

NEW DURHAM BUDGET COMMITTEE
New Durham Community Room
January 10, 2018, 7:00pm

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. The draft will be posted on the website as a draft copy for public informational use only.

Present:

Cathy Orlowicz, Chair
Terry Jarvis, vice chair
David Shagoury
Ellen Phillips
Joan Swenson
David Swenson
Mark Sullivan – via telephone

Also Present:

Scott Kinmond, Town Administrator
Anina Soucy, Finance Officer
Cathy Orlowicz, BC Chair & resident
David Shagoury, BC Member & resident
Terry Jarvis, BC Vice Chair & resident
Ellen Philips, BC Member & resident
Joan Swenson, BC Member & resident
Bill Meyer, resident
David Bickford, resident
Donna Young, Tax Collector & resident
Stephanie MacKenzie, Town Clerk & resident
Shawn Bernier, Police Chief & resident
Don Vachon, DPW Mgr/Road Agent & resident
Cathy Allyn, Library Director & resident
Mark Foynes, Baysider Media
Laura Zuzgo, Land Use/Assessing Office
Nichole Hunter, Recreation Director

Call to Order

Chair Orlowicz called the meeting to order at 7:24pm. She explained that with Mr. Sullivan being present via telephone, all votes would be taken with a roll call vote. Mr. Sullivan disclosed that he was unable to attend and was in Sarasota, Florida. Ms. Orlowicz asked Mr. Sullivan if anyone was with him. Mr. Sullivan advised, he was alone.

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Chair Orlowicz stated the purpose of this meeting is for the proposed budget for the 2018 budget period to be presented to the public for comment and read the Public Notice posted for this meeting.

Chair Orlowicz explained the Board of Selectmen and Budget Committee worked collectively to develop a budget within 1% of the 2017 budget and noted the 2018 budget is an overall increase of \$160,200 compared to the 2017 operating budget. She summarized the review process conducted by the department heads, board/committee chairs, Board of Selectmen and the Budget Committee.

Chair Orlowicz reviewed the accounts with approved amounts, with public comment to follow.

Account 4130 – Executive Office, approved for the amount of \$197,877. No public comment.

Ms. Jarvis made a motion to recommend account 4130, Executive Officer be funded in the amount of \$197,877. Ms. Phillips seconded the motion. Roll Call: Chair Orlowicz – aye; Ms. Jarvis – aye; Ms. Swenson – aye; Ms. Phillips – aye; Mr. Sullivan – aye; Mr. Swenson – aye; Mr. Shagoury – aye; Motion passed, 7-0-0.

Account 4140, Elections and Registrations, approved in the amount of \$107,641. No public comment.

Ms. Phillips made a motion to recommend account 4140 in the amount of \$107,641. Ms. Jarvis seconded the motion. Roll Call: Chair Orlowicz – aye; Ms. Jarvis – aye; Ms. Swenson – aye; Ms. Phillips – aye; Mr. Sullivan – aye; Mr. Swenson – aye; Mr. Shagoury – aye; Motion passed, 7-0-0.

Account 4150 – Financial Administration, approved in the amount of \$116,437.

David Bickford, resident, asked why the account is increased from last year. Chair Orlowicz replied the administrative assistant position was increased to 40 hours and the contract services were decreased; auditors' fees were also increased. Town Administrator Kinmond replied reductions were taken in the executive officer but the main change is in the full time position change.

Ms. Jarvis made a motion to recommend account 4150, Financial Administration, in the amount of \$116,437. Ms. Swenson seconded the motion. Roll Call: Chair Orlowicz – aye; Ms. Jarvis – aye; Ms. Swenson – aye; Ms. Phillips – aye; Mr. Sullivan – aye; Mr. Swenson – aye; Mr. Shagoury – aye; Motion passed, 7-0-0.

Account 4152, Assessing, approved in the amount of \$64,392. No public comment.

