

BUDGET COMMITTEE MEETING MINUTES

December 15, 2020 – 5:30 PM

Lincoln Town Hall, Lincoln, NH

(approved)

(THE RECORDING OF THIS MEETING CAN BE FOUND ON YOUTUBE)

ATTENDING VIA ZOOM : Chairman Mike Simons, Vice-Chairman Herb Gardner, Selectperson Jayne Ludwig, Jack Daly, Tracey Brumlik, Jim Spanos, Al Poulin, Paul Beaudin, Dennis Ducharme, Ray D'Amante, Susan Chenard, Lutz Wallem, Cindy Lloyd
Audience: Fire Chief Ron Beard

Call to order: 5:38 pm

Documents shared through Google Drive: Draft Budgets and Updates, Documents from Fire Chief, Minutes and Agenda, Police Chief Manpower Studies

Paul requests a roll call of people attending meeting. Mike calls off names.

REVIEW AND APPROVAL OF MINUTES:

MOTION: "To approve minutes from December 8, 2020."

Motion: Jayne Second: Paul Motion carries unanimously

ADJUSTMENTS TO 2021 MEETING SCHEDULE:

Mike spoke with Town and Woodstock. Due to Jim and Paul being on Planning Board we asked Woodstock to switch the joint meeting to January 20th. There is a Zoning Board Meeting that night, but Jack suggests that Mike ask the town not to schedule anything before the Zoning Board for that night.

Paul suggests that we keep departments and dates similar to last year.

1/5: Cemetery, Planning, Street Lights, Long Term Debt/Tan Interest, Health Agencies

1/7: Town Clerk/Tax Collector, Elections, Public Works, Water, Sewer, Welfare, Executive, Town Hall

1/12 open date

1/14 Capital Reserve, Special Warrant Articles, Trustees of the Trust Funds

1/19 Fire Department, Legal, Insurance, Patriotic Purposes

1/20 Recreation and Community Building, Solid Waste, **(Joint Meeting with Woodstock)**

1/26 Library, Police and Emergency Management, Personnel Administration

1/28 VOTE ON BUDGETS

2/2: open date

2/4: PUBLIC HEARING

2/9: open date

3/9: TOWN MEETING

Jayne states there is a BOS joint meeting with Woodstock and the Recreation Center on December 21st at 5:30.

MOTION: "To accept 20-21 meeting schedule subject to availability of department heads and approval of BOS." Motion: Paul Second: Jayne Motion carries unanimously

As in previous years, the departments heads will be asked to be present when their budgets are being discussed so that they can answer any questions that we may have.

DISCUSSION OF DRAFT 2021 BUDGET:

Jayne shared changes to the budget from the December 14th BOS meeting. Changes are as follows: budget committee increased by \$15,000 for computers, attorney's fees increased to \$275,000, Chief Beard wants to use 2, \$195,000 grant to have 6 full-time fire fighters, Chief Morris wants to increase the number of police officers from 10 to 13, based on the growth of the town. Warrant articles have not yet been written. There is a Water Committee meeting on Thursday at 3:00 to discuss meters and putting that on a warrant article. BOS is not done with the Health budget. Welfare is asking for an increase to their budget based on people's needs due to COVID. Recreation Department's revenue is down from last year due to serving less people.

OTHER BUSINESS:

Paul asks that we receive a list of the total cost of each employee's benefits, a hard copy of budget, and a copy of the actual year to-date expenditures by department since it's at the end of the year.

Mike questions the \$15,000 needed for tablets for the budget committee and why it's so expensive. Discussion follows about the price going up due to software, IT, docking stations, software and security. We will not be sharing tablets.

Jack is asking that we get hard copies for the remainder of this year. Concerns voiced that we have the right changes to the budgets in a timely fashion, how to get the copies and getting papers mixed up when we are using digital and hard copies. We can either pick up hard copies from the town or Ron will deliver them to us. All documents will be put in Google Drive also.

MOTION: "To conduct all business for the 20-21 season via hard copies."

Motion: Paul Second: Herb Motion carries unanimously

Jayne will look into lessons/instruction through the Municipal Association for those who want training on using the tablets.

Susan clarifies that the date/time are always on the new pdf documents we receive. If you print the Excel sheet it shows up, but on the computer screen it does not. Mike states that official business and decisions be made on printed documents. By the January 5th meeting we will all be getting a printed copy of the documents we need.


Jayne reads an email she received from Judy Welch, the administrative assistant, in Woodstock that states that Woodstock uses Apple iPads, not just tablets. For the iPad and keyboard it cost around \$1,000 each. Woodstock went paperless and they use a program called BOARDPAC that is \$2250 annually. So, for the iPads it would be \$12,000, plus the \$2250, would be \$14,250.

Paul asks for the unexpended fund balance and is their COVID money still available that could help with purchasing the iPads? Jayne states that Butch said there isn't any more COVID money available right now. Susan questions the use of those totals since Woodstock has a smaller budget committee.

MOTION: "To Adjourn." Meeting adjourns at 6:57

Motion: Paul Second: Jack Motion carries unanimously

The meeting adjourns at 6:57 pm



Chairman Mike Simons



Date: