

**2016 Municipal Budget Process 2015 – Town of Lincoln
Board of Selectmen and Budget Committee Meeting Minutes
February 17, 2016
Lincoln Town Hall, 148 Main Street, Lincoln, NH**

Attendance:

Budget Committee Members: Marty Nastasia, Ivan Strickon, Cindy Lloyd, Bev Hall, Tamra Ham, Dennis Ducharme, Mike Simons, Herb Gardner, Selectperson Jayne Ludwig, Deanna Huot, Susan Chenard, Lutz Wallem, and Paul Beaudin.

Staff: Town Manager Butch Burbank, Finance Director Helen Jones

Board of Selectmen: OJ Robinson and Jayne Ludwig

Audience: Per attached list.

At 7:05 pm, Chairman of the Board of Selectmen, OJ Robinson, opened the Bond Hearing for the Pollard Road Sidewalk project. He explained that this had originally been scheduled as an informational meeting, but due to time constraints with the upcoming Town Meeting, tonight would be the public Bond Hearing, followed by a Budget Committee Meeting, followed by a Board of Selectmen's meeting.

Vicki Martin explained the scope of the project via a PowerPoint presentation, including the reasons why it is important.

- Safety reasons – there have been studies in other towns and cities showing that after a sidewalk installation, crashes between vehicles and pedestrians were reduced 74-88%
- This would complete the downtown sidewalk network
- This would encourage healthy lifestyles and is already used as part of a local fitness loop, hosting many 5k's, etc.
- This would provide mobility impaired assistance and safety

She encouraged people to attend Town Meeting and stay for the whole meeting. She is in favor of doing the project as soon as possible, no matter which financing option is chosen. The Bond article would be discussed early in the meeting, but requires a 2/3 vote. If that were not to pass, she'd like people to vote for the taxation version, which would come up at least one hour later.

Engineer Ray Korber, whom the Town has worked with often, spoke about the infrastructure, and the need to minimize both cost and impact. From Church Street to Dodge Place, we would need a new survey, while we have newer information from Dodge Place to the end of Pollard Road by the Kancamagus Lodge. He felt that many conversations would have to be had, both in individual and group sessions, as there may be the need to move utility poles and hydrants, etc.

Public Participation:

- Would the road be widened? No, the road would remain the same width, but the sidewalk would be next to it, widening the lanes and removing pedestrians from the travel lane.
- How about turning the road into a one-way street and using the other lane for a sidewalk? Or turning the road into 2 one-way portions, going in opposite directions from Maple or Church Street? A stripe alone would not be safe without a barrier. Also, any change in the traffic flow on Pollard Road would result in NHDOT becoming involved, as that would affect Main Street. This would result in Main Street becoming 4 lanes, 2 lanes in each direction, with no on-street parking left available.
- What would the tax impact be this year with either payment version? With the bond, the tax impact this year would be \$0.07 per thousand of property valuation, while with the taxation plan, the impact would be \$0.67 per thousand. The bond would carry on for 10 years, at a slightly reducing impact, while the taxation plan would only affect this year's bill. On an average valued home of \$250,000, the taxation plan would cost an additional \$167.50.
- Could one keep the sidewalk all on one side? What if there are multiple crossings? Which side would be preferred? Although one side would be optimal, we would need to weigh cost to move utilities and property owner's impact. If the sidewalk were all on the southerly side, connecting to School, Church and Maple Streets, it would also have crossings at Mountain View condos and the Kanc Lodge. Cross walks could slow traffic.
- Could we do any work in house? Although Public Works has the forms, the department head does not see any available time for the next few years, as they are working on repairing old sidewalks. With year-round maintenance of the sidewalks now scheduled, that has eaten into their schedule.

Board of Selectmen Chairman Robinson closed the Public Bond Hearing Meeting at 8:17pm, and the majority of the audience departed.

At 8:22pm, Budget Committee Chairman Mike Simons announced the continuation of the Budget Committee meeting from February 2nd.

Audience: David Beaudin, Mary Conn, Cindy Rineer, OJ Robinson, Butch Burbank, Wendy Tanner, Ron Beard and Ted Smith

Motion: "To Approve the Meeting Minutes of January 19, 2016, as written"

Motion: Cindy Lloyd Second: Herb Gardner Motion carries unanimously

Motion: "To Approve the Meeting Minutes of February 2, 2016, as amended"

Motion: Tamra Ham Second: Lutz Wallem Motion carries unanimously

Paul Beaudin felt that the RSA stated that the budget needed to be signed tonight, 20 days prior to Town Meeting, and that we should keep that in mind for the end of tonight's meeting.

