

**Durham Budget Committee + Board of Selectmen
Meeting Minutes
January 17, 2019**

Call to Order: Kevin Nadeau calls the meeting to order at 6:00 p.m.

Board of Selectmen Members Present: Chairman Kevin Nadeau; Vice Chairman Mark Blake; Selectman Richard George

Budget Committee Members Present: Milton Simon; Jill Gastonguay; Marc Farrin; Leigh Fisher; Michael Clark; Neil Berry; John Simoneau

Also Present: TA/AA Ruth Glaeser; Tammy Quimby

Pledge of Allegiance: Done

Kevin explains that at tonight's meeting, TA/AA Ruth Glaeser will present her Administration Budget.

Milton Simon requests from Ruth a spreadsheet that shows how the Undesignated Fund has increased in the past five years—what the balance was each year. Kevin agrees and adds that it should show the inflows and outflows, and asks for a calculation of what the current debt volume is.

Ruth tells the board members that Durham's current valuation is \$351,407,600.00. She begins her presentation.

Administration Budget highlights:

Personnel: Budget request is \$170,340, .92% increase. Discussion around health insurance follows.

General Insurance: Budget request is \$38,639, .09% increase.

Computers/Networking: Budget request is \$22,500, 4.43% increase

Operating Expenses: Budget request is \$5,100, 4.08% increase.

Elections: Budget request is \$7,694; 26.07% decrease.

Office Expenses: Budget request \$57,295, .58% increase. This line includes mileage for the Code Enforcement Officer.

Administration Budget Total: \$375,931.25

Animal Control: Ruth explains that this year we moved from a hired Animal Control Officer to a contract with the Town of Lisbon's Animal Control Officer. Budget request is \$15,003, 14.63% increase. The salary line is up but Durham will no longer have to pay for supporting expenses.

Assessing: Ruth explains that this is one of two budgets where Durham overspent due to mapping costs. Overspent amount of \$44. Budget request is \$21,150, 4.19% increase. Ruth explains that Durham's valuation in 2018 dropped to 95%. The Town is looking to possibly do a market analysis in 2020.

Planning Budget: Includes the Planning Board, Board of Appeals, Historic District Commission and Comprehensive Plan Committee. Ruth reports that the Comprehensive Plan is almost done. The next step will be to revise the Town's ordinances and write the Marijuana Ordinance to be ready by Town Meeting 2020. Planning Board/Appeals Budget request is \$46,599, 51.93% increase.

Discussion about the Historic District Commission's request for \$10,000 for maintenance/repair of the Union Church. Kevin says the HDC has nothing to do with the Union Church, the preservation of this building is not their role because it's a Town-owned building and their role is the review historic districts in Durham. Kevin says we will have to figure out something at some point to shore up the foundation of the Union Church but it's not a priority now. We will ask the Town what they want to do at another time.

Telecommunications Budget: Budget request \$21,024, 1.37% increase. Ruth wants to reactivate the Telecommunications Committee. Conversation about how to use the committee and the franchise fees. There is a balance of \$93,531.51 as of 12/31/18 in the Franchise Fees/Telecommunication Designated Fund. Discussion around whether we should look into moving some other budget items into this fund.

The next joint meeting of the Budget Committee + Board of Selectmen will be held at 6:30 p.m. on Tuesday, January 22, at the Durham Fire & Rescue Station. Chief Joseph Moore will present the Fire & Rescue Budget.

Kevin Motions to Adjourn. Leigh Fisher Seconds. Motion passes.

Respectfully Submitted,
Kathy Dion
Meetings Secretary