

TOWN OF NEW DURHAM
Budget Committee
December 21, 2022, 6:30PM
New Durham Town Hall, New Durham, NH 03855

<https://us02web.zoom.us/j/87598405955?pwd=ZmhkUmJhUzYzR0NBTS93ODJWamo4QT09> Meeting ID:
875 9840 5955 Passcode: 011104 One tap mobile +13017158592,,87598405955#,,,,*011104# US
(Washington DC)

Disclaimer: If technology fails, the meeting physically occurring will continue at the location above. 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

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

Terry Jarvis, Budget Committee Chair
Kelly Bisson, Budget Committee Member – Copple Crown Village District Representative
Ellen Phillips, Budget Committee Member
Dot Veisel, Committee of Selectmen Representative- via Zoom
David Bickford, Budget Committee Member
David Swenson, Budget Committee Member
David Wessel, Budget Committee Member – via Zoom
Ken Fanjoy, Budget Committee Member – via Zoom

ALSO PRESENT

Nicole Zoltko, Town Administrator – via Zoom
Kathleen Blaney, Finance Manager
Linda Callaway, resident – via Zoom
Shawn Bernier, Police Chief

CALL TO ORDER

Chair Jarvis called the meeting of the Budget Committee to order at 6:32 PM. Roll call was taken for Budget Committee members present.

AGENDA REVIEW

No changes were made to the Agenda.

FY 2023 Budget Review

Account 4901 – Land and Improvements

The committee reviewed the proposed budget. Chair Jarvis stated the request was \$1,695,000; the Committee of Selectmen approved \$400,000. Mr. Swenson noted of the \$400,000, there

would be \$131,000 in a warrant article, \$101,412 would be from the Highway Block Grant and \$167,588 from taxation. The committee discussed actions by the Committee of Selectmen at their most recent meeting and the roads agreed which need to have priority.

Chair Jarvis motioned that the Budget Committee recommend for FY 2023, Account 4901, Land and Improvements, the amount of \$1,067,588. Mr. Wessel seconded the motion. Roll Call Vote: Mr. Wessel – aye; Mr. Bickford -aye; Mr. Swenson -aye; Ms. Phillips – aye; Chair Jarvis – aye; Ms. Bisson – aye; Ms. Veisel -aye. Motion passed, 7-0-0.

Mr. Fanjoy and Town Administrator Zoltko joined the meeting at 6:45PM via Zoom.

Account 4915 -Capital Reserve Funds

The committee reviewed the proposed budget. It was noted that the Committee of Selectmen voted to recommend discontinuing some of the accounts but closure will be contingent on approval of establishing new accounts. It was also noted that the amounts didn't change, only the account recommendations. Police Chief Bernier stated he doesn't believe \$39,000 is needed for the cruiser CRF as there is currently a balance of \$36,000 and suggested the funding be reduced to \$28,000. Mr. Bickford stated he is concerned the amounts may be too high. The committee reviewed and discussed the equipment replacement schedule along with the current account balances.

Mr. Swenson motioned that the Budget Committee recommend to the Committee of Selectmen for Highway Equipment, in the amount of \$50,000. Mr. Bickford seconded the motion. Roll Call Vote: Mr. Wessel – aye; Mr. Bickford -aye; Mr. Swenson -aye; Ms. Phillips – aye; Chair Jarvis – aye; Ms. Bisson – aye; Ms. Veisel -aye. Motion passed, 7-0-0.

Mr. Swenson motioned that the Budget Committee recommend to the Committee of Selectmen for Highway Truck CRF, in the amount of \$150,000. Ms. Bisson seconded the motion. Discussion: Mr. Bickford suggested reducing it to \$130,000. Ms. Phillips stated she would be opposed at the CIP recommendation was \$200,000. Mr. Swenson noted in 2022, the CIP recommended \$125,000 and the Committee of Selectmen approved \$75,000.

Mr. Bickford motioned to amend the motion to be \$130,000. Mr. Swenson seconded the amendment. Discussion: Mr. Bickford reiterated he feels the amount is high. Mr. Swenson stated he agrees the amounts need to be looked at carefully and find places for savings. Chair Jarvis noted its anticipated between 2023 and 2025, the expenses for highway trucks is going to need \$835,000 in equipment. **Amendment Roll Call Vote: Mr. Wessel – no; Mr. Bickford -aye; Mr. Swenson -aye; Ms. Phillips – no; Chair Jarvis – no; Ms. Bisson – no; Ms. Veisel -no. Motion failed, 2-5-0.**

Motion Roll Call Vote: Mr. Wessel – aye; Mr. Bickford -no; Mr. Swenson -aye; Ms. Phillips – aye; Chair Jarvis – aye; Ms. Bisson – aye; Ms. Veisel -aye. Motion passed, 6-1-0.

Mr. Swenson motioned that the Budget Committee recommend to the Committee of Selectmen for Vehicles and Equipment CRF, in the amount of \$20,000. Ms. Bisson seconded the motion. Roll Call Vote: Mr. Wessel – aye; Mr. Bickford -aye; Mr. Swenson -

aye; Ms. Phillips – aye; Chair Jarvis – aye; Ms. Bisson – aye; Ms. Veisel -aye. Motion passed, 7-0-0.

Mr. Swenson motioned that the Budget Committee recommend to the Committee of Selectmen for Vehicles and Equipment CRF, in the amount of \$20,000. Ms. Bisson seconded the motion. Roll Call Vote: Mr. Wessel – aye; Mr. Bickford -aye; Mr. Swenson - aye; Ms. Phillips – aye; Chair Jarvis – aye; Ms. Bisson – aye; Ms. Veisel -aye. Motion passed, 7-0-0.

Mr. Swenson motioned that the Budget Committee recommend to the Committee of Selectmen for Milfoil and Water Quality CRF, in the amount of \$15,000. Chair Jarvis seconded the motion. Roll Call Vote: Mr. Wessel – aye; Mr. Bickford -aye; Mr. Swenson - aye; Ms. Phillips – aye; Chair Jarvis – aye; Ms. Bisson – aye; Ms. Veisel -aye. Motion passed, 7-0-0.

Mr. Swenson motioned that the Budget Committee recommend to the Committee of Selectmen for Solid Waste Equipment CRF, in the amount of \$60,000. Chair Jarvis seconded the motion. Roll Call Vote: Mr. Wessel – aye; Mr. Bickford -no; Mr. Swenson - aye; Ms. Phillips – aye; Chair Jarvis – aye; Ms. Bisson – aye; Ms. Veisel -aye. Motion passed, 6-1-0.

Mr. Swenson motioned that the Budget Committee recommend to the Committee of Selectmen for Police Cruiser CRF, in the amount of \$28,000. Ms. Bisson seconded the motion. Roll Call Vote: Mr. Wessel – aye; Mr. Bickford -no; Mr. Swenson -aye; Ms. Phillips – aye; Chair Jarvis – aye; Ms. Bisson – aye; Ms. Veisel -aye. Motion passed, 6-1-0.

Mr. Swenson motioned that the Budget Committee recommend to the Committee of Selectmen for Smith Ballfield CRF, in the amount of \$5,000. Chair Jarvis seconded the motion. Roll Call Vote: Mr. Wessel – aye; Mr. Bickford -aye; Mr. Swenson -aye; Ms. Phillips – aye; Chair Jarvis – aye; Ms. Bisson – aye; Ms. Veisel -aye. Motion passed, 7-0-0.

Mr. Swenson motioned that the Budget Committee recommend to the Committee of Selectmen for 1772 Meetinghouse CRF, in the amount of \$15,000. Chair Jarvis seconded the motion. Roll Call Vote: Mr. Wessel – aye; Mr. Bickford -aye; Mr. Swenson -aye; Ms. Phillips – abstain; Chair Jarvis – aye; Ms. Bisson – aye; Ms. Veisel -aye. Motion passed, 6-0-1.

Mr. Swenson motioned that the Budget Committee recommend to the Committee of Selectmen for Fire Vehicles CRF, in the amount of \$20,000. Ms. Bisson seconded the motion. Roll Call Vote: Mr. Wessel – aye; Mr. Bickford -aye; Mr. Swenson -aye; Ms. Phillips – aye; Chair Jarvis – aye; Ms. Bisson – aye; Ms. Veisel -aye. Motion passed, 7-0-0.

Mr. Swenson motioned that the Budget Committee recommend to the Committee of Selectmen for Ancillary Equipment CRF, in the amount of \$15,000. Ms. Bisson seconded the motion. Discussion: Mr. Bickford stated he doesn't think this amount is necessary.

Mr. Bickford motioned to amend the motion to be \$10,000. Mr. Swenson seconded the amendment. Amendment Roll Call Vote: Mr. Wessel – aye; Mr. Bickford -aye; Mr. Swenson -aye; Ms. Phillips – aye; Chair Jarvis – aye; Ms. Bisson – aye; Ms. Veisel -aye. Amendment passed, 7-0-0.

Amended Motion Roll Call Vote: Mr. Wessel – aye; Mr. Bickford -aye; Mr. Swenson -aye; Ms. Phillips – aye; Chair Jarvis – aye; Ms. Bisson – aye; Ms. Veisel -aye. Amended Motion passed, 7-0-0.

