

1                   **2017 Municipal Budget Process 2016 – Town of Lincoln**  
2                   **Budget Committee Meeting Minutes – January 31, 2017**  
3                   **Lincoln Town Hall, Lincoln, NH**  
4

5    Attending: Marty Nastasia, Beverly Hall, Larry Sweeney, Cindy Lloyd, Patricia McTeague,  
6    Chairman Mike Simons, Vice-Chair Herbert Gardner, Selectperson Jayne Ludwig, Secretary  
7    Susan Chenard, Lutz Wallem, Cindy Rineer  
8    Excused: Deanna Huot and Dennis Ducharme  
9    Staff: Town Manager Butch Burbank and Finance Officer Helen Jones  
10   Audience: Selectperson Tammy Ham  
11

12   **Call to Order:** Chairman Mike Simons called the meeting to order at 5:31pm.  
13

14   **Review of meeting minutes of January 24, 2017**

15   **Motion:** To accept the January 24, 2017 meeting minutes, as amended.

16   Motion: Cindy Lloyd                   Second: Herbert Gardner       Motion carries unanimously  
17

18   Helen handed out a sheet detailing 2017 Estimated Revenues. This showed budgeted and  
19   actual 2016 revenues, 2017 estimated revenues and MS-7 Totals. These become the basis for  
20   part of the MS-737 budget document. Some lines are fixed amounts, while others are true  
21   estimates. The Loon Mountain Loan is actually a payment from Loon which will come in for the  
22   next 10 years as 50% of the cost reimbursement on the bond for the Beechwood Roads.  
23

24   Helen next distributed 4 updated budgets. The executive budget showed the correct wage  
25   distribution. The personnel administration budget showed a lower workers' comp figure. The  
26   police budget shows last year's wages and a small increase in offsetting revenues – fines and  
27   fees from court. The Town does not have a new contract yet with the union, and they seem to  
28   be at an impasse. This affects only the patrol and dispatch wages. In the principal & interest  
29   budget, Helen added the offsetting revenue of the \$60,000 from Loon Mtn.  
30

31   On the Warrant Articles page, under the Sewer/Stormwater Asset Management section,  
32   \$60,000 was put in for expenditures and offsetting revenues. This will be a bond, so we'll need  
33   to increase legal fees too. The levee shows as both a bond and a warrant article by taxation,  
34   with the possibility to use up to \$250,000 unexpected fund balance. Both current high estimate  
35   figures of \$500,000 will be amended to show the actual amount we'll need, based on bids to be  
36   opened in a few weeks. Mike asked about when we could ask for bids, and Butch explained that  
37   we had to wait until the permits were in place for the most part. We couldn't get bids until we  
38   had funding, and we can only cut trees for a short period due to the long-eared bat.  
39

40   Helen also reviewed the updated totals sheet and asked that we let her know if anything doesn't  
41   look right.  
42

43   Marty, Beverly, Deanna and Patricia are all up for re-election this year, each for a 3-year period.  
44   If they'd like to appear as a candidate, they need to submit their candidacy to Johnna by Friday.

45 At 5:54pm, Helen and Butch moved to audience area.

46  
47 Chairman Mike Simons reviewed our procedures for Public Hearing. We are only required to  
48 hear (listen to) the public. If we voted on budgets tonight, we wouldn't need to vote again then,  
49 unless we amend something. Perhaps we should hold off on voting on the total, but vote on the  
50 individual departments today. The committee agreed this was a good plan. We would take  
51 questions, as well as listen to opinions, from the audience at the public hearing. If we voted on  
52 budgets tonight, we would need a  $\frac{2}{3}$  majority to rescind tonight's vote on each department. This  
53 is good, as it prevents changes on a whim.

54  
55 The Public Hearing date has changed and will be posted for Thursday, February 9th, instead of  
56 Tuesday the 7th, with a snow date of February 10. If we needed to extend, we could continue  
57 the meeting to another date and time.

58  
59 The Public Hearing on the Proposed Budget and Petitioned Warrant Articles would start at  
60 5:30pm. A Public Hearing on a Bond for the additional amount to repair the levee would be  
61 presented at 6:30pm by the Selectboard. Should we wait to vote on the bond until after the  
62 Selectboard meeting? We'll recess our meeting for the bond hearing. We "approve to  
63 recommend" budgets, as they actually become approved at Town Meeting. There was further  
64 discussion about how to handle the levee repair bond. We'd potentially approve twice the  
65 amount actually planning to be used, as we'll have an article for the bond and for raising it by  
66 taxation.

67  
68 Larry reminded us that we usually arrive at 5pm, ahead of the 5:30pm public hearing. We'll plan  
69 to do that again.

70  
71 **Motion:** To approve to recommend the Executive budget at \$366,276.

