

1                   **2017 Municipal Budget Process – Town of Lincoln**  
2                   **Budget Committee Meeting Minutes – September 12, 2017**  
3                   **Lincoln Town Hall, Lincoln, NH**  
4

5    Attending: Larry Sweeney, Cindy Lloyd, Dennis Ducharme, Patricia McTeague, Chairman Mike  
6    Simons, Vice Chairman Herbert Gardner, Selectperson Jayne Ludwig, Secretary Susan  
7    Chenard, Lutz Wallem, Cindy Rineer, Paul Beaudin and Beverly Hall

8    Excused: Ivan Strickon, as he had resigned

9    Audience: Jim Spanos

11   **Call to Order:** Chairman Simons called the meeting to order at 5:40pm.

13   **Review of meeting minutes of Jun3 13, 2017**

14   **Motion:** To accept the June 13, 2017 meeting minutes, as amended.

15   Motion: Patricia McTeague   Second: Herb Gardner           Motion carries unanimously

17   **Review subcommittee guidelines on filling vacancies**

18   It was explained that draft documents can be circulated by email, as can resumes, but we  
19   cannot use Reply All to comment. One could comment to just the sender, but it would be better  
20   to take comments and questions to the meeting. Larry, Cindy L and Mike said that members of  
21   the NHMA (NH Municipal Association) said not to discuss anything via quorum by email. Paul  
22   Beaudin felt that this was an issue with 91-A, Access to Governmental Records and Meetings.  
23   So, the best bet is to discuss any circulated documents at the meeting, not by email. Cindy L  
24   says to look at 91-A:2, II a, which reads, in part, "II-a. If a member of the public body believes  
25   that any discussion in a meeting of the body, including in a nonpublic session, violates this  
26   chapter, the member may object to the discussion. If the public body continues the discussion  
27   despite the objection, the objecting member may request that his or her objection be recorded in  
28   the minutes and may then continue to participate in the discussion without being subject to the  
29   penalties of RSA 91-A:8, IV or V. Upon such a request, the public body shall record the  
30   member's objection in its minutes of the meeting." Because of that, an email sent by Paul to  
31   Mike, and all, was read into the minutes. Paul asked Mike if both applicants had been invited to  
32   meeting tonight, and Mike said yes. Mike had sent Jack Daly's letter and resume, but only  
33   mentioned receiving Jim Spanos' letter of interest.)

35   Discussion continued regarding the draft to fill vacancies outside of the election cycle. Cindy L  
36   reviewed the draft copy, but noted that we had not covered what would happen in a tie. Larry  
37   said that we had discussed this via Robert's Rules. He said the chair does not vote except to  
38   break a tie, while Mike thought the Chair just votes last. A revote would be without the  
39   Chairman, but the first vote could be with.

40   Cindy R noted that point #2 said that a letter of interest should include reasons for submission  
41   and relevant experience. If that was a requirement, it should have been stated on the town  
42   website. Larry said there was no need for experience information to run for a public office, so it  
43   should not be necessary. So both Cindy's suggested taking that requirement out. Larry then  
44   said we should not require them to attend meeting, just like attendance was not required for

45 voting. A discussion ensued on how much information should be required, versus whether an  
46 applicant should appear before the committee. Perhaps, in the future, the applicants in by the  
47 deadline could be notified of the next meeting, as soon as it is scheduled, so that they could  
48 plan to attend.

49 New appointees should be appointed within 45 days of when the letter was requested. Lutz  
50 wondered if the person who didn't send a resume did so knowing that if he had sent it, it would  
51 be public record.

#### 52 53 **Appoint Officer to fill vacancy**

54 Due to Ivan's resignation from the committee, a request for interested parties had been made.  
55 The list included John R "Jack" Daly, Jr and James Spanos. Mr. Daly could not attend but had  
56 sent a resume, while Mr. Spanos attended so he could explain his experience in person. The  
57 committee members reviewed Mr. Daly's extensive resume, detailing budget and municipal  
58 work, as well as snowmaking at Loon for a few minutes. Paul wondered how long he had been  
59 living here. It seemed that he had been active in the area since 2006 or 2011, at least.  
60 Jim Spanos then spoke, explaining that his family has been here basically since 1962. He has  
61 been on the Planning Board for a long time, etc. where has been chair since 2015, and elected  
62 3 times. He was also a member of the Trustee of Trust Funds (TTF) Committee with Lutz in the  
63 recent past. Beverly asked Jim about his time there, and if he could comment on why the yield  
64 had been very low, but once she joined and working with Herb, that committee was now  
65 showing almost \$20,000 in revenues. They got into a discussion about outreach to other banks,  
66 and he explained that interest rates and the amount of deposit had been increased. Mike  
67 stopped the discussion as all 3 members of TTF were present. Cindy L asked about any budget  
68 experience he might have. Jim said he has smaller condo property management experience, at  
69 one complex. Cindy R asked about CIP experience, but he said that John H is that member. He  
70 does review the CIP at the Planning Board meeting.

