

**TOWN OF DURHAM**  
**BOARD OF FINANCE**  
P.O. Box 428  
DURHAM, CONNECTICUT 06422-0428

BOARD OF FINANCE

March 10, 2007

MINUTES

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The Board of Finance met at the Durham Town Hall, 30 Town House Road, on Saturday, March 10, 2007. Chairman Fran Korn called the meeting to order at 10:05 a.m.

**Members Present:** Loraine Coe, Elmer Clark, Rosemarie Naples, Jay Berardino, Rob DeSimione

**Others Present:** Jim McLaughlin, Mary Anne Boord, Maryjane Malivasi, Kurt Bober

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1010	Office of the First Selectmen	Budget Request	\$189,196
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The line items for elected officials is being taken out of this budget. We need new line item numbers for these categories. Also removed from the budget is the Administrative Aide. The Finance Director's salary is being moved out of the Office of the First Selectman, there will be no increase in this department until after the one year review.

1505 – Midstate – no change.

1506 – Middlesex Soil and Water – no change

1510 – Probate Court – Revaluation increased.

1515 – Town Counsel – Reduced to \$40,000. Not going to have more expenses.

2560 – Town Hall Expenses – Wanted Town Property Maintenance under Public Works.

2562 – Municipal Heating Fuel – This is going out to bid – Capital Regional Purchasing Counsel. Elmer said that we have this budgeted in two places and if the fire house comes in cheaper we can transfer the money. Loraine said that the fire department had a much better price. Jay asked if they could put off signing a contract until we have all prices in? Will check into when the quotes will be given.

2563 – Municipal Custodial Services – Mary Ann said that she cannot support this budget. The frequency of cleaning has increased, do we need the library cleaned every day? Loraine said there is a stipulation for cleaning. Rosemarie asked how often the Town Hall was cleaned, Jim said twice a week. Elmer wanted to know how much the new contract is and Mary Jane said that we have a renewable three year contract. Fran wanted to know who supplied cleaning supplies. Kurt said that we supply our own cleaning supplies.

4005 – Crossing Guard – Want to give the crossing guard a 3% increase. Trying to do something about diverting the traffic another way. It ties up traffic both ways on Rt. 17. Fran wanted to know

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if we could get Regional 13 to help. When this was started Reg. 13 didn't do anything about it so the town took it on themselves to do it.

4010 – We are deleting this item. Jim made a motion to delete the Dog Damage item and Mary Anne seconded it. It passed unanimously.

3000 – Street Lights – This was cut \$2,000.00 Lights in town are another problem. Fran stated that the street lights we have are not energy efficient. Kurt said there are 140 lights, 100 on Route 17 and 40 on town roads. Some of the lights face the business and some face the street. When the lights are out they are not fixed right away but we are still charged the same amount of money. Fran asked if we were looking at other sources instead of NU. Jim said we were looking at the Constolation New Energy program. Jay stated that we were paying a lot of money for lights that were not working and this should be studied.

4040 – Valley Shore Communications – dropped to \$65,371

4060 – Towing Abandoned Vehicles - \$250.00

4070 – Burning Permits - \$1,000 remaining the same.

7505 – Landfill Water System Maintenance – increased to \$5,750. This is Durham's portion. The water sampling is done on a weekly basis.

7510 – Household Hazardous Waste – increased to \$4,000.

7512 – Town Hall Oil Tank/ Land Monitoring. This money is put aside to use if we have to monitor the tank. Word has to come from the DEP and has not come yet but could come so we do have the money to do it.

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3005	Public Works – Capital Equipment	Budget Request	\$ 55,000
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This is for the current obligation on the leases. Kurt reported that they wanted to look at a new truck to replace the 1995 model. It is a larger tandem axle truck just like the state is using and it holds more sand so it makes it unnecessary to make as many trips to the sand pit while plowing. The trucks should be replaced every 10 years or so. Do we want to start a reserve fund so eventually we can buy them outright or keep leasing? The finance charge on the lease is about \$8,000 and then after the end of 5 years you can buy it for \$1. The board wanted to know how many trucks and pieces of equipment we have at the present time. Kurt will revise the CURMA list and get it Mary Jane. The next truck that will be due for replacement is the 1999 truck.