Motion: "To Approve each Department Budget once more individually"

Motion: Paul Beaudin Second: Tamra Ham Motion carries unanimously

89 Motion: "To Open Public Hearing on the Town Budget"

90 Motion: Paul Beaudin Second: Herb Gardner Motion carries unanimously

91
92 Paul suggested asking the audience if they had any specific questions on the budget, as they were
93 a small group, and the committee agreed.

94
95 Cindy Rineer asked why the Board of Selectmen was meeting after the Budget Committee
96 tonight. If the selectmen agreed with the Budget Committee's changes, she didn't want it to look
97 like the Budget Committee just rubber-stamped the Selectmen's choices. OJ explained that new
98 information had come to light after the Selectmen were finished with their portion of this project
99 back in November, such as fuel cost reductions, etc.. Each change made by the Budget
100 Committee would be reviewed to see if the Selectmen also agreed.

101
102 Mary Conn suggested adding a column showing expended figures on the budget sheets for each
103 department. This seemed like a good idea to incorporate into next year's process.

104
105 David Beaudin commented that he didn't feel it was fair to hire someone after removing
106 someone from a different position last year. Tamra said that the former Director of Public Works
107 had suggested adding a part-time position, and David clarified that the part-time position was
108 proposed as entry level, while the new part-time person in that department was not being paid
109 entry level. Butch said that there had been no discussion of hourly rate per position, as the salary
110 would be pro-rated between the two departments in which that person would be working.
111 Beverly and Tamra reminded the group that the budget committee can only focus on funding, not
112 employee positions. During this discussion, both Deanna and Herb had to depart the meeting due
113 to its late hour.

114 At 9:00pm,

115
116 Motion: "To Close the Public Hearing"

117 Motion: Tamra Ham Second: Ivan Strickon Motion carries unanimously

118
119 The committee turned to confirming the figures for each department.

120
121 #1 – Executive

122 Motion: "To Approve the Executive Budget, with total expenses of \$356,240 and with off-setting
123 revenue of \$8,000"

124 Motion: Tamra Ham Second: Bev Hall Motion carries unanimously

125
126 #2 – Tax Collector/Town Clerk

127 Motion: "To Approve the Tax Collector/Town Clerk Budget, with total expenses of \$51,731 and
128 with off-setting revenue of \$290,000"

129 Motion: Tamra Ham Second: Cindy Lloyd Motion carries unanimously

130
131 #3 – Elections

132 Motion: "To Approve the Elections Budget, with total expenses of \$3,200"

133 Motion: Tamra Ham Second: Marty Nastasia Motion carries unanimously

134

135 #4 – Legal
136 Motion: “To Approve the Legal Budget, with total expenses of \$150,000”
137 Motion: Tamra Ham Second: Cindy Lloyd Motion carries, with 1 opposed
138
139 #5 – Personnel Administration
140 Motion: “To Approve the Personnel Administration Budget, with total expenses of \$785,207”
141 Motion: Tamra Ham Second: Bev Hall Motion carries unanimously
142
143 #6 – Planning & Zoning
144 Motion: “To Approve the Planning & Zoning Budget, with total expenses of \$99,855”
145 Motion: Tamra Ham Second: Mary Nastasia Motion carries unanimously
146
147 #7 – Town Hall Building
148 Motion: “To Approve the Town Hall Building Budget, with total expenses of \$57,250”
149 Motion: Tamra Ham Second: Dennis Ducharme Motion carries unanimously
150
151 #8 – Cemetery
152 Motion: “To Approve the Cemetery Budget, with total expenses of \$20,900 and with off-setting
153 revenue of \$7,000”
154 Motion: Cindy Lloyd Second: Bev Hall Motion carries, with 1 opposed
155
156 #9 – Insurance
157 Motion: “To Approve the Insurance Budget, with total expenses of \$51,680”
158 Motion: Tamra Ham Second: Dennis Ducharme Motion carries unanimously
159
160 #10 – Police
161 Motion: “To Approve the Police Budget, with total expenses of \$1,008,011 and with off-setting
162 revenue of \$36,500”
163 Motion: Tamra Ham Second: Cindy Lloyd Motion carries, with 1 opposed
164
165 #11 – Fire Department
166 Motion: “To Approve the Fire Department Budget, with total expenses of \$113,825”
167 Motion: Tamra Ham Second: Bev Hall Motion carries, with 1 opposed
168
169 #12 – Emergency Management
170 Motion: “To Approve the Emergency Management Budget, with total expenses of \$8,200”
171 Motion: Tamra Ham Second: Marty Nastasia Motion carries unanimously
172
173 #13 – Public Works
174 Motion: “To Approve the Public Works Budget, with total expenses of \$322,044”
175 Motion: Tamra Ham Second: Bev Hall Motion carries, with 1 opposed
176
177 #14 – Street Lights
178 Motion: “To Approve the Street Lights Budget, with total expenses of \$47,000”
179 Motion: Tamra Ham Second: Dennis Ducharme Motion carries unanimously
180