71 Larry said that he felt that we had 2 well-qualified applicants.

72 **Motion:** To vote for Jack Daly or Jim Spanos for Officer to Fill Vacancy.

73 Motion: Larry Sweeney      Second: Jayne Ludwig      Discussion

74 Discussion: Beverly made her point. Paul has worked with Jim on Planning Board, and worked  
75 with Jack on the Zoning Board and he's also done a good job. Jim's been here for 40 years and  
76 has taken quite an interest in the community. For Cindy L, Jack's experience on municipal  
77 budget is important. Paul and Mike recounted Jim's experience on school board, school budget  
78 and other boards besides planning and trustee, etc. Mike said that Jack ran a foundation and  
79 worked with the Mtn Club on Loon on that. Jim made time to come to the meeting, but Jak was  
80 unable to reschedule a dinner at the last minute.

81 Larry asked to move to vote, as everyone was saying who they would vote for.

82  
83 Motion Results: For Jack Daly – 7 votes      For Jim Spanos – 3 votes      Abstentions - 2

84  
85 Therefore, Jack Daly has been appointed to fulfill the vacancy to finish the term. He'll need to  
86 run for election in March if he wants to continue.

**Review final draft for approval for Bylaws and Guidelines for Public Participation**

The draft Bylaws have been approved by the Town attorney. Mike would sign these and Helen would have the original. Susan will have a PDF copy to keep on file. Paul felt that the last paragraph should also include revenues. Larry also remembered us discussing revenues at length, especially with the Police Dept. The RSA 32:3 III reads as it is currently written, that revenues are part of the operating budget, and therefore most of the committee felt it was better to leave the document as written.

**Motion:** To approve the Bylaws of the Lincoln, NH Budget Committee as written.

Motion: Beverly Hall                      Second: Patricia McTeague    Motion carries with 1 abstention

Cindy L will get a clean copy for Mike to sign.

**Guidelines for Public Participation**

The Guidelines for Public Participation were also approved by the town attorney and town manager. Mike pointed out the difference between a meeting and a hearing. He believes the audience should only comment on how the budget will affect that person. There was some discussion as to who will time the 3 minutes. Patricia noted her Apple watch was great for this. Sign-ins are only needed for public hearings. Paul feels the Chairman should be able to extend the 3 minute time allotment. We were reminded that this document was a guideline.

**Motion:** To approve the Guidelines for Public Participation as written.

Motion: Beverly Hall                      Second: Herbert Gardner    Motion carries with 1 opposed (Paul)

Herb had to leave at 7:18pm.

Cindy L, Cindy R and Beverly will work on cleaning up the vacancies document for the next meeting. Mike thanked the committee for their work on those guidelines, etc.

**Discussion topics for 2018 budget**

Cindy R and Paul B were working on those topics, but did not bring them along. They will be emailing them before the next meeting.

**NHMA Training Session**

Mike reminded everyone about the meeting with the Board of Selectmen and Margaret Barnes (lawyer). There would be a full day of training on September 26. Mike, Cindy L and one other will attend, as well as Helen, so as to take the town van. Someone should tell Jack Daly too.

Lutz commented on the Secretary of State video meeting 6-8 months ago, where TTF were invited, but no presentation was available for them. (The presentation turned out to be for the budget committee.) Now Terry Knowles said she wanted to come and visit to see how the Town is now making much more interest.

**Next meeting**

The committee opted to not meet monthly, but also not quarterly. November would give us a good fiscal history. The next meeting was therefore scheduled for November 14 at 5:30pm.

133 The Chairman will call Jim Spanos and Jack Daly with the vote results.

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135 **Motion:** To adjourn at 7:32pm.

136 Motion: Larry Sweeney

Second: Beverly Hall

Motion carries unanimously

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Chairman Mike Simons

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Date 