Ms. Swenson made a motion to recommend account 4152, Assessing, in the amount of \$64,392. Ms. Jarvis seconded the motion. Roll Call: Chair Orlowicz – aye; Ms.

Jarvis – aye; Ms. Swenson – aye; Ms. Phillips – aye; Mr. Sullivan – aye; Mr. Swenson – aye; Mr. Shagoury – aye; Motion passed, 7-0-0.

Account 4153, Legal, approved in the amount of \$20,000. No public comment.

Ms. Swenson made a motion to recommend account 4153, in the amount of \$20,000
Ms. Phillips seconded the motion. Roll Call: Chair Orlowicz – aye; Ms. Jarvis – aye;
Ms. Swenson – aye; Ms. Phillips – aye; Mr. Sullivan – aye; Mr. Swenson – aye; Mr.
Shagoury – aye; Motion passed, 7-0-0.

Account 4155, *Personnel Administration*, approved in the amount of \$37,081.
Mark Foynes, resident, and reporter for *The Baysider*, asked what this account is for.
Town Administrator Kinmond replied this account covers wage increases or any
increases in health insurance. He stated it also covers expenses for pre-employment
testing.

Ms. Jarvis made a motion to recommend account 4155, Personnel Administration,
in the amount of \$37,081. Mr. Shagoury seconded the motion. Roll Call: Chair
Orlowicz – aye; Ms. Jarvis – aye; Ms. Swenson – aye; Ms. Phillips – aye; Mr.
Sullivan – aye; Mr. Swenson – aye; Mr. Shagoury – aye; Motion passed, 7-0-0.

Account 4191 – *Planning Board*, approved in the amount of \$5076. No public comment.

Ms. Phillips made a motion to recommend account 4191, Planning Board, in the
amount of \$5076. Ms. Jarvis seconded the motion. Roll Call: Chair Orlowicz – aye;
Ms. Jarvis – aye; Ms. Swenson – aye; Ms. Phillips – aye; Mr. Sullivan – aye; Mr.
Swenson – aye; Mr. Shagoury – aye; Motion passed, 7-0-0.

Account 4192, *Zoning*, approved in the amount of \$1,351. No public comment.

Ms. Phillips made a motion to recommend account 4192, Zoning, in the amount of
\$1,351. Ms. Swenson seconded the motion. Roll Call: Chair Orlowicz – aye; Ms.
Jarvis – abstained; Ms. Swenson – aye; Ms. Phillips – aye; Mr. Sullivan – aye; Mr.
Swenson – aye; Mr. Shagoury – aye; Motion passed, 6-0-1.

Account 4194, *General Government Buildings*, approved in the amount of \$26,724. No
public comment.

Ms. Jarvis made a motion to recommend account 4194, General Government
Buildings, in the amount of \$26,724. Ms. Swenson seconded the motion. Roll Call:
Chair Orlowicz – aye; Ms. Jarvis – aye; Ms. Swenson – aye; Ms. Phillips – aye; Mr.
Sullivan – aye; Mr. Swenson – aye; Mr. Shagoury – aye; Motion passed, 7-0-0.

Account 4195 – *Cemetery*, approved in the amount of \$8,840.

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Mr. Bickford stated last year when he was on the budget committee he wanted to increase funding but he was the only one to vote for it and asked why the funding was now doubled. Chair Orlowicz explained most of the increase was due to mowing and fertilization. Town Administrator Kinmond noted there would be some offsetting revenue from the perpetual care account. Mr. Swenson explained during the discussions it was noted there are increased costs with having contracted services and reiterated the offsetting revenues.

Ms. Swenson made a motion to recommend account 4195, Cemetery, in the amount of \$8,840. Ms. Phillips seconded the motion. Roll Call: Chair Orlowicz – aye; Ms. Jarvis – aye; Ms. Swenson – aye; Ms. Phillips – aye; Mr. Sullivan – aye; Mr. Swenson – aye; Mr. Shagoury – aye; Motion passed, 7-0-0.

Account 4196, Insurance, approved in the amount of \$52,031. No public comment.

Ms. Jarvis made a motion to recommend account 4196, Insurance, in the amount of \$52,031. Mr. Shagoury seconded the motion. Roll Call: Chair Orlowicz – aye; Ms. Jarvis – aye; Ms. Swenson – aye; Ms. Phillips – aye; Mr. Sullivan – aye; Mr. Swenson – aye; Mr. Shagoury – aye; Motion passed, 7-0-0.

Account 4199, Other General Government, in the amount of \$7,601.

Bill Meyer, resident, asked for explanation of this account. Town Administrator Kinmond replied the funding goes to the annual contract for the Town dam monitoring as well as the water quality testing, and pre-ambulation of town boundaries if necessary.

Ms. Phillips made a motion to recommend account 4199, Other General Government in the amount of \$7,601. Ms. Jarvis seconded the motion. Roll Call: Chair Orlowicz – aye; Ms. Jarvis – aye; Ms. Swenson – aye; Ms. Phillips – aye; Mr. Sullivan – aye; Mr. Swenson – aye; Mr. Shagoury – aye; Motion passed, 7-0-0.

Account 4210, Police Department, approved in the \$583,868.

Mr. Bickford stated he is very opposed to the high increase, and stated he wants to see justification for the line item.

Shawn Bernier, Police Chief, explained the cruiser is not part of the Police Department budget and comes from a CRF.

Ms. Phillips made a motion to recommend account 4210, Police Department, in the amount of \$583,868. Ms. Jarvis seconded the motion. Roll Call: Chair Orlowicz – aye; Ms. Jarvis – aye; Ms. Swenson – aye; Ms. Phillips – aye; Mr. Sullivan – aye; Mr. Swenson – aye; Mr. Shagoury – aye; Motion passed, 7-0-0.

Account 4220, Fire Department, approved in the amount of \$224,863. No public comment.

Ms. Jarvis made a motion to recommend account 4220, Fire Department, in the amount of \$224,863. Mr. Sullivan seconded the motion. Roll Call: Chair Orlowicz – aye; Ms. Jarvis – aye; Ms. Swenson – aye; Ms. Phillips – aye; Mr. Sullivan – aye; Mr. Swenson – aye; Mr. Shagoury – aye; Motion passed, 7-0-0.

Account 4240, Building Inspection, approved in the amount of \$31,426. No public comment.

Ms. Swenson made a motion to recommend account 4240, Building Inspection, in the amount of \$31,426. Ms. Jarvis seconded the motion. Roll Call: Chair Orlowicz – aye; Ms. Jarvis – aye; Ms. Swenson – aye; Ms. Phillips – aye; Mr. Sullivan – aye; Mr. Swenson – aye; Mr. Shagoury – aye; Motion passed, 7-0-0.

Account 4290, Emergency Management, approved in the amount of \$1,052. No public comment.

Ms. Phillips made a motion to recommend account 4290, Emergency Management, in the amount of \$1,052. Mr. Sullivan seconded the motion. Roll Call: Chair Orlowicz – aye; Ms. Jarvis – aye; Ms. Swenson – aye; Ms. Phillips – aye; Mr. Sullivan – aye; Mr. Swenson – aye; Mr. Shagoury – aye; Motion passed, 7-0-0.

Account 4291, Forestry, approved in the amount of \$13,538. No public comment.

Ms. Phillips made a motion to recommend account 4291, Forestry, in the amount of \$13,538. Ms. Jarvis seconded the motion. Roll Call: Chair Orlowicz – aye; Ms. Jarvis – aye; Ms. Swenson – aye; Ms. Phillips – aye; Mr. Sullivan – aye; Mr. Swenson – aye; Mr. Shagoury – aye; Motion passed, 7-0-0.

Account 4312, Highway Department, approved in the amount of \$854,360. No public comment.

