

LYNDEBOROUGH BOARD OF SELECTMEN

MEETING MINUTES

November 20, 2016

Members Present: Chairman Lee Mayhew, Selectman Fred Douglas and Selectman Mark Schultz.

Staff Present: Town Administrator Russ Boland

Public Present: NONE

Media Present: NONE

Recorder: Russ Boland

The meeting was called to order at 9:03 a.m.

Chairman Mayhew opened the meeting by explaining the purpose of the meeting is to review and possibly adjust the proposed 2017 budgets.

Highway Department:

The Board reviewed the information received on November 4, 2016, regarding the budget for the Highway Department. The following changes were reviewed by the Board:

1. Reduce the fuel account by \$5,000. This calculation was determined by examining the current expenditure to date.
2. Reduce the salt line item by \$5,000
3. Reduce the purchase of Automatic External Defibrillator from three to one with a reduction of \$1,400 to the line item. The other two units will be purchased in 2018 and 2019.
4. With the introduction of a chip seal program the paving line item could be reduced from \$115,000 to \$80,000, a savings of \$35,000.
5. Eliminate the Capital Reserve Fund warrant article for bridge replacement in the amount of \$22,000 for this year.

Police:

The amount of patrol hours for the Police Department is budgeted at 136 hours per week, 24 of which are allotted for administrative functions. After consultation with Chief Deware it has been determined the allotted hours can be reduced by 8 hours per week without impacting the amount of time patrol functions are performed. This will result in a savings of approximately \$10,378.

Cemetery:

Ginny Christon has submitted a quote from Bartlett Tree Service for removing two trees, one in Johnson Corner Cemetery and one in South Cemetery. Each tree would cost \$2,700 to cut down. Authorizing both trees to be removed this year would result in the Cemetery over expending their budget by approximately \$500.

Vote: Motion by Chairman Mayhew seconded by Selectman Douglas to authorize the removal of one tree this year and the second tree next year and to adjust next year's budget to reflect the removal of the tree

in 2017. Further to authorize the Cemetery Trustees to determine which tree is selected to be removed first. Passed 3-0

Legal:

After reviewing the legal budget and known activity for 2017 the legal budget could be reduced \$5,000

Personnel Administration:

It has been the practice of the Town to carry an additional two person health plan in the event there was a change mid-year that required an employee to change plans to a family plan. After reviewing the current situation with employees on the health plan it was determined this practice can be discontinued for this year. This will result in an approximate savings of \$18,000.

Similar to the health plan the town had an additional two person plan for dental coverage that can be discontinued for this year. This will result in a \$700 savings.

Welfare:

Given the town's experience over the last several years, it was determined the welfare budget can be reduced by \$5,000. It was noted that by State RSA, once this budget is exhausted expenses must still continue if warranted.

Vote: Motion by Selectman Douglas seconded by Selectman Schultz to institute the above reductions into the proposed 2017 budget. Passed 3-0.

T/A Boland advised the Board the changes will be made this week. T/A Boland advised it is his hope to have the budget to the Budget Committee later this week to give the committee time to review it prior to their first scheduled meeting on November 29, 2016.

The Board instructed T/A Boland to contact Planning Board Secretary Kathleen Humphreys and ask for a complete abutter list for Scout Road in regards to the question of closing the class 6 portion of Scout Road near the recently acquired PLC property.

Vote: Motion made by Chairman Mayhew seconded by Selectman Douglas to adjourn the meeting at 12:00 p.m. passed 3-0

Lee Mayhew
Chairman

Selectman Douglas

Selectman Mark Schultz

APPROVED BY THE BOARD OF SELECTMEN ON DECEMBER 7, 2016