

DRAFT

Budget Committee Minutes – February 6, 2014

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DRAFT- These minutes are strictly a draft copy and are awaiting amendment or approval at a subsequent duly noticed public meeting. Amendments to these minutes will be noted in the minutes of said meeting. They are being posted on the web site as a draft copy for public informational use.

B U D G E T C O M M I T T E E
P U B L I C H E A R I N G M I N U T E S
February 6, 2014
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A Public Hearing of the New Durham Budget Committee was called to order by Chairman Curry at 7:05 PM in the Library located on the corner of Birch Hill Road and Old Bay Road.

Present:

David Curry, Budget Committee Chairperson
David Shagoury, Budget Committee Co-Chairman
Theresa Jarvis, Selectmen's Representative to the Committee
Rudolph (Rudy) Rosiello, Budget Committee Member
J. R. Jones, Budget Committee Member
Anthony Bonanno, Budget Committee Member

Excused Absence:

Adam Buehne, Budget Committee Member

Also Present:

Vickie Blackden, Financial Assistant	Carole Ingham, Town Clerk/Tax Collector
Michael Clarke, Road Agent	Jeremy Bourgeois, Town Administrator
Robert Craycraft, Planning Board	Shawn Bernier, Police Chief
Kelly Chase, Parks & Rec Director	David Valladares, Equipment Mechanic
Joseph Bloskey, SWF Foreman	Max Wirestone, Library Director
Amy Smith, Land Use Clerk	Dorothy Viesel, Citizen
Ellen Phillips, Citizen	Curtis Richard, Citizen
David Swenson, Citizen	David Bickford, Citizen

Approval of Minutes:

The Committee reviewed the minutes of the January 8, 2014 meeting.

Motion J. R. Jones, second to approve the Budget Committee minutes of January 8, 2014 as written. The vote was unanimous.

Account 4312 Highways & Streets

Motion Terry Jarvis, second Tony Bonanno to approve Acct 4312 Highways & Streets in the revised amount of \$809,778 . The vote was unanimous.

Account 4155 Personnel Administration

- FT employee may be switching to Town health and dental insurance.

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Motion Terry Jarvis second Tony Bonanno to approve Acct 4155 Personnel Administration in the revised amount of \$39,798. The vote was unanimous.

Account 4324 Solid Waste Facility

- BOS does not agree with CB on Line 330 Contracted Services. The BOS feels if it is necessary to do a study the money can come out of the CRF.
- The BC is in favor of the study to obtain a direction for the SWF to move in. The BC felt the RFP should be based on work previously done plus some assessment as to the way waste will be handled in the future.

Motion David Shagoury, second J. R. Jones to approve Acct 4324 Solid Waste Facility in the amount of \$240,702. The vote was 5 in favor and 1 opposed (Terry Jarvis).

Account 4902 Capital Equipment Outlay

- Chief Bernier explained the difference in the budget is due to the cost of the new cruiser. The original budget had two prices one for 4-wheel drive and one for all-wheel drive. The cruiser will be the Ford Taurus all-wheel drive.

Motion J. R. Jones, second Terry Jarvis to approve Acct 4902 Capital Equipment Outlay in the amount of \$55,618. The vote was unanimous.

Account 4909 Improvements Other Than Buildings

- Town has received a partial grant from the State for milfoil chemical treatment and divers. The grant is a 40% match.

Motion Terry Jarvis, second David Shagoury to approve Acct 4909 Improvements Other Than Buildings in the amount of \$18,000. The vote was unanimous.

Quarterly Review

Chair Curry stated it looked as though all the departments have stayed within their budgets. He expressed his thanks to the BOS and the department heads.

Account 4130 Executive Office

- The TA noted he had to increase line 820 Mileage and line 580 Meetings/Conferences due to more participation.
- Chair Curry asked about the Daystar invoices. Terry Jarvis explained that some of the expenses come out of an Expendable Trust Fund (ETF) but because they were so high this year the TA took some of the expense out of the operational budget.

Account 4140 Election & Registration

- Budget on track

Account 4150 Financial Administration

- Budget on track

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Account 4152 Assessing

- The BOS did not hire a forester however they identified an individual that will do the work when there is no conflict of interest.

Account 4153 Legal Expenses

- The Town has been utilizing the services of LGC and the Municipal Association
- Budget on track

Account 4155 Personnel Administration

- The remaining money after merit raises was transferred to Account 4130 to purchase IT equipment.

Account 4191 Planning Board

- Not as much activity as anticipated
- Funds have been encumbered for a project the Board is currently working on.

Account 4192 Zoning Board of Adjustment

- Budget on track

Account 4194 General Government Buildings

- Line 330 Janitorial Contract was not fully staffed for the entire year.
- The locked in price for oil started in October.

Account 4210 Police

- Chair Curry asked about Line 332 Car Wash. Chief Bernier explained the cruisers are run through the car wash during the winter. The rest of the year the officers wash the cruisers.
- Chair Curry asked if there was a building assessment. The Chief said there are two issues at this time one being the garage door opener and the other the furnace.
- The Chief stated there is also a service maintenance that has to be done yearly for the central air.

Account 4220 Fire

- Budget on track

Account 4240 Building Inspection

- Chair Curry asked why Line 110 Wages was so low. Terry Jarvis said the building inspector did not have as many on-site inspections this past year.

Account 4290-20 Emergency Management

- Budget on track

Account 4290-40 Forestry

- Chair Curry asked about Line 180 Fire Suppression. There were not a lot of fires this past year.

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Account 4312 Highways & Streets

- Chair Curry asked the Road Agent if the new equipment had been purchased and everything was working properly. Road Agent, Michael Clarke said the new loader had an issue that was covered under the warranty.

Account 4319 Equipment Mechanic

- Equipment Mechanic, David Valladares stated the year started out with a major repair but things went smoothly the rest of the year.

Account 4324 Solid Waste Disposal

- The baler and the Quonset hut have been purchased.
- The hours have been increased for the office manager for 2014.

Account 4520 Parks & Recreation

- Chair Curry stated that a few years ago the Commission agreed to have activities pay for themselves. He noted the Commission seems to be on track with this plan. Two lines have been eliminated from the budget and the budget has stayed level funded.
- Rudy Rosiello asked if the water drainage issues had been fixed. Recreation Director, Kelly Chase said all but one issue which would be taken care of in the spring.

Account 4550 Library

- Budget on track

Account 4612 Conservation

- Finance Officer, Vickie Blackden explained that any money left in this account at the end of the year is rolled over into the Conservation Fund.

Budget

- Total budget for 2014 is \$3,511,194.
- Chair Curry stated department heads and the BOS did a good job with the budget. It is down once again this year. He said even though the budget keeps getting reduced not all of it is being spent. He said this year was another good effort of reducing the budget without cutting or reducing services. The CIP is being maintained and there are no major expenses to date that are not covered.

Public Input

- Dorothy Viesel expressed a thank you to the Budget Committee members for their efforts to keep expenses reasonable.

Public input was closed.

Motion David Shagoury second J. R. Jones to approve the overall budget in the amount of \$3,511,194. The vote was unanimous.

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Warrant Articles

Terry Jarvis said Article 12 was a petition warrant article that has a financial impact and would have to be voted on by the Budget Committee.

Motion Rudy Rosiello, second David Shagoury to accept Article 4 as written in the amount of \$2,917,253. Roll call- David curry –Aye; David Shagoury-Aye; J. R. Jones-Aye; Rudy Rosiello-Aye; Tony Bonanno-Aye; Terry Jarvis-Nay.

Motion Terry Jarvis second J. R. Jones to accept Article 5 as written in the amount of \$35,618. Roll call- David curry –Aye; David Shagoury-Aye; J. R. Jones-Aye; Rudy Rosiello-Aye; Tony Bonanno-Aye; Terry Jarvis-Aye.

Motion J. R. Jones, second Terry Jarvis to amend and approve Acct 4909 Improvements Other Than Buildings in the revised amount from \$18,000 to \$18,200. The vote was unanimous.

Motion Rudy Rosiello, second J. R. Jones to accept Article 6 as written in the amount of \$18,200. Roll call- David curry –Aye; David Shagoury-Aye; J. R. Jones-Aye; Rudy Rosiello-Aye; Tony Bonanno-Aye; Terry Jarvis-Aye.

Terry Jarvis pointed out a wording change to Article 7

Motion J. R. Jones, second Terry Jarvis to accept Article 7 as amended in the amount of \$215,651. Roll call- David curry –Aye; David Shagoury-Aye; J. R. Jones-Aye; Rudy Rosiello-Aye; Tony Bonanno-Aye; Terry Jarvis-Aye.

Motion Terry Jarvis, second David Shagoury to accept Article 8 as written in the amount of \$20,000. Roll call- David curry –Aye; David Shagoury-Aye; J. R. Jones-Aye; Rudy Rosiello-Aye; Tony Bonanno-Aye; Terry Jarvis-Aye.

Motion Terry Jarvis, second J. R. Jones to accept Article 9 as written in the amount of \$271,722. Roll call- David curry –Aye; David Shagoury-Aye; J. R. Jones-Aye; Rudy Rosiello-Aye; Tony Bonanno-Aye; Terry Jarvis-Aye.

Motion Terry Jarvis, second J. R. Jones to accept Article 10 as written in the amount of \$32,750. Roll call- David curry –Aye; David Shagoury-Aye; J. R. Jones-Aye; Rudy Rosiello-Aye; Tony Bonanno-Aye; Terry Jarvis-Aye.

After review of Article 12 the Committee determined there was no fiscal impact and they did not need to vote on the article.

Copplecrown Village District

The Copplecrown Village District total budget is \$269,300.

The BC members signed the MS -737.

The BC members signed the Approval of the Warrant Articles.

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The BC members reviewed and signed the projected revenues.

The BC members signed the MS-7.

The next quarterly review will be held on April 16th, 2014 at 7:00 PM at the Town Hall.

The tax rate for the Town should be reduced from \$6.19 to \$6.05 per \$1,000. Since 2010 it peaked at \$6.95 and the work of the department heads and the Budget Committee has reduced the amount by \$.90.

Chair Curry stated there was a debate at last year's town meeting over the Unassigned Fund balance. There is no policy in place and he is asking the BOS to write a policy.

Chair Curry thanked all the Committee members for their work on this year's budget.

Motion Terry Jarvis, second David Shagoury to adjourn. The vote was unanimous.

The meeting adjourned at 8:51 PM.

Respectfully Submitted,

Laura Zuzgo

***Next Meeting: 7:00 PM Wednesday, April 16th, 2014
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.