

Board of Selectmen Budget Work Session
October 25, 2010
APPROVED

BOARD OF SELECTMEN
BUDGET WORK SESSION MINUTES
October 25, 2010

Chairman Jarvis called to order a budget work session at 7:00 PM in the New Durham Town Offices located off Main Street.

Present:

Chairman Terry Jarvis
Fred March, Selectman
David Bickford, Selectman

Also Present:

Alison Rendinaro, Administrative Consultant
Carole Ingham, Town Clerk/Tax Collector
Kristyn Bernier, Parks & Recreation Commission Chairman
Sherry Joy, Parks & Recreation Commission Co-Chairman
Cathy Orlowicz, Boodey House Committee Member
Mary McHale, Videographer

Account 4140 Election & Registration

- Deputy moved up a step
- \$110 for envelopes
- Dues and Fees increase for Justice of Peace/ Notary Public renewal and stamps
- Office Supplies increase for job specific supplies
- Clerk Works software increase of \$60
- Election Budget questionable due to unknown date of Federal Primary Election
- Requesting software to do credit cards in house and online renewals for the purpose of convenience to the public and to cut down on walk-ins at Town Hall for a cost of \$2,738 in addition to the requested amount \$74,711 for a total increase of \$437 over last years' budget which is a .06% increase

Motion Terry Jarvis, second Fred March to accept Account 4140 budget as presented. 3-0.

Motion Terry Jarvis, second David Bickford to accept the proposal for electronic payments and incorporate \$2,738 into Account 4140. 3-0

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Account 4150 Financial Administration

- Deputy moved up a step
- Increase in number of liens filed
- Software up \$28
- Mileage increase of \$30
- Total increase of \$369.16 over last years' budget which is a 1.4% increase.

Motion Terry Jarvis second David Bickford to accept the Tax Collector portion of Account 4150 as presented. 3-0

Account 4520 Parks & Recreation

- Part time helpers for events
- Maintenance at ball field
- Increase in phone charges – To be looked into why it costs so much
- Education increase to cover sending Recreation Director to conferences
- Sports equipment needed
- Commission will be restructuring fees for sports
- Total increase of \$3,283 over last years' budget which is a 6% increase

Motion Terry Jarvis, second David Bickford to accept Account 4520 as presented 3-0

Account 4150 Financial Administration

- Increase in minute preparer due to coverage of BOS and Budget Committee minutes during budget season

Motion Terry Jarvis, second David Bickford to accept both portions of Account 4150. 3-0

Account 4152 Assessing

- Town Forrester increase due to need for assistance with Current Use because of new Tax maps and changes to lot sizes

Postpone acceptance until Tax Map cost comes in

Account 4153 Legal Expenses

- Cost for current case undetermined at this time
- Red Oak is not reflected in budget – legal expenses are separate

Motion Terry Jarvis , second Fred March to accept Account 4153 as presented. 3-0

Account 4196 Insurance

- LGC property/liability 6% increase with max of (5% over the next two years.
- Alison is looking into getting other quotes

Motion David Bickford, second Fred March to accept Account 4196 as presented. 3-0

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Account 4415 Health & Other Agencies

- Support only the same organizations as last year
- Do not add Red Cross, Life Bridge, KYC, SASS, Greater Wakefield Resource Center & CASA

Motion David Bickford, second Terry Jarvis to approve Account 4415 in the amended amount of \$3362. 3-0

Account 4441 Welfare

- Decrease salary line by \$1000 to \$4000
- Increase Rent & Mortgage line by \$1000 to \$7,000

Motion David Bickford, second Terry Jarvis to approve Account 4441 with amendments in the amount of \$23,966. 3-0

Account 4909 Improvements Other Buildings

- Milfoil Committee asking for \$10,000 ~ more information is required
- Historical Bldg Assessment Grant 50/50 match

Postpone acceptance until treatment information is obtained.

Account 4711 Princ.- Long Term Bonds & Notes

- Principle is the same as last year
- Reduction in interest

Motion Terry Jarvis, second David Bickford to approve Account 4711 as presented. 3-0

Salary Review

Chair Jarvis presented a spreadsheet showing the lowest increase would be .4% up to a high of 6% to balance wages according the wage/salary survey.

Alison Rendinero is to place each employee on a step and calculate the increase. Chair Jarvis will take that information and show where each employee fits on the wage scale hi/mid/low.

Postponed until Thursday, October 28, 2010.

Motion Terry Jarvis , second David Bickford to go into Non-Public under RSA 91:3IIC at 10:31 PM.

No more public business will be conducted.

Roll Call: Fred March ~ Aye, David Bickford ~ Aye, Terry Jarvis ~ Aye

See Non-Public minutes for any decisions made during the non-public session and time of adjournment.

Motion to adjourn meeting at 11:21 PM by Chair Jarvis, seconded by Selectmen March.

3-0

Respectfully Submitted,

Board of Selectmen Budget Work Session

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Laura Zuzgo

THE NEXT MEETING WILL BE A BUDGET WORK SESSION HELD ON THURSDAY, OCTOBER 28TH 2010 AT THE TOWN HALL AT 7 PM.

A video recording of this meeting is on file with the Office of the Town Clerk, is available for public viewing during normal business hours, and will be retained in accordance with the New Hampshire Municipal Records Board rules established under RSA 33-4:4, or for a minimum of 24 months.