Ms. Phillips made a motion to recommend account 4312, Highway Department, in the amount of \$854,360. Mr. Shagoury seconded the motion. Roll Call: Chair Orlowicz – aye; Ms. Jarvis – aye; Ms. Swenson – aye; Ms. Phillips – aye; Mr. Sullivan – aye; Mr. Swenson – aye; Mr. Shagoury – aye; Motion passed, 7-0-0.

Account 4324, Solid Waste Facility, approved in the amount of \$243,388. No public comment.

Ms. Jarvis made a motion to recommend account 4324, Solid Waste Facility, in the amount of \$243,388. Ms. Phillips seconded the motion. Roll Call: Chair Orlowicz – aye; Ms. Jarvis – aye; Ms. Swenson – aye; Ms. Phillips – aye; Mr. Sullivan – aye; Mr. Swenson – aye; Mr. Shagoury – aye; Motion passed, 7-0-0.

Account 4411, Health Officer, approved in the amount of \$2,368.

Ms. Swenson made a motion to recommend account 4411, Health Officer, in the amount of \$2,368. Mr. Sullivan seconded the motion. Roll Call: Chair Orlowicz – aye; Ms. Jarvis – aye; Ms. Swenson – aye; Ms. Phillips – aye; Mr. Sullivan – aye; Mr. Swenson – aye; Mr. Shagoury – aye; Motion passed, 7-0-0.

Account 4415, Other Agencies, approved in the amount of \$7,346.

Mr. Meyer asked for explanation of this account. Town Administrator Kinmond replied this helps support local agencies such as the VNA, CAP, Kingswood Youth Program, etc.

Mr. Bickford asked if this is the same amount as last year. It was noted there was an increase to Strafford County CAP, Strafford County Meals on Wheels, and Safe Haven crisis center.

Ms. Jarvis made a motion to recommend account 4415, Other Agencies, in the amount of \$7,346. Mr. Sullivan seconded the motion. Roll Call: Chair Orlowicz – aye; Ms. Jarvis – aye; Ms. Swenson – aye; Ms. Phillips – aye; Mr. Sullivan – aye; Mr. Swenson – abstained; Mr. Shagoury – aye; Motion passed, 6-0-1.

Account 4441, Welfare, approved in the amount of \$12,888. No public comment.

Ms. Phillips made a motion to recommend account 4441, Welfare, in the amount of \$12,888. Ms. Swenson seconded the motion. Roll Call: Chair Orlowicz – aye; Ms. Jarvis – aye; Ms. Swenson – aye; Ms. Phillips – aye; Mr. Sullivan – aye; Mr. Swenson – aye; Mr. Shagoury – aye; Motion passed, 7-0-0.

Account 4520, Recreation, approved in the amount of \$70,862. No public comment.

Ms. Phillips made a motion to recommend account 4520, Recreation, in the amount of \$70,862. Ms. Jarvis seconded the motion. Roll Call: Chair Orlowicz – aye; Ms. Jarvis – aye; Ms. Swenson – aye; Ms. Phillips – aye; Mr. Sullivan – aye; Mr. Swenson – aye; Mr. Shagoury – aye; Motion passed, 7-0-0.

Account 4583, Town Historian, approved in the amount of \$325. No public comment.

Ms. Jarvis made a motion to recommend account 4583, Town Historian, in the amount of \$325. Ms. Swenson seconded the motion. Roll Call: Chair Orlowicz – abstained; Ms. Jarvis – aye; Ms. Swenson – aye; Ms. Phillips – aye; Mr. Sullivan – aye; Mr. Swenson – aye; Mr. Shagoury – aye; Motion passed, 6-0-1.

Account 4589, Culture and Recreation, approved in the amount of \$5,000.

Mr. Meyer asked for explanation of this account. Town Administrator Kinmond replied it is for the operating costs of the Boodey Farmstead and the 1772 Meetinghouse.

