

**NEW DURHAM BUDGET COMMITTEE
New Durham Town Hall
November 29, 2017, 6:00pm**

Final Approved 12-6-17

Present:

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

Also Present:

Scott Kinmond, Town Administrator
Anita Soucy, Finance Officer

Call to Order

Chair Orlowicz called the meeting to order at 6:04pm.

Approval of Minutes

By consensus of the Board, it was agreed to postpone approval of the minutes of the November 15, 2017 meeting to the next meeting.

2018 Budget Review

Account 4415 – Other Agencies

Ms. Sousa stated The Homemakers Association was unable to attend the meeting but a written statement was provided for review.

Jennifer Gullison, Clinical Director, Cornerstone VNA, gave an overview of the services provided to residents in the Town and surrounding communities. She explained they seek funds from communities because they provide programs that are not covered elsewhere, as well as for individuals who are uninsured or under insured. Ms. Jarvis asked what happens if a town does not provide funding. Ms. Goldman stated they prioritize communities who support funding, noting they work in three counties and could not do free care for all of them with towns being the main source of possible funding.

Director of Strafford County CAP, gave an overview of the services provided to the Town, noting they are requesting \$2,000. She explained just last year 48 households were served with the home heating assistance and provided a summary of the various services provided to residents in New Durham. Ms. Sherbourne stated they are also looking to have someone join the board of directors. Ms. Jarvis stated she is on the board for the Town Food Pantry and concurred they frequently utilize the services of CAP.

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Zachary Porter, Kingswood Youth Center, gave a summary of the out-of-school program available to all students within the school district. He stated they are requesting \$1500, noting they receive no state or federal funding. All funds are from grants, fundraising and town stipends. Mr. Porter stated since September, they have served 19 New Durham students which is on track with communities of similar size.

Sarah Shanahan, Development Director, Haven NH/Safe Place, gave an overview of the services provided to residents of the seacoast area community. She stated all services are provided free and confidential with 365/24/7 availability and gave a summary of services provided to New Durham residents.

Town Administrator Kinmond stated a late submission was from Red Cross and Meals on Wheels, a summary of services was distributed for review.

Ms. Chagnon, Meals on Wheels, gave a summary of the services provided, explaining they provided meals to 19 people in New Durham last year and is designed to help elderly and home-bound adults. She stated they do get some federal and grant funding but only covers about 70% and the rest is funded by donations.

Town Administrator Kinmond explained the amount approved by the Board of Selectmen was \$7346 as the requests from Red Cross and Meals on Wheels had not come in at the time the Board of Selectmen reviewed and approved the account. He also explained some trust funds available to be put towards this account. Chair Orlowicz outlined the funds and how the income/interest and principal funds may be used. Ms. Jarvis stated they also need to verify who is the agent to expend for this fund. The Board discussed whether they would approve the same amount as the Board of Selectmen or to decide on their own. Mr. Shagoury stated he doesn't want to approve the Red Cross as they didn't appear and having explain what they do for New Durham. Ms. Jarvis concurred, stated she doesn't see what they do in Town.

Chair Orlowicz summarized the account line items for discussion. The Board discussed the various organizations requesting funds.

Ms. Jarvis made a motion to fund 4415-20-353, Homemakers of Strafford County in the amount of \$500 for the budget year 2018. Ms. Swenson seconded the motion. Motion passed, 5-2-0.

There was further discussion of the sub-account lines and the amounts requested.

Mr. Sullivan made a motion to approve account 4415, Other Agencies, for a total of \$7346, as per the line item discussion with the qualifier that any trust funds or other income sources be utilized per the terms of those trusts, limited to 25% of the income of the account for 2018. Ms. Swenson seconded the motion. Discussion: Town Administrator Kinmond explained the trust funds and how they can utilize those funds; he stated only the Board of Selectmen direct revenue and Chair Orlowicz stated the funding source is to be done by the Board of Selectmen. Ms. Jarvis suggested having a

clean motion to approve the amount and a second motion to encourage the Board of Selectmen to identify additional sources for the account as the Budget Committee doesn't have the authority to direct revenues. **Motion fails, 1-6-0.**

Ms. Jarvis moved to approve account 4415, Other Agencies, in the amount of \$7346 to be separated into the specific lines as previously determined by the Budget committee. Mr. Sullivan seconded the motion. Motion passed, 6-1-0.

