

1 **2017 Municipal Budget Process – Town of Lincoln**
2 **Budget Committee Meeting Minutes – June 13, 2017**
3 **Lincoln Town Hall, Lincoln, NH**

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

7 Excused: Beverly Hall, Ivan Strickon and Denis Ducharme

8
9 **Call to Order:** Mike Simons called the meeting to order at 5:33pm.

10
11 **Review of meeting minutes of April 11, 2017**

12 **Motion:** To accept the April 11, 2017 meeting minutes, as amended.

13 Motion: Patricia McTeague Second: Cindy Lloyd Motion carries unanimously
14

15 **Budget Committee RSA Responsibilities.**

16 Mike read 32:1 and 32:16 (sections 1 and 2) aloud. The committee discussed a default budget,
17 which basically just uses the previous year's budget. To prepare a new budget, we as a
18 committee, can ask anyone (department heads, etc.) for information deemed necessary. Paul
19 would like each member of the committee to be able to ask for that information, but Mike and
20 Cindy Lloyd felt that the law stated that only the committee can ask. Paul said he could still use
21 91a to get public information as a citizen.

22 A few minutes later, Cindy Lloyd found in the Budget book, page 58, 3rd paragraph down, that
23 one budget committee member cannot act alone. And members must identify that they're
24 speaking privately, not on behalf of committee.

25
26 Larry had asked about tax caps. 32:5-b discusses tax caps, but Lincoln does not have a tax
27 cap. 32:5-c covers the adoption of one.

28 Paul asked, as he had in the past, about putting a percent of how much something affects the
29 budget into the text of the warrant article.

30
31 **NHMA Lincoln Training Session**

32 Jayne Ludwig explained that there were Budget Law Sessions available, for 2 hours, between
33 July 6 or 10. After much discussion, we settled on Monday, July 10, from 5-7pm. We can invite
34 others. The location was to be determined, as that would put it on the same evening as a Board
35 of Selectmen's meeting.

36
37 **List of Discussion Topics for 2018 Budget**

38 Paul reviewed the online minutes from last season's budget sessions for unresolved topics.
39 These included cost overruns at the solid waste budget, a 5B pool to compete with Primex,
40 taking over the sewer management, and a few others. He will email his complete list to Susan.
41 Larry said there was a policy on donating to non-profits that he didn't remember seeing a clear
42 response on. There was also an open question regarding voting to call the question and
43 how/when to vote on budgets. Cindy Rineer was about to add some of her points, but the
44 discussion turned first to the procedures subcommittee report.

45 Various members of the committee did not have the procedures information that was to be
46 discussed today. This led to a discussion of why that information was not sent out to committee
47 members in advance. Mike felt there was a legal question of allowing information to be
48 disseminated prior to a meeting by email. Larry will ask about it at the upcoming legal session. It
49 turned out that the documents were emailed, and Cindy Rineer had a copy with her. Mike
50 thought maybe it just needed to be posted for the public to review too, while historical options
51 were discussed, like having committee members pick up packets at the town hall, or when the
52 police department used to deliver.

53 Lutz asked about funding for a secretary for Trustee of Trust Funds meetings. How would one
54 go about requesting this? The general feeling was that the general fund should cover it, but to
55 start by asking the Select board. The Budget committee could be a precedent. Jayne will bring
56 the question to The Select board.

57 Mike wanted to make sure the informal feel of the meeting currently was ok with members.

58 Cindy R returned to her list of unanswered items, and asked about the cost to make snow at the
59 Kanc, and the possibility of having Woodstock pay a portion. Paul felt the same formula could
60 be applied to the school. Lincoln pays water and sewer, so that could be split. That school
61 contract is due to be renegotiated again very soon, so let's plan ahead.

62 Cindy R also wanted to review plans for welfare, if it remains low. Helen had brought up that she
63 would eventually retire. When might that be and when would we hire someone as deputy or
64 assistant for her position. Plans were also mentioned for a Fire Department with full time chief
65 and daytime coverage.

66 Cindy R said Larry had mentioned that wages was something that had gotten the most
67 feedback, and Paul wanted to compare total cost of employment.

68 Mike is happy that we have a list to give to committees and department heads, and they'll have
69 time to prepare. Possibly they can respond during that budget discussion, if not before. We
70 should be prepared with good follow up questions or comments. Paul and Cindy will send all of
71 the questions to the budget secretary, and we'll review at the next meeting. Since there will only
72 be delivery and not discussion, it will fine for them to email the lists individually.

74 **Proposed meeting with Board of Selectmen**

75 Jayne said The Select board doesn't hear from most department heads, but rather meets with
76 Butch, the Town Manager. We can't sit as a committee in the audience of BOS and ask
77 questions, but a joint meeting isn't the best option either. Paul and Mike felt that it was probably
78 better to keep the committee/board meetings separate, and most of committee felt same.
79 We can request information, but not people.

80 Herb left at 7:09pm to take care of his wife.

81 Jayne distributed information regarding 85/15 split, and how it affects costs to employee and
82 town.

84 **Procedures subcommittee report.** Since not everyone had received these documents
85 electronically, we'll review and discuss them at our next meeting. Cindy R felt the bylaws with
86 respect to vacancies should have a little less detail. Per the attorney's advice, we should only
87 document what we actually do, not the town, etc., and just state the RSA without so much

88 retyping. We'll aim to approve the first 2 parts and review vacancies for discussion at the next
89 meeting. This should be closer to the top of the agenda item list for the next meeting.

90
91 Besides the law workshop on July 10th, our next meeting will be on Tuesday, September 12 at
92 5:30pm, at the Lincoln Town Hall.

93
94 **Motion:** To adjourn at 7:26pm.

95 Motion: Paul Beaudin Second: Cindy Lloyd

Motion carries unanimously

96
97
98
99 
Chairman Mike Simons


Date