

New Durham Planning Board Meeting
November 29, 2016
Approved
NEW DURHAM PLANNING BOARD
New Durham Town Hall
November 29, 2016, 7:00p.m.

Present

Scott Drummey, Chairman
Bob Craycraft, Vice-Chairman
David Swenson, Selectmen's Representative
Dot Veisel, Member
Terry Chabot, Member
Jeff Allard, Alternate Member

Also Present:

Laura Zuzgo, Administrative Assistant
Greg Anthes, Resident/CIP Committee

Call to Order

Chair Drummey called the meeting to order at 8:40 p.m.

CIP Plan Review

Chair Drummey stated he is concerned with the lack of specifics, i.e. major change in how capital expenses are funded and he doesn't see justification for the major turn; explained it's the role of CIP to help amortize large capital expenses so tax rate doesn't change every year with big expenses; as well as several grammatical errors. Mr. Craycraft concurred. Mr. Swenson stated he is concerned there may be misunderstanding about the spending and funding of CRFs. Ms. Veisel added she sees a lack of alignment between the CIP and the Master Plan. Ms. Chabot stated she was on the CIP last year and feels the discussions and presentations are very similar. Mr. Allard suggested that if the major changes with privatization in the Highway Department is going to be pursued, it needs to go before the voters.

Mr. Anthes gave comments relative to the discussions and reasoning by the CIP Committee in developing their report. He explained the trend by other towns in contracting out work of the highway departments. Ms. Veisel replied they discussed "blending" for lease purchase of equipment/vehicles but it wasn't in regards to all the work in the department. There was further discussion of the studies and facts supporting the CIP report. Mr. Swenson summarized the current CRFs and 2017 requests, outlining the variances between them. There was discussion of the CRF of the command vehicle and who controls and can make changes to CRF. Chair Drummey explained CRFs are set by voters at Town Meeting. After discussion, it was the consensus of the Planning Board to fund the CRF for the command vehicle and there was discussion of funding sources.

Mr. Swenson made a motion that the Planning Board recommend a wording change in the current warrant article for fire vehicles to make sure it allows funds to be used for the command vehicle and to fund it at the level recommended by the Town

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Administrator of \$50,000. Mr. Craycraft seconded the motion. Discussion: Ms. Chabot asked for clarification on the recommendations by Town Administrator Kinmond.

Chair Drummey made an amendment to the motion to change the funding amount from \$50,000 to \$80,000. Amendment passed, 3-2-0. Ms. Viesel and Mr. Craycraft opposed.

Chair Drummey made a motion to change the wording of the Fire Truck Capital reserve fund to include the purchase of command vehicles and to fund it this year at the rate of \$80,000. Motion passed, 3-2-0. Ms. Viesel and Mr. Craycraft opposed due to lack of enough information.

Transfer Station

Chair Drummey stated Town Administrator Kinmond recommended funding of \$12,000, CIP recommended \$10,000. Ms. Veisel stated there was no discussion on this by the CIP committee and were just grouped together by Mr. Anthes and Mr. Bonanno. It was agreed to recommend the requested funding.

Highway Equipment Purchases

There was discussion of data supporting the contracting of services and it was clarified there was no complete financial analysis. The recommendations from the Town Administrator and the CIP Committee were reviewed, compared and discussed.

Mr. Craycraft made a motion to recommend that the Highway Equipment account be funded at \$50,000. Mr. Swenson seconded the motion. Motion passed 5-0.

Mr. Swenson made a motion that the Planning Board recommends a full strategic analysis in terms of financial impact and service levels for highway department operations. Ms. Veisel seconded the motion. Motion passed 5-0.

Police Cruiser

The Board concurred on CIP approval.

Library Facility

The Board concurred on CIP approval

Public Safety Facilities

The Board concurred on CIP approval.

Milfoil

The Board concurred on CIP approval.

Parks and Recreation

The Board concurred on CIP approval.

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Mr. Swenson made a motion to fund the dry hydrants at \$2,000. Ms. Chabot seconded the motion. Motion passed 5-0.

Mr. Swenson made a motion that the Planning Board request a hydrant plan and recommendations and current locations for the Town. Ms. Chabot seconded the motion. Motion passed 5-0.