72 **Motion:** Jayne Ludwig      **Second:** Herbert Gardner

73 **Discussion:** Cindy Rineer asked to make a general statement. The budget has increased from  
74 \$5 million 2 years ago, to \$5.118 million last year, to now \$5.654 million with this current budget,  
75 if approved as it stands. That large increase of \$500,000 in one year will be a hard sell. Helen  
76 pointed out that a large portion of that increase is Insurance, which jumped 119%, and is  
77 beyond the Town's control. Long Term Debt went up 46% due to new loans, which were  
78 approved at the last Town Meeting. Butch said that the Police Department was way down in  
79 actual expenses, due to being down by a few officers. Operationally, we're only up 4.5-6%.  
80 Actual expenditures are lower than we budgeted. 55% of the increase are the 2 uncontrollable  
81 amounts of the 10.47% operating increase. Of long-term debt, the new loans for Beechwood,  
82 the Levee and interest on the Pollard Road Sidewalk are about \$300,000. Voters voted for  
83 these items last year. Cindy R said she would hate to see something happen, like what  
84 happened 2 years ago at Town Meeting. She would hate to see anyone lose their jobs, if the  
85 amount was amended again at this year's Town Meeting. Mike was more concerned about next  
86 year. He wanted to start this discussion at the beginning of the next budget season. Jayne said  
87 she would like to see increased revenues at the Recreation Department, which we know is a  
88 difficult sell, but other towns do it. Jayne agreed that the total budget is high, but thought it was

89 prudent. Lawsuits and long term debt, employees brought up to equitable town wages, and  
90 infrastructure needed as the town grows, all contributed. Mike and Cindy L didn't feel now was a  
91 good time to do cuts, but rather to look at it throughout year, and during budget season. We did  
92 look at items where we asked departments to look at cost cutting measures, such as the  
93 insurance and computers. Cindy R said that our town is becoming a retirement community. Our  
94 job is to protect taxpayers. She suggested that we try to cut this budget by 2%. Mike didn't feel  
95 that we rubber-stamped it. There had been discussion, disagreements and "look what we  
96 learned" moments. Everyone agreed that Cindy R brought up a very good point and respected  
97 for her saying what she did. Beverly said that last year was a very calm town meeting, but with  
98 this larger increase, we may see more audience participation during budget season again.  
99 Cindy R wondered if we could look at preliminary budget earlier in the season. Butch said that  
100 the Selectboard did make some cuts already. He felt that the budget had been well-vetted. Larry  
101 said that when he was elected, his job description explained that Butch looked at the budgets  
102 first, then the Selectboard reviewed them, then we ensured that the process was done correctly.  
103 We have not rubber stamped it. If there's a change at town meeting, the townspeople should  
104 know that it will cost jobs. We did have some significant savings, like the purchase of the used  
105 fire truck, for example.  
106 The motion to approve to recommend the Executive budget at \$366,276 passed, with 1  
107 opposed (Cindy Rineer)

108  
109 **Motion:** To approve to recommend the Tax Collector/Town Clerk budget at \$66,181.  
110 Motion: Herbert Gardner      Second: Larry Sweeney      Motion passes unanimously  
111

112 **Motion:** To approve to recommend the Elections budget at \$1,725.  
113 Motion: Herbert Gardner      Second: Larry Sweeney      Motion passes unanimously  
114

115 **Motion:** To approve to recommend the Legal budget at \$135,000.  
116 Motion: Herbert Gardner      Second: Cindy Lloyd      Motion passes unanimously  
117

118 **Motion:** To approve to recommend the Personnel Administration budget at \$877,084.  
119 Motion: Herbert Gardner      Second: Larry Sweeney      Motion passes with Cindy Rineer  
120 opposed  
121

122 **Motion:** To approve to recommend the Planning & Zoning budget at \$94,765.  
123 Motion: Herbert Gardner      Second: Patricia McTeague      Motion passes unanimously  
124

125 **Motion:** To approve to recommend the Town Hall Building budget at \$45,450.  
126 Motion: Herbert Gardner      Second: Lutz Wallem      Motion passes unanimously  
127

128 **Motion:** To approve to recommend the Cemetery budget at \$21,200.  
129 Motion: Herbert Gardner      Second: Larry Sweeney      Motion passes unanimously  
130

131 **Motion:** To approve to recommend the Insurance budget at \$113,187.  
132 Motion: Herbert Gardner      Second: Larry Sweeney      Motion passes unanimously

