

TOWN OF NEW DURHAM
Budget Committee
December 7, 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)

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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
Ken Fanjoy, Budget Committee Member – via Zoom
Dot Veisel, Board of Selectmen Representative
David Bickford, Budget Committee Member
David Swenson, Budget Committee Member
David Wessel, Budget Committee Member – via Zoom

ALSO PRESENT

Nicole Zoltko, Town Administrator
Kathleen Blaney, Finance Manager
Peter Varney, Fire Chief

CALL TO ORDER

Chair Jarvis called the meeting of the Budget Committee to order at 6:30 PM. Roll call was taken for Budget Committee members present.

AGENDA REVIEW

No changes were made to the Agenda.

FY 2023 Budget Review

Account 4192 – Zoning Board

Chair Jarvis stated the FY 2022 budget was \$11,086; the budget requested amount for FY 2023 was \$8,166; the Board of Selectmen approved \$6,092.

Chair Jarvis stepped down as chair from the committee for this account.

Ms. Jarvis explained the workload in 2022 significantly increased over prior years and the budget is based on 20 cases. She explained registry costs have increased due to changes in State law in regard to the details of the minutes. She stated they also want to get back to training for a new member, existing members and the land use assistant.

Ms. Jarvis explained applicants pay fees which cover the advertising costs and that is reflected in revenues.

Mr. Bickford motioned to approve the FY 2023 budget for Account 4192, Zoning Board, in the amount of \$6,592. Ms. Bisson seconded the motion. Roll Call Vote: Mr. Wessel – aye; Mr. Fanjoy – aye; Ms. Phillips – aye; Mr. Bickford -aye; Mr. Swenson -aye; Ms. Bisson – aye; Ms. Veisel -aye. Motion passed, 6-0-0.

Chair Jarvis rejoined the committee.

Account 4150 – Financial Administration

Chair Jarvis stated the FY 2022 budget was \$185,927; the budget requested amount for FY 2023 was \$219,477; the Board of Selectmen approved the same.

Chair Jarvis stated at the last discussion of this account it was noted there were more estimated bank trips than would be possible. Ms. Blaney explained a bank run is done nearly daily, occasionally more than once a day; she stated the figure for mileage was recalculated and reduced.

The committee reviewed additional changes made to the budget lines.

Mr. Swenson motioned to approve the FY 2023 budget for Account 4150, Financial Administration, in the amount of \$215,087. Ms. Veisel seconded the motion. Roll Call Vote: Mr. Wessel – aye; Mr. Fanjoy – aye; Mr. Bickford -aye; Mr. Swenson -aye; Ms. Bisson – aye; Ms. Veisel -aye; Chair Jarvis – aye. Motion passed, 7-0-0.

Account 4130- Executive Office

Chair Jarvis stated the FY 2022 budget was \$247,278; the budget requested amount for FY 2023 was \$260,095; the Board of Selectmen approved \$248,895.

Town Administrator Zoltko stated changes were made to the account including moving the Land Use Assistant out of this account; the Board of Selectmen decided against hiring the Administrative Assistant position. She stated year-to-date, they are on track for the budget this year. The committee reviewed the budget request. Town Administrator Zoltko explained the costs she has researched with Townhall Streams for recording and microphones; the cost for a system that would work for their needs is approximately \$9,000. She explained the Computer and Technology ETF cannot be utilized but they can make changes with a warrant article. She stated they have done some research into different services for IT but at this point they decided to remain with the current vendor for next year. Town Administrator Zoltko explained the benefits and services provided with dues to New Hampshire Municipal Association and Strafford

Regional Planning Commission.

Mr. Swenson motioned to approve the FY 2023 budget for Account 4130, Executive Office, in the amount of \$246,040. Chair Jarvis seconded the motion. Roll Call Vote: Mr. Wessel – aye; Mr. Fanjoy – aye; Mr. Bickford -aye; Mr. Swenson -aye; Ms. Bisson – aye; Ms. Veisel -aye; Chair Jarvis – aye. Motion passed, 7-0-0.

Account 4199 – Other General Government

Chair Jarvis stated the FY 2022 budget was \$11,074; the budget requested amount for FY 2023 was \$11,713; the Board of Selectmen approved the same. Mr. Swenson noted the committee already reviewed and approved the lines for water quality. Chair Jarvis noted all items are level funded.

Mr. Swenson motioned to approve the FY 2023 budget for Account 4199, Other General Government, in the amount of \$11,933. Ms. Viesel seconded the motion. Roll Call Vote: Mr. Wessel – aye; Mr. Fanjoy – aye; Mr. Bickford -aye; Mr. Swenson -aye; Ms. Bisson – aye; Ms. Veisel -aye; Chair Jarvis – aye. Motion passed, 7-0-0.

Account 4194 – General Government Buildings

Chair Jarvis stated the FY 2022 budget was \$20,312; the budget requested amount for FY 2023 was \$34,338; the Board of Selectmen approved \$33,028. The primary increases are in janitorial services and a projected increase in heating fuel costs.

Chair Jarvis motioned to approve the FY 2023 budget for Account 4194, General Government Buildings, in the amount of \$43,424. Ms. Veisel seconded the motion. Roll Call Vote: Mr. Wessel – aye; Mr. Fanjoy – aye; Mr. Bickford -aye; Mr. Swenson -aye; Ms. Bisson – aye; Ms. Veisel -aye; Chair Jarvis – aye. Motion passed, 7-0-0.

Mr. Fanjoy left the meeting.

Account 4220 – Fire Department

The committee reviewed an updated listing of runs as well as a breakdown of the various calls. The committee discussed the proposed 10 hour shift schedule as well as the costs for mutual aid. The salary lines, including workers compensation, Medicare and insurance lines. were recalculated to reflect the shift changes.

Chair Jarvis motioned to approve the FY 2023 budget for Account 4220, Fire Department, in the amount of \$350,798. Ms. Veisel seconded the motion. Roll Call Vote: Mr. Wessel – aye; Mr. Bickford -aye; Mr. Swenson -aye; Ms. Bisson – aye; Ms. Veisel -aye; Chair Jarvis – aye. Motion passed, 6-0-0.

Mr. Swenson motioned to adjourn. Ms. Veisel seconded the motion. Roll Call Vote: Mr. Wessel – aye; Mr. Bickford -aye; Mr. Swenson -aye; Chair Jarvis – aye; Ms. Bisson – aye; Ms. Veisel -aye. Motion passed, 6-0-0.

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The meeting was adjourned at 9:42PM.

Respectfully Submitted,

Jennifer Riel

Jennifer Riel, Recording Secretary

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