Ms. Jarvis made a motion to recommend account 4589, Culture and Recreation, in the amount of \$5,000. Ms. Phillips seconded the motion. Roll Call: Chair Orlowicz – abstained; Ms. Jarvis – aye; Ms. Swenson – aye; Ms. Phillips – aye; Mr. Sullivan – aye; Mr. Swenson – aye; Mr. Shagoury – aye; Motion passed, 6-0-1.

Account 4612, Conservation, in the amount of \$1,795. No public comment.

Ms. Phillips made a motion to recommend account 4612, Conservation, in the amount of \$1,795. Ms. Jarvis seconded the motion. Roll Call: Chair Orlowicz – aye; Ms. Jarvis – aye; Ms. Swenson – aye; Ms. Phillips – aye; Mr. Sullivan – abstained; Mr. Swenson – aye; Mr. Shagoury – aye; Motion passed, 6-0-1.

Account 4711, Long Term Bonds and Notes Principal, approved in the amount of \$55,000.

Account 4721, Long Term Bonds and Notes Interest, approved in the amount of \$16,199.

Account 4723, Tax Anticipation Note (TAN), approved in the amount of \$1. Total of these three accounts in the amount of \$71,200.

Mr. Bickford asked for more information on the notes these are for. Town Administrator Kinmond replied the maturity for both bonds are 2023 and noted the outstanding principal for the salt shed is \$70,000; the outstanding principal for the Marsh Pond dam is \$290,000.

Ms. Jarvis made a motion to recommend account 4711, Long Term Bonds and Notes Principal, in the amount of \$55,000; account 4721, Long Term Bonds and Notes Interest in the amount of \$16,199 and account 4723, Interest on TAN in the amount of \$1 for a total of \$71,200. Ms. Phillips seconded the motion. Roll Call: Chair Orlowicz – aye; Ms. Jarvis – aye; Ms. Swenson – aye; Ms. Phillips – aye; Mr. Sullivan – aye; Mr. Swenson – aye; Mr. Shagoury – aye; Motion passed, 7-0-0.

Account 4550, Library, approved in the amount of \$129,756. No public comment.

Ms. Phillips made a motion to recommend account 4550, Library, in the amount of \$129,756. Mr. Shagoury seconded the motion. Roll Call: Chair Orlowicz – aye; Ms. Jarvis – aye; Ms. Swenson – aye; Ms. Phillips – aye; Mr. Sullivan – aye; Mr. Swenson – aye; Mr. Shagoury – aye; Motion passed, 7-0-0.

2018 Town Warrant Articles

Chair Orlowicz stated the discussion will begin with Article 7 to determine if the Budget Committee will recommend the articles. The committee reviewed the warrant articles.

Chair Orlowicz read Article 7.

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Article 7: *To see if the Town will vote to authorize the Selectmen to enter into a long-term lease / purchase agreement in the amount of \$157,000 payable over a term of 3 years for replacement of the Fire Department's Self Contained Breathing Apparatus (SCBA) and to raise and appropriate with the down payment amount of \$51,000 to come from the Fire Department Ancillary Capital Reserve Fund. (3/5 ballot vote required)*

Estimated 2018 Tax Rate Impact: \$0.00 per \$1,000 assessed valuation.

Ms. Jarvis made a motion to recommend Article 7 as read. Ms. Phillips seconded the motion. Roll Call: Chair Orlowicz – aye; Ms. Jarvis – aye; Ms. Swenson – aye; Ms. Phillips – aye; Mr. Sullivan – aye; Mr. Swenson – aye; Mr. Shagoury – aye; Motion passed, 7-0-0.

Chair Orlowicz read Article 8.

