

TOWN OF NEW DURHAM
Budget Committee Meeting
November 15, 2023, 7:00 PM
New Durham Town Hall, New Durham, NH 03855

PRESENT

Terry Jarvis, Budget Committee Chair
Ken Fanjoy, Budget Committee Vice Chair
Kelly Bisson, – Copple Crown Village District Representative
Susan DeRoy, Budget Committee Member
Ellen Phillips, Budget Committee Member
Ken Ross-Raymond, Budget Committee Member
David Swenson, Board of Selectmen Representative – via Zoom

Members Excused:

David Bickford

ALSO PRESENT

Cecile Chase, Interim Town Administrator
Cathy Orlowicz, Town Historian
Bill Meyer, Library Trustee
Caitlyn Frost, Library Director
Judy Purington, DPW Administrative Assistant
Will Cardinal, DPR Director/Road Agent

CALL TO ORDER

Chair Jarvis called the meeting of the Budget Committee to order at 7:00 PM. Roll call was taken.

The committee reviewed the revised budget review schedule.

Chair Jarvis stated the public hearing will be in early January but the exact date has not been set yet.

AGENDA REVIEW

No changes were made to the Agenda.

NEW BUSINESS

FY 2024 – Budget Review

Account 4583 – Town Historian

Chair Jarvis stated the 2023 budget was \$732; the Board of Selectmen approved \$630 for 2024. The committee reviewed the proposed budget for 2024.

Ms. Orlowicz explained her purchasing needs for the upcoming year which include historical books, binders and notebooks as well as supplies for archiving records.

Ms. Orlowicz explained the options for grant funding in regard to the Town Hall for future uses, particularly for historical preservation activities. She stated she believes the Town Hall would be a great location for putting artifacts on display, cataloguing, and preserving artifacts.

MOTION: To approve the FY 2024 budget for Account 4583, Town Historian, in the amount of \$630. Motion by Chair Jarvis. Second by Ms. Deroy Roll Call Vote. Ms. Phillips - aye; Mr. Fanjoy - aye; Ms. DeRoy - aye; Ms. Bisson - aye; Mr. Ross-Raymond - aye; Chair Jarvis – aye. Motion passed 6-0-0.

Account 4589 – The Boodey Farmstead

Chair Jarvis stated the 2023 budget was \$2,915; the Board of Selectmen approved \$7,200 for 2024. The committee reviewed the proposed budget.

Ms. Orlowicz stated the biggest increase is the request for \$6,000 for the line item of contract services; she stated it will be used as leverage to secure architectural services. She stated they have been advised the project is ready for that phase; it will help develop mechanical and architectural drawings that will aid in developing construction costs. Ms. Orlowicz presented photos of the site for review.

MOTION: To approve the FY 2024 budget for Account 4589, The Boodey Farmstead, in the amount of \$7,200. Motion by Ms. Deroy. Second by Mr. Fanjoy. Roll Call Vote: Ms. Phillips - aye; Mr. Fanjoy - aye; Ms. DeRoy - aye; Ms. Bisson - aye; Mr. Ross-Raymond - aye; Chair Jarvis - aye. Motion passed 6-0-0.

MOTION: To approve the total FY 2024 budget for Account 4589 in the amount of \$11,271. Motion by Chair Jarvis. Second by Ms. Bisson. Roll Call Vote: Ms. Phillips - aye; Mr. Fanjoy - aye; Ms. DeRoy - aye; Ms. Bisson - aye; Mr. Ross-Raymond - aye; Chair Jarvis - aye. Motion passed 6-0-0.

Mr. Swenson joined the meeting at 7:27 PM, via Zoom.

Account 4550 Library

Chair Jarvis stated the 2023 budget was \$152,135; the Board of Selectmen approved \$195,681 for 2024. The committee reviewed the proposed budget for 2024.

Ms. Frost gave an overview of the activities at the library over the last year; she stated circulation and attendance has increased dramatically; there has also been a significant increase in the number of library card holders. The library has received \$77,000 in grants since 2022. It was noted the main increases in the budget were for the wage lines. The committee reviewed the budget lines and corrections were clarified by Ms. Frost. Adjustments were made to various lines for a new total of \$168,470.

