

**NEW DURHAM BUDGET COMMITTEE MEETING  
New Durham Town Hall  
March 20, 2020, 3:00pm**

***Final Approved 6-10-20***

**PRESENT**

Terry Jarvis, Chair –Arrived at 3:10 p.m.  
Mark Sullivan, Vice-Chair–via telephone  
Ellen Phillips–via telephone  
Joan Swenson  
Kenneth Fanjoy  
David Swenson, Board of Selectmen Representative  
Rudy Rosiello

**ALSO PRESENT**

Scott Kinmond, Town Administrator  
Kelly Bisson, Copple Crown Village District  
Virginia Skinner, Copple Crown Village District  
Cindy Wheeler, Copple Crown Village District

**CALL TO ORDER**

Ms. Swenson called the meeting to order at 3:04pm. She stated she was asked to chair the meeting as both the chair and vice chair were unable to attend the meeting in person. Ms. Swenson stated Mark Sullivan, Ellen Phillips and Rudy Rosiello were participating in the meeting via telephone. It was confirmed they are all alone. Ms. Swenson stated there are also representatives from Copple Crown Village District via telephone. Kelly Bisson, Virginia Skinner, Cindy Wheeler, all confirmed they are alone.

Ms. Swenson stated this special meeting was called based on information obtained by Town Administrator Kinmond. Town Administrator Kinmond explained this meeting is being live-streamed via the Town's website, and Town Hall was temporarily opened for this meeting as it was closed due to the Covid-19 situation. He stated the guidelines were established by the Attorney General to allow them to hold a meeting under the emergency provision and also that this meeting is a necessity due to the Copple Crown budget and posting requirements for the annual meeting to be held in the first week of April. Town Administrator Kinmond stated a physical quorum is not present but telephonically there is a quorum and reiterated any one who speaks must identify themselves.

Ms. Swenson suggested postponing review of the minutes to the next meeting and only review the Copple Crown budget at this time. The committee agreed by consensus. Ms. Swenson stated a budget meeting is scheduled for April 8, 2020 and noted that may need to be postponed.

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Ms. Swenson stated all members of the committee received a copy of the Copple Crown budget along with a memo outlining the highlights. She asked that someone from Copple Crown give an overview of the highlights.

Cindy Wheeler, Treasurer of Copple Crown Village District, stated the narrative gives a pretty clear overview of the budget. Selectman Swenson suggested going by line items for discussion. He asked about the line item for streets and highways on page 11, stating it was reduced by \$10,000 and he is concerned that the cut may not be in the best interests of the roads and streets for the residents. Ms. Wheeler stated they did a lot of extra work last year and they plan to go back to “normal” spending which will cover some potholes, plowing and road supply. Selectman Swenson confirmed that it is their determination that a \$10,000 reduction for 2020 is going to be appropriate to address any road issues including plowing and maintenance. Ms. Wheeler confirmed that is correct. It was stated that in doing the budget, the snow plowing was significantly less than last year. Selectman Swenson noted on the revenues, there is \$45,000 that is not repeated this year and assumes it’s the settlement indicated in the narrative. Ms. Wheeler confirmed that is correct. Selectman Swenson stated the budget for this year totals \$89,550. Ms. Wheeler confirmed that is correct. Selectman Swenson asked the number for 2019. Ms. Wheeler confirmed it is the same. Ms. Jarvis, noting she joined the meeting via telephone at 3:10pm, noted the expenditures exceeded the appropriations listed on page 5 and asked how those were covered, whether capital reserve funds were used. Ms. Wheeler stated an insurance settlement was received.

**Mr. Fanjoy made a motion to approve the 2020 budget for Copple Crown Village District. Ms. Jarvis seconded the motion. Roll Call: Ms. Jarvis – aye; Mr. Sullivan – aye; Ms. Phillips – aye; Mr. Rosiello – aye; Selectman Swenson – aye; Mr. Fanjoy – aye; Ms. Swenson – aye. Motion passed, 7-0-0.**

Selectman Swenson stated that while he did vote to approve the budget, he remains concerned about the roads line.

Town Administrator Kinmond stated he would have the three present members sign the document; he is not sure if e-sign will be acceptable. Selectman Swenson noted the State of NH does not allow e-signing but they could print and send back. Town Administrator Kinmond stated he would email the PDF for signatures if other members are able to sign and return. Ms. Bisson noted the signed budget needs to be received back by Copple Crown by Monday; at least four signatures are needed.

**ADJOURN**

**Selectman Swenson made a motion to adjourn. Mr. Fanjou seconded the motion. Roll Call: Ms. Jarvis – aye; Mr. Sullivan – aye; Ms. Phillips – aye; Mr. Rosiello – aye; Selectman Swenson – aye; Mr. Fanjoy – aye; Ms. Swenson – aye. Motion passed, 7-0-0.**

The meeting was adjourned at 3:30pm.

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Respectfully Submitted,

Jennifer Riel, Recording Secretary