

**2016 Municipal Budget Process 2015 – Town of Lincoln
Board of Selectmen and Budget Committee Meeting Minutes
February 17, 2016
Lincoln Town Hall, 148 Main Street, Lincoln, NH**

Attendance:

Budget Committee Members: Marty Nastasia, Ivan Strickon, Cindy Lloyd, Bev Hall, Tamra Ham, Dennis Ducharme, Mike Simons, Herb Gardner, Selectperson Jayne Ludwig, Deanna Huot, Susan Chenard, Lutz Wallem, and Paul Beaudin.

Staff: Town Manager Butch Burbank, Finance Director Helen Jones

Board of Selectmen: OJ Robinson and Jayne Ludwig

Audience: Per attached list.

At 7:05 pm, Chairman of the Board of Selectmen, OJ Robinson, opened the Bond Hearing for the Pollard Road Sidewalk project. He explained that this had originally been scheduled as an informational meeting, but due to time constraints with the upcoming Town Meeting, tonight would be the public Bond Hearing, followed by a Budget Committee Meeting, followed by a Board of Selectmen's meeting.

Vicki Martin explained the scope of the project via a PowerPoint presentation, including the reasons why it is important.

- Safety reasons – there have been studies in other towns and cities showing that after a sidewalk installation, crashes between vehicles and pedestrians were reduced 74-88%
- This would complete the downtown sidewalk network
- This would encourage healthy lifestyles and is already used as part of a local fitness loop, hosting many 5k's, etc.
- This would provide mobility impaired assistance and safety

She encouraged people to attend Town Meeting and stay for the whole meeting. She is in favor of doing the project as soon as possible, no matter which financing option is chosen. The Bond article would be discussed early in the meeting, but requires a 2/3 vote. If that were not to pass, she'd like people to vote for the taxation version, which would come up at least one hour later.

Engineer Ray Korber, whom the Town has worked with often, spoke about the infrastructure, and the need to minimize both cost and impact. From Church Street to Dodge Place, we would need a new survey, while we have newer information from Dodge Place to the end of Pollard Road by the Kancamagus Lodge. He felt that many conversations would have to be had, both in individual and group sessions, as there may be the need to move utility poles and hydrants, etc.

Public Participation:

- Would the road be widened? No, the road would remain the same width, but the sidewalk would be next to it, widening the lanes and removing pedestrians from the travel lane.

- How about turning the road into a one-way street and using the other lane for a sidewalk? Or turning the road into 2 one-way portions, going in opposite directions from Maple or Church Street? A stripe alone would not be safe without a barrier. Also, any change in the traffic flow on Pollard Road would result in NHDOT becoming involved, as that would affect Main Street. This would result in Main Street becoming 4 lanes, 2 lanes in each direction, with no on-street parking left available.
- What would the tax impact be this year with either payment version? With the bond, the tax impact this year would be \$0.07 per thousand of property valuation, while with the taxation plan; the impact would be \$0.67 per thousand. The bond would carry on for 10 years, at a slightly reducing impact, while the taxation plan would only affect this year's bill. On an average valued home of \$250,000, the taxation plan would cost an additional \$167.50.
- Could one keep the sidewalk all on one side? What if there are multiple crossings? Which side would be preferred? Although one side would be optimal, we would need to weigh cost to move utilities and property owner's impact. If the sidewalk were all on the southerly side, connecting to School, Church and Maple Streets, it would also have crossings at Mountain View condos and the Kanc Lodge. Cross walks could slow traffic.
- Could we do any work in house? Although Public Works has the forms, the department head does not see any available time for the next few years, as they are working on repairing old sidewalks. With year-round maintenance of the sidewalks now scheduled, that has eaten into their schedule.

Board of Selectmen Chairman Robinson closed the Public Bond Hearing Meeting at 8:17pm, and the majority of the audience departed.

At 8:22pm, Budget Committee Chairman Mike Simons announced the continuation of the Budget Committee meeting from February 2nd.