133 **Motion:** To approve to recommend the Police budget at \$1,050,060.  
134 Discussion: This figure would stay as is, and any adjustment would be per warrant article.  
135 Motion: Herbert Gardner      Second: Patricia McTeague      Motion passes unanimously  
136  
137 **Motion:** To approve to recommend the Fire Department budget at \$138,352.  
138 Motion: Patricia McTeague      Second: Herbert Gardner      Motion passes with Cindy Rineer  
139 opposed  
140  
141 **Motion:** To approve to recommend the Emergency Management budget at \$9,000.  
142 Motion: Herbert Gardner      Second: Larry Sweeney      Motion passes unanimously  
143  
144 **Motion:** To approve to recommend the Public Works budget at \$334,872.  
145 Motion: Herbert Gardner      Second: Larry Sweeney      Motion passes unanimously  
146  
147 **Motion:** To approve to recommend the Street Lights budget at \$47,000.  
148 Motion: Herbert Gardner      Second: Larry Sweeney      Motion passes unanimously  
149  
150 **Motion:** To approve to recommend the Solid Waste budget at \$276,669.  
151 Motion: Patricia McTeague      Second: Herbert Gardner      Motion passes unanimously  
152  
153 **Motion:** To approve to recommend the Sewage Disposal budget at \$250,250.  
154 Motion: Herbert Gardner      Second: Larry Sweeney      Motion passes with Cindy Rineer  
155 opposed  
156  
157 **Motion:** To approve to recommend the Water budget at \$337,699.  
158 Motion: Herbert Gardner      Second: Larry Sweeney      Motion passes unanimously  
159  
160 **Motion:** To approve to recommend the Community Building budget at \$165,405.  
161 Motion: Herbert Gardner      Second: Larry Sweeney      Motion passes with Cindy Rineer  
162 and Beverly Hall opposed  
163  
164 **Motion:** To approve to recommend the Health Appropriations budget at \$66,609.  
165 Discussion: We didn't pay Birch House because they didn't ask and the Selectboard decided  
166 not to fund Jean's Playhouse because they were already receiving a tax break.  
167 Motion: Herbert Gardner      Second: Larry Sweeney      Motion passes with Cindy Rineer  
168 opposed  
169  
170 **Motion:** To approve to recommend the Welfare budget at \$7,520.  
171 Discussion: Cindy Rineer and Patricia McTeague wanted to say that Jane does a great job.  
172 Cindy R said she could support this budget this year, but if it is underspent, we could reduce it  
173 further next year. The law is clear on our need to help, but Jane is able to take advantage of  
174 other programs to do so.  
175 Motion: Herbert Gardner      Second: Larry Sweeney      Motion passes unanimously  
176

177 **Motion:** To approve to recommend the Recreation budget at \$248,530.  
178 Discussion: Mike said that a good job was done negotiating with Woodstock with the sharing of  
179 expenses.  
180 Motion: Patricia McTeague      Second: Herbert Gardner      Motion passes unanimously  
181  
182 **Motion:** To approve to recommend the Library budget at \$113,320.  
183 Discussion: The \$379 that the Board of Selectmen struck would be adjusted from any line item  
184 within the library budget.  
185 Motion: Herbert Gardner      Second: Larry Sweeney      Motion passes unanimously  
186 (Herbert Gardner left at 7:15pm.)  
187  
188 **Motion:** To approve to recommend the Patriotic Purposes budget at \$6,375.  
189 Beverly Hall asked for clarification regarding the Recreation department also having a portion of  
190 these costs.  
191 Motion: Patricia McTeague      Second: Cindy Lloyd      Motion passes unanimously  
192  
193 **Motion:** To approve to recommend the Long Term Debt budget at \$882,230.  
194 Motion: Larry Sweeney      Second: Patricia McTeague      Motion passes unanimously  
195  
196 **Motion:** To approve to recommend the TAN Interest budget at \$1.  
197 Motion: Patricia McTeague      Second: Cindy Lloyd      Motion passes unanimously  
198  
199 With our new procedures, the budget committee decided on the date for the first meeting after  
200 Town Meeting to be the 2nd Tuesday in April. Therefore, the first budget committee meeting of  
201 the 2018 budget year was set for April 11<sup>th</sup>, at 5:30pm.  
202  
203 Cindy Rineer asked about offsetting revenues. We'd vote on those after the budget hearing.  
204 We'll be signing the recommended income and expenses at that time.  
205  
206 The committee decided to vote on reserve/trust articles and special warrant article, but leave the  
207 operating total and grand total votes for after public hearing.  
208  
209 **Motion:** To approve to recommend the Reserve/Trust Articles at \$1,062,000.  
210 Motion: Patricia McTeague      Second: Larry Sweeney      Motion passes unanimously  
211  
212 **Motion:** To approve to recommend the Special Warrant Articles at \$1,231,800.  
213 Discussion: \$500,000 of this will come back out at Town Meeting.  
214 Motion: Cindy Lloyd      Second: Larry Sweeney      Motion passes unanimously  
215  
216 Public Participation: Tamra Ham explained that the increase of \$536,154, between last year's  
217 and this year's operating budget, less long term debt difference of \$280,627 and insurance  
218 increase of \$61,507, left \$194,020 that could still be trimmed. In support of Cindy Rineer's  
219 comments, she said that the Budget committee could still cut the budget today and here.

220 Jayne said that she'd like to see revenues increase. Tammy responded that the Community  
221 Building Recreation Department increased revenue by about \$60,000 this year. Tammy  
222 continued, that there was no need to increase class sizes this year, but the year after may need  
223 even more spaces, based on current kindergarten class sizes.

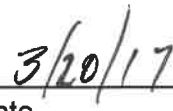
224 Mike said that we should not make any changes last minute unless new information came to  
225 light. Jayne felt that there was still room for increases at the ski area.

226  
227 We were reminded of the meeting next Thursday; starting at 5pm. Helen would post  
228 appropriately.

229  
230 **Motion:** To adjourn at 7:40pm.

231 Motion: Patricia McTeague Second: Cindy Lloyd Motion passes unanimously

232  
233  
234  
235   
Chairman Mike Simons

  
Date