

*New Durham Budget Committee Meeting
November 30, 2016*

**NEW DURHAM BUDGET COMMITTEE
New Durham Town Hall
November 30, 2016, 6:30p.m.**

Present

Cathy Orlowicz, Chair
Terry Jarvis, Vice Chair
David Bickford, Selectman
Dave Shagoury
Dave Curry
Tony Bonanno
Ellen Phillips

Also Present

Richard Leonard, Library Trustee
Betsy Andrews, Community Action Partnership of Strafford County
Kristen Welch, Community Action Partnership of Strafford County
Bill Kendrick, Library Trustee
Bill Meyer, Library Trustee
Cathy Allyn, Library Director
David Swenson, resident
Dot Veisel, resident
Mara Michno, Kingswood Youth Center
Pam Sweeney, Kingswood Youth Center
Jennifer Gullison, Cornerstone VNA
Kerry Landry-MacBride, Cornerstone VNA

Call to Order

Chair Orlowicz called the meeting to order at 6:30p.m. The committee reviewed documents that were distributed at the start of the meeting.

Approval of Minutes

Meeting of November 2, 2016 – Edits were made. **Ms. Jarvis made a motion to approve the minutes as amended. Mr. Shagoury seconded the motion. Motion passed, 7-0-0.**

Meeting of November 9, 2016 – Edits were made. **Ms. Jarvis made a motion to approve the minutes as amended. Ms. Phillips seconded the motion. Motion passed, 7-0-0.**

Meeting of November 16, 2016 – Edits were made. **Mr. Shagoury made a motion to approve the minutes as amended. Ms. Jarvis seconded the motion. Motion passed, 7-0-0.**

Account 4324- Solid Waste

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Chair Orlowicz noted this account was reviewed previously but they were awaiting award of the bid by the Board of Selectmen for the final budget amount request. Town Administrator Kinmond noted the award of bid was approved by the Board of Selectmen on November 28 and gave an overview of the budget lines affected.

Mr. Curry made a motion to approve account 4324, Solid Waste Facility, per the Department request in the amount of \$246,092. Mr. Shagoury seconded the motion. Motion passed, 7-0-0.

Account 4151- Assessing

Chair Orlowicz noted this account was reviewed previously but they were awaiting further information. Ms. Nadeau confirmed the line for the assessing clerk was correct although the narrative was edited for the 24 hours per week. Chair Orlowicz clarified the Department requested \$43,705; the Board of Selectmen approved \$43,705 and the Budget Committee is considering the same amount.

Ms. Jarvis made a motion to approve account 4151, Assessing, in the amount of \$43,705. Mr. Curry seconded the motion. Motion passed, 7-0-0.

Account 4589 - Meeting House

Town Administrator Kinmond gave a summary of the budget request and noted the Board of Selectmen approved the same numbers. Chair Orlowicz stated the amount requested by the committee was \$515; the Board of Selectmen approved the same amount.

Mr. Curry made a motion to approve Account 4589, Other Culture and Recreation account in the amount of \$515, as requested. Ms. Jarvis seconded the motion. Motion passed, 7-0-0.

Account 4550- Library

Chair Orlowicz stated the department requested \$124,930 based on documents distributed 11/30/16. No action has been taken by the Board of Selectmen. Ms. Allyn gave an overview of the expense lines. She explained the installation of the new furnace unit and the fact that the exact expenses are unknown. Town Administrator Kinmond stated they used the amount requested from last year.

Mr. Curry made a motion to approve account 4550, Library, in the amount of \$123,430 as opposed to the Department request in the amount of \$124,930.

Discussion: Mr. Bickford stated he would be opposed due to the amount of unexpended funds needed to offset. **Motion passed, 6-1-0.** Mr. Bickford opposed.

Account 4415 – Other Agencies

Chair Orlowicz stated the department requested \$5,042; the Board of Selectmen approved \$3,042. She noted there was no representative present from CASA.

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Kingswood Youth Center -Pam Sweeney, Director of the Kingswood Youth Center, gave a summary of the afterschool programs offered by the center. She stated 16-25% of the kids who are members of the program, are from New Durham, and explained funds are usually given by the towns that participate in the program. The committee asked some questions including the salaries of the program employees and the attendance frequency of members. It was noted there are not statistics of how often members attend. Ms. Sweeney explained a hot dinner is also provided and they coordinate a variety of community workshops. She stated they are working towards increasing activity hours by 100; they also offer substance abuse, music, and health programs. It was noted about 80% of the membership is below the poverty level. Ms. Sweeney explained 80% of the funding comes from donation; the remainder is grants, fundraising, etc.

Cornerstone VNA - Jennifer Gullison gave a summary of the services and programs offered by Cornerstone VNA. She explained how they provide tools and teaching to their clients to help them remain at home. Ms. Jarvis explained care is offered to individuals that would not otherwise receive it.

CAP - Betsy Andrews and Kristen Welch gave a summary of the services offered by the organization within the town of New Durham including fuel, transportation and utility assistance. Ms. Nadeau explained that Ms. Zuzgo in the Welfare Office refers residents CAP frequently and it helps relieve the burden on the Town. Ms. Andrews explained the sources of funding. She also explained the service of winterizing homes and replacing furnaces.

Mr. Curry proposed a total of \$6500 dispersed as follows: VNA expenses \$1800, CAP \$2000, Homemakers \$1200, and to add Kingswood Youth Center \$1500 for a total of \$6500. Chair Orlowicz asked that it be determined if some funds from the Shirley Timber Trust Fund can be used for this.

Mr. Curry made a motion to approve account 4415 in the amount of \$6500. Mr. Bonanno seconded the motion. Motion passed, 7-0-0.

Account 4220 – Fire Department

Fire Chief Varney presented for review, a graph showing the breakdown for the last five years of the fire department runs. This was reviewed and discussed along with the budget request. Fire Chief Varney gave a summary and explanations of the budget request lines. The committee asked what the original budget request was. Fire Chief Varney replied the amount approved by the Board of Selectmen was as requested. Mr. Curry questioned why the vehicle maintenance was still included in the budget request. It was explained that Lt. Neal Burns does some of the work as he is a certified mechanic. He can't do oil changes however due to the lack of proper drainage. Fire Chief Varney explained the necessity of some equipment that is required by law. There was further discussion of the budget request lines. Summary of changes: software reduced \$1,600; \$30 removed from sewer for a total of \$220,915.

Mr. Bickford made a motion to approve account 4220, Fire Department in the amount \$221,270. Mr. Bonanno seconded the motion. Discussion: Ms. Jarvis stated some lines are underfunded and some are overfunded. She stated they need to approve a budget that accurately reflects the account lines. Town Administrator Kinmond explained the variances that need to occur and stated he has discussed with Fire Chief Varney about how to control costs. **Motion passed, 6-1-0.** Ms. Jarvis opposed.

Account 4290-20 Emergency Management

Town Administrator Kinmond explained that Fire Chief Varney is currently in the director's role for this department and stated they need to find another individual who is not a department head to serve in the position. Fire Chief Varney concurred that the position not be held by a fire or police chief who would potentially be tied up in other emergency work. The department budget request amount was \$753; the Board of Selectmen approved \$753.

Mr. Bickford made a motion to approve account 4290 in the amount of \$753. Mr. Bonanno seconded the motion. Motion passed, 7-0-0.

Account 4240- Building Inspector/Code Enforcement

Town Administrator Kinmond stated Fire Chief Varney is currently filling this position as well but they need to fill it with another individual. He explained the hours involved with the positions. The department budget request was in the amount of \$32,070; the Board of Selectmen approved \$32,070. It was noted the deputy position is not currently filled but they are looking to fill it.

Mr. Bickford made a motion to approve account 4240 in the amount of \$32,070. Mr. Curry seconded the motion. Motion passed, 7-0-0.

Account 4411- Health Officer

The department requested \$2,355 and the Board of Selectmen approved \$2,355. There was discussion of water testing in the ball fields; Fire Chief Varney explained they don't drink water from the spigot and bottled water is available on site. Ms. Phillips suggested there are many times when the concession stand isn't open and the pump needs to be replaced because there is no other water available. It was explained the water would then need to be tested monthly.

Mr. Bickford made a motion to approve account 4411 in the amount of \$2,355. Ms. Jarvis seconded the motion. Motion passed, 7-0-0.

Future Meeting

December 7, 2016 – 6:30p.m.

Adjourn

Ms. Jarvis made a motion to adjourn. Mr. Curry seconded the motion. Motion passed, 7-0-0.

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The meeting was adjourned at 9:57p.m.

Respectfully Submitted,

Jennifer Riel, Recording Secretary

Final Approved 01-04-17