposed: 1 Abstain: 0 Motion carries

248

249 **PUBLIC WORKS EQUIPMENT**

250 Motion to recommend funding in the amount of \$158,000.00

251 Herb, Second: Ray For: 10 Opposed: 1 Abstain: 0 Motion carries

252 **PD EQUIPMENT**
253 Motion to recommend funding in the amount of \$55,000.00
254 Herb, Second: Ray For: 10 Opposed: 1 Abstain: 0 Motion carries
255
256 **SEWER SYSTEM REHAB**
257 Motion to recommend funding in the amount of \$277,000.00
258 Herb, Second: Ray For: 10 Opposed: 1 Abstain: 0 Motion carries
259
260 **WATER SYSTEM REHAB**
261 Motion to recommend funding in the amount of \$170,000.00
262 Herb, Second: Ray For: 10 Opposed: 1 Abstain: 0 Motion carries
263
264 **ROAD AND STREET RECONSTRUCTION**
265 Motion to recommend funding in the amount of \$169,000.00
266 Herb, Second: Susan For: 10 Opposed: 1 Abstain: 0 Motion carries
267
268 **ENGINEERING AND PLANNING**
269 Motion to recommend funding in the amount of \$25,000.00
270 Herb, Second: Ray For: 10 Opposed: 1 Abstain: 0 Motion carries
271
272 **KAND REC AREA EQUIPMENT**
273 Motion to recommend funding in the amount of \$46,000.00
274 Herb, Second: Ray For: 10 Opposed: 1 Abstain: 0 Motion carries
275
276 **COMMUNITY CENTER**
277 Motion to recommend funding in the amount of \$0
278 Herb, Second: Ray For: 11 Opposed: 0 Abstain: 0 Motion carries
279
280 **CEMETERY MAINT EXP. TRUST**
281 Motion to recommend funding in the amount of \$10,000.00
282 Herb, Second: Ray For: 10 Opposed: 1 Abstain: 0 Motion carries
283
284 **CEMETERY TRUST FUND**
285 Motion to recommend funding in the amount of \$0
286 Herb, Second: Ray For: 10 Opposed: 1 Abstain: 0 Motion carries
287
288 **PROPERTY AND BUILDING MAINTENANCE**
289 Motion to recommend funding in the amount of \$79,400.00
290 Herb, Second: Susan For: 10 Opposed: 1 Abstain: 0 Motion carries
291
292
293

294 **EMPLOYEE SEPARATION**
295 Motion to recommend funding in the amount of \$0
296 Herb, Second: Ray For: 10 Opposed: 1 Abstain: 0 Motion carries
297

298 **LIBRARY TECHNOLOGY**
299 Motion to recommend funding in the amount of \$2,000.00
300 Herb, Second: Ray For: 10 Opposed: 1 Abstain: 0 Motion carries
301

302 **LIBRARY BUILDING**
303 Motion to recommend funding in the amount of \$14,000.00
304 Herb, Second: Ray For: 10 Opposed: 1 Abstain: 0 Motion carries
305

306 **CRF/TRUST FUNDS TOTAL**
307 Motion to accept the total of CRF/Trust Funds at \$1,065,400.00
308 Herb, Second: Susan For: 10 Opposed: 1 Abstain: 0 Motion carries
309

310 **Review and Vote on Special Warrant Articles:**

311
312 **FD-SCBA**
313 Motion to recommend funding in the amount of \$190,000.00, with offsetting revenue in
314 the amount of \$190,000.00, with it dependent on receipt of the offsetting grant.
315 Herb, Second: Susan
316 Discussion: If we don't get the offsetting revenue, then the motion fails.
317 For: 10 Opposed: 1 Abstain: 0 Motion carries
318

319 **NORTHERN BORDERS**
320 Motion to recommend funding in the amount of \$500,000.00, with offsetting revenue in
321 the amount of \$500,000.00, with it dependent on receipt of the offsetting grant.
322 Herb, Second: Susan
323 Dependent on receipt of grant revenue For: 10 Opposed: 1 Abstain: 0 Motion carries
324

