

TOWN OF NEW DURHAM BOARD OF SELECTMEN and BUDGET COMMITTEE
JOINT MEETING
October 14, 2020

**TOWN OF NEW DURHAM
BOARD OF SELECTMEN and BUDGET COMMITTEE
JOINT MEETING
October 14, 2020, 6:00PM
Virtual Meeting, New Durham, NH 03855
Final Approved 11-18-20**

Under the emergency provisions of RSA 91A, this meeting took place electronically via Zoom.

IN LIGHT OF THE COVID 19 (CORONA VIRUS) SOCIAL DISTANCING ADVICE MADE BY THE GOVERNOR AND CDC, THE TOWN OF NEW DURHAM NH FOLLOWING A DECLARATION OF EMERGENCY BY THE PLANNING BOARD CHAIRPERSON, IS PROVIDING A MEETING PARTICIPATION VIA TELEPHONE CONFERENCE FOR YOUR SAFETY.

This meeting is for members and the public to utilize the Zoom platform to prepare for future meetings and public hearings. All members of the Board of Selectmen and Town Administrator have the ability to communicate contemporaneously during this meeting through this platform, and the public has access to contemporaneously listen and, if necessary, participate in this meeting through dialing the following. In accordance with Governor's Executive Order #12, pursuant to RSA 91-A: 2

Join Zoom Meeting: <https://us02web.zoom.us/j/85785442931?pwd=Ly9CdUxqaFhqY3pObFZ2aEx5TDJwdz09> Meeting ID: 857 8544 2931 Passcode: 020509 Or via telephone number: 1-646-558-8656 Meeting ID: 857 8544 2931 Passcode: 020509

Technical difficulties contact Town Administrator Scott Kinmond at skinmond@newdurhamnh.us or by phone at 603-556-1516.

Note: Town of New Durham offers no security assurances to those connecting via PC to a third party software and hardware not configured or controlled by our IT Service provider.

PRESENT

David Swenson, Chair, Board of Selectman Via Zoom
Cecile Chase – Board of Selectman Via Zoom
Dorothy Veisel – Board of Selectman Via Zoom
Terry Jarvis, **Chair**, Budget Committee Via Zoom
Mark Sullivan, Budget Committee Via Zoom
Kenneth Fanjoy, Budget Committee Via Zoom
Rudy Rosiello, Budget Committee Via Zoom
Joan Swenson, Budget Committee Via Zoom

Absent:

Ellen Phillips, Budget Committee

ALSO PRESENT

Scott Kinmond, Town Administrator Via Zoom
David Bickford, Resident Via Zoom

CALL TO ORDER

Chair Swenson stated the Board of Selectmen meeting was called to order in public session at 6:00 p.m.; the Board immediately entered nonpublic session and returned to public session at 7:00 p.m.

Chair Jarvis called the Budget Committee meeting to order at 7:03 p.m.

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Chair Swenson stated that due to the State of Emergency declared by Governor Sununu and pursuant to Executive Order #12, the Town is authorized to meet electronically. He stated there is no physical location to observe this meeting. However, in accordance with the Order, it was confirmed that they are providing public access to the meeting by telephone, with additional access possibilities by video (Zoom); all members of the Board of Selectmen, Budget Committee and Town Administrator have the ability to communicate contemporaneously during this meeting; the public has access to contemporaneously listen and participate via links posted on the agenda. Chair Swenson confirmed the meeting was posted appropriately with access numbers. He stated in the event the public is unable to access the meeting it would be adjourned and rescheduled. Chair Swenson stated all motions would be taken by roll call; roll call attendance was taken for those participating in the Zoom meeting.

2021 Budget Review

Chair Swenson stated the Board of Selectmen have reviewed and approved all but one FY21 operational account; he stated the remaining review for the one account and CRF's / ETF's is anticipated to be completed next week and ready for review by the Budget Committee.

Chair Jarvis confirmed members of the Budget Committee received the agenda, listing of Capital Reserve Funds, and the 2021 CIP Recommendations Report.

Chair Swenson gave a recap and summary of the CIP recommendations along with 2020 budget amounts. He stated excluding the Boodey Farmstead and Fuel Depot items, the CIP recommendations total \$917,520. There are no CRF or ETF accounts for Boodey Farmstead or Fuel Depot.

| Description / CRF | FY21 Rec | CIP Rating | FY20 | Comments |
|----------------------------|-------------|------------|----------|---------------|
| Town Building Improvements | \$15.00 | 2.4 - 3.8 | \$20.00 | |
| Public Safety Facilities | \$50.00 | 2.6- | \$20.00 | Not Passed |
| Fire Vehicles | \$70.00 | 1.6 to 3.2 | - | |
| Ancillary Equipment - Fire | \$16.80 | 2.6- | \$3.00 | |
| Forest Fire | \$5.00 | - | - | |
| Police Cruiser | \$24.50 | 1.6 - 1.8 | \$15.00 | |
| DPW Truck | \$93.38 | 2 to 3.6 | \$75.00 | |
| Highway Equipment | \$33.20 | 1.2 to 3 | \$25.00 | |
| Gravel | \$20.30 | 1.5 | \$15.00 | |
| RSMS | \$424.24 | 1 | \$253.00 | |
| Dam | \$5.00 | 2 | - | |
| Transfer Station Equipment | \$25.00 | 2 - 2.6 | \$20.00 | |
| Vehicle Maintenance | \$7.50 | 1 | \$22.00 | |
| Smith Ballfield | \$3.60 | 2 to 3.8 | \$5.00 | Not Passed |
| Land Acquisition | \$25.00 | | - | |

Commented [JT1]: Numbers need to be corrected ex TB Improvements says \$20.00 Should be 15,000

Commented [JT2]: \$3.00 should be \$16,863

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| | | | | |
|--|---------------------|-----------|----------|------------|
| Record Management | \$10.00 | 1.7 | \$10.00 | |
| Computer | \$20.00 | 1.8 | \$25.00 | |
| Accrued Benefits | \$4.00 | - | - | |
| Meetinghouse | \$5.00 | -3.4 | \$25.00 | Not Passed |
| Water Quality | \$60.00 | 1.4 - 1.6 | \$20.00 | |
| SubTotal - Current CRF / ETF Accounts | \$917,215 | | \$553.00 | |
| Total FY20 CRF / ETF Warrant Articles Passed | | | \$503.00 | |
| | | | | |
| Currently Non-CRF / ETF | | | | |
| Boodey Farmstead | \$25.00 | 3.2- | | |
| Fuel Depot | \$25.00 | 2.6 | | |
| SubTotal - Non Current CRF / ETF Accounts | \$50.00 | | | |
| | | | | |
| Total ACIP Recommendations - FY21 | \$ \$967,215 | | | |

Chair Swenson stated in March, 2020 it was projected there may be a \$700,000 revenue shortfall in 2020; the first tax billing in June had a 4% unpaid amount and the revenue shortfall projection appears to be accurate at this point.

Chair Jarvis stated when the CIP was reviewing items they considered the current economic conditions but worked to identify long term needs within the Town.

Mr. Rosiello noted one of the recommendations included a fire truck but it won't fit in the current building. It was not that it was a truck weight issue and not a vehicle size issue. There was discussion of the Space Needs Study results as well as the potential for a larger public safety building. Concerns were expressed about the need for physical space for decontamination of personnel and gear and will it coincide with the purchase of a new fire truck.

Chair Jarvis stated she feels a top priority would be to have additional funding towards potential land purchases. She stated they should also continue with the protection of the lake with the cyanobacteria and milfoil committees.

Mr. Rosiello stated they also need to remediate code and safety violations. Chair Jarvis noted the CIP did not address the violations specifically but believes some could be addressed by staff. She stated they don't want to put a lot of money in to improvements until decisions are made on space needs.

Mr. Fanjoy noted that the Town needs to review what you have and what is needed before purchasing fire trucks, etc.

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Chair Swenson noted a significant software upgrade was started in 2019 for the assessing, land use, tax collection, and financing departments. He stated the current projects are anticipated to be completed this year.

Chair Jarvis suggested taking the CIP recommendations, rate those individually, collate scores and determine the collective opinions on funding.

Future Budget Committee Meetings

October 21, 2020, 7:00 p.m. – Quarterly 2020 Budget Review

November 4, 2020, 7:00 p.m. – 2021 Budget Review

Mr. Sullivan left the meeting at 7:39 p.m.

Mr. Fanjoy made a motion to adjourn the Budget Committee. Mr. Rosiello seconded the motion. Roll Call: Chair Jarvis – aye; Mr. Rosiello – aye; Ms. Phillips – aye; Mr. Swenson – aye; Ms. Swenson – aye. Mr. Fanjoy – aye. **Motion passed 6-0-0.**

The Budget Committee meeting was adjourned at 7:48 p.m.

The Select Board remained in session and continued a Select Board only meeting.

Respectfully Submitted,

Jennifer L. Riel

Jennifer Riel, Recording Secretary