

**BOARD OF SELECTMEN**  
**BUDGET WORKSESSION MINUTES**  
**January 7<sup>th</sup>, 2008**

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Chairman Gehl called to order a budget work session at 4:05 PM in the New Durham Town Offices located off Main Street.

**Present:**

Chairman Ron Gehl  
Peter Rhoades, Selectman  
David Bickford, Selectman

**Also Present:**

April Whittaker, Town Administrator  
Vickie Blackden, Financial Assistant.

**Account 4155 Personnel Administration**

The board reviewed the above account noting numbers were generated based upon pay raises awarded at the last work session on December 19<sup>th</sup>, 2007 and that the numbers were based upon federal and state obligations such as FICA, Medicare, NH Retirement etc. Mrs. Whittaker noted to the board that the percentile increase was higher than anticipated because one additional employee was now folded into the operating budget; said employee approved at the 2007 Town Meeting with the remuneration package being placed on the capital side of the budget with a single warrant article. Also she noted that two or three employees had also increased their health insurance to family coverage, thus providing additional financial increases. Peter Rhoades again raised the question as to whether or not the health insurance co-pays should be raised given the family package costs. Following extensive discussion, Selectmen Bickford and Gehl both felt that any benefit premium co-pay increase should be rolled out for discussion following a pay scale review, and therefore, would prefer to wait for the scale review. Mrs. Whittaker also noted to the board that the 2008 personnel administration budget was now reflective of one full year of the new retirement increases whereas the 2007 budget had only been reflective of 6 months of the new increases due to the System's fiscal year running from July 1 to June 30.

There was discussion as to whether or not to retain unemployment insurance or to self-insure. Mr. Rhoades expressed concern as to whether unemployment insurance was a mandate as in the private sector. Mrs. Blackden will make enquiries at the Department of Labor.

It was agreed that the numbers were formula driven therefore the board approved the account in the total bottom line of \$517,415.

**Account 4441 Welfare Administration**

The board reviewed the Welfare account noting a 33% decrease over the prior years' request of \$39,374; 2008 request being \$26,000.

The board approved the requested \$26,000 noting that it was hard to calculate how many requests for assistance could come through the door and those that would actually qualify for help.

**Account 4196 Insurance**

The board noted that the request for \$27,250 was for the property and liability insurance needs of the town. There was a general feeling that building assessment values were on the low side, and that seeking alternate quotes on July 1, 2008 should bear this into consideration.

The board approved the requested amount of \$27,250.

**Account 4240 Building Inspector**

The board reviewed the requested amount of \$22,070 noting it was \$1332 lower than the 2007 request. The board approved the requested amount.

**Account 4191 Planning Board**

Noted request for increase of the "Contracted Services" line to \$14,000 due to miscalculation of the Impact Fee contract and the perceived need to begin review of the Master Plan chapters. The board supported the concept of breaking out the Impact Fee contract over a 2-year period thus deleting \$4000 for 2008, and felt that the Master Plan review chapter updates could be accomplished in-house thus saving another \$3,000.

The board thus determined to maintain the line at \$8,000 thereby making no changes to the original approval.

At this stage, it was noted that the operating budget was up 7.25%, but included the costs associated with one additional full-time employee

**Capital Budgets 4901-4916**

Chair Gehl asked that the board initially define capital items for their support, and to discuss dollars following the capital priorities.

The board supported the following acquisitions and/or projects:

- **Road Reconstruction and Paving:** Noted annual cycle of use of highway block grant and \$75,000 taxpayers support ~ approved

- ❑ **Police Vehicle Acquisition:** Discussion whether to pursue acquisition of Ford Expedition over regular Ford Crown Victoria. Request to have Chief Bernier redefine Crown Vic costs, and also use of the current cruisers. In general, replacement vehicle approved but required further defining.
- ❑ **Plow Truck Acquisition:** Noted to replace current 1996 International ~ part of the replacement cycle of aging vehicles ~ approved
- ❑ **Pumper/Rescue Fire Truck Acquisition:** Noted lease versus capital reserve thereby requiring vote of town meeting as lease considered as long-term debt. Approved for going forward for consideration
- ❑ **Building Acquisition:** Deleted ~ the board felt that the improvements and environmental issues surrounding the property required more consideration throughout 2008.
- ❑ **Marchs Pond Dam Reconstruction:** Approved for moving forward to town meeting.
- ❑ **Milfoil Treatment:** Approved to become a Capital Reserve ~ amount of \$7000 to be moved to account 4915 following Chairman Art Hoover's advises that the committee had missed the 2008 grant cycle and therefore, would not be eligible for grant monies until 2009.
- ❑ **Fuel Line Containment Upgrade:** Discussion re Mr. Fuller's initial estimates of \$35000 to \$40000 for upgrade of fuel line and computerized analog of usage. Noted that the environmental rules only required the town to upgrade the fuel line in a containment fashion. Recommended that the other upgrades be phased in. Approved to support line containment upgrade only ~ \$8,000

**Account 4915 Capital Reserves**

The Board reviewed the various listed reserves and deleted support during the 2008 cycle of the following:

- ❑ Proposed New Master Plan CRF ..... \$2,000  
Rationale: Roll into the operating line "contracted services" account 4191 in 2009
- ❑ Proposed New Library Land Acquisition CRF ..... \$10,000  
Rationale: Provide another year for the Trustees to plan and the fact that the reserve monies requested could be increased to accommodate the loss of one years' worth of savings.

- Satellite Fire Station Reserve ..... \$25,000

Rationale: Noted that it was a petition warrant article from 2007 town meeting, and felt that money was now in the account for engineering and design, but felt that construction costs would be better served through a bond issuance.

The other listed reserves were kept in place, but the board required further monetary discussion as to funding.

Mrs. Whittaker will put together tax rate impacts and dollar deductions required to maintain percentile approved increases. She reminded the board that the software costs for direct deposit still required action and also the Library additional heating costs.

The board ceased the work session at 6:55 PM in order to conduct a regularly scheduled business meeting at 7:00 PM.

*Respectfully submitted, April Whittaker*

**Note:** The Board of Selectmen scheduled another budget work session for Monday January 14<sup>th</sup>, 2008 at 3:00 PM in the Town Hall to continue the capital discussion during the business session.