Article 8: *Shall the Town raise and appropriate as an operating budget, not including appropriations by special warrant articles and other appropriations voted separately, the amounts set forth on the budget posted with the warrant or as amended by the vote of the first session, for the purposes set forth therein, totaling \$2,899,086. Should this article be defeated, the default budget shall be \$2,769,786, which is the same as last year, with certain adjustments required by previous action of the Town or by law; or the governing body may hold a special meeting, in accordance with RSA 40:13, X and XVI, to take up the issue of a revised operating budget only. **Majority Vote Required***

[Note: Operating Budget & Default Budget includes the Library Budget.]

Estimated Tax Rate Impact – 2018 Proposed Budget: \$ 4.84 per \$1,000 assessed valuation.

Estimated Tax Rate Impact – 2018 Default Budget: \$ 4.52 per \$1,000 assessed valuation.

Mr. Meyer asked who is the “governing body”. It was explained that in this context it is the Board of Selectmen.

Ms. Phillips made a motion to recommend Article 8 as read. Ms. Jarvis seconded the motion. Roll Call: Chair Orlowicz – aye; Ms. Jarvis – aye; Ms. Swenson – aye; Ms. Phillips – aye; Mr. Sullivan – aye; Mr. Swenson – aye; Mr. Shagoury – aye; Motion passed, 7-0-0.

Chair Orlowicz read Article 9.

Article 9: *To see if the Town will vote to raise and appropriate the sum of \$381,700 for the purposes of a **Road Program** with \$114,700 to come from Highway Block Grant Aid, \$209,000 to come from taxation, and the remainder of \$58,000 to come from the Road Construction Capital Reserve Fund. **Majority Vote Required***

Estimated 2018 Tax Rate Impact: \$ 0.51 per \$1,000 assessed valuation.

Mr. Bickford questioned why they didn't use funds from the unassigned fund balance instead of the capital reserve to help keep the tax rate down. Mr. Swenson stated the Board of Selectmen considered various funding options and noted it was unclear what the fund balance will be at the end of 2017 and funds were already used elsewhere from the balance. Mr. Bickford questioned the amount for the assessing and stated it seems like a significant increase and asked why it couldn't have been used for the roads. Mr. Swenson stated the Board of Selectmen determined the money needs to be maintained for the upcoming cyclical assessing costs.

Chair Orlowicz asked if the committee wants to consider using funds from the unassigned fund balance. Town Administrator Kinmond explained the suggestion is to use the unassigned fund balance in place of taxation and noted the Board of Selectmen look at all monies available and make application which directly affect the tax rate and disagrees with applying the monies at this point. He recommended applying the revenues at tax rate setting time as available. Mr. Bickford stated there is over \$1,000,000 in the balance so they do know what is in there. Town Administrator Kinmond recommended they need to have a larger balance (higher percentage of 10%) to utilize for various project for towns to be able to utilize the unreserved fund balances, noting it won't make much of a difference to use the money now or then. Ms. Jarvis stated she was on the Board of Selectmen when the 8% unassigned reserve fund balance was set and the information supporting that percentage was determined to be inaccurate and would prefer to wait for more information and a higher percentage.

Ms. Phillips made a motion to recommend Article 9 as read. Ms. Jarvis seconded the motion. Roll Call: Chair Orlowicz – aye; Ms. Jarvis – aye; Ms. Swenson – aye; Ms. Phillips – aye; Mr. Sullivan – aye; Mr. Swenson – aye; Mr. Shagoury – aye; Motion passed, 7-0-0.

Chair Orlowicz read Article 12.

***Article 12:** To see if the town will vote to establish a Boodey Farmstead Project Capital Reserve Fund under the provisions of RSA 35:1 for the design and construction of the Zechariah Boodey Farmstead project and to raise and appropriate the sum of \$1,000 to be deposited into that fund. Further, to name the Board of Selectmen as agents to expend from said fund. (Majority Vote Required)*
Estimated 2018 Tax Rate Impact: \$0.002 per \$1,000 assessed valuation.