181 #15 – Solid Waste
182 Motion: “To Approve the Solid Waste Budget, with total expenses of \$282,339 and with off-
183 setting revenue of \$188,680”
184 Motion: Tamra Ham Second: Jayne Ludwig Motion carries, with 1 opposed
185
186 #16 – Sewage Disposal
187 Motion: “To Approve the Sewage Disposal Budget, with total expenses of \$247,750”
188 Motion: Tamra Ham Second: Marty Nastasia Motion carries unanimously
189
190 #17 – Water
191 Motion: “To Approve the Water Budget, with total expenses of \$347,512 and with off-setting
192 revenue of \$4,000”
193 Motion: Tamra Ham Second: Bev Hall Motion carries, with 1 abstention
194
195 #18 – Community Building
196 Motion: “To Approve the Community Building Budget, with total expenses of \$137,803 and
197 with off-setting revenue of \$101,062”
198 Motion: Tamra Ham Second: Cindy Lloyd Motion carries unanimously
199
200 #19 – Health Appropriations
201 Motion: “To Approve the Health Appropriations Budget, with total expenses of \$59,557”
202 Motion: Tamra Ham Second: Dennis Ducharme Motion carries unanimously
203
204 #20 – Welfare
205 Motion: “To Approve the Welfare Budget, with total expenses of \$12,500”
206 Motion: Tamra Ham Second: Marty Nastasia Motion carries unanimously
207
208 #21 – Recreation
209 Motion: “To Approve the Recreation Budget, with total expenses of \$236,270 and with off-
210 setting revenue of \$158,128”
211 Motion: Tamra Ham Second: Bev Hall Motion carries unanimously
212
213 #22 – Library
214 Motion: “To Approve the Library Budget, with total expenses of \$111,753 and with off-setting
215 revenue of \$500”
216 Motion: Tamra Ham Second: Marty Nastasia Motion carries, with 1 abstention
217
218 #23 – Patriotic Purposes
219 Motion: “To Approve the Patriotic Purposes Budget, with total expenses of \$6,375”
220 Motion: Tamra Ham Second: Bev Hall Motion carries unanimously
221
222 #24 – Long Term Debt
223 Motion: “To Approve the Long Term Debt Budget, with total expenses of \$601,603”
224 Motion: Tamra Ham Second: Dennis Ducharme Motion carries unanimously
225
226

