

**New Durham Board of Selectmen  
Budget Review Minutes  
Wednesday, December 22<sup>nd</sup>, 2010**

**Present:** Terry Jarvis, David Bickford, Fred March

**Also Present:** Equipment Mechanic David Valladares, Road Agent Mike Clarke, Videographer Mary McHale, Administrative Consultant Alison Rendinaro

Meeting was called to order at 7PM

Discussion of Grader Bids:

- EM Valladares and RA Clarke have spoken with several people who have bought both machines presented. All were happy with purchase.
- Discussion of differences between the machines ensued- Volvo and John Deere.

**Motion to award the Grader Bid (without the wing and attachment) to Chadwick-BaRoss for a 2011 Volvo G946 AWD Motor Grader for \$170,860 on a lease-purchase program with the proper escape clause if not funded at Town Meeting, by Chair Jarvis, seconded by Selectmen Bickford 3-0**

- Discussion on payment options took place. This will go on the warrant at Town Meeting.

**Motion for the Board of Selectmen to authorize the Chair to sign for this lease-purchase, made by Chair Jarvis, seconded by Selectmen Bickford. 3-0**

The Capital Reserve Fund for Vehicle and Equipment Maintenance does not need to be funded this year. Since the Board has voted to go forward with the purchase of a new Grader, pending a vote at town meeting, the money that would have been spent out of that line for repairs to the grader will now not be used. EM Valladares will also be subtracting approximately \$10,000 from his budget, as the labor and hours for the Grader will no longer be needed. Mr. Valladares left the meeting at this time.

The Board discussed the re-shingling of the Town Hall roof. They received a copy of an email from the NH Division of Historical Resources and they expect to hear the manufacturer's recommendation from the contractor, as to whether adding a Ridge Vent is required for the warranty. The contractor does recommend adding the Ridge vent.

The Board discussed the changes made at the previous meeting regarding the Highway Department's Standard Operating Guideline for Snow and Ice removal.

**Motion to adopt the Highway Department's Standard Operating Guideline for Snow and Ice Removal 2010-GL001 made by Chair Jarvis, seconded by Selectmen March. 3-0**

**Budget Review-**

**Capital Reserve Fund and Expendable Trust Fund Budgets- 4915 and 4916-**

The Board reviewed each department's recommendation for the Capital Reserve Funds as well as the CIP committee's recommendations from the 2011-2020 Capital Improvement Plan. The discussed the Road Surface Management System with RA Clarke. The Highway Department will be requesting \$201,000 in the warrant article for the RSMS at this upcoming Town Meeting.

The question was raised as to when the equipment (Grader, Loader, and Back Hoe) at the Highway Department was changed from individual CRF's to one CRF. The question was also raised if we should

dissolve the one capital reserve fund and separate them out once again, this way there would be less confusion as to how much should be placed into the fund each year. Mr. Clarke left the meeting at this time, 8:33PM.

AC Rendinaro will check with the Library Director to see what plans the Library has for the upcoming year as far as Library Facility Improvements. She will also connect with the Chair of the Milfoil committee to get a report on what areas have been covered for milfoil, where the process stands, and how far they have left to go. She will contact Tom Goss and David Curry regarding an equation for building maintenance.

The Board of Selectmen discussed the creation of a CRF for Fuel Pumps. Research has to be done as to cost for replacement, mandates that may be coming down from the State and Federal Government, and what kind of accountability system would be needed.

The Board next discussed the LCHIP grant money that they will be receiving next year for the Historic Building Assessment, and where that money should be kept if the project takes longer than year to complete.

They discussed the total cost for the last full revaluation of the town, and how much should be saved for the next one. They also discussed the amount of money need in the accrued liability CRF and if there would be enough for the next retirement payout. The Town Hall Office System Maintenance line was discussed.

The next business meeting will be Monday January 3<sup>rd</sup>, 2011. The Budget Committee and the Board of Selectmen will be meeting for a joint session again at some point in early January. The Board will also hold a budget work session during the day of January 6<sup>th</sup>, 2011, which will begin at 9AM at the Town hall.

**Motion to accept as amended the non public minutes of December 29<sup>th</sup>, 2010 made by Chair Jarvis, seconded by Selectmen Bickford. 3-0**

Selectmen Bickford asked AC Rendinaro to look into the issue of the deed on the Old Meetinghouse that David Allen is working on. AC Rendinaro will look into it.

**Motion to adjourn made by Chair Jarvis, seconded by Fred March. 3-0**

**Meeting adjourned at 10:21 PM**

*Respectfully Submitted,  
Alison Rendinaro*