

**BUDGET COMMITTEE  
PUBLIC MEETING MINUTES  
November 19, 2014  
Draft**

A business meeting of the New Durham Budget Committee was called to order at 7:00 P.M. in the Town Hall located off Main Street.

**Present:**

David Shagoury, Budget Committee Acting Chairperson  
Terry Jarvis, Selectmen's Representative to the Committee  
J. R. Jones, Budget Committee Member  
Anthony (Tony) Bonanno, Budget Committee Member  
Catherine (Cathy) Orlowicz, Budget Committee Member  
Ellen Phillips, Budget Committee Member

**Excused Absence:**

David Curry, Budget Committee Chairperson

**Also Present:**

Jeremy Bourgeois, Town Administrator (TA)	Judith Crouse, Finance Officer
Ron Gehl, Conservation Commission Chairman	David Swenson, Resident
Carole Ingham, Town Clerk/Tax Collector	Shawn Bernier, Police Chief
Katherine Woods, Police Executive Assistant	Gregory Anthes, Resident
Rudy Rosiello, Resident	

**Approval of Minutes:**

**Motion Terry Jarvis, second Ellen Phillips to accept the minutes of November 12, 2014 as amended. Vote passed unanimously.**

**Account 4612 Conservation Commission ~ Proposed Budget \$1,850 ~ Default Budget \$1,850**

- The Budget Committee revisited this account. It was originally reviewed at the November 12 meeting and the Committee determined they needed more information concerning Line 580 Meetings/Conferences.
- Ron Gehl addressed Line 580 Meetings/Conferences. He stated some of the bills have not showed up yet for this year. He explained the types of training and conferences that are available to the Commissioners to attend. He also stated that some members pay for the trainings and conferences and do not charge the Town.

**Motion Terry Jarvis, second J. R. Jones to approve Acct 4612 Conservation Commission in the amount of \$1,850. Vote passed unanimously.**

**Account 4140 Election & Registration ~ Proposed Budget \$125,523 ~ Default Budget \$132,431**

- Budget presented by Carole Ingham.
- Line 10-620 Office Supplies was increased from \$835 to \$1,290 due to expense of toner cartridges for motor vehicle printer
- Line 30-550 Election Ballots decreased from \$3,600 to \$3,303 due to only one election in 2015. Carole explained that there is an increase in cost for the one election because this is the first year as an SB2 form of town meeting. There is an increase cost for ballot coding. There is also an increase in ballot printing because all the questions on the warrant have to be on the ballot.
- Line 40-610 Election Booths increased due to the need for one more election booth.
- Line 210 Health Insurance was adjusted to show the 7.6% increase in the rate and the reduction of one person changing from a family plan to a two person plan.

**Motion Ellen Phillips, second J. R. Jones to approve Acct 4140 Elections and Registrations in the amount of \$125,523. Vote passed unanimously.**

**Account 4150 Financial Administration ~ Proposed Budget \$110,502 ~ Default Budget \$108,299**

- Budget presented by Carole Ingham and Judy Crouse.
- Line 40-622 Software Licenses increased from \$1,993 to \$3,528 due to BMSI coming out with a new version in 2015. There is a fee of \$975 for data conversion and training.
- Line 10-110 Wages Finance Officer increased \$38,394 to \$39,832 due to 2 hours a week increase in hours for the new finance officer.
- Line 10-140 Overtime increased from \$2,040 to \$2,873 due to extra hours needed for budget meetings.

**Motion Terry Jarvis, second Ellen Phillips to approve Acct 4150 Financial Administration in the amount of \$110,502. Vote passed unanimously.**

**Account 4153 Legal Expenses ~ Proposed Budget \$20,000 ~ Default Budget \$20,000**

- BOS increased this budget to \$30,000. There is a court case still in progress and there is at least one case before the Planning Board and Zoning Board that will require legal counsel.
- The budget is over for this year. The overage will be covered from other budgets that have money left. The BOS can vote to transfer the money to this account.
- A lengthy discussion took place as to the appropriate amount to place in this account

**Motion Terry Jarvis, second Ellen Phillips to approve Acct 4153 Legal Expenses in the amount of \$30,000. Vote was 3 in favor (Jarvis, Phillips, Shagoury), 3 against (Bonnano, Orlowicz, Jones). The Committee will revisit this account at a future meeting.**

**Account 4210 Police ~ Proposed Budget \$542,124 ~ Default Budget \$539,333**

- Budget presented by Chief Shawn Bernier and Katie Woods.
- The police cruiser involved in an accident was totaled by the insurance company. The officer involved in the accident is doing well, but will be out at least 6 weeks. The Chief would like to replace the damaged cruiser in 2015 and move the schedule for replacing cruisers out two years.
- The Chief explained overtime is being used to cover the shifts. He is trying to fill in with part time officers but they are not always available.
- The BOS has added a new sub-account Line 305 New Hire PT Uncertified. Part time officer interviews are scheduled to start next week. The cost for uncertified part time officer training is \$11,445. The Chief stated he believes the hourly wage for a PT officer is less than surrounding communities.
- The BOS has posted an RFP for a wage study.

**Motion by Cathy Orlowicz, second Terry Jarvis to approve Acct 4210 Police in the amount of \$542,124. Vote passed with 5 in favor (Jarvis, Phillips, Jones, Shagoury, Orlowicz), 1 against (Bonnano).**

**Other Business:**

The tax rate has been set at \$5.62 for the Town with a decrease of \$.57, \$11.01 for Local Education with a decrease of \$.19, \$2.34 for State Education with a decrease of \$.09 and \$2.88 for County with an increase of \$.20. The total tax rate is \$21.85 with a decrease of \$.65.

Terry Jarvis stated the BOS went to a \$0 based budget system a couple of years ago. The Department Heads, Budget Committee and BOS have all worked to reduce the budget and it seems to be working.

**Next Meeting:**

The next meeting will be held on December 3<sup>rd</sup> at 7:00 PM at the Town Hall

**Motion to Adjourn:**

**Motion Terry Jarvis, second J.R. Jones to adjourn. Vote passed unanimously.**

The meeting adjourned at 8:31 PM.

*Respectfully submitted,  
Laura Zuzgo*

***The Next Meeting Will Be Held On  
December 3<sup>rd</sup>, 2014 At 7:00 PM  
At the 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.