Town of Lincoln

Budget Board Meeting

March 23, 2006

Members Present:

Ken Booth Jack Newman Carl Brunetti Bob Ericson Joe Dziobek

Greg Leonard Cheryl Ethier Claudette Lussier Linda Noble

Members Absent:

Mary Varr Roberta Gosselin

The meeting began at 7:35 with the Pledge of Allegiance.

The minutes of March 16th and March 22nd were distributed for review.

Jack Newman made a motion to accept the minutes of March 16th, seconded by Claudette Lussier.

The minutes of March 16th were accepted by unanimous vote.

Claudette Lussier made a motion to accept the minutes of March 22nd, seconded by Carl Brunetti.

The minutes of March 22nd were accepted by unanimous vote.

Claudette Lussier noted that the schools as a business office will be doing a performance audit, and that there will be a committee to review the results that she, as a member of the Budget Board, has been asked to be on.]

Currently, the committee is waiting for the firm to give a report showing the results.

The audit will include interviews, monitoring processes and methods, and other details. It must be done within 45 days and will cost $6,000.

Cheryl Ethier noted that the interview portion has basically already been done on Administration, Department Heads and Clerical Staff when a preliminary audit was done, and she hoped that the interviews would just be a base to work off of to get more details.

Mary Ann McComisky noted that the new audit would also include personnel, payroll, and it would look more closely at procedures.

Ken Booth wanted to know where the $6,000 to complete the study would be funded from.

Linda Noble also felt that the Budget Board should ask that question of the School Department.

Claudette Lussier noted that a lot of the schools' business also relates to the municipal side of the budget.

Carl Brunetti that if the audit goes well, the Budget Board should refer to the Town Council to have a similar study done on the town side.

The firm completing the performance audit is MuniPro LLC.

Ken Booth spoke with the Town Administrator regarding the incorrect numbers in the budget and the fact that they appear to be due to the moving of some columns in the spreadsheet.

The Administrator will fix the issues and the salaries will also be fixed to reflect actual expended numbers.

Ken Booth noted that the assessed value and tangible personal

property figures from the Tax Assessor are not available yet.
The Tax Assessor does think that estimating 2% for growth would be rather aggressive.
Linda Noble asked if the Information Technology Specialist could fix the problems with the spreadsheet information.
Ken Booth stated that she could but would not before speaking to the Town Administrator.
The errors only affect the municipal budget and not the schools.

Ken Booth thought that the Budget Board's meeting with the Town Council was a positive thing.
The intent of abolishing the Financial Town Meeting would be to keep the Budget Board intact but to have the Town Council present the proposed budget rather than the Town Administrator, and the Budget Board members would be appointed by the Council.
The Town Council are going to discuss alternatives to the Financial Town Meeting at their upcoming meeting.

Ken Booth noted that the Budget Board needed to find out what a good number to estimate for Medicaid revenue would be.

The Budget Board split into Municipal and School Subcommittees.
Notes from the School Subcommittee meeting can be found as an addendum.

The Budget Board rejoined.

Jack Newman made a motion to adjourn, seconded by Carl Brunetti.

The meeting adjourned at 10:00.