

Town of Woodstock Budget Committee Meeting Minutes
Joint Lincoln-Woodstock Meeting at Woodstock Town Office

January 18, 2017

Woodstock Members Present: Budget Committee Chairperson Roberta Vigneault, Brenda Vance, Bonnie Ham, Chad Morris, Charyl Reardon, Secretary Steve Tower, and Selectman Jim Fadden

Woodstock Members Absent: None

Lincoln Members Present: Budget Committee Chairperson Mike Simons, Susan Chenard, Cindy Loynd, Lutz Wallem, Martin Nastasia, Patricia McTeague, Deanna Huot, Dennis Ducharme, Lawrence Sweeney, and Lincoln Selectman Jayne Ludwig

Lincoln Members Absent: Cindy Rineer, Herbert Gardner, Beverly Hall

Public Present: Patrick Griffin, ~~Lincoln Selectman~~ Tamra Ham, Lincoln Finance Director Helen Jones, Lincoln Department of Public Works Director Nate Hadaway, Recreation Director Tara Tower, and Lincoln Town Manager Butch Burbank

The meeting was called to order at 6pm by Budget Committee Chairperson Roberta Vigneault.

The Woodstock Budget Committee reviewed minutes from the previous meeting of January 11, 2017. The Committee unanimously approved the minutes as written.

Budgets Reviewed

4324 Solid Waste Disposal: Lincoln Department of Public Works Director Nate Hadaway presented the 2017 Solid Waste Disposal budget. Department wages are up due to a 3% pay raise for all staff as well as merit raises. Other costs such as contracted services and electricity were lower resulting in Woodstock's half of the 2017 budget being \$158,123, which is slightly lower than last year's budget of \$158,680. There was discussion regarding why the Contracted Services budget was overspent in 2016. Helen Jones will look into the reason for the cost overrun.

Director Hadaway informed the Committees that all Solid Waste Staff now have basic certifications and can handle a wider range of duties at the transfer station. There was discussion regarding the need for holding Hazardous Waste day every year instead of every other year as is currently done. Selectman Fadden explained that there was not enough hazardous waste being turned in to justify holding the event annually.

4589.10-350 Kank Recreation Department: Recreation Director Tara Tower presented the 2017 Recreation Department Parks and Recreation budget. Wages were up roughly 12% due to a 3% pay raise and also additional staff will be hired for summer camp programs to accommodate

more children in summer camps. Contracted Services was up largely because a second van will be rented for the Adventure Camp program and a second bus will be hired to transport children in the Kanc Camp program. Materials and supplies were up because Lincoln is now breaking out the cost of cleaning and office supplies to the individual departments. The result is Woodstock's portion of the 2017 Recreation Department budget being \$141,155, up from \$125,428 in 2016.

4589.10-355 Community Center: Recreation Director Tara Tower presented the 2017 Community Center budget. Overall wages were up roughly 21% due to a 3% staff pay raise and also an increase in the Program Coordinator's wages to fund the position for 40 hours for a full year with an end of probationary period raise. Due to high demand for the After School program, additional staff will also be hired to double the size of the program from 20 children to 40. It is anticipated that revenues for the increased number of program participants will help offset the increase in staffing costs. The Contracted services budget was up largely due to a new online payment system that allows parents and program participants to pay the program fees online rather than having to pay in person. Building and property maintenance is up due to proposed building improvements such as insulating more of the Community Center building, installing AC heat pumps to cool the building in the summer, and installing a new electric hot water tank to provide hot water in the summer months rather than using the propane burning boilers. The result is Woodstock's portion of the 2017 Community Center budget is \$94,071, up from \$77,969 in 2016.

Next meeting is on Wednesday, January 25th at 5:30 pm at the Woodstock Town Office Building.

Meeting adjourned at approximately 6:53 pm.

Respectfully Submitted,
Steve Tower, Budget Committee Secretary

Roberta Vigneault, Chairperson

Date: _____



1/24/17