

**Town of Lincoln**

**Budget Board Meeting**

**January 24, 2013**

**Present:**

**Carl Brunetti Mike Babbitt Rhonda Lacombe Maria Marcello Bill  
McManus**

**Bob Turner Paul DiDomenico Domenic Ricci Richard Foster William  
DiBiasio**

**Absent:**

**Hagop Jawharjian**

**Call To Order**

**The meeting began at 7:32 pm with the Pledge of Allegiance.**

**Approval of Minutes**

**The minutes of January 3rd were distributed for review.**

**William DiBiasio made a motion, seconded by Richard Foster, to  
accept the minutes of January 3rd.**

**The minutes were discussed, and it was noted that the Budget Board  
can bring to the attention of the Town Council any actions of the  
School Committee that concern residents, but is not in the scope of  
the Board to request a forensic audit of their expenses.**

## **Correspondence**

**The Town Administrator sent correspondence in response to the Budget Board's request for information regarding the Water Commission.**

**The Administrator will set up a meeting with the Budget Board in order to present his proposed 2013-2014 budget.**

**The annual audit draft has been approved by the Town Council and has been distributed.**

## **Public Comment**

**There was no public comment or questions at the time.**

## **Business**

### **Municipal 2011-2012 Operating Budget**

**The audit has been received, and the Budget Board is now requesting a copy of the management letter.**

**Also, they will request to meet with the Finance Director at the next meeting on February 7th to discuss the audit.**

### **School Department 2012-2013 Operating Budget**

**A summary of the School Department's expenses was received.**

### **Tour of School Department - Technology Plan in Action**

**3 members of the Budget Board took a tour of the schools'**

**technology with the School Administration.**

**It appeared that some teachers were not using or were not familiar with the new technology.**

**Also, the technology that would allow teachers to share individual work of the students was not in place.**

**WIFI has not been installed throughout the buildings yet, particularly because funding through a grant was not received.**

**Also the state fiber optic project has not been completed yet.**

**The tour did not show any laptops or carts being used, but there were tablets and desktop computers.**

**The teachers are using a microphone system meant to reach the entire class well, and some classes put white boards to use.**

**The Budget Board noted that it seems that the teachers do need more professional development, and wondered how much had been designated so far as it is an ongoing project.**

**The Budget Board discussed requesting an audit of the technology plan including changes to the original plan, equipment purchased, professional development details such as what has been provided and which teachers received training.**

**School Department Proposed 2013-2014 Budget**

**A copy of the presentation from the School Committee at their budget**

meeting was discussed.

Kristine Donabedian is now the Chair of the School Committee.

There are less retirements and therefore less breakage anticipated in the coming year.

Health care is self-funded, with an anticipated 4% increase, and 0% dental plan increase.

The Budget Board questioned why Technology Infrastructure, such as new servers weren't part of the new technology plan when it was implemented.

Also questioned was whether the schools use an outside payroll company.

Transportation is now in the 3rd year of a 5 year contract.

School Safety Professional Development is for training for all staff for emergency preparedness.

It would equal 4-8 hours per staff member for \$130,000.

State Emergency Management may provide training services at no cost, and also discussed was whether teachers could complete some training during their free periods.

The recommended budget included no staff reductions, but a 2.20 FTE certified staff increase and a 3.0 support staff increase, all requested due to IEP requirements.

The Budget Board will request a projection of enrollment.

There are employees in the municipal and state pensions but none in the 401k plan.

**The schools project increasing charter school tuitions.**

**The cost of sending students to charter schools versus keeping them in the town system was discussed.**

**The Budget Board discussed making a list of frequently asked questions and information requests that could be used as a starting point of each budget season process.**

**The School Committee's recommendation would exceed the 4% cap, and they have until February 1st to present it to the Town Administrator.**

**The Budget Board can adjust the maintenance of effort by 10% of the increase in state aid, or also based upon a decrease in population if it can be proven.**

**The Budget Board will seek more information regarding this, but believe it would be a decrease in population as of when the maintenance of effort was established, not just from the previous year.**

**It was noted that the schools can only spend up to the amount approved at the Financial Town Meeting, and if more revenues are received than anticipated those would be transferred to restricted surplus.**

## **Municipal Capital Projects for 2013-2014**

**The main improvement anticipated is the police station expansion and upgrades.**

## **School Department Capital Projects for 2013-2014**

**The School Department presented capital projects in 2 parts, including the 2013-2014 and 2014-2015 fiscal years.**

**It was noted that they are required to submit a 5 year plan to the RI Department of Education and get approval for 2 years of the plan at a time.**

**By charter, the Budget Board cannot review the 2014-2015 budget requests as they only deliberate and recommend for the upcoming fiscal year to be presented at the Financial Town Meeting.**

**Most of the 2014-2015 recommended projects seem to be for ADA compliance.**

**The School Department did break down their capital project requests by priority, but only into two levels and the Budget Board will request that they prioritize even more.**

**The Budget board always looks at health and safety items as top priority.**

**Some of the requested capital projects seemed to be maintenance issues that should be taken care of out of the operating budget.**

**At Northern Elementary, the roof membrane system was discussed as there have been 13 repairs to it.**

**The Budget Board discussed whether the school should seek a**

**switch to pitched roofs rather than the current flat roof.**

**There were a lot of requests in all of the schools for the realigning/reconfiguration of entrances and also renovation of health areas.**

**The Budget Board will inquire about these projects and review them when on their annual tour of the schools.**

**At the Middle School they are again requesting additional security cameras.**

**At Lonsdale Elementary, a playground ramp, security upgrades and health suite renovations were requested.**

**At the Administration Building, a telephone system upgrade was requested.**

**The old system is 7 years old and there are no new phones or upgrades available that are compatible with it.**

**Total School Department recommended capital projects were \$5,270,000.**

### **Long Term Capital Project Plan**

**The Budget Board discussed possible future building projects, including the High School and elementary schools.**

**There is an energy conservation program that would provide**

**upgrades to the schools' buildings with return payment over 20 years.**

**It was noted that if certain buildings were going to be renovated or replaced within that time span, an analysis would have to be done as to whether it would be cost efficient to invest in the program.**

**The Budget Board would need a 20-30 year long-term capital projection in order to analyze specific improvements.**

**Replacement of sewer pumps was also discussed as a possible future project.**

**Richard Foster made a motion, seconded by Mike Babbitt, to request that the Town Administrator seek a legal opinion from the Town Solicitor regarding the Water Commission as to what powers they have been granted, which legislation grants their authority, what their sources of funding are and who they report to.**

**The motion passed by unanimous vote.**

### **Public Comment**

**There was no public comment or questions at the time.**

**The next scheduled meeting of the Budget Board will be February 7th.**

### **Adjourn**

**William DiBiasio made a motion, seconded by Mike Babbitt to adjourn the meeting**

**The meeting adjourned at 9:24 pm.**