



42 #14 – Street Lights

43 There was a brief discussion that some towns and areas are reducing lighting, which is sad for  
44 the safety of children, elderly, and many more. The NH Electric Cooperative does have program  
45 to switch streetlights to LED's, and the committee would like to get on this list. Butch said that  
46 one can see the results on Plymouth's Elm Street, and suggested looking at it first. It is on our list  
47 to get onto that list.

48 Motion: "To Approve the Street Lights Budget with total expenses of \$47,000"

49 Motion: Paul Beaudin                      Second: Tamra Ham                      Motion carries unanimously

51 #24 – Long Term Debt and #26 – TAN

52 Any bond payments would not be until 2017, Deanna confirmed. She asked about the possibility  
53 of paying any off early. Butch replied that he's hearing different points of view on that.

54 Motion: "To Approve the Long Term Debt and TAN expenses at \$601,604"

55 Motion: Deanna Huot                      Second: Tamra Ham                      Motion carries unanimously

57 #6 – Planning & Zoning

58 Mike checked that everyone had received a breakout of wages, which they had. Paul said he was  
59 still having a tough time with the wages section. He wished the position had been combined with  
60 another position that had been open. Butch explained that we are catching up on the backlog, but  
61 also the degree of writings is more in-depth and that takes more time. Carole's assistant has been  
62 invaluable in keeping things as legally accurate as possible, too. The last planning board minutes  
63 were 48 pages, so detailed that they prevented possible litigation. That assistant is a Lincoln  
64 resident, and Butch is hoping to have her cross trained in the town clerk/tax collector's position,  
65 too. That way, we would have a resident backup, not a non-resident, like Butch's current  
66 assistant. The HR/admin/minute taker position would be for 24 hours/week, and the minutes for  
67 the selectmen's meetings need to be more specific too, as they are not doing video. Sharing the  
68 planning/assessing assistant position with the admin/HR/Selectmen's assistant position is not  
69 more efficient. The 32 hour position could ask for health care, which the Town supplies to newer  
70 employees only, rather than the family plans, etc. that longer-term employees could access. Paul  
71 noted again that there was a 40% increase from 2014 to 2016 in planning wages, and wondered if  
72 the planning board had voted on this budget. They had not, as they historically have not done so.  
73 Carole and Butch put it together. Mike mentioned that we were under-budgeted in 2011, 2012  
74 and 2013. In 2014, we added an assistant, in 2015 we significantly adjusted Carole's rate, and in  
75 2016 we added a few more hours to the assistant. Jayne, as Selectman, supports this budget. She  
76 felt that it makes us more prepared, to not just have documents in a box in this more litigious  
77 society. Deanna pointed out that this assistant will also be helping Helen. Patricia confirmed that  
78 there was no comparison in the quality of work coming out of that office now. Dennis, as a  
79 planning and zoning office/board user, also felt that the efficiency coming out of the office now  
80 is far better than in the past. He has been dealing with the town for 25 years or more, and some  
81 old copies are lost. For the protection of the townspeople's users and the Town, it must be kept  
82 more efficiently. Some records cannot be found from a dozen years ago. Bev said that the culture  
83 has changed in the past 10-12 years. She wondered if an assistant is used for other departments,  
84 would that pay be distributed to where the actual hours are spent. Butch confirmed that that was  
85 his plan. Paul said he has no problem with what Butch has presented for the planning budget.  
86 Paul was part of the planning board back in the 1980's, when there was more expansion in town  
87 than now, yet the Town staff was less than now. Paul and Patricia remembered when Jim Miles

came in and videoed meetings, commenting that was a litigious time too. Deanna also wanted to compliment Carole on her help with the CIP committee. Helen said that Paul had a question about overtime. Paid comp time happens at the end of the year, as employees can only have comp time up to 40 hours, but any beyond that must be paid by the end of the year. It is tracked due to Department of Labor anyhow. Paul seemed comfortable with that. Mike asked who was salaried. Only department heads are salaried, but not Carole.

Motion: "To Approve the Planning & Zoning Board Budget with total expenses of \$99,855"

Motion: Tamra Ham                      Second: Dennis Ducharme                      Motion carries unanimously

At 5:55pm, the committee decided to take a quick break while the Woodstock committee entered.

**2016 Municipal Budget Process 2015 – Town of Lincoln  
Budget Committee Meeting Minutes – January 14, 2016  
Lincoln Town Hall, 148 Main Street, Lincoln, NH  
Joint Meeting with Woodstock**

**Attendance:**

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

Woodstock Budget Committee Members: Bonnie Ham, Steve Tower, Charyl Reardon, Jim Fadden as Selectmen's representative to the Budget Committee. (Roberta Vigneault and Brenda Vance excused, Chad Morris unexcused.) Gil Rand, another Selectman, also sat in.