Audience: David Beaudin, Mary Conn, Cindy Rineer, OJ Robinson, Butch Burbank, Wendy Tanner, Ron Beard and Ted Smith

Motion: "To Approve the Meeting Minutes of January 19, 2016, as written"

Motion: Cindy Lloyd Second: Herb Gardner Motion carries unanimously

Motion: "To Approve the Meeting Minutes of February 2, 2016, as amended"

Motion: Tamra Ham Second: Lutz Wallem Motion carries unanimously

Paul Beaudin felt that the RSA stated that the budget needed to be signed tonight, 20 days prior to Town Meeting, and that we should keep that in mind for the end of tonight's meeting.

Motion: "To Approve each Department Budget once more individually"

Motion: Paul Beaudin Second: Tamra Ham Motion carries unanimously

Motion: "To Open Public Hearing on the Town Budget"

Motion: Paul Beaudin Second: Herb Gardner Motion carries unanimously

Paul suggested asking the audience if they had any specific questions on the budget, as they were a small group, and the committee agreed.

Cindy Rineer asked why the Board of Selectmen was meeting after the Budget Committee tonight. If the selectmen agreed with the Budget Committee's changes, she didn't want it to look like the Budget Committee just rubber-stamped the Selectmen's choices. OJ explained that new information had come to light after the Selectmen were finished with their portion of this project back in November, such as fuel cost reductions, etc.. Each change made by the Budget Committee would be reviewed to see if the Selectmen also agreed.

Mary Conn suggested adding a column showing expended figures on the budget sheets for each department. This seemed like a good idea to incorporate into next year's process.

David Beaudin commented that he didn't feel it was fair to hire someone after removing someone from a different position last year. Tamra said that the former Director of Public Works had suggested adding a part-time position, and David clarified that the part-time position was proposed as entry level, while the new part-time person in that department was not being paid entry level. Butch said that there had been no discussion of hourly rate per position, as the salary would be pro-rated between the two departments in which that person would be working. Beverly and Tamra reminded the group that the budget committee can only focus on funding, not employee positions. During this discussion, both Deanna and Herb had to depart the meeting due to its late hour.

At 9:00pm,

Motion: "To Close the Public Hearing"

Motion: Tamra Ham Second: Ivan Strickon Motion carries unanimously

The committee turned to confirming the figures for each department.

#1 – Executive

MOTION: "To Approve the Executive Budget, with total expenses of \$356,240 and with off-setting revenue of \$8,000"

Motion: Tamra Ham Second: Bev Hall Motion carries unanimously

#2 – Tax Collector/Town Clerk

MOTION: "To Approve the Tax Collector/Town Clerk Budget, with total expenses of \$51,731 and with off-setting revenue of \$290,000"

Motion: Tamra Ham Second: Cindy Lloyd Motion carries unanimously

#3 – Elections

MOTION: "To Approve the Elections Budget, with total expenses of \$3,200"

Motion: Tamra Ham Second: Marty Nastasia Motion carries unanimously

#4 – Legal

MOTION: “To Approve the Legal Budget, with total expenses of \$150,000”

Motion: Tamra Ham Second: Cindy Lloyd Motion carries, with 1 opposed

#5 – Personnel Administration

MOTION: “To Approve the Personnel Administration Budget, with total expenses of \$785,207”

Motion: Tamra Ham Second: Bev Hall Motion carries unanimously

#6 – Planning & Zoning

MOTION: “To Approve the Planning & Zoning Budget, with total expenses of \$99,855”

Motion: Tamra Ham Second: Mary Nastasia Motion carries unanimously

#7 – Town Hall Building

MOTION: “To Approve the Town Hall Building Budget, with total expenses of \$57,250”

Motion: Tamra Ham Second: Dennis Ducharme Motion carries unanimously

#8 – Cemeteries

MOTION: “To Approve the Cemetery Budget, with total expenses of \$20,900 and with off-setting revenue of \$7,000”

Motion: Cindy Lloyd Second: Bev Hall Motion carries, with 1 opposed

#9 – Insurance

MOTION: “To Approve the Insurance Budget, with total expenses of \$51,680”

Motion: Tamra Ham Second: Dennis Ducharme Motion carries unanimously

#10 – Police

MOTION: “To Approve the Police Budget, with total expenses of \$1,008,011 and with off-setting revenue of \$36,500”

