

Draft
**BUDGET COMMITTEE
PUBLIC MEETING MINUTES
AUGUST 14, 2007**

The Chairman called the meeting to order at 6:00 PM at the New Durham Town Hall located off Main Street.

Members Present:

Mark Jarvis, Chairman
Dean Stimpson, Member
Ann Brady, Member
Cecile Chase, Member
Cathy Orlowicz, Member
Ronald Gehl, Member Representative of the Selectman
(Quorum noted)

Absent:

David Curry ~excused due to prior commitment
Virginia Skinner ~ unexcused

Staff Present:

Vickie Blackden, Financial Assistant
April Whittaker, Town Administrator

Approval of the Minutes:

Motion was made by Cecile Chase, to accept the May 16th minutes and seconded by Cathy Orlowicz. The vote was unanimous. The minutes of May 16, 2007 were approved as written.

Emergency Funding under Request RSA 32:11

The Committee reviewed a request presented by the Board of Selectmen regarding an emergency fund appropriation and the need to make application to the Department of Revenue Administration for \$25,000 for engineering design due to the failure of Marchs Pond Dam. Mr. Gehl provided an historical overview and discussions to date of the dam failure and provided correspondence from the Dam Bureau with regards to the emergency designation. It was noted for the record that the source of the monetary request would be from the Town's undesignated fund balance. Following discussion, the committee agreed this would be a necessary expense for the Town in order for the Board to come into compliance with the State's Emergency Order. The Appropriation would provide for a complete plan, bid specifications, and total costs to be brought forward to the 2008 Town Meeting. A motion was made by Cecile Chase to support an

emergency appropriation request of \$25,000 to the Department of Revenue Administration for Dam engineer plans and bid specifications, seconded by Ann Brady. The vote was unanimous. The committee signed a letter (see attached) requesting said appropriation from DRA.

2nd Quarter Financial Review

The Committee then reviewed the second quarter financial expenses. Dean Stimpson asked if the over expenditures of the highway department were because of the floods and would that money be reimbursed through FEMA. Vickie Blackden stated that the FEMA money has been posted to the revenue and would be an end of the year transaction to balance the Highway Department budget.

The question was asked if there would be any grant money coming through for infrastructure. Ron Gehl said the best chance of funding was for Davis Crossing Road. He explained they have a lot of irons in the fire and that they keep putting in applications wherever possible with respect to hazard mitigation funding.

April Whittaker advised that she had met with all the Department heads and everyone seems to be within their budget. Ron Gehl pointed out the welfare department budget has 96.8% left in its budget. He said the thanks for the changes in the system goes to Yvette Martin who had implemented the welfare law and made changes to the town welfare application. The department has also been able to help people in town by directing them to other programs that can help them.

The renewal of insurance was the next issue discussed. Property liability has been renewed with Primex who quoted the best price and is for one year only instead of three years. April Whittaker confirmed that Workers Compensation Insurance will be due by the first of the year and again expressed a hope to house all insurances under one insurance company to provide for more discounts.

Mr. Gehl advised that Copple Crown had successfully bonded their road projects, and that a lot of their roads are now paved.

The question of the voting machine was brought up. The answer was that they are ready to order the voting machine, but Ron Gehl stated he is waiting on clarification of the coding costs.

Selectmens Review:

Ron Gehl gave a Selectmens review. He stated there has been progress made with "Virtual Town Hall" website. Staff was slowly working towards the changeover. There is no date as of yet when it will be up and running. The painting on the Town Hall is going well and the contractor is doing a lot of work to the building and still staying within budget. He said that a lot of compliments have come in regards to the gardens around the Town Hall and at the Library and center of town. The CIP committee has been making good progress and is putting together their final presentation and will be making a presentation on September 18th, 2007 to the Planning Board. One of the annual goals of the Selectmen was a purchasing policy to largely to insure accountability, and

provide information that Departments can work from. It is in draft form right now and is being reviewed by the Selectmen. Budget packages for 2008 budget requests went out to all the department heads and are due back by September 24th.

Mrs. Whittaker confirmed that the tentative schedule at this juncture for budget review would be to start the Board review in the middle of October and to then send those reviewed budgets to the Budget Committee for their review.

Meeting Date

The next meeting will be held on November 12, 2007 at 6:00 PM.

Any Other Business

None

Adjournment

Motion to adjourn was made by Mark Jarvis and seconded by Kathy O. The vote was unanimous. The meeting was adjourned at 6:52PM.

*Respectfully submitted,
Laura Zuzgo*

<p>THE NEXT MEETING WILL BE HELD ON NOVEMBER 12, 2007 AT 6:00 PM</p>