Lincoln Staff: Town Manager Butch Burbank, Finance Director Helen Jones, Public Works Director Nate Hadaway, Recreation Director Tara Tower, Program Coordinator Justin Chaffee

Public: Patricia McTeague, Cindy Rineer, Wendy Tanner, Daveda Coburn, Nancy Riley

**Call to Order:** Lincoln Chairman Mike Simons called the joint meeting to order at 6:05 pm.

The meeting started with a brief discussion that Woodstock only had 3 or 4 of 7 budget committee members needed for a quorum. Selectmen can only be there for discussion, but not as a member at large, so there was a question on if they could vote. Some committee members checked their law books and said that Selectboard members can vote, but not be a member at large. Paul felt then that they could not vote at this time, but could certainly still discuss the items to be presented. Woodstock's next Budget Committee meeting will be on January 20, 2016.

**#15 - Solid Waste**

Helen explained that, on the supplied documents, we had columns for what was recommended by the Budget Committees in 2015 and what was funded after Town Meeting. Tamra asked why there was a reduction in off road fuel expense, and was told that it was separated from heating fuel. Nate explained the \$2500 broom (sweeper) for the skid steer, after trading in the York rake that was not being utilized. Butch explained to Woodstock that there had been some instances of nails and debris, and this would resolve that more easily. There was some discussion among the

Lincoln committee about using the sidewalk brush, but it seemed that this solution worked better for various reasons, including having it right on hand. Paul asked if the sidewalk sweeper doesn't get used in summer. Nate explained that we actually have an aerator and a mower for that rig, as well as the sidewalk sweeping it does in the spring. Extra wear and tear would lead to sooner replacement, which is over \$100,000 now to do so. Paul said that he has been hearing that people would like to see the solid waste facility open more. He felt that it could be done for \$7,000 additional. Butch said that he had received less than 5 requests for more hours and would rather wait until being instructed by both boards of Selectmen before he changes that. Gil said that there were some rumblings initially, but nothing in the last 6 months. Helen, as a Woodstock resident, is very happy with the change. Other recreation towns like ours also have facilities that are closed on holidays. Mrs. Riley felt that change in hours is good.

#### #21 – Parks & Recreation

Mike reviewed the figures pre- and post- town meeting. Changes that appear include cuts in winter part-time staff, Kanc Kamp, summer programs, etc. Tara explained that since school started before Labor Day last summer, 7 weeks was ok versus the usual 8 weeks of summer camp. She is hoping to go back to 8-week camp this year. There was a cut in fuel for vehicles & equipment. This was mainly diesel; not from the state barn, but rather White Mountain Oil & Propane. Bev asked if the department was able to make it, and Tara confirmed it did. Paul asked how old the tow rope was. Tara explained that the rope split 2 times in the past week, so there was a need to replace it a year prior to the expected date. It is a new material. Butch felt that 2 years is typical, and one can hope to get three years of life out of a tow rope such as this. They will try to keep it going as long as safely possible. Paul asked about snowmaking pumps repairs. Nate and Bill have attempted to rebuild these. Paul wondered if it made sense to buy one instead of rebuilding, or if we'd asked Loon for help. Butch thought David Dovholuk had tried enlisting other help, as his brother, who works at Cannon, had looked at it today. Paul asked about offsetting revenue. Tara said she and the Board of Selectmen would look at the rates after this ski season, but could not do so earlier, as gift certificates or this season had already been sold. Butch said that he will meet with Lincoln & Woodstock Boards of Selectmen to look at fees, when they hold a joint meeting in March. It won't affect this budget, however. There's a fine line between generating revenue and giving more value. Tamra feels it is double-dipping and wrong. Local kids that need it most, and can't afford it, are being priced out. Paul said that they do have plans for those that can't afford it. There are lots of places where you pay twice, like at solid waste, and the school. Jayne, as Lincoln Selectperson, responded to Tamra's comment above about affordability, saying that they would look at time, sliding scale fees, etc. but that was outside of the scope of this committee. Bonnie wondered if revenues are down due to a late start and lack of snow. Would income actually be down? Tara said that season pass sales are as normal, and the Kanc only opened a week late. The majority of winter income is from season passes. If the rates for summer camp are increased, that would be for this summer/year, but she went with last year's figures in the budget.

#### #18 – Community Building

Tara noted that wages saw a small decrease, but she is hoping to add that 3rd person back. The electric upgrade loan is from converting to LED lights in all of the building. They should be saving \$24 per month, even when paying that loan off. Butch told the Woodstock budget committee that we had just done the same in public works, and were seeing a net \$24 less than before on one bill, and \$38 on the other. He would be happy to show them how it worked at the



180 water plant and garage, etc. The heating fuel reduction is because propane costs less now. Under  
181 materials and supplies, a copier lease makes more sense than the rising cost of ink jet printer ink.  
182 Building & property maintenance included redoing the child care entrance. This was concrete,  
183 with a water main inside of it, and with stairs. This was fixed by public works and is much better  
184 now. A tree branch went through the garage/manure building, where playground toys, golf clubs  
185 and more were stored. Tara spoke with Chief Moorehead the other day, and was told that Rotary  
186 has funds to help get the building functioning again. With his retirement, items will need to move  
187 from the Woodstock police department as well. Both the roof and the back wall need help in that  
188 building. The ceiling tiles in the multi-purpose room (MPR) need replacing and the department  
189 may get some private funds towards that.

