

BUDGET COMMITTEE MEETING MINUTES

January 10th, 2023

Lincoln Town Hall, Lincoln, NH

(video on YouTube) (approved)

ATTENDING: Chairman Mike Simons, Vice-Chairman Herb Gardner, Selectperson OJ Robinson, Wayne Baltzer, Paul Beaudin, Tracey Brumlik, Dennis Ducharme (Zoom), Brian Gallagher, Brent Hansma, Cindy Lloyd, Al Poulin, Jim Spanos

Absent: Ray D'Amante

Audience: Town Manager Carina Park

Call to order: 5:31

REVIEW AND APPROVAL OF MINUTES:

MOTION: "To approve minutes from January 5th."

Motion: Herb Second: Al

Line 36, 67 and 81 need commas in the dollar amount listed

Line 46 should read, "item has been overspent in the past."

Yes: 11 Abstain: 1 Approved as amended

MEETING SCHEDULE: Cemetery will be moved to January 12th, Legal and Insurance will be discussed tonight and Special Warrant Articles and Capital Reserve will be discussed on the January 24th.

TOWN HALL: Carina states that CCTV was cut in half due to no longer having a contract and not needing that amount for maintenance. She also states that after going through the expenditure report she wants to lower electricity to \$21,000.00, bump up Propane to \$6,000.00 and bump up Materials and Supplies to \$4,800.00. General Maintenance was bumped up to take care of some in house items. The Inspection of Fire Alarms and Extinguishers went up due to the new contracted rate. Carina states that she needs to clarify with Johnna whether the \$6800.00 AC bill was paid yet. Jim asks about the fire alarm panel and Carina states that it's an annual service. Brent suggests that when the CCTV system goes that we invest in a much cheaper web based system. Paul asks about the carpet and flooring. Carina states that the flooring will be worked on this weekend.

LEGAL: Carina states that this budget was cut in half because last year the town had six ongoing law suits and we are now down to two that will go to trial this summer. She now requires that people go through her before emailing lawyers.

INSURANCE: Carina states that an agreement was signed with Primax that caps our increase over the next three years at 7%. Paul asks why the Total Contracted Services number and the Total Municipal Portion are not the same. The property-liability deductible line item was added in this year, but can be reduced to \$2,000.00. Carina states that Woodstock will now pay a portion of the insurance for the solid waste building and the community building. These two numbers need to reflect only the portion Lincoln is paying. Wayne asks why other communities premiums are going up and ours aren't. Carina states that the CAP assurance program helps to lower those costs. The Joint Loss Committee inventories all the buildings and makes necessary safety upgrades etc., which is reported to the insurance company.

WELFARE: Carina states that this department was underspent, however, a lot of the programs (fuel assistance and AHEAD) that were helped through ARPA are set to expire in 2023. The town greatly benefited from these programs. The AHEAD program that paid for about twelve families to be put up in local motels is set to expire in April for adults without children and June for families with children. We will then need to relocate these families. We will need the help of outside agencies as well.

EXECUTIVE: Carina states that overtime wages were reduced by reducing the meetings from 52 to 30. BOS will now meet biweekly. Elected Officials was reduced because there is only 1 election in 2023. The phones we have are no longer serviceable. The estimates from both Statewide and Metell, to replace the entire system, came in at around \$18,000.00. Carina asked them for a lease-purchase agreement quote instead. Going this direction, we would pay \$1,000.00 down for the switch over to internet phones and then a monthly fee of about \$300.00. OJ states that the phones are equipment and can't come out of CIP. Ryan Fairbrother is ½ time Code Enforcement and ½ time Fire Department. An extra hand was needed in code enforcement so \$8,000.00 was added. Ryan got a raise when Ron Beard went to part-time and Ryan took on all the administrative work.

Carina needs to clarify if the \$6,800.00 was paid to the Highland Games or not. Carina plans to attend the City Managers Conference in Austin, Texas so \$2,500.00 will be used this year. Appraisal Maintenance can we brought down to \$35,000.00 based on expenditures for 2022. Certified Computer will be switching us from a .org to a .gov, which is more secure. Now that we are part way through January, services can't be added to last year's budget. The books are only open on the 2022 budget to absorb the expenditures from 2022, not to add new items in. The audit number is a 3-year quote. GASB 75 is a required audit for post employee benefits that requires an actuary and has to be done every two years. It costs \$2,450.00 for one Surface upgrade for the BOS. The BOS Surfaces are 5 years old. Insurance Deductible/Town Car Maintenance line can be reduced to

\$2,000.00 and delete "Insurance Deductible" from that line. That car is used by all the departments, but when it's no longer beneficial it will be reevaluated.

Mike asks about the \$5,000.00 that was taken off for the budget committee laptop. Carina states that Tracey's laptop was bought in 2022. Mike asks if another laptop can be bought with the money left over from the \$5,000.00 from last year. Carina states that since it's now the middle of January we can't go back to the 2022 budget. It would have to be bought with the 2023 budget. Paul wants to use the surplus in December to buy things we need. Carina doesn't want to spend it just because we have it. Brent states that's for the department heads to decide. OJ states that the surplus can be used: (1) at town meeting items they want to purchase can be asked for, (2) to lower the tax rate. Either has the same effect on the tax rate. Mike requests \$2,000.00 on the budget committee line to purchase a laptop. Paul makes a motion to add \$2,000.00 to that line item. Second: Herb Motion carries unanimously

OTHER BUSINESS: Carina will supply pages showing all the changes to the OPERATIONAL BUDGET.

Carina hands out the OPERATING BUDGET SURPLUS AND GRANT AWARDS SHEET. For most of the year we were down 3-4 employees. In 2023, we are down 1 employee (public works). 90% of the surplus came from Personnel Wages and Legal. 8.4% came from the Operating Budget. Non-personnel and legal surplus was less than .01%. In 2022, the Grant Revenue awarded was \$420,257.31.

Paul states that the majority of the taxes are being paid for by the million-dollar home owners. OJ states that 87% of our tax base is paid for by second home owners, multiple property owners and commercial owners. Lincoln has one of the lowest tax rates in the state. Carina states that it's \$10.54.

MOTION: "To adjourn at 6:55."

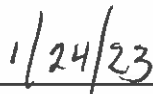
Motion: Paul

Second: Brent

Motion carries unanimously



Chairman Mike Simons



Date:

