B U D G E T C O M M I T T E E

**PUBLIC MEETING MINUTES**

**May 10, 2011**

**APPROVED**

**Present:**

David Curry, Budget Committee Chairperson

Tom Goss, Budget Committee Co-Chairperson

David Bickford, Selectman’s Representative alternate

David Shagoury, Budget Committee Member

Adam Buehne, Budget Committee Member

J. R. Jones, Budget Committee Member

**Absent with apologies:** Dean Stimpson, Budget Committee Member

**Also Present:** Alison Rendinaro, Town Administrator

Mary McHale, Videographer

Chairman Curry opened the meeting at 7:02PM.

**Approval of Minutes:**

**Motion by David Shagoury, second Adam Buehne, to approve the Public Hearing minutes of February 9th, 2011. Vote 5-0**

**Election of Vice-Chair:**

As this meeting was Tom Goss’s last meeting as a Budget Committee member, Tom nominated Dave Shagoury to serve as vice-chair for the remainder of this budget season.

**Motion by Tom Goss, second by Adam Buehne for Dave Shagoury to serve as Vice-Chair to the Budget Committee. Vote 5-0**

**Election of CIP Budget Rep:**

**Motion by Dave Curry, second by Dave Shagoury for Adam Buehne to serve as CIP rep, and J.R. Jones to serve as alternate. Vote 5-0**

**Discussion of New Member:**

The Budget Committee is looking for a new member to serve for the remainder of Tom’s term. If anyone is interested they should contact the Town Hall, Dave Curry, or Cecile Chase, Town Moderator.

**Review of Quarterly Reporting Sheet:**

The committee discussed the inconsistencies in each department quarterly report sheet, and made suggestions for improvement. TA Rendinaro will take the suggestions back to the Departments and Dave Curry and Adam Buehne will draft a monthly layout to provide as an example.

**First Quarter Review:**

The committee reviewed the first quarter of the town budget, by department. TA Rendinaro will take the committee’s questions to the departments and to the Finance Officer, and get back to the committee with answers. There is a total of 73% of remaining funds in the Town’s 2011 budget, with 67% of the year remaining.

**Selectmen’s Update:**

Selectman Bickford gave an update on behalf of the Board of Selectmen. The grader from article 4 of the 2011 Town Warrant has been purchased and delivered. The Police cruiser (article 7) and the Highway dump truck (article 5) are in the process of being purchased and updated to the specifications of each department’s needs. The Historic Building Assessment has been put out to bid, and proposals will be opened on May 19th.

The committee had discussed the need for a building maintenance plan during the last budget season. The Joint Loss Management Committee will be performing assessments of the needs of each building, and will bring those needs to the Budget Committee at the beginning of the 2012 budget season. A discussion on the replacement cost for each building, and for all town buildings ensued. It was suggested that the Town determine the full replacement cost of all buildings, and take that one number and multiply it by 4 or 5% to determine how much should be put away each year for building maintenance needs. It was also suggested that building maintenance not be combined into the CIP. TA Rendinaro will try to find the equation put out by the Department of Energy several years ago.

A question was raised as to whether the Board of Selectmen will discuss performance reviews based on merit this year, to help determine employee wages for the next budget cycle. Selectman Bickford said the Board is looking into shortening the wage schedule to make it more suitable for New Durham, and will raise the committee’s question to the full Board.

**Review of YTD Revenues:**

The Budget Committee raised several questions in regards to the 2011 period to date revues. TA Rendinaro will look into these questions and get back to the committee.

**Next Meeting:**

The next quarterly review of the budget is tentatively scheduled for August 9th, 2011 at the Town Hall. There will be a Budget Committee and Board of Selectmen joint meeting sometime in September to start the 2012 budget process.

**Thank you to Tom Goss:**

Chairman Curry thanked Tom Goss for being a great budget committee member, serving the town well, and providing thoughtful and intelligent insight into the budget process and the CIP process. He commended him on his leadership to the committee and all the good work he has done. The committee is sorry to see him go.

**Motion by Tom Goss, second by Dave Shagoury to adjourn the meeting. Vote 5-0**

The meeting was adjourned at 9:30 PM.

*Respectfully Submitted,*

*Alison Rendinaro*

***Next Meeting: 7:00 PM Tuesday, August 9th, 2011***

 ***At the New Durham Town Hall***

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.