

Town of Lyme  
Budget Committee  
November 7<sup>th</sup>, 2018  
7:00 PM  
Town Office/Police Station Conference Room  
Approved: November 14, 2018

Budget Committee Members: Judy Brotman, Rusty Keith, Eric Furstenberg, Richard Jones, Elizabeth Glenshaw, Erik Colburg, Chris Ramsden, Wilkes McClave, & Jennifer Boylston. Select Board members Susan MacKenzie. Administrative Assistant Dina Cutting.

The meeting was called to order at 7:06 PM by Chair Brotman.

1. Mr. Jones moved to approve the meeting minutes of October 17<sup>th</sup>, 2018. Seconded by Mr. McClave. Changes were offered. The minutes were voted 7 in favor with 1 abstention (Mr. Keith).
2. There were no public comments at this time.
3. Mr. Keith presented a spreadsheet reviewing past and present budget figures.
4. Questions and comments were discussed concerning the shift in costs from the town budget to the school budget for the school parking lot plowing.
5. Mr. Keith reviewed the proposed 2019 budget with the committee. The Select board presented an operating budget of \$4,405,458. The Budget Committee reviewed the following areas:
  - a. Payroll
    - Benefits
    - Select Board office personnel change from part-time to full time
    - Town Clerk office personnel and possible change from part-time to full time
    - Transfer Station changes
    - Highway equipment needs
6. Mr. Keith explained the Select board's need for two possible road warrant articles: Dorchester Road grant (\$154,625) and Baker Hill Road (\$165,353). The amount for the Baker Hill Road article may need to change.
7. With the operating budget increase of 7% and the two preliminary proposed warrant articles for 2019, the total projected tax increase would be .19 cents or 2.7% (after factoring in projected revenues).
8. The request for a new filing system in the vault was briefly reviewed and discussed. (estimated cost of \$35,000)
9. This coming year the board will be investigating insurance options.
10. Transfer Station - The change in the recycling market has caused a significant increase to the department budget. The budget committee discussed various options in addressing municipal waste and recycling needs.
11. Lease to own - The budget committee reviewed the information and option of lease-to-own (financing) vehicles and equipment in the future. After this discussion the majority of the board supported the Town leasing-to-own and having the funding come from the Capital Reserve Funds.

12. Concerns were expressed over increasing the number of town employees in several of the departments. Work load increases and demands from DRA and various organizations were noted. The possibility of increasing the deputy Town Clerk/tax collector to full time was reviewed. Town Clerk /Tax Collector being incorporated into one position was also discussed. Library increase in staffing was briefly discussed. The Budget Committee will take the next week to review the proposed numbers.
13. Chair Brotman reminded the committee that the next meeting is Wednesday, November 14<sup>th</sup>, 2019 at which time an advisory vote on the 2019 proposed operating budget should be taken.

At 8:50 PM Mr. Jones moved to adjourn. Seconded by Mr.MClave. Voted unanimously in favor.

Respectfully submitted,

Dina