MOTION: To approve the FY 2024 budget for Account 4550, Library, in the amount of \$168,470. Motion by Chair Jarvis. Second by Ms. DeRoy. Roll Call Vote: Ms. Phillips - aye; Mr. Fanjoy - aye; Ms. DeRoy - aye; Ms. Bisson - aye; Mr. Ross-Raymond - aye; Mr. Swenson – aye; Chair Jarvis - aye. Motion passed 7-0-0.

Account 4312-Highway

Chair Jarvis stated the 2023 budget was \$1,099,088; the Board of Selectmen approved \$1,140,641 for 2024. The committee reviewed the proposed budget for 2024. It was confirmed the budget includes raises which were effective in 2023; the adjustments have also been made for the health insurance. Ms. Purrington explained the changes to hiring a contractor to handle the snow plowing on Kings Highway. The Highway Department has stock piled sand and salt in Copple Crown on St. Moritz Drive. She also explained the project involving replacing repeaters; it was noted the Police Department has a different system. It was noted salt prices have gone down this season.

MOTION: To approve the FY 2024 budget for Account 4312, Highway Department, in the amount of \$1,140,641. Motion by Ms. DeRoy. Second by Ms. Bisson. Roll Call Vote Ms. Phillips - aye; Mr. Fanjoy - aye; Ms. DeRoy - aye; Ms. Bisson - aye; Mr. Ross-Raymond - aye; Mr. Swenson - aye; Chair Jarvis - aye. Motion passed 7-0-0.

Account 4324 – Solid Waste

Chair Jarvis stated the 2023 budget was \$415,759; the Board of Selectmen approved \$412,218 for 2024. The committee reviewed the proposed budget for 2024. Ms. Purrington confirmed all positions are currently filled within the department.

MOTION: To approve the FY 2024 budget for Account 4324, Solid Waste, in the amount of \$412,218. Motion by Chair Jarvis. Second by Mr. Fanjoy. Roll Call Vote: Ms. Phillips - aye; Mr. Fanjoy - aye; Ms. DeRoy - aye; Ms. Bisson - aye; Mr. Ross-Raymond - aye; Mr. Swenson - aye; Chair Jarvis - aye. Motion passed 7-0-0.

Account 4196 – Insurance

Chair Jarvis stated the 2023 budget was \$70,726; the Board of Selectmen approved \$77,000 for 2024. The committee reviewed the proposed budget for 2024.

MOTION: To approve the FY 2024 budget for Account 4196, Insurance, in the amount of \$77,000. Motion by Mr. Fanjoy. Second by Ms. Bisson. Roll Call Vote: Ms. Phillips - aye; Mr. Fanjoy - aye; Ms. DeRoy - aye; Ms. Bisson - aye; Mr. Ross-Raymond - aye; Mr. Swenson - aye; Chair Jarvis - aye. Motion passed 7-0-0.

Account 4711 - Principal – LTB & Notes

Chair Jarvis stated the 2023 budget was \$65,000; the Board of Selectmen approved \$10,000 for 2024. Chair Jarvis stated in 2023, the Marsh Dam was paid off and in 2024, the salt shed will be paid off. The committee reviewed the proposed budget for 2024.

MOTION: To approve the FY 2024 budget for Account 4711, Principal – LTB & Notes, in the amount of \$10,000. Motion by Ms. DeRoy. Second by Ms. Bisson. Roll Call Vote: Ms. Phillips - aye; Mr. Fanjoy - aye; Ms. DeRoy - aye; Ms. Bisson - aye; Mr. Ross-Raymond - aye; Mr. Swenson - aye; Chair Jarvis - aye. Motion passed 7-0-0.

Account 4721- Interest – LTB & Notes

Chair Jarvis stated the 2023 budget was \$1300; the Board of Selectmen approved \$273 for 2024. The committee reviewed the proposed budget for 2024.

MOTION: To approve the FY 2024 budget for Account 4721 in the amount of \$273. Motion by Mr. Ross-Raymond. Second by Mr. Fanjoy. Roll Call Vote: Ms. Phillips - aye; Mr. Fanjoy - aye; Ms. DeRoy - aye; Ms. Bisson - aye; Mr. Ross-Raymond - aye; Mr. Swenson - aye; Chair Jarvis - aye. Motion passed 7-0-0.

Account 4722 – Lease Payment

Chair Jarvis stated the 2023 budget was \$1; the Board of Selectmen approved \$1 for 2024.

