

**TOWN OF NEW DURHAM
BUDGET COMMITTEE MEETING
December 2, 2020, 7:00p.m.
Virtual Meeting, New Durham, NH 03855**

Final Approved 2-24-21

Under the emergency provisions of RSA 91A, this meeting took place electronically via Zoom.

*IN LIGHT OF THE COVID 19 (CORONA VIRUS) SOCIAL DISTANCING
ADVICE MADE BY THE GOVERNOR AND CDC, THE TOWN OF NEW DURHAM NH
FOLLOWING A DECLARATION OF EMERGENCY BY THE PLANNING BOARD
CHAIRPERSON, IS PROVIDING A MEETING PARTICIPATION VIA TELEPHONE
CONFERENCE FOR YOUR SAFETY.*

This meeting is for members and the public to utilize the Zoom platform to prepare for future meetings and public hearings. All members of the Budget Committee and Town Administrator have the ability to communicate contemporaneously during this meeting through this platform, and the public has access to contemporaneously listen and, if necessary, participate in this meeting through dialing the following. In accordance with Governor's Executive Order #12, pursuant to RSA 91-A: 2

In accordance with Governor's Executive Order #12, pursuant to RSA 91-A: 2

Join Zoom Meeting

<https://us02web.zoom.us/j/83961422456?pwd=ODIxRTB5WFIPeWFzT1MrRm1BZjNkUT09>

Meeting ID: 839 6142 2456 Passcode: 107138

Or via telephone number: 1 646 558 8656 Meeting ID: 839 6142 2456 Passcode: 107138

Technical difficulties contact Town Administrator Scott Kinmond at skinmond@newdurhamnh.us or by phone at 603-556-1516.

Note: 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.

PRESENT

Terry Jarvis, Chair, Budget Committee – via Zoom
Mark Sullivan, Vice Chair, Budget Committee – via Zoom
Kenneth Fanjoy, Budget Committee – excused absence
David Swenson, Board of Selectmen Representative – via Zoom
Joan Swenson, Budget Committee – via Zoom
Ellen Phillips, Budget Committee – via Zoom
Rudy Rosiello, Budget Committee – via Zoom

ALSO PRESENT

Scott Kinmond, Town Administrator – via Zoom
Anina Soucy, Finance Director – via Zoom

David Bickford, resident – via Zoom
Mike Gelinis, resident – via Zoom

CALL TO ORDER

Chair Jarvis called the Budget Committee meeting to order at 7:00PM.

Chair Jarvis stated that due to the State of Emergency declared by Governor Sununu and pursuant to Executive Order #12, the Town is authorized to meet electronically. She stated there is no physical location to observe this meeting. However, in accordance with the Order, it was confirmed that they are providing public access to the meeting by telephone, with additional access possibilities by video (Zoom); all members of the Budget Committee and Town Administrator have the ability to communicate contemporaneously during this meeting; the public has access to contemporaneously listen and participate via links posted on the agenda. Chair Jarvis confirmed the meeting was posted appropriately with access numbers. She stated in the event the public is unable to access the meeting, it would be adjourned and rescheduled. Chair Jarvis stated all motions would be taken by roll call; roll call attendance was taken for those participating in the Zoom meeting.

Account 4901 – Land and Improvements

Vice Chair Sullivan stated the department 2021 Budget request is \$330,000; the Board of Selectmen approved \$634,627. The approved FY 2020 Budget was \$538,700.

Selectman Swenson stated a memo of October 5 outlined the proposed work which includes asphalt and rubber chip sealing on various roads and Birch Hill Road reconstruction. He stated the Board of Selectmen voted to have the Birch Hill Road project, \$381,700, as a separate warrant article; there is also a \$111,000 Highway Block Grant which would be applied to the road reconstruction projects.

Town Administrator Kinmond stated all projects from 2020 were not completed and some has been deferred from the 2020 budget. There was discussion about the projects and funding sources which include grants. He explained the options provided by the State of NH to alleviate revenue short-fall issues.

Chair Jarvis made a motion to approve account 4901, Land and Improvements, road reconstruction line only, for the FY 2021 Budget, for in the amount of \$360,627. Ms. Phillips seconded the motion. Roll Call Vote: Chair Jarvis – aye; Vice Chair Sullivan – aye; Mr. Rosiello – aye; Selectman Swenson – aye; Ms. Swenson – aye. Ms. Phillips – aye. Motion passed 6-0-0.

Vice Chair Sullivan made a motion to approve the Birch Hill Road reconstruction line only, as a warrant article, in the amount of \$385,000. Ms. Phillips seconded the motion. Roll Call Vote: Chair Jarvis – aye; Vice Chair Sullivan – aye; Mr. Rosiello – aye; Selectman Swenson – aye; Ms. Swenson – aye. Ms. Phillips – aye; Motion passed 6-0-0.

