

**2017 Municipal Budget Process 2016 – Town of Lincoln**  
**Budget Committee Meeting Minutes – September 8, 2016**  
**Father Roger Bilodeau Community Center, 194 Pollard Road, Lincoln, NH**

Budget Committee Members: Lutz Wallem, Cindy Rineer, Dennis Ducharme, Marty Nastasia, Susan Chenard, Larry Sweeney, Beverly Hall, Mike Simons, Herb Gardner, Cindy Lloyd

Excused: Patricia McTeague, Deanna Huot, Selectperson Jane Leslie

Staff: Finance Director Helen Jones

Public: None

**Call to Order:** Mike Simons called the meeting to order at 6:04pm.

Mike went over the proposed agenda quickly. This would entail:

- Election of officers
- Procedural items
- Old Business

Motion: To Nominate Mike Simons as Chairman

Motion: Beverly Hall                      Second: Marty Nastasia                      Motion carries unanimously

Motion: To Nominate Herb Gardner as Vice Chairman

Motion: Marty Nastasia                      Second: Dennis Ducharme                      Motion carries unanimously

Motion: To Nominate Susan Chenard as Secretary

Motion: Herb Gardner                      Second: Beverly Hall                      Motion carries unanimously

Chairman Mike Simons welcomed the 2 new committee members. Cindy Rineer has been a long-time fixture in the town, having worked at townhall and Loon Mountain, so was known to most. Larry Sweeney told us a little about himself; He has lived here at the Village of Loon Mountain for 3.5 years, having come to us via Massachusetts and Wisconsin. He has been attending several Board of Selectmen and Town Meetings. A Marine, who is now the commander of the local American Legion, he has been a COL of an \$80 million company.

The other committee members spoke a little about their experience. Beverly and Marty have each been here for 4 years, while Herb has lived here for 6 years. Dennis has been in Lincoln for some 24 years, and this is his second year on the committee. Mike has been in Lincoln over 20 years and has served on the committee many times. Cindy Rineer is a long-time resident, originally from Pennsylvania. As noted, she has worked at the Lincoln Town Hall in various

functions, including planning and finance, later working at Loon Mountain. Lutz was a Trustee at a set of 4 Mass. hospitals for over 25 years, before moving to Lincoln about 10 years ago, where he has served on this committee and as a Trustee of Trust Funds for the Town for most of that time. Susan has been in Lincoln for 25 years, worked as administrative assistant o the town Manager and Board of Selectmen at Town Hall for 3 years, and served as secretary of this committee last year, her second on the committee. Cindy Lloyd has owned at Riverfront for 25 years, been living there since 2011, when she became a member of the budget committee. She comes from 20+ years in the medical devices industry, having worked mainly in global regulations, and she is the budget committee representative on the CIP, helping to improve that capital planning tool. She also serves on the Town Report committee. Helen is the only native of the area, having been born in Lincoln, but now living just across the border in North Woodstock, and has been working at the Lincoln Town Hall in the finance department for many years.

Helen handed out a draft schedule, where she demonstrated that we could hold all budget meetings in the month of January. She should be receiving the budgets this week, at which point they are reviewed by the Town Manager and then the Board of Selectmen, before being presented to us. The majority of the committee felt that this left too little time in case of weather cancellations, so December 13 and 15 dates were added. Meetings are usually Tuesdays and Thursdays, except the joint meeting with Woodstock, which will be held on a Wednesday this year. The committee also decided to start the meetings at 5:30pm, to allow some people time to get there after work. The meetings that will take place on October 4<sup>th</sup> and November 17<sup>th</sup> will also start at 5:30pm. All future meetings will take place at the Lincoln Town Hall.

Committee members that plan to attend the Budget and Finance Workshop at Attitash in Bartlett on September 27th include Mike, Cindy R, Cindy L, Susan, Beverly, and Patricia McTeague. Mary Conn may also join us, and the van would be available, if we'd like to car pool.

