

Lincoln Board of Selectmen – Meeting Minutes
November 9, 2009 – 5:00 pm

Present: Chairman Peter Moore, Selectman Patricia McTeague, Town Manager Peter Joseph and Administrative Assistant Susan Chenard
Audience: Ed Brisson and Helen Jones

Chairman Moore opened the Board of Selectmen's meeting at 5:15 pm.

Routine Business

- **Approval of the Public Meeting Minutes of November 2, 2009** - A motion was made by Selectman McTeague, seconded by Chairman Moore, to approve the public meeting minutes of November 2, 2009, as amended. The vote was unanimous
- **Ed Brisson visit** – The Selectmen asked Mr. Brisson if he would like to speak with the Board before they started budget discussions. Mr. Brisson approached the Board of Selectmen and thanked them for their willingness to work together to find solutions that benefited both the Town and the developer in the planning and early phases of the South Peak development. He explained that Terra Mesa would be eliminating his position as of the end of the year. Mr. Brisson felt that the development is in a great position to move forward quickly when the economy recovers. The Board was sorry to hear he would not be at South Peak when that happens. He plans to stay in the region, as he is currently living in Vermont. The Board thanked Mr. Brisson for all of his hard work.
- **Preliminary Budget Review** – Town Manager Joseph and the Board prepared to discuss the first half of the department budgets. They first covered some general concepts to be seen throughout. Fuel costs were decreased across all departments based on the much lower locked in rates, such as \$1.895 per gallon of #2 fuel oil during the winter season, combined with the accurate usage amounts recorded throughout this year. Personnel costs in most departments reflected a 2.5% wage increase per the employee wage step plan, a zero percent increase for COLA, and a 1.8% decrease due to lack of extra pay period in 2010, so there was a net increase of between 0.6% and 0.9% in wages, except for the police department. We are still waiting on confirmed not-to-exceed figures from our insurance companies, but are budgeting based on the national average of 12% increase for health insurance. The Town Manager explained that we would quote again in the spring as it renews in July, and Selectman McTeague asked that it not be changed for only a slight difference in prices, as the effort to switch is high and the availability of zero-cost generic prescriptions was very important. At this point, Helen Jones arrived and the discussion turned to the individual budgets:
 1. *Executive budget – 1/2% increase projected* – The elected officials opted for a zero percent pay increase, the Chamber of Commerce dues decreased by about a third, and there was discussion of eliminating donations to entities that were no longer a non-profit, like the NCCA and Highland Games.
 2. *Tax collector/town clerk – 3.46% increase projected* – The main increases are in software required by the State and the costs of liens and redemptions, even though those are reimbursed by interest when old taxes are repaid.

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3. *Elections – \$1,300 increase projected* – This budget is up due to the change from one election in 2009 to three in 2010. The Town Manager pointed out that this budget regularly goes up or down drastically depending on how many elections there are each year.
4. *Legal expenses – No increase projected* – We plan to keep this budget flat.
5. *Personnel Administration – 28% increase projected* – In an individual warrant article last year, \$94,000 was appropriated and it is only this year being transferred into the operating budget. This means that the large increase in this line item is due to that transfer, and will show a corresponding decrease in the capital section of the budget. It will not impact the tax rate. The Town Manager will have a detailed written explanation for the budget committee. There was also a question about the increase in unemployment insurance.
6. *Planning & Zoning – No increase projected* – Construction is slow.
7. *General Government – 2.1% decrease projected* – This reduction is in part due to electricity costs going down. The New Hampshire Electric Cooperative is dropping their cost by about a ½ cent now, and plans to stay level from there in the spring. Glacial Energy is working out, at a penny or so less than the NHEC, with a savings so far. Copy paper, cleaning supplies and cleaning costs are up a little, and the Town Manager added a small amount for landscaping in front of Town Hall.
8. *Cemetery – 5% decrease projected* – This is mainly due to a \$700 savings in chemicals for fertilizers.
9. *P&L Insurance* – We are still waiting on numbers for property and liability insurance from our insurance company, due in mid-November.
10. *Police Department* – There are a variety of scenarios that could occur, between what would happen with the SRO and the acceptance of a COPS grant. These were discussed in depth and more information will be presented at a future meeting.
11. *Fire Department – 0.74% increase projected* – Wages were increased by 2.5% for the stipend points and the Fire Chief's wages.
12. *Emergency Management – 0.3% decrease projected* – This reflects a \$50 savings.

The Selectmen will discuss budgets 13 through 25 at their next meeting. The Town Manager thanked Helen Jones for her assistance tonight and she left the meeting.

Other Business

Town Manager Joseph reported that Fire Chief Nate Haynes received straight A's on a report card for Forest Fire Warden evaluation by Forest Ranger Steve Sherman of DRED. DRED recommended his reinstatement as Forest Fire Warden.

The Board of Selectmen received a letter of complaint regarding the Planning Board concerning procedural issues at a recent meeting. Chairman Moore, as Selectmen's liaison to the Planning Board, said he would speak with planning Board Chairman Pat Romprey, and then work on a response for the Selectmen's approval.

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Chairman Moore asked about the status of the Bog Brook and Maltais Farm Roads project. We are almost done with engineering. We will have an estimate to assist with the budgeting process.

The meeting was adjourned at 7:37 pm and the Board of Selectmen reviewed payroll and accounts payable check registers for the week ending November 8, 2009.

Date: _____

Approved by:

Chairman Peter Moore

Selectman Deanna Huot

Selectman Patricia McTeague