

Lincoln Board of Selectmen – Meeting Minutes
November 16, 2009 – 5:00 pm

Present: Chairman Peter Moore, Selectman Deanna Huot, Selectman Patricia McTeague,
Town Manager Peter Joseph and Administrative Assistant Susan Chenard
Audience: None

Chairman Moore opened the Board of Selectmen's meeting at 5:10 pm.

Routine Business

- **Approval of the Public Meeting Minutes of November 9, 2009** - A motion was made by Selectman McTeague, seconded by Chairman Moore, to approve the public meeting minutes of November 9, 2009, as amended. Selectman Huot abstained as she was not present at that time. The vote was in the majority.
- **Preliminary Budget Review, continued** –
 - 13. Public Works – 0.7% increase expected* – Increases in wages, phones, materials and supplies (sidewalk sealer), contracted services (overhead door maintenance) vehicle repairs, tools and salt are balanced by decreases in heating fuel, vehicle fuel and the uniform contract.
 - 14. Street Lighting* – Down slightly due to lesser electric cost.
 - 15. Solid Waste Facility – 0.2% decrease expected* – Contracted services are down slightly. There was discussion of Loon Mountain bringing their waste to the facility as a commercial customer.
 - 16. Sewer* – Up slightly due to relocation of copper monitoring from the tap fees account.
 - 17. Water – 5.6% decrease expected* – Reductions in costs for propane and chemicals contributed to the decrease.
 - 18. Community Building – 2.3% increase expected* – An additional counselor is needed for the after-school program, and telephone costs are increased, including DSL and a Trak phone for outings.
 - 19. Health Agencies – Level* – Discussion centered on donating only to agencies helping local citizens.
 - 20. Welfare – 28% increase expected* – Due to the economy, this budget is seeing higher than expected costs.
 - 21. Recreation – 4.43% increase expected* – Wages, additional summer staffing, contracted services (transportation costs for larger groups) and mileage reimbursements accounted for this increase. Higher enrollment in summer programs provides offsetting revenue.
 - 22. Library – 0.31% decrease expected* – The new card catalog service has a higher maintenance fee, though lower purchase price, and may have higher cable costs associated with a static IP address.
 - 23. Patriotic purposes – slight increase* – The electric costs at the gazebo are up \$20 per year, but the fireworks will cost the same.
 - 24. Long-term debt – decrease of \$77,000* – We will be zeroing out a \$77,000 bond next year, but potentially adding a larger one for the Maltais Farm/Bog Brook roads project. .
 - 25. Contingency – Level*
Capital Budget – The Town Manager also reviewed the capital budget with the Selectmen. He noted that planning for new fire trucks has been

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expanded to be able to replace all trucks every 20 years, not just one. Also, the Road and Street Construction planning budget reflects an additional \$50,000 per year as we start saving for the Beechwood area project. Another warrant article will be the Maltais Farm/Bog Brook road project funding, for which a tentative meeting is scheduled in early December. Town Manager Joseph brought up the formation of an employee separation fund, where a certain amount is set aside each year to payout vacation and sick time as employees retire or move on. We also need to budget to spend the RTP grant received for the Riverwalk trail.

Other Business

Administrative Assistant Susan Chenard has accepted a job offer in Virginia. She will work with the Town Manager to re-write her job description, and put out an ad as soon as possible. Town Manager Joseph would like to cast a wide net, including contacting people via Local Government Center and the internship program with which he is involved. The Selectmen agreed that was a good idea. If the qualifications of two applicants were similar, they would prefer someone local.

Selectman McTeague noted that she would be away for the next two meetings, returning for the December 7th meeting.

The meeting was adjourned at 7:38 pm and the Board of Selectmen reviewed payroll and accounts payable check registers for the week ending November 15, 2009.

Date: _____

Approved by:

Chairman Peter Moore

Selectman Deanna Huot

Selectman Patricia McTeague