

# **Lyndeborough Budget Committee**

## **Meeting Minutes**

### **December 12, 2022**

#### **Citizens' Hall**

*Approved on 1-9-23*

Acting Chair Kevin Boette called the meeting to order at 6:35 p.m.

Members present: Chairman Karen Grybko, John Pomer, Geoff Allen, Kevin Boette, and Selectmen's Rep. Bob Howe

Present: Town Administrator Russ Boland, Tax Collector/Town Clerk Trisha Schultz, Paul Hebert, and Fire Chief Brian Smith. Karen Grybko arrived at 6:38pm and took over as Chairperson

*See the budget worksheet for details on department budgets discussed tonight*

#### **4140 Election, Registration and Vital Stats**

Tax Collector/Town Clerk Trisha Schultz was present

The department has two vacancies for assistant clerks they plan to fill next year.

The Moderator line is down because they only have one election and one town meeting next year.

Software support went down because of the dog license software. The Town Clerk will verify they get the software this year then next year's support is \$400.

A department member plans to apply to become a notary, which is in the budget

Tax collector Lien Expense is dependent on what time of year the process starts. With the cost involved, eventually the town will get their money back. Property owners have up to three years to pay. T/A Boland added the budget is \$1,146 right now. Letters need to be sent certified mail.

Tax Bills & Warrants: The printing company changed. They ordered forms and envelopes for next year but were assured that EPC should keep the same prices from former company.

Registration expenses: This line is \$762

Election Expenses: This is down by \$600 because the budget is proportionally to the number of elections. Next year has only one election instead of four elections.

Record Preservation: There is no cost so far. The offices hires a shredding companies that can destroy old records based on State Statutes. They are looking at digitizing our records. The Town's finance officer has past experience in digital storage.

The total proposed budget is \$84,166.

The Board inquired if the Selectmen will be putting forth a Petition Warrant Article for the Double Arch Bridge Engineering Study. This was discussed.

**VOTE: Kevin Boette made a motion, John Pomer seconded to instruct T/A Boland to inform Stephanie Roper from the Heritage Commission that the Budget Committee feels the Board of Selectmen should present the Warrant Article or they have to do a Petition Warrant Article for the \$6,000 for the engineering study for the Old Temple Road Double Arch Bridge. Motion pass 4-0.**

Chief of Police Rance Deware will present his budget at the January 17, 2023 meeting which will be on a Tuesday due to the Monday holiday. The Committee discussed a work session.

#### **4220 Fire Department Budget**

Fire Chief Brian Smith was present at 7:02 p.m.

Dues and associations were discussed.

Supplies. This line is the same. The department does not do a lot of printing, but they may need to purchase another cartridge. They mostly print documents for trainings.

Inspections: This line increased due to the 2% COLA increase

Stipends are done on a point system relative to the number of training and calls an individual attends.

Consumable materials: This budget line is the same.

The Fire Department purchased six new AUDs and dispersed them throughout the town. Two each went to the Highway Department, the Fire Department, and the Police Department. The batteries were ordered last January. That brings the total to 12 deployed units.

Repairs: A lot of the equipment is still on warranty coverage.

Miles: The miles are high at this time. The department was looking for a new truck and drove to Buffalo, NY.

Conferences: This line item is down. New members attend FF1 and FF2, their classes have come down. There is money for a conference. They get credits and their medical license. The last few years they did not attend conferences. The department now holds in-house training.

Gas: This line gets transferred over at the end of the year. We could change price of fuel to \$500 and lower the entire amount by \$384. It's unclear where the price per gallons will remain. They are working on reports at the end of the year. They had 25 mutual aid calls. The newer truck required training for members.

The department is not only looking for employees but looking for volunteer employees.

Truck maintenance: This line was kept the same. There were title changes. Year to date, the budget is good. They usually don't have that money or expend money at this time of year. Inspections are in October. T/A Boland said it's up to \$5,431 right now. Chief Smith added, they usually are not that high but needed a pump. They put good money into that bad situation.

Radio maintenance: This line went over because of the new truck.

At the station they changed to LED lighting and put in a propane water heater.

Building Maintenance: This was kept the same as last year.

The fire department did a good job with buying a new (used) pumper truck. Those trucks are going for \$500,000-\$600,000. They found a used truck for \$25,000 and turned that around in just a few weeks. Discussed the life expectancy of the truck.

Emergency Management: This line is \$4,290.

Chief Smith said they do annual major maintenance in October, just before the winter. They are trying for a grant to for a generator to installed in the library so it can be used as an Emergency Center. Especially as a cooling station. They can't get the grant until update the emergency operational grant.

Karen Grybko asked about the ice storm. In relation to the generator at the Lyndeborough Central School she asked if we still maintain the Memo of Understanding between us and the school that Lyndeborough takes care of the generator, and the school is available as an emergency center. T/A Boland confirmed that and said we updated the Memo of Understanding. On another note, if the School District ever liquidates the school, the Town of Lyndeborough has the first rights of refusal for \$1.

The total proposed budget is \$117,138

#### **4610 Conservation Commission**

John Pomer presented the conservation commission budget. Discussed PLC and the Conservation Commission. John Pomer discussed New Road.

The total proposed budget is \$100

#### **Minutes:**

The November 28, 2022 minutes will be tabled until more members are present to vote.

Tomorrow, December 8, 2022 will be the Joint Budget Meeting.

#### **Adjournment:**

**VOTE: Geoff Allen made a motion, John Pomer seconded to adjourn at 7:47 p.m.  
Motion passed unanimously.**

Respectfully Submitted,

*Kathleen Humphreys* – signed electronically

Kathleen Humphreys  
Minute Taker via phone