

**Town of Lyndeborough, New Hampshire  
Budget Committee  
Citizens' Hall  
December 6, 2016, 6:30 PM**

**Minutes**

**Members Present** – Geoffrey Allen, Peter Dallas, Stan Greene, Walter Holland, Lee Mayhew, Burton Reynolds (Chair), Scott Roper, Sandy Schoen

**Others Present** – Russell Boland, Stephanie Roper (6:30-6:50), Bob Rogers (from 7:00), Ginny Chrisenton (from 7:10), Tom Chrisenton (from 7:10)

**Call to Order** – 6:32 PM by Chairman Reynolds.

**Heritage Commission and Historic District Commission (Dr. Stephanie Roper)** – The Heritage Commission is requesting \$2550.

- Chris Schoen is producing four cabinets for Citizens' Hall for about \$400 each; the Heritage Commission requests \$1500 in their budget to cover. The remaining \$1050 is for workshops, old house inventory, one historic marker, and supplies.
- Unexpended money from this year's budget (about \$1050) will be added to the Commission's Heritage Fund. This revolving account is used to pay for historic signs (about one per year). The fund is believed to have about \$1000 in it.
- The Clark Pottery sign for North Lyndeborough was supposed to be paid out of this year's budget, but is delayed as the Heritage Commission tries to find a new supplier. This, another sign, and a larger sign to replace the Glass Factory sign on Route 31 will be produced in 2017. Signs cost about \$400 (1-sided) and \$500 (2-sided), but a larger sign for the Glass Factory will cost more. Two of the three signs will be paid from the Heritage Fund, and the third from the annual appropriation.
- The Historic District Commission does not request any changes to their budget for 2017. The Historic District Commission and Heritage Commission are in the process of effectively merging through joint appointments.

**Conservation Commission (Russ Boland)** – The Conservation Commission receives funds from land use change tax penalty. The commission submitted no changes from last year.

**Health Inspector and Emergency Management (Russ Boland)**

- Wages – Public Health: \$1 placeholder in case we eventually have to hire someone to replace current person, who volunteers without pay.
- Health Administrative Expense – \$50 requested; expended \$35 this year.

**Emergency Management (Russ Boland)** – Emergency Management requests \$1000, including \$250 for propane (for the generator at the school), \$200 for administrative costs, \$100 for milage/training, and \$450 for supplies. Discussion ensued about the garage on Center Road; in the future, the Selectmen would like to insulate the upstairs, climate control the building, and move historic items currently being stored in a damp space in the library. Alarm costs will come from another fund.

**Planning/Zoning (Bob Rogers, Tom Christenton)**

- Planning wage/clerical increased slightly due to a step adjustment.
- Little planning activity to report in 2016. Discussion ensued about whether or not the town should have a “fresh set of eyes” look over the zoning regulations, perhaps the NRPC.
- March warrant article(s) will be offered to correct some oversights that originated with most recent corrections.
- Zoning wage/clerical line increased slightly due to step adjustment.

**Cemetery (Bob Rogers, Ginny Christenton)**

- The contracted services request increased from \$2000 to \$5000 because two trees need to be taken down (one each at South and Johnson’s Corner Cemeteries). The contractor charges for equipment, but not manpower.
- Equipment and supplies increased from \$500 to \$900, and loam/seed fertilizer increased from \$50 to \$1000 due the extension of the South Cemetery. \$1000 is requested for improvement projects in case more excavating needs to be done.
- Money left over in 2016 will be encumbered for tree removal and other projects.
- Income from trust fund investments goes into a general fund that can be used for cemetery maintenance (for the existing cemeteries, but not to be used on the new section of South Cemetery).

**Library (Bob Rogers)** –The library adopted the town’s salary scale, resulting in a slight increase in library wages. No other changes are requested in expenses.

**Other Business** – The Committee will go over minutes from November 29 next week. The next meeting is on December 13 at Citizens’ Hall, 2<sup>nd</sup> floor, 6:30 PM.

**Adjournment** – Meeting adjourned by consensus at 7:41 PM.

Respectfully submitted,

Scott Roper