

**TOWN OF NEW DURHAM  
BUDGET COMMITTEE MEETING  
May 5, 2021, 7:00p.m.  
Virtual Meeting, New Durham, NH 03855**

*Join Zoom Meeting*

<https://us02web.zoom.us/j/89185715230?pwd=bnd2Q09XZFpbUZycTJnQWNHUmsyZz09>

Meeting ID: 891 8571 5230 Passcode: 964295 Or via telephone number: 1-646-558-8656

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*Technical difficulties contact Town Administrator at [ndadmin@newdurhamnh.us](mailto:ndadmin@newdurhamnh.us) or phone at 603-332-0652.*

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**PRESENT**

Terry Jarvis, Chair, Budget Committee – via Zoom  
Mark Sullivan, Vice Chair, Budget Committee – via Zoom  
Kenneth Fanjoy, Budget Committee – via Zoom  
David Swenson, Board of Selectmen Representative – via Zoom  
Joan Swenson, Budget Committee – via Zoom  
Rudy Rosiello, Budget Committee – via Zoom  
Marc Decoff, Budget Committee – via Zoom

**ALSO PRESENT**

John Scruton, Interim Town Administrator–via Zoom  
Anina Soucy, Finance Manager – via Zoom  
Carolyn Sullivan, 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.

**Copple Crown Budget MS 737 and Warrant**

It was confirmed no representatives of the Copple Crown Village District were present at this

time in the meeting; it was agreed to postpone this discussion till later in the meeting.

## **NEW BUSINESS**

### **2021 1st Quarter Budget Review**

Chair Jarvis stated since Town Administrator has not been with the Town through the entirety of this quarter, the detailed summary from the TA is not available. The committee reviewed the accounts which have expended more than 25%. Mr. Swenson explained there are some Town positions which have not been filled yet although the positions are posted; the account for the Town Administrator is a bit skewed as they were not anticipating hiring a new one in 2021. It was noted the lines for dues and fees in account 4140 is zeroed out; it was noted the lines for training and conferences was going to be zero funded and it may have been mistakenly zeroed on the wrong line although confirmation is needed to determine if this is correct. Chair Jarvis stated she anticipates the budgets for Planning and Zoning Boards will be overspent as both have seen a dramatic increase in the number of cases in 2021 over past years although there will be some offset with the revenues received through fees. It was confirmed a coding error from the last quarter was corrected between the Police and Fire departments.

The committee discussed the interpretation of budget warrant articles in relation to the funds raised for the J.C. Shirley Trust Fund. Chair Jarvis recommended seeking DRA advice on the interpretation.

The committee discussed the telephone costs for the Library being charged off to the Town; it was noted it has always been paid by the Town although it is unclear why. The committee agreed it should be contained within the Library budget.

Mr. Rosiello asked for an update on the revenues collected to-date. Town Administrator Scruton stated he will follow-up with the Tax Collector and forward the information he obtains.

Chair Jarvis asked if anyone from Copple Crown Village District has been in contact with Town Administrator Scruton. He confirmed no contact has been received and confirmed they were notified of this meeting at the previous Budget Committee meeting. Chair Jarvis stated she is concerned with the delay in receiving the District's budget information, as it delays the Town setting the tax rate. She stated the information submitted still has problems and issues previously discussed have not been corrected. The committee agreed there are still questions which need to be answered. Vice Chair Sullivan suggested postponing the review of the Copple Crown Village District budget. The committee discussed whether they would move forward with review at this time. Mr. Swenson stated he believes all the information they need has been submitted and the commissioners were properly notified so they can move forward.

**Mr. Rosiello made a motion to review the Copple Crown Village District budget on May 12 at 8:00PM. Mr. Decoff seconded the motion. Roll Call Vote: Chair Jarvis – aye; Vice Chair Sullivan – aye; Mr. Rosiello – aye; Mr. Swenson – aye; Ms. Swenson – aye; Mr. Fanjoy – aye; Mr. Decoff – aye. Motion passed 7-0-0.**

## **APPROVAL OF MINUTES**

Meeting of March 31, 2021 - Postponed.

## **FUTURE MEETINGS**

May 12, 2021, 7:00PM.

**ADJOURN**

**Mr. Rosiello made a motion to continue this meeting to May 12, 2021 at 8:00PM. Vice Chair Sullivan seconded the motion. Roll Call Vote: Chair Jarvis – aye; Vice Chair Sullivan – aye; Mr. Rosiello – aye; Mr. Swenson – aye; Ms. Swenson – aye; Mr. Fanjoy – aye; Mr. Decoff – aye. Motion passed 7-0-0.**

The meeting was recessed at 9:02PM.

Respectfully Submitted,

*Jennifer L. Riel*

Jennifer Riel, Recording Secretary