Ms. Jarvis made a motion to recommend Article 12 as read. Ms. Phillips seconded the motion. Roll Call: Chair Orlowicz – abstained; Ms. Jarvis – aye; Ms. Swenson – aye; Ms. Phillips – aye; Mr. Sullivan – aye; Mr. Swenson – aye; Mr. Shagoury – aye; Motion passed, 6-0-1.

Chair Orlowicz read Article 13.

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Article 13: *To see if the town will vote to establish a Town of New Durham Dam Maintenance Expendable Trust Fund per RSA 31:19-a, for the maintenance of the Town's dams and to raise and appropriate the sum of \$35,000 to be deposited in that fund with this amount to come from taxation; further to name the Board of Selectmen as agents to expend from said fund.*

(Majority vote required)

Estimated 2018 Tax Rate Impact: \$0.08 per \$1,000 assessed valuation.

Ms. Jarvis made a motion to recommend Article 13 as read. Mr. Sullivan seconded the motion. Roll Call: Chair Orlowicz – aye; Ms. Jarvis – aye; Ms. Swenson – aye; Ms. Phillips – aye; Mr. Sullivan – aye; Mr. Swenson – aye; Mr. Shagoury – aye; Motion passed, 7-0-0.

Chair Orlowicz read Article 14.

Article 14: *To see if the Town will vote to raise and appropriate the sum of \$233,000 to be placed in previously established **Capital Reserve Funds** as follows with said funds to come from taxation:*

Account	Established	2018
Highway Equipment	March 15, 2006, Article #12	\$20,000
Highway Trucks	March 4, 1988, Article #9	\$35,000
Library Facilities	March 13, 2007, Article #7	\$2,500
Vehicle & Equipment Maintenance	March 10, 2010, Article #15	\$10,000
Milfoil	March 9, 2009, Article #7	\$5,000
Solid Waste Facilities Improvement	March 10, 2010, Article #14	\$2,000
Solid Waste Equipment	March 10, 2010, Article #14	\$10,000
Police Cruiser	March 15, 2000, Article #7	\$12,000
Smith Ball Field & Equipment	March 13, 2007, Article #9	\$1,500
1772 Meetinghouse Restoration	March 15, 2000, Article #14	\$5,000
Fire Truck	March 12, 2003, Article #11	\$40,000
Public Safety Facilities Improvements	March 10, 2010, Article #17	\$5,000
Road Reconstruction	March 10, 2010, Article #5	\$75,000
Fire Department Ancillary Equipment	March 10, 2015, Article #5	\$10,000
Total		\$233,000

Majority Vote Required

Estimated 2018 Tax Rate Impact: \$ 0.57 per \$1,000 assessed valuation.

Ms. Phillips made a motion to recommend Article 14 as presented. Ms. Swenson seconded the motion. Roll Call: Chair Orlowicz – aye; Ms. Jarvis – aye; Ms. Swenson – aye; Ms. Phillips – aye; Mr. Sullivan – aye; Mr. Swenson – aye; Mr. Shagoury – aye; Motion passed, 7-0-0.

Article 15: *To see if the Town will vote to raise and appropriate the sum of \$35,500 to be placed in previously established **Expendable Trust Funds** as follows with said funds to come from taxation:*

Account	Established	2018
Computer Systems & Office Equipment	March 13, 1996, Article #11, Revised March 9, 2011, Article #26	\$7,500
Accrued Benefits Liability	March 13, 1996, Article #16	\$10,000
Records Management	March 23, 1999, Article #23	\$6,000
Town Buildings & Improvements	March 15, 2000, Article #15	\$12,000
Total		\$35,500

Majority Vote Required

Estimated 2018 Tax Rate Impact: \$ 0.09 per \$1,000 assessed valuation.

Ms. Jarvis made a motion to recommend Article 15 as written. Ms. Phillips seconded the motion. Roll Call: Chair Orlowicz – aye; Ms. Jarvis – aye; Ms. Swenson – aye; Ms. Phillips – aye; Mr. Sullivan – aye; Mr. Swenson – aye; Mr. Shagoury – aye; Motion passed, 7-0-0.