Motion: Tamra Ham Second: Cindy Lloyd Motion carries, with 1 opposed

#11 – Fire Department

MOTION: “To Approve the Fire Department Budget, with total expenses of \$113,825”

Motion: Tamra Ham Second: Bev Hall Motion carries, with 1 opposed

#12 – Emergency Management

MOTION: “To Approve the Emergency Management Budget, with total expenses of \$8,200”

Motion: Tamra Ham Second: Marty Nastasia Motion carries unanimously

#13 – Public Works

MOTION: “To Approve the Public Works Budget, with total expenses of \$322,044”

Motion: Tamra Ham Second: Bev Hall Motion carries, with 1 opposed

#14 – Street Lights

MOTION: “To Approve the Street Lights Budget, with total expenses of \$47,000”
Motion: Tamra Ham Second: Dennis Ducharme Motion carries unanimously

#15 – Solid Waste

MOTION: “To Approve the Solid Waste Budget, with total expenses of \$282,339 and with off-setting revenue of \$188,680”
Motion: Tamra Ham Second: Jayne Ludwig Motion carries, with 1 opposed

#16 – Sewage Disposal

MOTION: “To Approve the Sewage Disposal Budget, with total expenses of \$247,750”
Motion: Tamra Ham Second: Marty Nastasia Motion carries unanimously

#17 – Water

MOTION: “To Approve the Water Budget, with total expenses of \$347,512 and with off-setting revenue of \$4,000”
Motion: Tamra Ham Second: Bev Hall Motion carries, with 1 abstention

#18 – Community Building

MOTION: “To Approve the Community Building Budget, with total expenses of \$137,803 and with off-setting revenue of \$101,062”
Motion: Tamra Ham Second: Cindy Lloyd Motion carries unanimously

#19 – Health Appropriations

MOTION: “To Approve the Health Appropriations Budget, with total expenses of \$59,557”
Motion: Tamra Ham Second: Dennis Ducharme Motion carries unanimously

#20 – Welfare

MOTION: “To Approve the Welfare Budget, with total expenses of \$12,500”
Motion: Tamra Ham Second: Marty Nastasia Motion carries unanimously

#21 – Recreation

MOTION: “To Approve the Recreation Budget, with total expenses of \$236,270 and with off-setting revenue of \$158,128”
Motion: Tamra Ham Second: Bev Hall Motion carries unanimously

#22 – Library

MOTION: “To Approve the Library Budget, with total expenses of \$111,753 and with off-setting revenue of \$500”
Motion: Tamra Ham Second: Marty Nastasia Motion carries, with 1 abstention

#23 – Patriotic Purposes

MOTION: “To Approve the Patriotic Purposes Budget, with total expenses of \$6,375”
Motion: Tamra Ham Second: Bev Hall Motion carries unanimously

#24 – Long Term Debt

MOTION: “To Approve the Long Term Debt Budget, with total expenses of \$601,603”

Motion: Tamra Ham Second: Dennis Ducharme Motion carries unanimously

#26 – TAN Interest

MOTION: “To Approve the TAN Interest Budget, with total expenses of \$1”

Motion: Tamra Ham Second: Bev Hall Motion carries unanimously

Operating Total

MOTION: “To Approve the Operating Total Budget, with total expenses of \$5,118,606 and with off-setting revenue of \$793,870”

Motion: Tamra Ham Second: Jayne Ludwig Motion carries, with 1 opposed

Reserve/Trust Articles

MOTION: “To Approve the Reserve/Trust Articles Budget, with total expenses of \$1,217,500”

Motion: Tamra Ham Second: Marty Nastasia Motion carries, with 1 opposed

Special Warrant Articles

The committee discussed its support of the Pollard Road Sidewalk articles, and whether it made sense to recommend one or the other, or both. The committee felt that it could support the article to be paid for by a bond, but the majority did not feel that they could recommend the article requiring funding by taxation. Both articles would be appearing on the warrant, and both would be gross-budgeted, so this would not affect the bottom line, however, the latter would not receive the Budget Committee’s support.

