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NEW DURHAM BOARD OF SELECTMEN
Budget Meeting
Monday, January 14, 2013
Fire Station Community Room

Members Present: Chairman Bickford, Selectperson Jarvis, Selectman Kratovil

Also Present: Town Administrator Jeremy Bourgeois, Cathy Orlowicz-Highway/Solid Waste, Joe Bloskey-Solid Waste, Pete Lachapelle-Waste Management, Brad Hunter- Hunter Homes (Alton), Videographer Jim Ladd

The Board reviewed the agenda for the meeting and the end of year balances for accounts. The accounts have not been reconciled yet.

Police

The Board reviewed the changes in the budget after updates.

Selectman Kratovil motions to approve account #4210 Police in the amount of \$529,043; second by Selectperson Jarvis. Roll call: Bickford-Opposed, Jarvis-Aye, Kratovil-Aye, 2-1.

Executive

Selectperson Jarvis notified the Board of changes done by the Finance Officer and the approval of the Budget Committee.

Selectperson Jarvis motions to approve account #4310 Executive Office in the amount \$157,493; second by Chairman Bickford. 3-0.

General Government Buildings

The Board discussed the additional \$11,000 in the budget for making the Town Hall clock run electronically. Chairman Bickford stated he would rather have the funds placed in the capital reserve fund for building improvements. Selectman Kratovil asked for feedback from residents before making a decision. Ms. Orlowicz stated her disagreement for automating the clock and wished for the Board to exhaust all other options first. The Board chose to move this out of the budget and discuss putting it in a capital reserve fund or expendable trust.

Selectperson Jarvis motions to approve account #4194 General Government Buildings in the amount of \$28,398; second by Chairman Bickford. 3-0.

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Public Safety

The Board discussed the possibility of a revolving fund for detail work. Chairman Bickford stated that the Town would need to vote on this and public hearings would be needed.

Chairman Bickford motions to approve account #4299 Other Public Safety in the amount of \$20,894, second by Selectperson Jarvis. Selectperson Jarvis stated her desire to finish the budget and reiterated her support for a revolving fund for detail work. Selectman Kratovil stated he would be voting against the account due to the funding of the Chances program. **Roll call: Bickford-Aye, Jarvis-Aye, Kratovil- Opposed, 2-1.**

Highway & Streets

The Board discussed the highway budget bottom line decreasing due

Chairman Bickford motions to approve account #4312 Highway & Streets in the amount of \$854,852; second by Selectperson Jarvis. Roll call: Bickford-Aye, Jarvis-Aye, Kratovil-Opposed, 2-1. Selectman Kratovil said he was opposed based on not receiving a work load report from the Highway Department yet.

Health & Other Agencies

The Board discussed funding the Community Action Program organization. The Budget Committee chose to fund them at \$1,000, despite the Board of Selectmen previously choosing not to.

Selectperson Jarvis motions to approve account #4415 Health & Other Agencies in the amount of \$2,846; second by Chairman Bickford. Roll call: Bickford-Aye, Jarvis-Aye, Kratovil-Opposed, 2-1.

Welfare

Selectperson Jarvis stated that all of the changes in the Welfare budget are due to FICA, Medicare, unemployment, and workers' compensation.

Selectman Kratovil motions to approve account #4441 Welfare in the amount of \$30,491; second by Chairman Bickford. 3-0.

Capital Reserve Funds

The Board discussed funding for the Town's upcoming revaluation. Based on the recommendation of the Town Assessor, he recommended to start putting away funding now for the revaluation. The Board decided \$20,000 is enough for this year's budget. Selectperson Jarvis stressed her desire to increase funding for some capital reserve funds. She believes increased funding this year will help balance the funding in upcoming years.

Office Manager Cathy Orlowicz spoke about the vertical bailer that the Solid Waste Department would like to add, stating that they have a proposal to purchase it without taking funds from the capital reserve fund. Ms. Orlowicz spoke about applying for grant funding from NH the Beautiful and using the resale

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revenue of recyclables. Selectperson Jarvis proposed increasing line 4915-10-074 SWR Equipment to \$5,000 and line 4915-10-083 Road Reconstruction to \$75,000.

Selectperson Jarvis motions to approve account #4915 Capital Reserve Funds in the amount of \$289,500; second by Selectman Kratovil. 3-0.

Mr. Brad Hunter of Hunter Homes came to speak to the Board about the 9 Country Lane property. He indicated that he wanted to speak on behalf of the Straight family, who owns the property. He stated that they are law abiding residents and longtime taxpayers of New Durham. He believes the Straight family would like to do everything they need to in order to correct the situation and follow the Town ordinances.

Peter Lachapelle from Waste Management came to speak to the Board about servicing the Transfer Station. He noted that the New Durham contract expires at the end of the year and would like the Town to consider putting the service out to bid again.