Account 4589 – Other Cultural & Recreation:

The Board reviewed the budget sheet showing the account for the 1772 Meetinghouse and Boodey Farmstead. The Boodey Farmstead accounts were moved to this account and will have its unique line items listed.

Cathy Allyn, 1772 Meetinghouse Committee, gave a summary of the budget request, outlining the grants, advertising and other expenses. She also explained the review by the Board of Selectmen.

Chair Orlowicz stepped down as chair during the discussion of the Boodey Farmstead. Vice Chair Jarvis chaired the board during this discussion.

Ms. Orlowicz gave an overview of the budget request for the Boodey Farmstead along with their plans and goals for next year.

Mr. Sullivan and Mr. Swenson voiced concerns with funding this account so much when other departments have been asked to cut back. Mr. Swenson suggested more funds need to be raised through fundraising.

Mr. Swenson made a motion to approve account 4589, in the amount of \$5,000. Mr. Sullivan seconded the motion. Motion passed, 5-1-1. Chair Orlowicz abstained.

Account 4909- Milfoil

Mr. Swenson suggested not taking any action until further information as requested by the Board of Selectmen is received.

Fred Quimby, Milfoil Committee, explained 10 years ago milfoil was identified and they requested a plan be implemented to address the problem with the invasive aquatic plant. He gave an overview of the process with funding and the CRF accumulating over the years. Mr. Quimby stated they have been working recently with the hatchery and the State to develop a plan and was determined a watershed management plan needs to be developed and on file with Department of Environmental Services. The total cost will be about \$70,000 and the funding sources were outlined. The Board discussed the current status of the testing and planning.

Account 4191 – Planning Board

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Town Administrator Kinmond explained there have been significant increases in this account due to increased cases being handled by the Board. The Board reviewed the lines of the budget request.

Ms. Jarvis made a motion to approve account 4191, Planning Board, in the amount of \$5,076. Ms. Swenson seconded the motion. Motion passed, 7-0-0.

Account 4192 – Zoning Board

Ms. Jarvis stepped down from the Board to give a summary of the budget request for this account. She explained the increase in expenses is directly related to the increase in cases heard by the ZBA.

Mr. Sullivan made a motion to approve account 4192, Zoning Board, in the amount of \$1,351. Mr. Shagoury seconded the motion. Motion passed, 6-0-1.

Account 4195 – Cemetery

Town Administrator Kinmond gave a summary of the budget request, explaining the costs associated with contracted mowing, noting there may be a reduction in this cost as the Board of Selectmen is considering a hire of a part time employee. He also explained how costs are estimated for this account.

Ms. Swenson made a motion to approve account 4195, Cemeteries, in the amount of \$8,849. Ms. Jarvis seconded the motion. Motion passed, 7-0-0.

Account 4583 – Town Historian

Chair Orlowicz stepped down as chair during the discussion of this account. Vice Chair Jarvis chaired the board during this discussion. The Board reviewed the budget request and Ms. Orlowicz noted this year there will be purchase of replacement flags.

Ms. Swenson made a motion to approve account 4583, Town Historian in the amount of \$325. Mr. Sullivan seconded the motion. Motion passed, 6-0-1.

Account 4612 – Conservation Commission

The Board reviewed the budget request.

Ms. Swenson made a motion to approve account 4612, Conservation Commission, in the amount of \$1785. Ms. Jarvis seconded the motion. Motion passed, 7-0-0.

Next Meeting

December 6, 2017, 6:00pm, New Durham Town Hall

Adjourn

Ms. Jarvis made a motion to adjourn. Ms. Swenson seconded the motion. Motion passed, 7-0-0.

The meeting was adjourned at 9:12pm.

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Respectfully Submitted,

Jennifer Riel, Recording Secretary