The committee turned to discussing how we plan to do things as a committee. Some guidelines we can utilize, of course, include the RSA's and Robert's Rules of Order. Beverly suggested holding the public comment section to the end of each meeting, like the Board of Selectmen meetings are run. It is a Budget Committee meeting that is for the public to hear. We will allow comment and questions after each meeting, but we remind the audience that there is also a public hearing at the end of the budget season.

Public comment is helpful to see what questions might come up, but this did allow for some personal attacks on department heads last year. There was discussion on the necessity of having department heads present, as Town Manager Butch Burbank and Helen already have much of the information, and some departments are pretty cut and dried. Helen suggested that at our first meeting in December, we review the budgets and decide which department heads actually need to attend. For example, Nate Hadaway, with public works, solid waste, water, etc. would be someone we'd want to ask questions of, while tax collection is much simpler. Helen and Cindy L

78 lauded Nate on how much money he has been able to save the town. Cindy R mentioned that she  
79 liked how Ted Smith of the police department and Tara Tower of the recreation department had  
80 prepared special reports indicating differences and highlighting points of interest.

81  
82 Cindy L suggested that we network with other towns at the class on the 27<sup>th</sup> to see what tips they  
83 might have. We could also review other towns' meeting minutes for ideas.

84  
85 Dennis confirmed that there are currently no vacant seats on the budget committee. This is the  
86 first time in 10 years that this has happened. However, what if someone had to step down; how  
87 would this be handled? Mike explained that we would have to appoint a replacement. We'd open  
88 up the floor to nominations, and vote to appoint based on the order of those nominations. Last  
89 year, we tried to do that, but the letters should have been submitted to the Budget Committee, not  
90 the Board of Selectmen, which led to some confusion. So, if we had an opening, we would  
91 advertise, collect letters, and have them go to Chairman Mike. Then they can be opened in order  
92 of receipt, with each one being reviewed, potentially being nominated, seconded, discussed and  
93 potentially appointed before opening the next. Remember, we would be nominating to appoint,  
94 not voting to elect, which is what happens at town meeting.

95  
96 Cindy R brought up that, last season, we would speak with a department head and review their  
97 budget, and then wait to vote on it at the next meeting. However, some departments were voted  
98 on several times. Perhaps it would be better to close discussion and wait to vote on everything at  
99 the end of the budget season. Rather than re-discussing a budget at a following meeting, perhaps  
100 having reports, like Ted and Tara's, available to review prior to a meeting would keep things on  
101 track.

102  
103 Cindy also asked that we all speak up if we see discussions going off topic. Our committee is not  
104 able to deal in personnel matters beyond the budget items, etc. (Herb left at 7:28pm, but the  
105 discussion continued.) She wondered if calling the question was the right vehicle to close topics  
106 not under the purview of the board. What does that entail? Or do we make up a different way of  
107 handling personal versus operation/employee topics? This too could be a good question for the  
108 27<sup>th</sup>.

109  
110 Mike pointed out that we are a committee. Members cannot request information on their own,  
111 but the committee can discuss it at a meeting and have the chairman request the needed  
112 information.

113  
114 Mike also reminded us that we prepare the budget, but we cannot challenge actual/past  
115 expenditures. On library and cemetery budgets, we can only adjust bottom line, but on the others,  
116 we can challenge budget items by line item.

Helen will not be attending the October or November meetings, but will start emailing reports soon.

Lutz talked about his fears as a member of the Trustee of Trust Funds Committee. He is worried that the dollar will be devalued or no longer the national currency. He has seen that happen in his lifetime, while living in Germany. It bothers him that we need to follow state law, and how it prevents us from using other, possibly safer measures, such as investing in gold. Beverly and Cindy L sympathized, but felt that this was not a budget committee issue.

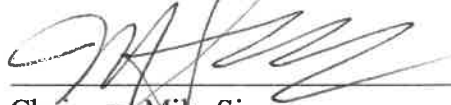
At 7:42 pm:

Motion: To Continue the meeting to October 4<sup>th</sup>, 2016

Motion: Lutz Wallem

Second: Marty Nastasia

Motion carries unanimously

  
Chairman Mike Simons

  
Date