

1 **2017 Municipal Budget Process – Town of Lincoln**
2 **Budget Committee Meeting Minutes – April 11, 2017**
3 **Lincoln Town Hall, Lincoln, NH**
4

5 Attending - Dennis Ducharme, Larry Sweeney, Patricia McTeague, Mike Simons, Herbert
6 Gardner, Susan Chenard, Lutz Wallem, Cindy Rineer, Paul Beaudin, Cindy Lloyd, Ivan Strickon,
7 Beverly Hall, Selectperson Jayne Ludwig
8

9 **Call to Order:** Mike Simons called the meeting to order at 5:34pm.
10

11 Mike thanked everyone for showing up for this early season meeting. The full complement of
12 committee members was in attendance, though no staff or public.
13

14 **Election of Officers**

15 Currently, there were no officers at the start of this new season, so electing them became the
16 first order of business. Paul wanted to allow everyone the chance to experience other positions.
17 He found that holding different positions gave him a better perspective.
18

19 **Motion:** To nominate Susan Chenard as Secretary.

20 Motion: Mike Simons Second: Jayne Ludwig

21 Discussion: Paul asked if anyone else were interested in the position. There were none. Paul
22 asked if Susan would accept the position, and she agreed for the balance of her term (this
23 season). There was discussion of term limits of 3-5 years for positions, in general.
24

25 Motion passes unanimously
26

26 **Motion:** To nominate Mike Simons as Chairman.

27 Motion: Ivan Strickon Second: Patricia McTeague

28 Discussion: Cindy R asked if anyone else was interested in this position, but there were none.
29

30 Motion passes unanimously
31

31 **Motion:** To nominate Herb Gardner as Vice-Chairman.

32 Motion: Ivan Strickon Second: Dennis Ducharme

33 Discussion: Cindy R again asked if anyone else was interested in this position, but there were
34 none.
35

36 Motion passes unanimously
37

37 **Review of meeting minutes of February 10, 2017**

38 **Motion:** To accept the February 10, 2017 meeting minutes, as amended.

39 Discussion: For members who were not present at the February 10, 2107 meeting, it was
40 explained that the minutes only needed to be clear and give them the sense that they
41 understood what occurred at the meeting to approve them.

42 Motion: Patricia McTeague Second: Herb Gardner Motion carries with Paul abstaining
43
44

Review of 2016-2017 budget season

Larry said that Cindy R had wondered at the end of last season, if we had done enough due diligence as a committee. He had reflected back on that. In his former company, the budget came out July 1, and the CFO gave a target number to use as a maximum increase. Perhaps we could give such a number to the Board of Selectmen in or by July? Jayne mentioned that this would be difficult for some departments. Cindy L said that it was more a number to be used for the bottom line, rather than each department. Ivan wondered if we could even tell the Board of Selectmen a number, and Paul responded that the RSA 32:5b said yes, we can give guidance. Paul also suggested that we show the percentage of tax impact per article.

Mike thought, perhaps the Board of Selectmen has a target number in mind. Larry felt that, for now, we should let Jayne talk about it with the Board of Selectmen and we can revisit this at our next meeting. Cindy R reminded everyone that she was looking at the total budget. Ivan said we could come up with a suggestion, but the legislative body can override it.

Mike asked the committee if they knew what the duties of the Budget Committee were. Cindy L said she would look these up, but Mike was really trying to get all committee members to read the RSA for themselves until they understood it. Mike felt that the budget committee is in charge of creating and recommending a budget. Paul felt that we were really just recommending, or not recommending, how the Board of Selectmen presents the budget to us.

Jayne and Cindy R spoke about having the budget committee attend the Board of Selectmen meetings, where they review budgets with department heads. Often, we may not have a chance to participate, but even hearing the Q&A between the department heads and Selectmen would be a start.

Cindy R asked when would be an appropriate time to say that she thinks a department's budget is too high. The general feeling seemed to be when the department head was here would be a good time. Last season, Cindy had waited to the end of the season, but she felt that may have been too late.

Larry felt that we got the most feedback on payroll. It was consistent with what he was reading in Wall Street Journal.

Cindy L stated that the CIP (Capital Improvements Plan) has a target figure. Ivan felt that projects on CIP vs. operational side are very different. Paul noted that the CIP went down and operations went up this past year.

Paul asked about charging Woodstock for water at the Kanc Rec, as had been talked about at a meeting last season, and the latest Board of Selectmen meeting. Jayne said they were looking at some major points in general; one was water and the possible shortage due to drought. The town is not planning to charge residents for water, but only track routes and usage.

Mike would like to see us working with the department heads, town manager and Board of Selectmen to come up with a good number to strive for in budgeting. RSA 32 says we are

89 charged to prepare and deliver a budget to the legislative committee. We prepare when we
90 review and ask for changes. There was more discussion of clarity of purpose.

91
92 Lutz asked about the school board budget. Jayne agreed that it requires more Lincoln
93 participation, but the committee also felt it was not a subject for us to handle. We are charged
94 with the Town's budget.

95
96 The 80/20 health insurance subject was researched slightly, and the committee was told it
97 would "kick the heck out of your taxes".

98
99 Cindy L would like to have us continue our procedures discussions.

100
101 Paul asked if the topics we had asked about during the season were on a list; these things we
102 wanted to check back in on. Mike responded that Paul could make the list if he liked, while he
103 was reviewing last season's minutes. We felt that it was an important list, and we would like to
104 know if the research was done. Laptop vs. desktop computers was another item we had
105 discussed as a cost-saving potential.

106
107 Herb left at 6:47pm to provide medical treatment to his wife.

108
109 Bev felt that health insurance was more of a benefit package, and less for budget committee.
110 However, Larry said that we want to know that it was researched, and why they made the
111 decisions they did.

112
113 **Upcoming meeting schedule**

114 Cindy L asked for monthly meetings, while Larry asked for quarterly meetings.

115 Cindy R asked for quarterly budgets to review before the next meeting. Paul asked why we
116 would review the budget that we already approved.

117 Jayne offered to try to arrange a training session for us in Lincoln for budget committees. She
118 asked what day we'd like to have that class.

119 Cindy L wanted to see a meeting in May to review procedures. The committee wanted to avoid
120 meeting in July/August, but we could meet May/June, then September.

121
122 Tuesday, June 13, 2017, at 5:30pm in the Lincoln Town Hall was set for the next budget
123 committee meeting.

124
125 **Motion:** To continue the subcommittee made up of Cindy Rineer, Cindy Lloyd and Beverly Hall
126 to research guidelines and procedures for the budget committee.

127 Motion: Larry Sweeney Second: Dennis Ducharme Motion carries unanimously

133 **Motion:** To adjourn at 7:12pm.

134 Motion: Larry Sweeney Second: Cindy Lloyd

Motion carries unanimously

135

136

137

138 
Chairman Mike Simons


Date