Account 4915 – Capital Reserve Funds

The Capital Improvement Planning Committee recommended for the 2021 Budget the amount \$484,380; the Board of Selectmen approved \$224,500. Selectman Swenson outlined the lines reduced by the Board due to continued anticipated revenue shortfalls.

Vice Chair Sullivan made a motion to approve account 4915, Capital Reserve Funds for the FY 2021 Budget, in the amount of \$224,500. Ms. Swenson seconded the motion. Roll Call Vote: Chair Jarvis – aye; Vice Chair Sullivan – aye; Mr. Rosiello– aye; Selectman Swenson – aye; Ms. Swenson – aye. Ms. Phillips – aye. Motion passed 6-0-0.

Account 4916 – Expendable Trust Funds

The Capital Improvement Planning Committee recommended the 2021 Budget in the amount of \$59,000; the Board of Selectmen approved \$30,000. Selectman Swenson outlined the lines reduced by the Board due to continued anticipated revenue shortfalls which include records and building improvements.

Mr. Rosiello made a motion to approve account 4916, Expendable Trust Funds, for the FY 2021 Budget, for in the amount of \$30,000. Ms. Swenson seconded the motion. Roll Call Vote: Chair Jarvis – aye; Vice Chair Sullivan – aye; Mr. Rosiello– aye; Selectman Swenson – aye; Ms. Swenson – aye. Ms. Phillips – aye. Motion passed 6-0-0.

Account 4150 – Finance

The committee reviewed account which was approved previously; Town Administrator Kinmond noted some adjustments had been made to the account.

Selectman Swenson made a motion to rescind the prior approval by the Budget Committee made in the amount of \$136,599 for account 4150, Executive, for FY 2021 Budget and to approve account 4150, Executive, in the amount of \$138,059 the FY 2021 Budget. Mr. Rosiello seconded the motion. Roll Call Vote: Chair Jarvis – aye; Vice Chair Sullivan – aye; Mr. Rosiello– aye; Selectman Swenson – aye; Ms. Swenson – aye. Ms. Phillips – aye. Motion passed 6-0-0.

Account 4191 – Planning Board

The committee reviewed the account which was reviewed and discussed previously. Town Administrator Kinmond noted some adjustments had been made to the advertising line in response to the legal opinion that posting of public notices needs to continue being done in the newspaper. The committee discussed how much should be funded for the line based on historical budget amounts.

Vice Chair Sullivan made a motion to approve account 4191, Planning Board, in the amount of \$4,952 the FY 2021 Budget. Ms. Swenson seconded the motion. Roll Call Vote: Chair Jarvis – aye; Vice Chair Sullivan – aye; Mr. Rosiello– aye; Selectman Swenson – aye; Ms. Swenson – aye. Ms. Phillips – aye. Motion passed 6-0-0.

Account 4192 – Zoning Board

The committee reviewed account which was reviewed and discussed previously. Town Administrator Kinmond noted some adjustments had been made to the advertising line in

response to the legal opinion that posting of public notices needs to continue being done in the newspaper. Chair Jarvis stated the change in statute applies only to public hearings for changes in zoning ordinances, which is handled by the Planning Board, and does not apply to the usual Zoning Board business. She explained most costs are covered by fees but the money still needs to be budgeted and appropriated through the budget.

Ms. Phillips made a motion to rescind the previous vote on account 4192 and approve account 4192, Zoning Board of Adjustment, in the amount of \$3,681 the FY 2021 Budget. Ms. Swenson seconded the motion. Roll Call Vote: Chair Jarvis – abstain; Vice Chair Sullivan – aye; Mr. Rosiello– aye; Selectman Swenson – aye; Ms. Swenson – aye. Ms. Phillips – aye. Motion passed 5-0-1.

Next Meeting

January 13, 2021, 7:00pm – Budget Public Hearing – via Zoom

January 14, 2021, 7:00pm – Budget Public Hearing- Snow Date

January 27, 2021; 7:00pm – Fourth Quarter Budget Review

APPROVAL OF MINUTES

Meeting of November 18, 2020 – Edits were made. **Vice Chair Sullivan made a motion to approve the minutes as amended. Mr. Rosiello seconded the motion. Roll Call Vote: Chair Jarvis – aye; Vice Chair Sullivan – aye; Mr. Rosiello– aye; Ms. Phillips – aye; Selectman Swenson – aye; Ms. Swenson – aye. Motion passed 6-0-0.**

ADJOURN

Mr. Rosiello made a motion to adjourn. Ms. Phillips seconded the motion. Roll Call Vote: Chair Jarvis – aye; Vice Chair Sullivan – aye; Mr. Rosiello– aye; Ms. Phillips – aye; Selectman Swenson – aye; Ms. Swenson – aye. Motion passed 6-0-0.

The meeting was adjourned at 9:09PM.

Respectfully Submitted,

Jennifer L. Riel

Jennifer Riel, Recording Secretary