

TOWN OF LYME
Budget Committee
P.O. Box 126
Lyme, NH 03768-0126
Town Office conference room
October 25th, 2023
Approved: November 8th, 2023

Present: James Graham, Richard Jones, Brian Spence, Bill Malcolm, Scott May, Hayes Greenway, Rich Brown, Vince Berk (by conference call), Select Board representative Judy Brotman

Administrator: Dina Cutting

Department heads: Town Clerk Patty Jenks, Tax Collector Marci O'Keefe, Supervisor of the Check list John Mudge.

The meeting was opened at 7:00PM by Chair Jones.

Introductions of Budget Committee members and department heads present were made.

Mr. Malcolm moved to approve the minutes of the October 18th, 2023 meeting. Seconded by Mr. Brown. The minutes were approved with 6 in favor and 1 abstention (Brotman was not in attendance at the meeting).

Department presentations:

Town Clerk, Elections, Registration and Vital Statistics: The following topics were reviewed and discussed:

- Mrs. Jenks reviewed the various sections of the Town Clerk budget. She will be retiring in March 2024. The wage lines reflect and change for this. There will be 2 full time employees, with 2 fill-in employees to back up for vacations and sick days. Increases due to 4 elections in 2024 are also reflected in the proposed budget. Various questions were asked and answered.

Elections: Mr. Mudge encouraged people to sign up and run for supervisor of the checklist. The time commitment and what it involved was reviewed.

Line 45 - Tax Collector:

- Mrs. O'Keefe reviewed the lines in the Tax Collectors budget. Various questions were asked and answered.

The following budget lines were reviewed by Mrs. Cutting:

Line 5 - Executive

Line 43 - Financial Administration:

Line 53 - Treasurer

Line 61 - Revaluation of Property

Line 69 - Legal

Line 72 - Personnel Administration
Line 94 - General Government Buildings
Line 108 - Cemetery
Line 121 – Insurance
Line 128 - Advertising and Regional Association
Patriotic- This is 1 line and it is \$700.00- replacement of all town flags
Line 345 - Debt service
Line 253 – Health and Welfare Agencies
Line 271 - Administration/Direct Assistance

Mrs. Cutting addressed the questions that pertain to the listed budget lines.

- Tax Anticipation Note interest (TAN) -The Budget Committee discussed switching to tax collection two times per year. Further information is needed on this.
- How much does Lyme use the services of the health agencies listed in the budget?
- Transfer Station spreadsheet was handed out. Staffing hours at the Transfer Station was discussed, specifically how much would be saved if Wednesday was not an open option?
- At next meeting Mr. Brown asked that a discussion take place about having these budget meetings on zoom.
- The Select Board's proposed 2024 budget is to be presented on November 8th, 2023.

There were no further questions for the department heads' proposed budgets. The meeting of November 1, 2023 will be canceled.

The being no further business at 8:15PM Ms. Greenway moved to adjourn. Seconded by Mr. Brown. Voted unanimously in favor.

Respectfully Submitted,

Dina Cutting