Library

The Board discussed the new bottom line figures that the Budget Committee approved. This number includes a salary increase for the Assistant Librarian. Other increases involve FICA calculations added into the department budget. Selectperson Jarvis stated her support in the increase of salary for the Assistant Librarian, based on the NHLGC salary study. Selectman Kratovil stated that he was not interested in bringing up a specific position's salary to other towns' rate. He believes it is not fair to give one position such a large raise while others do not. Chairman Bickford said he would like to move away from using these studies as the standard and does not approve of how this specific situation was handled. The Board discussed this year's raises and whether they will be spread across to all employees or based on merit and department head input. The Board decided not to vote on this account due to a difference in opinion and accounting for FICA being different due to the salary increase.

Solid Waste Facility

Office Manager Cathy Orlowicz and Joe Bloskey spoke to the Board about their request to purchase Quonset huts for the Solid Waste Facility. The price for the vertical bailer was around \$16,100, which the Board would like to round up to \$16,500.

Selectperson Jarvis motions to approve account #4902 Capital Outlay/Equipment in the amount of \$189,500; second by Chairman Bickford. 3-0.

Chairman Bickford motions to approve account #4903 Capital Outlay/Buildings in the amount of \$18,401; second by Selectperson Jarvis. Roll call: Bickford-Aye, Jarvis-Aye, Kratovil-Opposed, 2-1.

Expendable Trust Funds

Line number 066 would increase to \$70,000 to budget for a possible upgrade of the Town Hall clock to an electric system. Selectperson Jarvis asked the Board to consider increasing funding for possible Town Hall upgrades. She believes the Town is on a roll now and should make key repairs now and focus on a maintenance plan later. Selectman Kratovil said he was weary about continuing to fund improvements to Town Hall and would like to see some sort of break after a while.

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Selectperson Jarvis motions to approve account #4916 Expendable Trust Funds in the amount of \$86,000; second by Chairman Bickford. Roll call: Bickford-Aye, Jarvis-Aye, Kratovil-Opposed, 2-1.

Selectman Kratovil spoke about the Meetinghouse and their request for funding. He referenced their Capital Reserve Funding, LCHIP grant money, and request for raising money through taxation. He used jars of jelly beans to illustrate his point that the petition used by the Meetinghouse Committee is not relevant considering the small percentage of signers compared to Town residents.

The Board discussed the Milfoil Committee and their recent grant award from NH Department of Environmental Services.

Selectperson Jarvis motions to accept the grant and to sign the appropriate paperwork from the Department of Environmental Services in the amount of a maximum of \$4,738; second by Chairman Bickford. Roll call: Bickford-Aye, Jarvis-Aye, Kratovil-Opposed. Kratovil opposed based on the effectiveness of the milfoil treatment, 2-1.

Selectman Kratovil updated the Board on Greg Kelley's consulting work for solar energy for the Highway Department addition.

Selectman Kratovil congratulated Ms. Amy Smith on her position with the Town of New Durham. She was offered a conditional offer of probationary employment for the Land Use Administrative Assistant/Assessing Clerk position.

The Board discussed the recent Total Compensation spreadsheet for all Town employees. Selectperson Jarvis would like to indicate which benefits are mandated by federal law. Selectperson Jarvis stressed that she will not support placing the spreadsheet in the Town Report unless the Town explains the mandated deductions. Selectman Kratovil said he believes the Finance Officer has enough on her plate and would propose that any changes to the spreadsheet would be for the 2014 Town Report. Chairman Bickford said he is fine with explanation as long as it is not political in nature.

Chairman Bickford motions to place the total compensation spreadsheet in the 2013 Town Report and placed on Town website with explanatory materials; second by Selectman Kratovil. 3-0.

The Board discussed the direction they would like to go in for the budget and reporting. Town Administrator Jeremy Bourgeois stated that the Finance Officer and he will be meeting with Don Jutton this week to work on the budget notebook.

Selectman Kratovil motions to enter a nonpublic session under RSA 91-A:3 II (A)- The dismissal, promotion, or compensation of any public employee or the disciplining of such employee, or the investigation of any charges against him or her, unless the employee affected (1) has a right to a meeting and (2) requests that the meeting be open, in which case the request shall be granted; second by Chairman Bickford. Roll call: Bickford-Aye, Jarvis-Aye, Kratovil-Aye.

The Board entered nonpublic session at 4:45 P.M.

The Board talked about various personnel issues in nonpublic session.

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Selectperson Jarvis motions to come out of nonpublic session; second by Chairman Bickford. 3-0.

Selectman Kratovil motions to seal the minutes of the nonpublic session; second by Chairman Bickford. Roll call: Bickford-Aye, Jarvis-Opposed, Kratovil-Aye, 2-1.

Selectperson motions to have Chairman Bickford be the point of contact representing the Board of Selectmen in relation to the 9 Country Lane situation; second by Selectman Kratovil. 3-0.

Selectperson Jarvis motions to adjourn; second by Chairman Bickford. Roll call: Bickford-Aye, Jarvis-Aye, Kratovil- Opposed, 2-1.

Respectfully submitted,

Jeremy Bourgeois

An electronic record of the meeting is on file with the Office of Town Clerk, and some meetings can be viewed on the Town's web site on demand.