

Lyndeborough Budget Committee

Minutes of January 16, 2018

Citizens Hall

Present: Geoffrey Allen, Fran Bujak, Mark Chamberlain, Peter Dallas, Stan Greene, Walter Holland, Burton Reynolds, Sandy Schoen, Town Administrator Russ Boland

Call To Order: 6:35PM

Minutes

12/22/2017 & 1/9/2018 minutes approved.

Discussion regarding hiring a minute taker in the future, rather than having members take turns. Could possibility fit within the current administration budget.

Administration Budget

Executive

Wages-Selectmen: 2% COLA

Wages-Office Staff: Full Time: over expended by \$1,719

Wages-Office Staff – Part Time: change of status for Finance/ Human Resource

Office Equipment: Over expended by \$589

Discussion regarding over expenditures. In a bottom line budget any over expenditure has to be made up from other line items. State law restricts department heads from moving items to under expended lines. Russ explained that a September freeze on discretionary spending was instituted because of unanticipated expenses on the Mountain Road project. As a result we will end the year with a slight surplus.

Fran suggested that a short narrative be prepared at year end explaining reasons for high/low spending resulting from issues like Mountain Road, so that future boards understand the discrepancy.

Finance

Wages-Treasurer: 2% COLA

Computer – Tech Support: RMON is recommending leasing options

Computer – Expense & Upgrades: Computers to be on 4 year replacement rotation

Assessors

Town Assessor: Increase due to MS-1 preparation

Assessing Software Support: Vision runs on Oracle database, which will not be supported after 2020. Other options include Avitar.

Legal

Legal Expenses: \$5000 reduction. Ongoing zoning case.

Personnel Admin

Health Insurance: Steady this year. We hold an extra 2-person as a buffer for budget, not expended unless there's a change in personnel status.

Dental Insurance: Slight decrease from 1 family plan to 2-person plan

Life Insurance: Increase to from \$90 to \$100/ month, \$1,200 request

Long Term Disability: Decrease from \$400 to \$325/ month, \$3,900 request

Short Term Disability: The benefit increased from \$450 per week under the old policy, to a maximum of \$850 per week under the updated policy. The policy has not been updated for many years.

Hartford Life & Accident Insurance: Increased from \$50,000 to \$100,000 policy

Unemployment Compensation and Workers Compensation: Slight decrease

Human Resources Administration: Currently at \$777

Tuition Reimbursement: One employee taking classes. Question why standard is 'C' or better, perhaps 'B' would be more appropriate. Recommendation to match school policy.

Longevity: 2 retirees, some increases.

Government Buildings

Wages-Citizen's Hall Custodial: 2% COLA

Building Safety: Exploring floodlight cams

Citizen's Hall General Repairs: Furnace/AC system old

Wages-Center Hall Custodial: 2% COLA

Center Hall General Repairs: Old Town Barn needs new roof. An anonymous \$500 donation was made for that purpose. Total roof is 16 square, \$100/sq. for 50 yr architectural shingles to match Center Hall and church. Intent is to use volunteers to repair roof, town truck for debris. No charge for disposal as it's a Town building. Added \$1,500 to cover shingles, flashing, etc.

EOC-Propane: Garage heated to 50°. Police vehicles stored there, reducing response times and maintenance.

Misc.

Ambulance: Joint meeting with Wilton & Temple Thursday Jan 25 at Wilton Fire Dept.

Building Inspector: Step 7 Increase

Wilton Recycling Center: Joint meeting 1/25

Street Lighting: Warrant article regarding replacement

Welfare: Statutorily required. Normally approx. 8 cases /year, 3 this year.

Parks & Recreation: Draft from Wilton \$9,150. Received usage statistics, remained similar to last year.

Town Communications: View intends to publish one issue at the beginning of the year. Looking for volunteers to continue publication.

Heritage Commission: Decrease do to cabinets being installed in Citizen's Hall.

Conservation Commission: Increase for Scout Rd cleanup

Next Meeting: 1/22 Joint Selectmen's meeting with Wilton & Temple 7 PM Wilton Fire Dept.

1/23 Budget meeting 6:30 PM Citizen's Hall

1/25 Joint Budget meeting with Wilton & Temple 7 PM Wilton Fire Dept.

Meeting adjourned 8:15

Submitted by Mark Chamberlain