Meeting House

Mr. Anthes stated a report was received from Steve Bedard, outlining the work to be done along with details of how it will be completed.

The Board concurred on approval.

The Board reviewed the remaining budget requests and amounts were compared to CIP and Town Administrator recommendations. *See attached.*

Future Meeting

December 6, 2016 - Master Plan Review

Adjourn

Mr. Swenson made a motion to adjourn. Ms. Veisel seconded the motion. Motion passed 5-0.

The meeting was adjourned at 9:46p.m.

Respectfully Submitted,

Jennifer Riel, Recording Secretary

| | Line Item | TA Rec. | CIP Report | PB Approved CIP Funding (11/29/16) | BoS | Budg. Com. | Comments |
|-----|------------------------------------|-----------|------------|--|-----|------------|--|
| CRF | Transfer Station | \$12,000 | \$10,000 | \$10,000 | | | \$4.1K fund balance Oct 2016 |
| | Fire Vehicles | \$50,000 | \$100,000 | \$80,000 | | | \$395.7K fund balance Oct 2016; Command Car & Fire trucks; Requires Warrant Article wording change or new warrant article to establish & fund command car funding; CIP Report amount derived from \$60K command car + \$40K fire trucks; PB voted on this as an individual line item; amended motion for \$80K (3 - 2); also motion to assure appropriate warrant article wording change to allow use of CRF for command car (5 - 0) |
| | HW Equipment | \$7,000 | \$15,000 | \$7,000 | | | \$126.9 fund balance Oct 2016; CIP Report amount derived from HW Eqmt \$5K + Tow Broom \$10K |
| | Police Cruiser | \$20,000 | \$16,800 | \$16,800 | | | \$68.5K fund balance Oct 2016 |
| | Library | \$10,000 | \$13,000 | \$13,000 | | | \$4.9K fund balance Oct 2016; Furnace replacement; Ext paint; Interior carpet (1/2); CIP Report amount derived from furnace (\$5K) + carpet / ext painting (\$8K) |
| | Public Safety/Facilities | \$7,500 | \$5,000 | \$5,000 | | | \$100.5K fund balance Oct 2016; \$228.9K SWF facilities balance |
| | Milfoil | \$2,500 | \$0 | \$0 | | | \$26.1K fund balance Oct 2016; Milfoil Com. indicates enough in current funding level |
| | Ballfield - Maintenance / New Eqmt | \$5,000 | \$11,500 | \$11,500 | | | \$9.8K fund balance Oct 2016; CIP Report amount derived from Ballfield Maint (\$4K), New Eqmt (\$7.5K); Need to verify current warrant article allows for new eqmt and, if not, change wording to allow use of this CRF for equipment |
| | FD Aux. Eqmt. | \$5,000 | \$5,000 | \$5,000 | | | \$51.0K fund balance Oct 2016 |
| | Fire Hydrants | \$2,000 | \$0 | \$2,000 | | | \$12.5K fund balance Oct 2016; PB motion requesting hydrant plan, current locations, & recommendations (5 - 0) |
| | HW Trucks | -- | \$0 | \$50,000 | | | \$230.5K fund balance Oct 2016; No CIP recommendation for funding Nov 2016; PB voted on this as an individual line item 5 - 0 |
| | Meetinghouse | \$10,000 | \$10,000 | \$10,000 | | | \$98.8K + \$13K LCHIP fund balance Oct 2016 |
| | Roads | \$50,000 | \$50,000 | \$50,000 | | | |
| | Muni. Fac. Land Acq. | \$0 | \$0 | \$0 | | | \$49.565K current fund balanc Oct 2016 |
| | CRF Total | \$181,000 | \$236,300 | \$260,300 | \$0 | \$0 | Note: 12/06/16 - PB officially voted PB recommendation for CRF / ETF funding; Swens motion to receive CIP Report, Craycraft 2nd, 5 - 0; Craycraft motion to approve PB CRF / ETF funding recommendations made on 11/29/16 with CRF total of \$260,300 and ETF total of \$65,000, Veisel 2nd, 5 - 0 |