Chair Orlowicz read Article 16.

Article 16: *To see if the Town will vote to raise and appropriate the sum of (\$5,000) for the purposes of funding contributions to Health & Other Agencies i.e. Cornerstone VNA, Strafford County CAP and Homemaker of Strafford County etc., with this sum to come from authorizing the withdrawal of Five Thousand Dollars (\$5,000) from the JC Shirley Timber Trust (Trust Fund #28). Said trust established for the purpose to “benefit of the Town of New Durham for such lawful purposes as the Town may direct at its annual meeting.” **Majority Vote Required***

Estimated 2018 Tax Rate Impact: \$ 0.00 per \$1,000 assessed valuation.

Mr. Swenson made a motion to recommend Article 16 as written. Ms. Jarvis seconded the motion. Roll Call: Chair Orlowicz – aye; Ms. Jarvis – aye; Ms. Swenson – aye; Ms. Phillips – aye; Mr. Sullivan – aye; Mr. Swenson – aye; Mr. Shagoury – aye; Motion passed, 7-0-0.

Mr. Bickford stated it appears the entire budget is a 10% increase. Mr. Swenson stated the operating portion is about 5%; the largest portion of the other increase is roads. Mr. Bickford stated he doesn’t think the Planning Board did well reigning in costs either.

Ms. Phillips stated she has been on the Budget Committee for the last three years, watched things be extensively cut and is happy with how the Committee has worked to keep the budget from going up too much but still be able to give tax payers what they ask for. Mr. Swenson stated the road project was carefully looked at by the Board of Selectmen and funding options while working to make up for other areas which have been overlooked in recent years.

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Chair Orlowicz closed the Public Hearing at 9:08pm.

Future Meetings

- Deliberative Session, Monday, February 5, 2018 at 7:00pm, New Durham Elementary School
- Town Elections, Tuesday, March 13, 2018 8:00am to 7:00pm, New Durham Elementary School
- Planning Board Zoning Ordinance Public Hearing, January 11, 2018, 7:00pm, New Durham Town Hall
- School Deliberative Session, Saturday, February 3, 2018, 10:00am, at Kingswood Arts Center

Chair Orlowicz announced the open election positions with applications opening January 24 to February 2:

<u>Office</u>	<u>Term of</u>
<i>(1) Selectman</i>	<i>3 Years</i>
<i>(1) Moderator</i>	<i>2 Years</i>
<i>(2) Budget Committee</i>	<i>3 Years</i>
<i>(1) Budget Committee</i>	<i>1 Year</i>
<i>(1) Cemetery Trustee</i>	<i>3 Years</i>
<i>(1) Library Trustee</i>	<i>2 Years</i>
<i>(1) Library Trustee</i>	<i>1 Year</i>
<i>(1) Planning Board</i>	<i>3 Years</i>
<i>(1) Trustee of Trust Funds</i>	<i>3 Years</i>
<i>(1) Zoning Board of Adjustment</i>	<i>3 Years</i>

Chair Orlowicz stated the committee needs to meet to sign the MS 737 form, to be posted by January 24, 2018. It was noted a formal meeting is not necessary as long as a quorum of committee members sign the document by the due date.

2017 Fourth Quarter Review

February 7, 2018 7 p.m., at Town Hall

First Quarter Review

May 16, 2018, 7:00pm, Town Hall

Adjourn

Ms. Swenson made a motion to adjourn. Ms. Jarvis seconded the motion. Roll Call: Chair Orlowicz – aye; Ms. Jarvis – aye; Ms. Swenson – aye; Ms. Phillips – aye; Mr. Sullivan – aye; Mr. Swenson – aye; Mr. Shagoury – aye; Motion passed, 7-0-0.

The meeting was adjourned at 9:20pm.

Respectfully Submitted,

Jennifer Riel, Recording Secretary