PD Vehicles

MOTION: “To Recommend the PD Vehicles Warrant Article, with total expenses of \$43,000”

Motion: Tamra Ham Second: Paul Beaudin Motion carries unanimously

Highway Block Grant

MOTION: “To Recommend the Highway Block Grant Warrant Article, with total expenses of \$28,000”

Motion: Tamra Ham Second: Marty Nastasia Motion carries unanimously

Loon Mountain Bridge

MOTION: “To Remove the Loon Mountain Bridge Warrant Article, with total expenses of \$25,000”

Motion: Tamra Ham Second: Paul Beaudin Motion carries unanimously

Traffic Sign

MOTION: “To Recommend the Traffic Sign Warrant Article, with total expenses of \$10,000”

Motion: Tamra Ham Second: Lutz Wallem Motion carries unanimously

Beechwood Roads Bond

MOTION: “To Recommend the Beechwood Roads Bond Warrant Article, with total expenses of \$1,200,000, with off-setting revenue of \$600,000”

Motion: Tamra Ham Second: Cindy Lloyd Motion carries, with 1 opposed

Paul felt that we should use funds from the CIP for this project, and therefore get a smaller bond. Tamra Ham pointed out that Loon Mountain would be paying the town \$600,000 over the next 10 years, to split the bond with the Town.

Beechwood Roads Legal Fees

MOTION: “To Recommend the Beechwood Roads Legal Fees Warrant Article, with total expenses of \$11,250”

Motion: Tamra Ham Second: Lutz Wallem Motion carries unanimously

Levee Bond

MOTION: “To Recommend the Levee Bond Warrant Article, with total expenses of \$1,400,000”

Motion: Tamra Ham Second: Bev Hall Motion carries, with 1 opposed

Levee Bond Legal Fees

MOTION: “To Recommend the Levee Bond Legal Fees Warrant Article, with total expenses of \$11,250”

Motion: Tamra Ham Second: Dennis Ducharme Motion carries unanimously

Pollard Road Sidewalk Project – Bond

MOTION: “To Recommend the Pollard Road Sidewalk Project Bond Warrant Article, with total expenses of \$525,000”

Motion: Tamra Ham Second: Cindy Lloyd Motion carries unanimously

Pollard Road Sidewalk Project – Taxation

MOTION: “To Recommend the Pollard Road Sidewalk Project – Taxation Warrant Article, with total expenses of \$525,000”

Motion: Tamra Ham Second: Marty Nastasia Motion fails with 6 of 10 opposed

Cemetery Expendable Trust Fund

MOTION: “To Recommend the Cemetery Expendable Trust Fund Warrant Article, with total expenses of \$2,535”

Motion: Tamra Ham Second: Paul Beaudin Motion carries unanimously

Cemetery Trust Fund

MOTION: “To Recommend the Cemetery Trust Fund Warrant Article, with total expenses of \$1,365”

Motion: Bev Hall Second: Tamra Ham Motion carries unanimously

Other/Special warrant Articles Total

MOTION: “To Recommend the Other/Special Warrant Articles Total, with total expenses of \$3,232,400, and offsetting revenue of \$600,000”

Motion: Tamra Ham Second: Bev Hall Motion carries, with 1 opposed

Estimated Revenue

MOTION: “To Recommend the Estimated Revenue \$4,383,312”

Motion: Tamra Ham Second: Paul Beaudin Motion carries unanimously

After signing the Budget Committee’s Form for the Town Report at 10:15pm,

MOTION: “To adjourn Bond Hearing”

Motion: Paul Beaudin Second: Tamra Ham Motion carries unanimously

The Board of Selectmen then held a brief meeting, and confirmed that they would be accepting all of the Budget Committee’s changes.

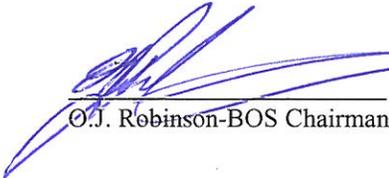
The meeting adjourned at **10:15 pm.**

Respectfully Submitted,


Susan Chenard

Approval Date: ____ / ____ /2016


Mike Simons-Budget Chairman


O.J. Robinson-BOS Chairman


Jayne Ludwig-Selectman