325 **PD VEHICLES**
326 Motion to recommend funding in the amount of \$46,000.00
327 Jim, Second: Herb For: 10 Opposed: 1 Abstain: 0 Motion carries
328

329 **HIGHWAY BLOCK GRANT**
330 Motion to recommend funding in the amount of \$30,000.00, with offsetting revenue in the
331 amount of \$30,000.00, with it dependent on receipt of the offsetting grant.
332 Herb, Second: Susan
333 Dependent on receipt of grant revenue
334 For: 10 Opposed: 1 Abstain: 0 Motion carries

335 **UNION CONTRACT**

336 TBD by contract negotiations.

337

338 Herb leaves meeting at 8:00 p.m.

339

340 **WATER METERS**

341 Motion to recommend funding in the amount of \$1,210,000.00, with offsetting revenue in
342 the amount of \$1,210,000.00.

343 Jayne, Second: Paul (for discussion purposes)

344 Discussion follows: Some feel it should be decided by the tax payers at the Town Meeting,
345 while others don't want to support it until they have more information about rate
346 structures (flat rate, charge by the gallon, combination of both) and a well-defined plan.

347 Suggestions made include: educating the tax payers about conservation and billing tax
348 payers differently than businesses. The rate schedule needs to be fair and equitable.

349 RAFTELIS is doing a rate study that will be ready by the Public Hearing. How we will meter
350 (each tax property or the entire building) is a concern. Water and sewer grants, to improve
351 our infrastructure, will be tied to metering and conservation. We need meters to get data
352 and revenue. There are 3000 meters in Lincoln, that would need to be replaced.

353 For: 1 Opposed: 9 Abstain: 0 Motion fails and Budget Committee does not recommend

354

355 **LEVEE-REPAIRS (BOND)**

356 Motion to recommend funding in the amount of \$311,000.00, with offsetting revenue in
357 the amount of \$311,000.00.

358 Paul, Second: Jim

359 Discussion: There are two different plans, one for 5 years at 2.75% and one for 10 years at
360 2.95%. If approved a decision would be made as to which one is the better plan.

361 For: 10 Opposed: 0 Abstain: 0 Motion carries

362

363 **MANSION HILL/EGARE LAND (BOND)**

364 Motion to recommend funding in the amount of \$517,500.00, with offsetting revenue in
365 the amount of \$517,500.00

366 Susan, Second: Paul (for discussion purposes)

367 Discussion: For purchase of 16 acres of land for the wells and for future use, yet to be
368 determined. Paul has a concern, that before the land is purchased, the water be tested.

369 For: 9 Opposed: 1 Abstain: 0 Motion carries

370

371 **CEMETERY EXPENDABLE TRUST FUND**

372 Motion to recommend funding in the amount of \$935.00

373 Susan, Second: Jim

374 Discussion: This is the money what was collected in 2019 and now a check will be issued to
375 the Trustees. This will be changed, so in the future they can receive the money in the same
376 year that they collected the money. For: 10 Opposed: 0 Abstain: 0 Motion carries

377 **CEMETERY TRUST FUND**
378 Motion to recommend funding in the amount of \$1,865.00
379 Susan, Second: Cindy
380 For: 10 Opposed:0 Abstain: 0 Motion carries

381
382 **SUBTOTAL OF OTHER WARRANT ARTICLES**
383 Motion to accept the Subtotal of Other Warrant Articles in the amount of \$1,548,500.00
384 Jack, Second: Ray
385 For: 8 Opposed:2 Abstain: 0 Motion carries

386
387 **TOTAL OF CRF/TRUST FUNDS AND WARRANT ARTICLES**
388 Motion to accept the final total of the CRF/Trust Funds and Warrant Articles in the amount
389 of \$2,613,900.00
390 Ray, Second: Jim For: 9 Opposed:1 Abstain: 0 Motion carries

391
392 **OTHER BUSINESS:**
393 Jack asks for tablets, to conserve paper and to make the dissemination of information
394 easier.

395
396 **Motion to Adjourn at 8:50 p.m.**
397 Jack, Second: Cindy Motion carries unanimously

398
399  _____  _____
400 Chairman Mike Simons Date: