

1  
2 ORIGINAL  
3  
4

**BUDGET COMMITTEE MEETING MINUTES – October 29, 2019**

**Lincoln Town Hall, Lincoln, NH  
(approved)**

5 **ATTENDING:** Chairman Mike Simons, Vice-Chairman Herb Gardner, Jack Daly, Cindy Lloyd,  
6 Tracey Brumlik, Susan Chenard, Jim Spanos, Paul Beaudin, Ray D'Amante, Kelsee Beaudin  
7 Absent: Dennis Ducharme (excused), Beverly Hall (excused), Jayne Ludwig(excused)  
8

9 **Call to order:** 5:31 p.m.  
10

11 **Review and Approval of Minutes:**

12 February 12<sup>th</sup> minutes reviewed

13 Motion to approve: Herb Second: Cindy

14 Discussion: Jim brings up that the minutes say approved at the top already. Tracey made a  
15 mistake with that. Paul brings up that OJ is mentioned as speaking, but is not listed as  
16 attending at the top. Tracey says that she didn't know she was to list all audience members  
17 and at the time didn't know all audience members. Mike says that we should have a sign  
18 in for audience members, but we don't. Tracey also mentions that she put public hearing  
19 on the same minutes sandwiched between the budget minutes.  
20

21 Motion carries: For: 9 Opposed: 0 Abstain: Ray D'Amante  
22

23 September 24 minutes reviewed

24 Motion to approve as amended: Herb Second: Cindy

25 Discussion: Kelsee makes a correction to line 94 that she didn't say that statement and we  
26 agree to remove sentence. Mike says that corrections need to be made at meeting so that  
27 we can discuss changes so everyone agrees. Mike asks if everyone agree with January 16  
28 being the joint meeting with N. Woodstock. All agree.  
29

30 Motion carries: unanimously  
31

32 **FINALIZE MEETING SCHEDULE FOR 2020 BUDGET:**

33 List of meeting dates provided to Mike and Tracey will get a copy to other members.  
34 October 29

- 35 • Come with questions for departments
- 36 • ¾ year review

37 December 3 ... go over answers to questions from October 29

38 December 10 ... Start going over easier department budgets

39 Mike suggests making a list is of the "easier" budgets that committee can go over on  
40 December 10. Committee members suggest the following: Cemetary, Library, Patriotic  
41 Purposes, Tax Collector, Street Lights, Welfare  
42

43 **Compilation of Questions to Administration:**

44 Not everyone had their ¾ year statements of payments with them so Paul suggests copies  
45 be supplied at meetings. Mike states that 13 copies of the minutes, agenda and other  
46 pertinent documents depending on the agenda, like expense statements and budget, will  
47 be brought to each meeting. Tracey will make these copies. These questions will be  
48 compiled with questions from the last meeting.  
49

- 50 1. Jack asks, why are legal expenses so much over budget? Budgeted \$160,000  
51 Expended \$197,176. Ray asks if there is a procedure for requesting legal services?  
52 Does it have to be approved by the Town Manager? Paul says that Town Manager  
53 and Board of Selectman approve since the details are non-public, they know about  
54 the cases. Jim says Town Planner. Cindy asks what is the break-down of how much  
55 of the legal expenses are used **by boards and committees** and how much are used  
56 in law suits and cases? Paul asks that we get a similar list like we did last year of  
57 what cases were handled in the year. Jack asks if the decision to use a lawyer goes  
58 from the selectmen representative on that committee to the selectmen? Mike says  
59 the selectmen's representative votes the way the selectmen does at the select  
60 board. Jim says they check with Butch if it's a complicated application. Paul says it  
61 would be good to get a break down as to how much is used for each, like planning  
62 board, or personnel cases etc.
- 63 2. Paul asks where funds came from to hire two new people this year? One was at  
64 public works and one at water department. They were not requested in last year's  
65 budget.
- 66 3. Paul asked that more thought go into how money is spent in regards to  
67 emergencies. Either having departments look at their own upcoming needs  
68 (buildings, equipment etc) and plan accordingly or hire someone to look at all the  
69 upcoming needs so that something like the \$100,000 emergency with lighting at the  
70 Kanc Ski Slope doesn't happen again. It puts a strain on the CIP and money has to  
71 come from other projects for these emergencies. Paul gives two other examples of  
72 the air conditioning units in town hall and the \$500,000 dispatch upgrade that they  
73 needed right away. Jack says that there is expected life of equipment so they should  
74 be preparing based on that information. Ray says there are emergencies, but what is  
75 the procedure for approving those? Paul says when the Kanc brought the issue of  
76 the lights to the CIP committee, it was a safety concern, but there was no  
77 accountability as to why it become an emergency all of a sudden. Someone in town  
78 should be looking ahead at upcoming needs and planning accordingly. Mike says it's  
79 usually your department head. Jim asks if the light issue came up because someone  
80 wasn't taking care of them or were they at the end of their service life? Paul says  
81 some lights were out and when they started checking on them they realized some  
82 screws on the aluminum poles weren't tight enough and some of the wooden poles  
83 were rotten and some weren't buried far enough and now they need LED upgrades.  
84 For instance, at public works they look at the life expectancy of their vehicles and

they budget what vehicles need to be replaced based on that. We should have replacement parts waiting, like at the lagoons. Should the selectmen look at how the department heads look at these things? Jack says it's preventative maintenance. Paul says at Loon they inventory everything and plan for upcoming needs. There are emergencies that come up, but it seems with monitoring \$100,000 at the Kanc shouldn't be one of them. We could have put the money toward something else. Mike wants to know what is the procedure when those things come up at CIP? Paul says himself, OJ, Mark, Butch, Carole are all on the CIP. The department heads come in and state their case and those things are voted on. They ok'd the emergency at the Kanc because it was a safety issue and otherwise kids couldn't ski. Paul says that the dispatch is \$500,000 and it was only mentioned last year, when we could have planned more for it if it had been mentioned 3 years before that. Paul says that we try to stay in a certain limit for CIP, but it puts a strain on things when these unplanned things come up. Mike asks Paul if he is aware of anything that didn't get funded this year because of the Kanc? Paul says there is always plenty with infrastructure that needs to be done. CIP should be to preplan for big projects and not to take a bond when you don't have to or not to take as big a bond. Paul says we will be having some big projects coming up like: sewer, dispatch, water tanks, sewer line on Main Street and we need to plan projects out better to prevent bonds. Ray asked if we should ask department heads to give us a list of issues that they see coming up? Paul says other departments are given form by CIP for upcoming projects. Jack asks if the CIP has a plan going out years? Paul says they have plans going out 6-7 years. There are two types of projects. Big projects like sewer treatment plan, or dispatch or water tanks and then there are ones like the Kanc lighting and lagoon air ratters that are big, but can be planned out better. CIP is at \$13,000 this year. The \$100,000 came from other areas, by people saying they could wait on some areas and they shifted the money. Mike asked how do we say, "no" then. Paul said it needs to fall with selectmen and department heads that need to do the planning. Someone needs to ask why did this just come up now? Maybe increase staff to look at every building etc., like at The Mountain Club. The maintenance crew looks at everything and they plan out when rugs etc. are replaced. Why do we not have someone to plan that? Mike asks if Paul could bring us a CIP report to our meetings? Paul thinks minutes are online. Jim says the plans go from CIP to planning board and it will be accepted on the 13<sup>th</sup>. Mike says the department head brings issues to town then to CIP and then to planning board and then it comes to us. Is it impossible to say no all the way down the line? Paul says tax base isn't increasing at same rate as budgets and CIP.

4. Tracey asks if Water Committee was going to report back to us on their findings from July from BIG WATER. Cindy says all of that is posted online. Paul says there is a water committee meeting coming up and they are going to be looking at water meters. Paul says you either have to fund it out of CIP or tap fees. Jack says to have a flat fee not water meters. Paul says that and a fee for overages. Paul says discussion

127 coming up about water meters. In order for town to keep growing there are some  
128 big-ticket items coming at us: water, sewer, road.

- 129 5. Ray brought up the need to at least talk about combining services with Woodstock.  
130 Selectmen of Lincoln would need to talk with Woodstock selectmen. Paul says that  
131 the properties are owned by Lincoln, so it's not a true 50/50 partnership that your  
132 partner is fully invested in. Jack says that Woodstock's taxes are higher than ours,  
133 but Paul states they would be even higher if they had to be full partners in the  
134 services we share and pay for the land. Mike says that some companies have that  
135 type of agreement where one partner says I can't be in business with you unless you  
136 pay for all of the land. Jack says that we are impacted greatly by the water and  
137 sewer use of the school and the road use and Woodstock doesn't pay anything for  
138 that. Ray says everything can be negotiated so they are fair. Ray says there are  
139 partnerships where one side can't afford the land so the other side rents the land to  
140 them. There can be many different solutions and things can be changed and  
141 structured in many different ways. Mike wonders if this is really worth discussing  
142 since you can't go backwards on what has already been done. Paul thinks we can.  
143 The town could say to continue our agreement we want you to purchase ½ of this  
144 property. Woodstock got out of the dispatch of the police department and now  
145 Plymouth and Woodstock are looking at coming back in with Lincoln because of the  
146 costs they found elsewhere has risen. Mike says he doesn't see things going  
147 anywhere if we are looking at changing the agreements on previous projects. Paul  
148 says so how do we get Woodstock to combine more? Tracey says that the ones we  
149 have already combined on we don't look at but on future projects together we  
150 would look at owning those properties 50/50. Paul says to invite Woodstock into  
151 this conversation about combining fire and police to better serve both our  
152 communities. Mike says this conversation was started with them 20 years ago. Jim  
153 says they are not a willing party. Paul says then to get them to start looking at  
154 combining those things we say you need to start paying more on the things we  
155 already share. Ray says charge a fee that justifies our cost and risk. Ray asks can one  
156 community own part of another community? Paul says it can and was originally  
157 done at the solid waste facility. Jim says it could be done with the fire department  
158 by making a fire district so they wouldn't own a part of the town. Paul says a few  
159 years back both towns tried to do a study as to what we could combine, but Lincoln  
160 ok's the money to fund the study and Woodstock didn't. Mike said to bring up the  
161 topic on January 16<sup>th</sup> when we both meet together. Mike says that this has been an  
162 issue for over 20 years. Cindy says why don't we bring it up within our budget  
163 committees and not through the selectmen? Paul says with all the years that have  
164 gone by it's going to take a lot to get a discussion started and considered. So that is  
165 why the costs of the things we already share need to be reevaluated. Susan says  
166 with newer people now on their board, maybe Woodstock would be willing to look  
167 at it again. Cindy says another way to encourage it is through the businesses and a  
168 grass roots approach the way that Littleton has revitalized their Main Street. Paul

- 169 says the youth need to get more involved too. Cindy says by approaching it from  
170 many avenues outside the town government too and then one day it may work.  
171 6. Paul asks for departments to look at any big changes they are seeing come up in  
172 their budgets.  
173 7. Cindy asks about Debt Services and Mike says it's amortized.  
174 8. Mike asks why Riverfront Park budgeted \$1000 and expended \$15,000.  
175 9. Jack asks why Water Budget says they have only expended \$6000 of the \$40,000  
176 budgeted? **He answered his rhetorical question by saying "that's because of good**  
177 **money management."**  
178

179 **Other Business:**

180 December 3<sup>rd</sup> is our next meeting.

181 Selectmen will assign departments to the dates we have set for our meetings.

182 Kelsee says she is moving and thinks it will be before the 1<sup>st</sup> of the year.

183 Cindy asks about what is considered an excused or unexcused **absence. The Chair**  
184 **explained.**  
185

186 Motion to Adjourn at 6:58 p.m.

187 Motion: Herb Second: Cindy

Motion carries unanimously

188  
189   
190 \_\_\_\_\_  
Chairman Mike Simons

12/17/19  
\_\_\_\_\_  
Date: