

NEW DURHAM BOARD OF SELECTMEN

Budget Review

**New Durham Town Hall
October 26, 2017, 7:00 p.m.**

Final Approved 11-27-17

Present

Chair David Swenson
Selectman Cecile Chase
Selectman Rod Doherty

Also Present:

Scott Kinmond, Town Administrator
Cathy Orlowicz, Boodey Farmstead
Ellen Phillips, resident/Ethics Committee
Dot Veisel, resident/Ethics Committee
Scott Drummey, Chair Planning Board
Shawn Bernier, Police Chief
Clayton Randall, resident
Susan Randall, resident
Terry Jarvis, ZBA Chair.
Chris Hamilton, resident
Ron Uyeno, resident
George Gale, 1772 Meetinghouse Chair
Tatiana Cicuto, Boodey Farmstead Committee
Frances "Fran" Frye, Boodey Farmstead Committee

Call to Order

Chair Swenson called the meeting to order at 7:00 p.m.

Public Input

None.

Agenda Review

No changes were made.

Budget Review

Account 4130 – Ethics Committee

Town Administrator Kinmond explained the budget request and it mirrors the 2017 budget. The main cost contributor is training similar to that conducted by the New Hampshire Municipal Association in 2017 but for 2018 it may focus on 91-A topics.

Chair Swenson noted lines 330, 351, and 626 of account 4130 are for the Boodey Farmstead and suggested moving these lines to another account. Town Administrator Kinmond suggested using account 4589 for *Other Cultural and Recreation*.

Chair Swenson made a motion to change and transfer any budgeted items eventually approved, currently in Account 4130-50-330, 4130-50-351 and 4130-50-626 and transfer to Account 4589. Selectman Chase seconded the motion. Motion passed 3-0-0.

Cathy Orlowicz, Boodey Farmstead, introduced the board members Tatiana Cicuto and Fran Frye. Ms. Orlowicz explained the budget requests stating the costs include obtaining a septic design. She stated with the expected progress and future fundraising they are also requesting additional advertising and mailing funds. Ms. Orlowicz stated they are also looking to have a capital reserve funds established to collect public funds as the current account cannot mix with private funds. Ms. Orlowicz stated they have been actively fundraising and have collected almost the full amount (\$20,000) for the barn-dismantling project. Chair Swenson requested additional detail to support the budget requests but Ms. Orlowicz felt that may be difficult to supply stating “not going to happen”.

Account 4191 – Planning Board

Scott Drummey, Chair of Planning Board (PB), stated they are requesting more than last year as they are looking to have consultants come in to review and advise regarding the zoning ordinances to allow for accessory dwelling units as well as impact fees generated for building projects. There was discussion on the increased budget amount requested for advertising. PB Chair Drummey indicated it was for Foster’s Daily Democrat in addition to Baysider advertising. Chair Swenson questioned whether the New Durham readership of the Foster’s would warrant this increased budget amount. Town Administrator Kinmond stated the cost is about \$71 to run a posting for one week in *The Baysider*. There was further discussion of the expenses with publishing postings and how fees are collected. Chair Swenson noted it’s a 44% increase over last year. Chair Swenson requested the PB review the budget request and look to possible reductions.

Account 4192 – Zoning Board of Adjustment

Terry Jarvis, Chair Zoning Board of Adjustment, stated the board’s workload has significantly increased going from 2 cases in 2016 to 7 this year to date. She explained the costs of filing decisions and expenses incurred with each case including newspaper publishing.

Account 4195 – Cemeteries

Town Administrator Kinmond gave an overview of the budget request. He stated the funding remains the same as last year with the exception of the contracted mowing services. The board discussed the increased expenses with contracting. Chair Swenson asked the TA to review the opportunity for the Cemetery Trust funds to cover some of the mowing expenses and review with the Board at the next meeting.

Account 4583 – Town Historian

Cathy Orlowicz, Town Historian, explained she replaces flags and standards every two years and this is the year to purchase. She stated she also has to replace the flags in front of Town Hall twice per year.

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Account 4589 – 1772 Meetinghouse

Chair Swenson noted this account will also now include the Boodey Farmstead line items moved from Account 4130.

George Gale, Chair 1772 Meetinghouse, stated the budget is larger than last year, explaining they have been getting a lot of projects lined up and are looking to go out to bid for the framing. He stated they also want to put out a mailing to update the Town on what is going on and what's left to be done on the project. Chair Swenson and Selectman Chase expressed their concern over insufficient detail to support the requested budget and asked Mr. Gale to supply the requested additional detail. Specific information needed is the events planned, reports/booklets required, etc. and the projected costs associated with those respective activities.

Account 4612 – Conservation Commission

Town Administrator Kinmond stated Ron Gehl, Chair of Conservation submitted an email summary of the budget request in his absence. He noted they still have some expenditures for 2017 for dues/fees. Town Administrator Kinmond explained the budget is basically the same as for 2017 and any unexpended funds are returned to the Conservation Commission and not to the General Fund.

Account 4909 – Milfoil

Town Administrator Kinmond stated the committee does not have a request for the 2018 budget. However, he stated Fred Quimby indicated an RFP has been put out for weed pulling but believes the CRF will be able to continue to fund the continued work. Town Administrator Kinmond stated this is also funded by a grant from New Hampshire Department of Environmental Services.

Chair Swenson stated a goal of the Cyanobacteria Mitigation Steering Committee is to obtain a water management plan for the Merrymeeting watershed area. Since it has already been scientifically shown that the same nutrients feed both milfoil and cyanobacteria Chair Swenson suggested funding from the current CRF in the amount of \$20,000 towards the development of the Merrymeeting River Watershed Management Plan project. He explained the NH Fish and Game will be granting \$20,000 and the Merrymeeting Lake Association has approve up to \$10,000. He also noted that \$20,000 support from Alton towards the total cost of approximately \$60,000 would be anticipated.

The board reviewed the previously discussed accounts for action.

Chair Swenson made a motion to approve Account 4130, Ethics, lines 30-550, 580 and 820 in the amount of \$601. Selectman Chase seconded the motion. Motion passed 3-0-0.

Chair Swenson made a motion to approve Account 4192, Zoning Board of Adjustment, in the amount of \$1,351. Selectman Doherty seconded the motion. Motion passed 3-0-0.

Chair Swenson made a motion to approve Account 4583, Town Historian, in the amount of \$325. Selectman Doherty seconded the motion. Motion passed 3-0-0.

Chair Swenson made a motion to approve Account 4612, Conservation Commission, in the amount of \$1,795. Selectman Chase seconded the motion. Motion passed 3-0-0.

Account 4210 – Police Department

Town Administrator Kinmond stated there was an increase by \$900 to Account 4210, Police Department, in the dispatch line. This was reviewed and discussed along with the remaining lines of the budget. Chair Swenson noted issues with various lines not being correctly calculated. Approval was postponed for finalization of totals.

Account 4220 – Fire Department

Town Administrator Kinmond stated changes made to the account are for supporting information to explain how wage amounts were calculated. He noted the projected amounts on wages were recalculated. The changes were reviewed and discussed. Chair Swenson noted he is ready to move forward with the Board's previously suggested amount of \$223,863. Approval was postponed to allow additional Board review.

Department of Public Works Purchase Order

Town Administrator Kinmond presented for review and approval a purchase order for ditch maintenance to be done the length of South Shore Road, approximately 3.5 miles. Chair Swenson clarified the State grant funds were awarded to the Town for public works highway projects not otherwise planned for 2017. Town Administrator Kinmond noted two bids were received from local contractors. However, one was not a firm price and the DPW Director recommends going with the set contract amount.

Selectman Chase made a motion to approve invoice #2421 to Iron Will Contractors for ditching approximately 3.5 miles of South Shore Road with work to include excavator, skid steer, dump truck and one flagger, and to be paid from account 01-5001-20-001 in the amount of \$6,930. Selectman Doherty seconded the motion. Motion passed 3-0-0.

Adjourn

Chair Swenson made a motion to adjourn. Selectman Doherty seconded the motion. Motion passed 3-0-0.

The meeting was adjourned at 9:15 p.m.

Respectfully Submitted,

Jennifer Riel, Recording Secretary