

**NEW DURHAM BUDGET COMMITTEE
New Durham Town Hall
November 15, 2018, 6:30pm**

Final Approved 12-12-18

Present:

Cathy Orlowicz, Chair
Terry Jarvis, vice chair
Kenneth Fanjoy
Mark Sullivan
Joan Swenson – excused absence
Ellen Phillips
David Swenson, Board of Selectmen representative

Also Present:

Scott Kinmond, Town Administrator
Anina Soucy, Finance Manager
Peter Varney, Fire Chief
David Stuart, Deputy Fire Chief/Forest FireWarden
Karen Kehoe, Department of Public Works/Solid Waste
Don Vachon, Department of Public Works/Solid Waste
Sherry Cullimore Boodey Farmstead
Tatiana Ciato, Boodey Farmstead
Scott Drummey, Boodey Farmstead
Cathy Allyn, 1772 Meetinghouse
Kevin Ruel, Assistant Fire Chief

Call to Order

Chair Orlowicz called the meeting to order at 7:00pm.

Approval of Minutes

Meeting of November 7, 2018 – Postponed.

2019 Budget Review

Account 4589 – 1772 Meetinghouse

Chair Orlowicz stated the 2019 budget amount requested by the department is \$1,700; the Board of Selectmen approved the amount of \$1,700. The committee reviewed the budget request along with the 2018 budget and expenditures to date.

Cathy Allyn, 1772 Meetinghouse, explained the budget remains flat and outlined the work completed in 2018 as well as the planned events and expenses for 2019. The committee questioned why this amount was requested, as the full amount was not expended last year. The committee concurred to fund the line item in the amount of \$500.

Chair Orlowicz stepped down as chair for the discussion of the following account line.

Account 4589 – Zachariah Boodey Farmstead

Vice Chair Jarvis stated the 2019 budget amount requested by the department is \$8126; the Board of Selectmen approved the amount of \$7,626. The committee reviewed the budget request along with the 2018 budget and expenditures to date.

Ms. Orlowicz stated the money is encumbered as they have signed PO's and contracts for work to be done over the next year. She explained the contracts include site design and construction drawings. Ms. Orlowicz also explained the upcoming plans and advertising for 2019.

Mr. Sullivan made a motion to approve account 4589, 1772 Meetinghouse/Boodey Farmstead in the amount of \$9,226. Ms. Phillips seconded the motion. Motion passed, 5-0-1. Chair Orlowicz abstained.

Chair Orlowicz returned to the table, and the Chairperson.

Account 4324– Solid Waste

Chair Orlowicz stated the 2019 budget amount requested by the department is \$276,858; the Board of Selectmen approved the amount of \$276,858. The committee reviewed the budget request along with the 2018 budget and expenditures to date.

Chair Orlowicz stated this account was postponed from the last meeting as the Board of Selectmen wanted to revisit the account; that has been done and changes were made. Ms. Kehoe explained the adjustments made to the demo and solid waste disposal lines, as well as for recyclables. The committee reviewed and discussed these changes. Town Administrator Kinmond explained some of the changes planned for putting things out to bid.

Ms. Jarvis made a motion to approve account 4324, Solid Waste, in the amount of \$276,858. Mr. Fanjoy seconded the motion. Motion passed, 6-0-0.

Account 4210 – Police Department

Chair Orlowicz stated the 2019 budget amount requested by the department is \$577,226; the Board of Selectmen approved the amount of \$577,226. The committee reviewed the budget request along with the 2018 budget and expenditures to date.

Town Administrator Kinmond explained the lines with increases as well as the expenses paid by Town Hall. Police Chief Bernier explained the replacement plans for portable radios. He also explained the changes in personnel in 2018 and the anticipated changes for 2019.

Mr. Sullivan made a motion to approve account 4210, Police Department, in the amount of \$577,226. Ms. Jarvis seconded the motion. Motion passed, 6-0-0.

Account 4220 – Fire Department

Chair Orlowicz stated the 2019 budget amount requested by the department is \$237,737; the Board of Selectmen approved the amount of \$238,739. The committee reviewed the budget request along with the 2018 budget and expenditures to date.

Fire Chief Varney explained the budget lines and outlined the increases which include additional inspections not previously being done as well as further training for personnel. There was also discussion of the new regulations from the State regarding pre-screening for cancer in new hires, which had recently become state law. The Chief is not clear, at this time, the impacts this will have on the 2019 operating budget or future budgets.

Mr. Sullivan made a motion to approve account 4220, Fire Department, in the amount of \$238,739. Mr. Fanjoy seconded the motion. Motion passed, 6-0-0.

Account 4291 – Forestry

Chair Orlowicz stated the 2019 budget amount requested by the department is \$14,266; the Board of Selectmen approved the amount of \$12,932. The committee reviewed the budget request along with the 2018 budget and expenditures to date.

David Stuard, Deputy Fire Chief, explained they were awarded a grant for a mobile and portable radio, noting the stipulations require the budget have 100% to cover the costs. He explained the necessity for the upgrade in communications devices for fire fighters in the field.

Ms. Jarvis made a motion to approve account 4291, Forestry in the amount of \$12,932. Ms. Phillips seconded the motion. Motion passed, 6-0-0.

Account 4290 – Emergency Management

Chair Orlowicz stated the 2019 budget amount requested by the department is \$1,052; the Board of Selectmen approved the amount of \$1,052. The committee reviewed the budget request along with the 2018 budget and expenditures to date.

Ms. Jarvis made a motion to approve account 4290, Emergency Management, in the amount of \$1,052. Mr. Fanjoy seconded the motion. Motion passed, 6-0-0.

Account 4155 – Personnel

Chair Orlowicz stated the 2019 budget amount requested by the department is \$32,931; the Board of Selectmen approved the amount of \$32,931. The committee reviewed the budget request along with the 2018 budget and expenditures to date.

Mr. Fanjoy made a motion to approve account 4155, Personnel, in the amount of \$32,931. Mr. Sullivan seconded the motion. Motion passed, 6-0-0.

Account 4240 – Building Inspector

*New Durham Budget Committee Meeting
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Chair Orlowicz stated the 2019 budget amount requested by the department is \$44,906; the Board of Selectmen approved the amount of \$44,906. The committee reviewed the budget request along with the 2018 budget and expenditures to date.

Mr. Sullivan made a motion to approve account 4240, Building Inspector in the amount of \$44,906. Ms. Jarvis seconded the motion. Motion passed, 6-0-0.

Other

Chair Orlowicz noted the 2019 tax rate was set today. Mr. Swenson clarified the rate has not been approved by the New Hampshire Department of Revenue and outlined how the Board of Selectmen determined the rate. He explained the portions of the rate which are already set including the state and local education rates which are then combined with the town rate. Mr. Swenson explained the Board of Selectmen used the unassigned fund balance to bring the Town rate to \$5.46 for a total rate of \$23.45.

Future Meeting

November 28, 2018, 6:30pm, New Durham Town Hall

Adjourn

Ms Jarvis made a motion to adjourn. Mr. Swenson seconded the motion. Motion passed, 6-0-0.

The meeting was adjourned at 9:04pm.

Respectfully Submitted,

Jennifer Riel, Recording Secretary