Mr. Swenson motioned that the Budget Committee recommend to the Committee of Selectmen for Office Systems ETF, in the amount of \$25,000. Mr. Bickford seconded the motion.

Discussion: The Committee discussed the proposed upgrades. Town Administrator Zoltko explained the upgrades would begin in January 2023 and would include updates for tax collector and the motor vehicles; she stated the land use processes and zoning would be done in 2024; in 2025 the updates would be for finance. It was noted the average expected cost for the entire package is \$48,000 per year. **Roll Call Vote: Mr. Wessel – aye; Mr. Bickford -aye; Mr. Swenson -aye; Ms. Phillips – aye; Chair Jarvis – aye; Ms. Bisson – aye; Ms. Veisel -aye. Motion passed, 7-0-0.**

Mr. Swenson motioned that the Budget Committee recommend to the Committee of Selectmen for Records Management ETF, in the amount of \$20,000. Mr. Bickford seconded the motion. Roll Call Vote: Mr. Wessel – aye; Mr. Bickford -aye; Mr. Swenson -aye; Ms. Phillips – aye; Chair Jarvis – aye; Ms. Bisson – aye; Ms. Veisel -aye. Motion passed, 7-0-0.

Mr. Swenson motioned that the Budget Committee recommend to the Committee of Selectmen for Town Building Improvements ETF, in the amount of \$20,000. Chair Jarvis seconded the motion.

Mr. Swenson motioned to amend the amount for the Town Building Improvements ETF to \$5,000. Mr. Bickford seconded the motion. Discussion: Chair Jarvis outlined the projects including painting Town Hall, painting the library and possible repairs before the painting could be done. **Roll Call Vote: Mr. Wessel – no; Mr. Bickford -aye; Mr. Swenson -aye; Ms. Phillips – no; Chair Jarvis – aye; Ms. Bisson – no; Ms. Veisel -no. Amendment failed, 4-3-0.**

Chair Jarvis motioned to amend the amount for the Town Building Improvements ETF to \$10,000. Ms. Phillips seconded the motion. Roll Call Vote: Mr. Wessel – aye; Mr. Bickford -no; Mr. Swenson -no; Ms. Phillips – aye; Chair Jarvis – aye; Ms. Bisson – aye; Ms. Veisel -aye. Amendment passed, 5-2-0.

Amended Motion Roll Call Vote: Mr. Wessel – aye; Mr. Bickford -no; Mr. Swenson -no; Ms. Phillips – aye; Chair Jarvis – aye; Ms. Bisson – aye; Ms. Veisel -aye. Amended Motion passed, 5-2-0.

The Committee discussed the projected costs for fuels. By consensus, the committee agreed to use the estimated cost of gasoline to be \$4.00 per gallon; heating oil is \$4.50; propane is \$4.00 per gallon and diesel is \$6.00 per gallon.

The Committee reviewed and discussed a summary of tax rates for prior years.

Town Administrator Zoltko stated the Board of Selectmen agreed to move forward with the public hearing for the bond on January 5, 2023 with a snow date of January 9. She stated the Board also agreed to request a bond amount to include land acquisition in the amount of \$8.5 million. Mr. Swenson questioned why there hasn't been a bid process for the architectural and contracting work. Town Administrator Zoltko explained they have been working with Northpoint Contracting; they are working with the Town at no upfront cost, including the engineering work, and they are also working with a bond agent. Ms. Veisel explained the architectural study was done at no charge but once the bond is secured, they will move forward with soliciting bids for the various portions of the project.

APPROVAL OF MINUTES

Meeting of August 17, 2022 – Postponed.

Meeting of September 15, 2022 – Postponed.

Meeting of October 26, 2022 – Postponed.

Meeting of November 9, 2022 – Postponed.

Meeting of November 16, 2022 – Postponed.

Meeting of November 21, 2022 – Postponed.

Meeting of November 30, 2022 – Postponed.

Meeting of December 7, 2022 – Postponed.

Meeting of December 12, 2022– Postponed.

Mr. Swenson motioned to adjourn. Ms. Bisson seconded the motion. Roll Call Vote: Mr. Wessel – aye; Mr. Bickford -aye; Mr. Swenson -aye; Ms. Phillips – aye; Chair Jarvis – aye; Ms. Bisson – aye; Ms. Veisel -aye. Motion passed, 7-0-0.

The meeting was adjourned at 9:08PM.

Respectfully Submitted,

Jennifer Riel

Jennifer Riel, Recording Secretary