Town of Lyme
Budget Committee
October 21th, 2026

Present for all or part of the meeting:
Budget Committee Members: Richard Jones, Phil Kinsler, Rich Brown, Bill Malcolm, Stacey Summerfield, Hebe Quinton, Kate Stokes, School Board rep. Fielding Essensa (via zoom), Jennifer Boylston (via zoom), Select Board Representative Benjamin Kilham

Town Staff: Dina Cutting (Town Administrator), Jordan Gray (Select Board Office Clerk), Matthew Thebodo (Transfer Station Supervisor), David Robbins (Planning and Zoning Administrator), Horace Henriques (Cemetery Commission), Judy Russell (Library Director)
School:
Community members (via zoom): Karen Phetteplace, Sheldon *(no last name given)*
Community members present: Jasper Stokes

The meeting was called to order at 7:00 PM by Richard Jones.

1. Mr. Brown moved to approve the minutes from the meeting of Wednesday October 14th, 2026. Mr. Malcolm seconded. Corrections were offered. Voted six in favor and one abstention (Kate Stokes abstained due to not being present) with the changed included.
2. The Committee discussed adding more meetings with the school to schedule.
    - School Board Representative Mr. Essensa reported some potential scheduling issues due to posting requirements and timeline involving the ne HB 564. It was noted at this time that the School Boards attorney informed them the Budget Committee is not required to vote on the administrative budget article. The school budget will be available. December 9th is the initial presentation of the school budget (previously scheduled meeting). An additional meeting is proposed to be added on December 16th. Mr. Malcolm moved to add the additional meeting with the school on December 16th. Mr. Brown seconded. Voted unanimously in favor.
    - Mrs. Cutting is going to get further opinion from Town Council concerning HB 564 and the Budget Committees right to vote to recommend this warrant article or not.
    - The Budget Committee requested information on changing the Towns financial year to a fiscal calendar.
3. Planning and Zoning Administrator, David Robbins, came before the Budget Committee to present/answer any questions about the Planning and Zoning proposed budget.
    - Some increases that are out of our control are: Regional Planning Commission dues and advertising (ie: posting in the Valley News – legal requirement). The Zoning Board recorder line has increased to be able to cover the total 12 scheduled meetings per year.
4. Transfer Station Supervisor, Matthew Thebodo, came before the Budget Committee to present/answer any questions about the Transfer Station proposed budget.
    - Most increases in this year's proposed budget are out of our hands. The cost of services and cost to dispose of things have increased. Examples of increases are: mercury disposal, recycling and municipal waste. Annual training dues have

increased. Mr. Thebodo reported that the total in revenue of transfer station stickers this year is $53,396.50 so far.

5. Library Director. Judy Russell, came before the Budget Committee to present/answer any questions about the library proposed budget.
    - The Library Director salary has increased by 6.1% to keep in line with other similarly sized libraries in the area. There was also an increase in benefits (out of our control). The staff includes one fulltime, one at 20 hours a week and one at 22 hours.
    - Librarian dues/seminars & Trustees dues/seminars have increased.
    - The Audio line has increased in cost, and Mrs. Russell expressed this is the library service that has seen the highest rise in use.
    - The proposed library budget reflects a 5.8% overall increase, with a total of $247,792.00
    - The library made the Budget Committee aware that they plan to submit a warrant article to appropriate money for the general maintenance of the building.
6. Conservation Commission proposed budget: There is no increase
7. Horace Henriques came before the Budget Committee to present/answer any questions about the Cemetery proposed budget.
    - There is an increase in the sexton stipend. Many different aspects fall under the sexton's responsibility (set up and clean up for funerals, burial preparation for casket or cremations, maintenance of cemeteries, etc.…) and the Cemetery Commission feel the sexton is deserving of this increase. The total Cemetery budget is $11,800.
    - Mowing contract is set by the bids voted on by the Select Board.
8. Parks and Recreation is meeting Monday. They will present at the next meeting.
9. At 7:56 PM Mr. Kinsler moved to adjourn. Seconded by Mr. Brown. Voted unanimously in favor.

Respectfully submitted,
Jordan Gray