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3009	Town Garage Maintenance	Budget Request	\$15,600
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This increase is for electricity and one more cell phone.

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3010	Public Works	Budget Request	\$574,617
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One temporary summer worker was switched from summer to Temporary worker.

Fran suggested that we bid out for mowing instead of paying overtime. We do not want to hire another full timer. Jim said they are reluctant to find another position that gets all the bells and whistles that go with the position. Try to contract them out. Fran said we have to find a way to keep the budget down.

Kurt said chipseal is under state contract. Jim said the long term plan is to cut down the number of roads we chipseal. Kurt said the process has given us quality roads.

Fran wanted to know the next important public works project we are going to do? Kurt said the Community Center, Fire House addition and the Senior Citizens Center have been promised a building for a long time. We also need an ambulance garage. We also have no place to store things, such as voting machines. If we could do something with the two old houses we would have a perfect place for storage.

The Ambulance Corp did 45 calls in January and they need a new ambulance.

Fran stated that we have to try to reduce increases in annual budget. Hopefully in the future alternatives will be presented. Kurt Bober said that Durham is growing and needs more things.

One major goal is to keep all the trucks in perfect running condition. Discussion of where do we purchase fuel was brought up. Kurt said that we get gas at Grippo or at one other station depending on what is lower in price. Diesel is stored at the sand pit. Fran asked if the ambulance could fill up at the Public Works Department. Kurt said there was no problem with that and to talk to Scott about setting up a schedule to use the Diesel.

We have money in bituminous concrete that Kurt wanted to put in the project to pave in front of the Town Hall. It is projected to be a \$15,000 project for the Town Hall paving. Fran said the Board of Finance needs to know about all jobs. These are budgeted separately. We were in excess of 75,000 at the end of the Town Hall project. The board has to know how much money is needed. Some problems just came up at the Town Hall such as the oil tank. Loraine said the oil tank was not discussed in the Town Hall Budget. Kurt said that things come up that are not anticipated. Jay stated that if something is anticipated in capital expense it should be in the budget. Rob stated that he agreed with Jay and Fran that the board should be told about all anticipated expenses. Fran stated that the Board of Finance is very approachable, Maryjane has been before them a number of times and they try to work with everyone.

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3011	Snow Removal	Budget Request	\$147,250
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We bought all of our sand and salt before the season started. We should benefit in overtime. Elmer wanted to know if we are going to reallocate overtime. Kurt said there were no plans to do that. Jay asked if there was any land available in Durham where we could purchase our sand? Kurt said not in Durham.

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3010	Catch Basin Cleaning and Repair	Budget Request	\$22,000
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Catch basin covers are being stolen and we have to replace broken ones.

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3014	Chip Sealing	Budget Request	\$184,000
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We did not have a lot of sand spread this year so there will not be that much sweeping required.

3015 – Contracted Services – Out

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3500	Local Highway Projects	Budget Request	\$60,000
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This spring the major project will be Maple Avenue. It needs approximately 6-7 catch basins. A couple of the projects can be handled by the town crew. Also we can contract out some of the work. Jim said that if we contract out some of the work it will free up some of our people and maybe cut down on some of the summer help.

Jay said that we are a member of the counsel of small towns and we should see if they have a consultant to come in and look over our needs. Fran said we have to investigate how to cut costs in all departments in town. We should also look into hiring local contractors to do the work. Jim will look into CCM helping with this. Reserve funds request for upgrading public works communications.

Mary Anne brought up the subject of the Health District with a Satellite office in our town. We would have to provide a space and office help. This would have to go to the town for a vote and more information is needed and given to the public.

The meeting was adjourned at 1:00 p.m.

Respectfully submitted,

*Sharon J. Criscuolo*

Sharon J. Criscuolo  
Secretary to the Board of Finance