

**Town of Lincoln**

**Budget Board Meeting**

**February 20, 2013**

**Present:**

**Carl Brunetti Mike Babbitt Rhonda Lacombe Bill McManus  
Maria Marcello Richard Foster William DiBiasio**

**Absent:**

**Hagop Jawharjian Paul DiDomenico Domenic Ricci Bob Turner**

**Call To Order**

**The meeting began at 7:31 pm with the Pledge of Allegiance.**

**Approval of Minutes**

**The minutes of February 7th were distributed for review.**

**William DiBiasio made a motion, seconded by Mike Babbitt, to  
approve the minutes of February 7th.**

**The minutes were approved by a vote of 7-0 with William DiBiasio  
abstaining as he was not present on February 7th.**

**The minutes of February 11th were distributed for review.**

**Richard Foster made a motion, seconded by William DiBiasio, to  
approve the minutes of February 11th.**

**The minutes were approved by a vote of 7-0 with William DiBiasio  
abstaining as he was not present on February 11th**

## **Correspondence**

**The Budget Board School Tour has officially been set for March 2nd. The Budget Board has been receiving and reviewing school budget detailed spreadsheets.**

**There was an issue with the roof at the High School because the wind tore the roof and there were then holes which allowed water to penetrate to the insulation and then into the building.**

**Insurance will cover whatever repairs need to be done, including a new roof.**

**A 10% reduction in the Maintenance of Effort will be allowed based upon increases in state, and the Budget Board has put a request in to find out how much is funded for specific education plans.**

**The Town Administrator will be forwarding a copy of the original findings of the Town Solicitor regarding the Water Commission's responsibilities and authorities, and thought he already had.**

**The Budget Board has reviewed Mike Babbitt's letter with information regarding the tour of the schools' new technology and will be sending a copy to the School Department.**

## **Public Comment**

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

## **Business**

### **2012-2013 Budgets**

**There were no municipal budget updates as the Town Council will be meeting next week and will be discussing the Management Letter.**

**School Surplus was originally at \$437,000 but is now adjusted for a request of \$302,000.**

**The Budget Board will ask whether this is due to a claim being filed for damage to the High School roof.**

**The Budget Board discussed school surplus and revenues that come in greater than approved should be used to offset school expenses and then to a general fund earmarked for school expenses.**

**The schools are not allowed to spend more than the Financial Town Meeting designates as a total, which includes any additional revenues they may receive.**

**The Budget Board discussed the possibility of funding some things from the schools' operating requests with surplus funds.**

### **2013-2014 Education Budget**

**Information regarding declining enrollment according to the RI Department of Education website was distributed and reviewed.**

**The Board will do more analysis in comparing the state's information to the schools' own information and will also look at the changes in cost per student.**

**It was questioned whether, in regards to health care costs, anticipated new hires were requested at a single plan rate and retirees at the family plan rate.**

### **2013-2014 Municipal Budget**

**The Budget Board will request written details and estimates for all municipal capital project requests.**

**The Budget Board began reviewing the 2013-2014 Municipal Recommended Budget.**

### **Revenues**

**The Board wanted details of School Bond Housing Aid and why there was a decrease requested.**

**Also, they wanted details of Incentive Aid and what it was used for.**

**In Other Sources there is a large increase requested for Bond Fund**

**In Video Lottery, the Town has consistently estimated \$5.2 million in revenues per ordinance, but always receive more than that, with the additional funds going to restricted surplus.**

**The Budget Board discussed lowering anticipated video revenues due to future factors that are expected to decrease revenues received.**

## **School Operating Surplus**

**It was noted that last year the Budget Board approved the use of school surplus to offset the cost of the new technology program, and they discussed using surplus in the coming budget to offset some operating expenses.**

**The Budget Board discussed the library budget, and especially with the new addition to the building.**

**The Financial Town Meeting should approve the total of what is being spent on the project, even if it is funded by grants, fundraisers, or outside organizations, and detail how the money is being used.**

**The Town is in the process of rewriting a capital project plan, and the Budget Board would like detailed information as to what projects have been vetted by the Town's Capital Committee.**

**The Budget Board will request detail of all revenues sources for the municipal budget.**

## **Department 4100 - Town Administrator**

**The Town Administrator's salary is requested at a 2% increase, but according to the charter that position can only receive a raise in an election year.**

**There may need to be an amendment to the charter to allow for the change to a 4-year term as opposed to 2.**

#### **Department 4110 - Town Planner**

**The Budget Board questioned why the requested funds for Professional Services and Computer Expenses have increased so much.**

#### **Department 4130 - Personnel**

**There were no questions or notes at the time.**

#### **Department 4140 - Town Clerk**

**There were some positions eliminated including a Clerk II**

#### **Department 4150 - Finance**

**There was also a position eliminated in Finance.**

**The Budget Board questioned why a Bookkeeper was being recommended a 6.5% raise.**

**Also, they questioned why there has been a decrease in the request for Postage and an increase in Bank Fees.**

#### **Department 4160 - Tax Assessor**

**The Budget Board will ask whether the costs of the current revaluation are coming in under budget.**

#### **Department 4170 - Information Technologies**

**The increase requested in Maintenance Support was questioned.**

#### **Department 4200 - Public Safety, Police**

**The Budget Board questioned whether the Police settled their contract which would cause proposed salary increases, as well as how many promotions and retirements are anticipated.**

**They also wanted to know a total number of cars owned by the Police Department, including how many patrol cars are in service.**

**There has been an increase requested in In-Service Training, and it was questioned what that would be used for specifically.**

#### **Department 4204 – Animal Control**

**There were no questions or notes at the time.**

#### **Department 4210 - Public Safety, Rescue**

**The Budget Board inquired what cars were in operation for the Rescue Department and whether it would be more beneficial to the Town to pay those employees for gas mileage for using their own vehicles instead.**

**The Budget Board questioned what Local District Compensation and Rescue Incomes were specifically.**

#### **Department 4230 – Human Services**

**The Budget Board would like to know where the revenues for the Senior Center are shown when they receive fees for things like rental of the facilities, or for people from out of town who pay to attend there or pay for meals.**

**The Budget Board discussed upcoming meetings and whether they**

**should look into meeting with Department Heads possibly in conjunction with the Town Administrator to review their budgets.**

### **Public Comment**

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

### **Adjourn**

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

**The meeting adjourned at 9:10 pm.**