227 #26 – TAN Interest
228 Motion: “To Approve the TAN Interest Budget, with total expenses of \$1”
229 Motion: Tamra Ham Second: Bev Hall Motion carries unanimously
230
231 Operating Total
232 Motion: “To Approve the Operating Total Budget, with total expenses of \$5,118,606 and with
233 off-setting revenue of \$793,870”
234 Motion: Tamra Ham Second: Jayne Ludwig Motion carries, with 1 opposed
235
236 Reserve/Trust Articles
237 Motion: “To Approve the Reserve/Trust Articles Budget, with total expenses of \$1,217,500”
238 Motion: Tamra Ham Second: Marty Nastasia Motion carries, with 1 opposed
239
240 Special Warrant Articles
241 The committee discussed its support of the Pollard Road Sidewalk articles, and whether it made
242 sense to recommend one or the other, or both. The committee felt that it could support the article
243 to be paid for by a bond, but the majority did not feel that they could recommend the article
244 requiring funding by taxation. Both articles would be appearing on the warrant, and both would
245 be gross-budgeted, so this would not affect the bottom line, however, the latter would not receive
246 the Budget Committee’s support.
247
248 PD Vehicles
249 Motion: “To Recommend the PD Vehicles Warrant Article, with total expenses of \$43,000”
250 Motion: Tamra Ham Second: Paul Beaudin Motion carries unanimously
251
252 Highway Block Grant
253 Motion: “To Recommend the Highway Block Grant Warrant Article, with total expenses of
254 \$28,000”
255 Motion: Tamra Ham Second: Marty Nastasia Motion carries unanimously
256
257 Loon Mountain Bridge
258 Motion: “To Remove the Loon Mountain Bridge Warrant Article, with total expenses of
259 \$25,000”
260 Motion: Tamra Ham Second: Paul Beaudin Motion carries unanimously
261
262 Traffic Sign
263 Motion: “To Recommend the Traffic Sign Warrant Article, with total expenses of \$10,000”
264 Motion: Tamra Ham Second: Lutz Wallem Motion carries unanimously
265
266 Beechwood Roads Bond
267 Motion: “To Recommend the Beechwood Roads Bond Warrant Article, with total expenses of
268 \$1,200,000, with off-setting revenue of \$600,000”
269 Motion: Tamra Ham Second: Cindy Lloyd Motion carries, with 1 opposed
270 Paul felt that we should use funds from the CIP for this project, and therefore get a smaller bond.
271 Tamra Ham pointed out that Loon Mountain would be paying the town \$600,000 over the next
272 10 years, to split the bond with the Town.

273 Beechwood Roads Legal Fees
274 Motion: “To Recommend the Beechwood Roads Legal Fees Warrant Article, with total expenses
275 of \$11,250”
276 Motion: Tamra Ham Second: Lutz Wallem Motion carries unanimously
277
278 Levee Bond
279 Motion: “To Recommend the Levee Bond Warrant Article, with total expenses of \$1,400,000”
280 Motion: Tamra Ham Second: Bev Hall Motion carries, with 1 opposed
281
282 Levee Bond Legal Fees
283 Motion: “To Recommend the Levee Bond Legal Fees Warrant Article, with total expenses of
284 \$11,250”
285 Motion: Tamra Ham Second: Dennis Ducharme Motion carries unanimously
286
287 Pollard Road Sidewalk Project – Bond
288 Motion: “To Recommend the Pollard Road Sidewalk Project Bond Warrant Article, with total
289 expenses of \$525,000”
290 Motion: Tamra Ham Second: Cindy Lloyd Motion carries unanimously
291
292 Pollard Road Sidewalk Project – Taxation
293 Motion: “To Recommend the Pollard Road Sidewalk Project – Taxation Warrant Article, with
294 total expenses of \$525,000”
295 Motion: Tamra Ham Second: Marty Nastasia Motion fails with 6 of 10 opposed
296
297 Cemetery Expendable Trust Fund
298 Motion: “To Recommend the Cemetery Expendable Trust Fund Warrant Article, with total
299 expenses of \$2,535”
300 Motion: Tamra Ham Second: Paul Beaudin Motion carries unanimously
301
302 Cemetery Trust Fund
303 Motion: “To Recommend the Cemetery Trust Fund Warrant Article, with total expenses of
304 \$1,365”
305 Motion: Bev Hall Second: Tamra Ham Motion carries unanimously
306
307 Other/Special warrant Articles Total
308 Motion: “To Recommend the Other/Special Warrant Articles Total, with total expenses of
309 \$3,232,400, and offsetting revenue of \$600,000”
310 Motion: Tamra Ham Second: Bev Hall Motion carries, with 1 opposed
311
312 Estimated Revenue
313 Motion: “To Recommend the Estimated Revenue \$4,383,312”
314 Motion: Tamra Ham Second: Paul Beaudin Motion carries unanimously
315
316 After signing the Budget Committee’s Form for the Town Report at 10:15pm,
317
318

319 Motion: “To adjourn”
320 Motion: Paul Beaudin Second: Tamra Ham Motion carries unanimously
321
322 The Board of Selectmen then held a brief meeting, and confirmed that they would be accepting
323 all of the Budget Committee’s changes.

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