

**TOWN OF NEW DURHAM
BUDGET COMMITTEE MEETING
August 5, 2020, 7:00pm
at “ZOOM” Virtual**

DRAFT: These minutes are strictly a draft copy and are awaiting amendment or approval at a subsequent, duly noticed public meeting. Amendments to these minutes will be noted in the minutes of said meeting. The draft will be posted on the website as a draft copy for public informational use only.

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 Planning Board 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

Attendees log into:

Join Zoom Meeting

<https://us02web.zoom.us/j/83054717562?pwd=TFpMUDFSWTlWaE00RVFLcGZ3c09pZz09> Meeting

ID: 830 5471 7562 Passcode: 405154

Or via telephone number: 1-646-558-8656

Meeting ID: 830 5471 7562 Passcode: 405154

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 via Zoom

Mark Sullivan, Vice-Chair via Zoom

Ellen Phillips via Zoom

David Swenson, Board of Selectmen Representative via Zoom

Joan Swenson via Zoom

Rudy Rosiello via Zoom

New Durham Budget Committee Meeting
August 5, 2020
DRAFT

Kenneth Fanjoy – excused absence

ALSO PRESENT

Scott Kinmond, Town Administrator via Zoom

Anina Soucy, Finance Manager via Zoom

CALL TO ORDER

Chair Jarvis called the meeting to order at 7:02pm.

Chair Jarvis confirmed the meeting was posted appropriately with access numbers. She stated that 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. Chair Jarvis asked committee members to identify themselves and confirm whether they are alone or who is present.

Agenda Review

Town Administrator Kinmond noted there are no minutes for a January 10, 2020 meeting.

Second Quarter 2020 Budget Review

Town Administrator Kinmond gave a summary of the second quarter budget and the committee reviewed the presentation. He stated about 40% has been expended for Planning Board and Legal; Emergency Management is at 735% expended due to the COVID-19 situation. Payments have been made for the Long Term Bonds and Notes. Chair Jarvis asked if the reevaluation will be completed by December 31. Town Administrator Kinmond stated there is a contract but it won't be paid until the hearings have been conducted and the reevaluation is underway with completion expected in October. Mr. Rosiello asked which line item under Personnel has been "frozen". Town Administrator Kinmond stated there were some positions which employees left and the Board of Selectmen chose to freeze those; Selectman Swenson stated the majority of funding which was frozen was on the road repair side but on the operational side, there was about \$10,000 from the Fire Department budget for repair to the ladder truck, which was delayed. Chair Jarvis asked if they anticipate to keep the lines frozen through the fiscal year. Selectman Swenson stated the Board will be discussing this at the next meeting but it is his opinion there won't be a release of the funds in the near future. Mr. Sullivan asked how much the unrecoverable legal fees are; Town Administrator Kinmond replied its in the \$5,000 range. Selectman Swenson explained the communications between towns and the school board relative to their budget and actual expenditures. He stated the board has indicated there may be some refunds, proportionally between the towns. Chair Jarvis asked if the perambulation lawsuit has been resolved; Town Administrator Kinmond stated the petitioner has withdrawn the lawsuit. He stated a staff member at Town Hall has been working on the perambulation project with the other towns. Mr. Rosiello noted there seem to be discrepancies for gasoline expenditures; Town Administrator Kinmond explained there have been some problems through the software transitions but they will be working to clear these up and the data will be provided when available. Chair Jarvis noted the line for Emergency Management is way over the budget but is in the process of being reimbursed. Selectman Swenson noted the Board of Selectmen is doing everything they can to keep TAN at \$1.

2020 Budget Committee Meeting Schedule

New Durham Budget Committee Meeting
August 5, 2020
DRAFT

3rd Quarter Review Meeting

October 21, 2020, 7:00pm.

Joint BOS/Budget philosophy Meeting-

Thursday, August 13, 2020, 6:00pm or August 20, 2020, 7:00pm.

2020 Budget Work Sessions

November 4, 2020, 6:00pm.

APPROVAL OF MINUTES

Meeting of November 25, 2019 – Edits were made. **Mr. Sullivan made a motion to approve the minutes as amended. Ms. Phillips seconded the motion. Roll Call Vote: Ms. Phillips – aye; Mr. Sullivan – aye; Selectman Swenson – aye; Ms. Swenson –aye; Mr. Rosiello – aye; Chair Jarvis – aye. Motion passed, 6-0-0.**

Meeting of June 10, 2020 – Edits were made. **Ms. Phillips made a motion to approve the minutes as amended. Mr. Sullivan seconded the motion. Roll Call Vote: Ms. Phillips – aye; Mr. Sullivan – aye; Selectman Swenson – aye; Ms. Swenson –aye; Mr. Rosiello – aye; Chair Jarvis – aye. Motion passed, 6-0-0.**

ADJOURN

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

The meeting was adjourned at 8:57pm.

Respectfully Submitted,

Jennifer Riel, Recording Secretary