MOTION: To approve the FY 2024 budget for Account 4722, Lease Payments, in the amount of \$1. Motion by Chair Jarvis. Second by Mr. Ross-Raymond. Roll Call Vote Ms. Phillips - aye; Mr. Fanjoy - aye; Ms. DeRoy - aye; Ms. Bisson - aye; Mr. Ross-Raymond - aye; Mr. Swenson - aye; Chair Jarvis - aye. Motion passed 7-0-0.

Account 4723-10-111 – Interest on TAN

Chair Jarvis stated the 2023 budget was \$1; the Board of Selectmen approved \$1 for 2024. She stated there will be a Tax Anticipation Note obtained this year and in there will be interest; when they get to the public hearing, they will have the final numbers for the note and loan.

MOTION: To approve the FY 2024 budget for Account 4723, Interest on TAN, in the amount of \$1. Motion by Mr. Ross-Raymond. Second by Ms. Bisson. Roll Call Vote: Ms. Phillips - aye; Mr. Fanjoy - aye; Ms. DeRoy - aye; Ms. Bisson - aye; Mr. Ross-Raymond - aye; Mr. Swenson - aye; Chair Jarvis - aye. Motion passed 7-0-0.

Account 4723-10-112 – Principal on TAN

Chair Jarvis stated the 2023 budget was \$1; the Board of Selectmen approved \$1 for 2024.

MOTION: To approve the FY 2024 budget for Account 4723-10-112, Principal on TAN, in the amount of \$1. Motion by Chair Jarvis. Second by Ms. Bisson. Roll Call Vote: Ms. Phillips - aye; Mr. Fanjoy - aye; Ms. DeRoy - aye; Ms. Bisson - aye; Mr. Ross-Raymond - aye; Mr. Swenson - aye; Chair Jarvis - aye. Motion passed 7-0-0.

Account 4152 – Assessing

Chair Jarvis stated the 2023 budget was \$91,551; the Board of Selectmen approved \$101,697 for 2024. Mr. Swenson stated the primary difference is contracted services from Whitney Consulting for mapping in preparation for the reevaluation in 2025.

MOTION: To approve the FY 2024 budget for Account 4152, Assessing, in the amount of \$101,697. Motion by Chair Jarvis. Second by Ms. DeRoy. Roll Call Vote Ms. Phillips - aye; Mr. Fanjoy - aye; Ms. DeRoy - aye; Ms. Bisson - aye; Mr. Ross-Raymond - aye; Mr. Swenson - aye; Chair Jarvis - aye. Motion passed 7-0-0.

Account 4155 – Personnel Administration

Chair Jarvis stated the 2023 budget was \$62,198; the Board of Selectmen approved \$93,081 for 2024. The main increases are in anticipated wage adjustments for current employees.

MOTION: To approve the FY 2024 budget for Account 4155, Personnel Administration, in the amount of \$93,081. Motion by Ms. DeRoy. Second by Mr. Ross-Raymond. Roll Call Vote: Ms. Phillips - aye; Mr. Fanjoy - aye; Ms. DeRoy - aye; Ms. Bisson - aye; Mr. Ross-Raymond - aye; Mr. Swenson – aye; Chair Jarvis - aye. Motion passed 7-0-0.

Account 4441 – Welfare

Chair Jarvis stated the 2023 budget was \$20,870; the Board of Selectmen approved \$22,246 for 2024.

MOTION: To approve the FY 2024 budget for Account 4441, Welfare, in the amount of \$22,246. Motion by Ms. DeRoy. Second by Mr. Ross-Raymond. Roll Call Vote: Ms. Phillips - aye; Mr. Fanjoy - aye; Ms. DeRoy - aye; Ms. Bisson - aye; Mr. Ross-Raymond - aye; Mr. Swenson – aye; Chair Jarvis - aye. Motion passed 7-0-0.

FUTURE MEETINGS

November 29, 2023, 6:30 PM
December 6, 2023, 6:30 PM

MOTION: To adjourn. Motion by Ms. Phillips. Second by Mr. Fanjoy. Roll Call Vote: Ms. Phillips - aye; Mr. Fanjoy - aye; Ms. DeRoy - aye; Ms. Bisson - aye; Mr. Ross-Raymond - aye; Mr. Swenson – aye; Chair Jarvis - aye. Motion passed 7-0-0.

The meeting was adjourned at 9:00 PM.

Respectfully Submitted,

Jennifer Riel

Jennifer Riel, Recording Secretary