190 The big item is for \$30,000 to renovate the back office/meeting room. Tara brought plans for the  
191 committee to review. The activities room across from the kitchen is now Tara's office, the senior  
192 activities director's office and small group meeting space, all in one open space, as well as  
193 storage, etc. There are significant challenges with staff or financial needs, conversations not  
194 being private. Also, Justin's desk is currently out in the MPR, and several groups rent the facility  
195 every week, with his computer out there in that same room. Tara explained how at a previous  
196 Lincoln budget meeting, we discussed the option to not have a warrant article but rather have this  
197 cost be a part of the operating budget. Bev wondered about offsetting revenue and that works.  
198 Revenue and expenses are both split between the towns. Bev said she had been surprised that  
199 Tara didn't have a place to have confidential conversations, the same as Teasha's office with the  
200 elderly. They have been handling this so far by leaving the room for the other person to have  
201 some privacy. Deanna was also worried about security for computers, privacy, productivity of  
202 employees and so forth, while other meetings are occurring. Jayne explained the Lincoln Board  
203 of Selectmen's position that this should go on the CIP at \$10,000 per year. She and the Board  
204 understand the need for privacy, but that other departments follow CIP procedures, and this  
205 seemed like a project for that plan. Therefore, the Lincoln Board of Selectmen does not  
206 recommend this additional \$30,000. Paul wanted to get Woodstock's input, as he felt that it is  
207 more of an operational versus capital expense. Mike asked Woodstock for their opinions. Gil said  
208 that he has no objection. He noted that Joel Bourassa had emailed his proxy to Gil and he had  
209 voted yes. Jim noted that other revenue opportunities could be spent towards this. Deanna said  
210 that Rotary has a grant for putting a water system on the roof. They are hosting a regional  
211 conference in late June and this could be a good project. Jim said that he does agree with Jayne a  
212 bit, as his draft budget from November 24<sup>th</sup> has a \$51,000 increase. Actually, he was looking at  
213 the wrong number, so it was only a \$30,000 increase after all. Bonnie said she had looked at the  
214 November draft and the budget committee was fine with that. They have a meeting on the 20th  
215 and will need to rule on this \$30,000 at that time. Paul reiterated that this is not really a capital  
216 item, but an operational item. Paul asked that Tara and Butch attend that meeting on 20th, if  
217 needed, to answer any questions. Tara explained that she had planned to use the capital reserve  
218 for the community center, when the kitchen project came up, and thought, let's do a separate  
219 warrant article, and let the townspeople decide. She had planned to do the same, using a warrant  
220 article, this year for the meeting room. She doesn't feel it should wait 3 years, as would happen  
221 when the CIP item came up at the Lincoln Board of Selectmen meeting. The Chairman asked for  
222 audience comments. Mrs. Riley was for it via the operational budget. Both programs are quite a  
223 bargain for the towns. Paul asked how this would work if they vote on 20<sup>th</sup>. Jim said that Bonnie  
224 did discuss the budgets, just not this number. Joel is for the extra amount. Tamra noted we can  
225 change our minds before the public meeting, if needed. She wanted to note how well the two

communities work together. Bonnie didn't seem to think there would be any problem passing this. Everyone thanked each other for joining together on this discussion. The Woodstock Budget Committee and most of the audience left at 7:11pm.

Motion: "To vote on the Community Center Budget this evening"

Motion: Bev Hall                      Second: Tamra Ham                      Discussion

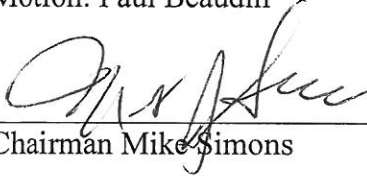
The committee decided that we didn't want to send the wrong message after saying we would wait earlier in this meeting. Bev and Tamra withdrew their motion and second.

Helen confirmed that we're still on schedule for the public hearing notice. The committee said that we would be ready, as we have a spare week if needed, between January 21st and February 2<sup>nd</sup>. There was a review of the order of the public hearing and bond hearings at that February 2<sup>nd</sup> meeting.

At 7:22pm:

Motion: "To Adjourn"

Motion: Paul Beaudin                      Second: Bev Hall                      Motion carries unanimously.

  
Chairman Mike Simons

1/26/16  
Date