

Town of Lyme
Budget Committee
PO Box 126
1 High Street
Lyme NH 03768
October 12th, 2022
Conference Room & Zoom
Approved: October 19th 2022

Budget Committee Members: Richard Jones, Bill Malcolm, Sue MacKenzie, James Graham, Judith Brotman (Select Board Representative), Brian Spence, Wilkes McClave, Jennifer Boylston (School Board Representative), John Biglow and Rich Brown.

Administrator: Dina Cutting.

Department Heads present: Road Agent Scott Bailey; Police Chief Shaun O'Keefe and Sargent Camden Elliott; Fire Chief Aaron Rich

At 7:00PM Chair Jones call the meeting to order.

Mrs. Brotman moved to approve the minutes of the September 14th, 2022 meeting. Seconded by Ms. Boylston. Voted unanimously in favor.

Department Heads presented their respective 2023 proposed budgets.

Highway: Mr. Bailey reviewed the changes to the proposed 2023 budget from the current year's budget. The following areas were discussed and various questions were asked and answered:

- Personnel - Road Agent salary increase, citing the number of responsibilities that have increased for this position. Personnel line includes a 9.5% cost-of-living wage increase.
- Benefits - Health Insurance increase of 11.7%
- Sub-contractor work
- Grading of town roads
- Materials used - It was noted that the cost of these materials will most likely increase. The bids are due tomorrow and this budget line may need to be revisited.
- Wish list – addressing the covered bridge on River Road; finishing Goose Pond Road (the bids will be in and announced at Thursday's Select Board meeting).
- Culverts - replacement of 9 culverts took place this year. When it was able to be done, the highway department increased in the size of the culvert, per DES request.

The budget committee thanked Mr. Bailey for coming to this meeting. If future questions come up the committee may ask him to return.

Police: Chief O'Keefe reviewed the 2023 proposed budget.

- Chief O'Keefe thanked Road Agent Bailey and the Highway crew for all the support and help over the past year. It is a pleasure to have such good communication between Police, Fire and Highway departments.
- Chief O'Keefe has not made firm plans for retirement. The ad for a new officer has been running for some time unsuccessfully. Police departments and state police are having a difficult time hiring. Once the position is filled Chief O'Keefe and the Select Board will discuss a plan of action. This will all play a role in the timing of his retirement.
- Personnel - This budget includes 3 full time positions compared to last year's 3 fulltime positions for 6 months and 2 fulltime positions with 1 part time position for 6 months; on-call pay and a wage increase of 9.5%. If and when the retirement takes place the police department will consist of 2 full time positions.
- The computer software line is increasing due to the new program for Hanover dispatch.

The budget committee thanked Chief O'Keefe and Sergeant Elliott for coming to this meeting. If future questions come up the committee may ask them to return.

Fire: Chief Rich presented his 2023 proposed budget.

- The Fire department and Forest Fire department will be applying for various grants. The paperwork for grants is cumbersome and time consuming. Administrative support has been added to the budget.
- The Chief's salary has been increased to \$8,000. Chief Rich explained he spends about 80 hours per month on administrative duties.
- The Fire department has added a cell phone plan. This will enable the 2 iPad's to have access to important information.
- Safety clothing is needed for new fire fighters and replacement gear. It is not efficient to require the funds for the Fire Fighters Safety equipment to need a Town Meeting vote for expenditures. This potential change can be discussed at town meeting in a warrant article (to allow expenditure of these CR funds as authorized by the Select Board and the Fire Chief).
- Radio equipment is being increased. From now on each new vehicle will be fitted for a new radio.
- Cardiac AED is a huge expense. This should have a place in the Fire Fighter Safety Equipment CRF. The Budget Committee asked Chief Rich to calculate the funds needed and develop a replacement schedule and submit this to the Select Board for their review.
- The Fast Squad vehicle – It is being recommended to change from the police retired vehicle to a new ³/₄ ton vehicle. This will serve the Fast Squad much better. The entire CRF schedule is being looked at. Fire truck costs are increasing dramatically.
- Emergency Management - \$1,500
- There were no further questions at this time.

The budget committee thanked Chief Rich for coming to this meeting. If future questions come up the committee may ask him to return.

At 9:02PM Mrs. Brotman moved to adjourn. Seconded by Mr. Spence Voted unanimously in favor of the motion.

Respectfully submitted,

Dina Cutting

The next Budget Committee meeting is October 19th, 2022 at 7:00PM

Next meeting departments:

- Planning & Zoning
- Solid Waste
- Library
- Parks & Recreation
- Conservation
- Cemetery