

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

BOARD OF FINANCE

FEBRUARY 27, 2007

MINUTES

The Board of Finance met at the Durham Town Hall, 30 Town House Road, on Tuesday, February 27, 2007. Chairman Fran Korn called the meeting to order at 7:00 p.m.

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

Others Present: John Phillips, Laura Francis, Scott Wright, Marshall Bragg, Charles Corley (*Town Times*).

1500	Assessor	Budget Request	\$ 87,166
------	----------	----------------	-----------

John Phillips reported that part of the increase was due to Overtime for the Assistant. It was asked if it was possible to give comp time instead of overtime. Other increases were due to the 3% increase for salaries. The price of mappings have gone up. The monies for attorneys fees should go through the Selectmen's Budget. This should be put in the Selectmen's budget in the amount of \$3,000.00. Ernie Clark asked if there was any money for reevaluation. John said the next reevaluation would be October 1, 2001 and it would cost approximately \$175,000.00. We should be putting in approximately \$35,000 to \$40,000 for the next five years to pay for this reevaluation.

1565	Information Technology	Budget Request	\$ 80,780
------	------------------------	----------------	-----------

Laura Francis gave the report on the Information Technology. Comcast is working out very well. Everyone is up to speed with XP. There are approximately 24 units. MUNIS cost and Quality Data is to get separated out. Laura has nothing to do with either, it should be referred back to their own departments. The software for these programs have their own servers. They do not connect to our server. Quality Data will be supported by its own IT department. Our consultant will be changed from five hours per week to 4 hours per week for next year, this includes the website. We also need to replace three desktop computers. Laura said that we should set up a committee to pursue generating some revenue through our website. Loraine Coe asked if we would be offering this service to the public for free or would there be a subscription. Laura stated that a business owner would pay a fee to use the website.

Our capital plan includes a new server and an exchange server. IT recommends to do the intranet changes in 07-08 because data storage is reaching its limits. It was also suggested that we get A/V equipment. Laura said they have already raised over \$35,000

for this equipment. The Board of Selectmen should appoint a committee to pick out our real needs for people in town to use this equipment. Loraine Coe asked about the equipment Rhett had that was used, Laura said it was mostly his equipment.

It was also brought up that records management has to be updated. This should be put on the Capital Plan. We would like to have one place to store this information. Loraine Coe asked if we had an off site storage. Laura said we do not have it off site it is all stored in the Town Hall. Laura has already updated the vitals from 1885 to 2004. It was also brought up that we might be eligible to use the preservation grant, that there is an opportunity to get up to \$50,000, but it has to be interdepartmental. No one is interested in this yet. Laura said we should have a committee to design and build a centralized storage area, archival management and a full survey of what is needed. Loraine Coe wanted to know what department would benefit. Laura said that all department have records. Jay Berardino said there should be no committee the Selectmen should be considered a committee and it should be handled in house.

Fran Korn asked who covers back up. Laura stated that everything is backed up and the back ups are locked in the safe.

4030	Volunteer Ambulance Company	Budget Request	\$26,020
------	-----------------------------	----------------	----------

Scott Wright presented the Volunteer Ambulance budget. He stated that there was a 21% call increase for the year and they expect more in 2007. It was 399 in 2005, 482 in 2006 and 575 is expected in 2007. Lake Grove is responsible for 20% of the calls. There have been no passed calls for lack of staff. There have been 90 calls in 2007 so far and not one call was passed. The Department has been taking advantage of the internet and taking classes over the internet.

The 5 year capital plan calls for AED replacement. The AED's we have not cannot be fixed because the parts are unavailable. The price for four is \$6,435.00. There is one in the Fire Department that was donated to the town. Each of the schools is supplied with one. The stair chair has to be replaced. This chair is to evacuate people in town. The new stair will prevent injuries to the volunteers especially back injuries. The Volunteer Ambulance Company is trying to get grants for the chair.

4032	Radio Communications	Budget Request	\$20,641
------	----------------------	----------------	----------

Scott Wright presented this budget to the Board. One of the increases was for batteries. There is no more space for phone service in the Town. We lease the tower spaces. Public works does not have communications between the units. Most of the trucks have radios but are unable to talk to each other. It is one to many not one to one. Loraine Coe asked what happened to the old equipment. Some of it is salvageable, possible resale. Rosemarie Naples said that \$200,000 is a lot of month for radio communications.

Fran Korn asked what groups are putting the plan together. Scott said that all departments are working on it. In 10-15 years we may have to regionalize.

4031	Public Safety	Budget Request	\$9,580
------	---------------	----------------	---------

They are pursuing a common system to work with everyone. The tablets are helping out very well. Need an off site location to store our equipment.

The meeting was adjourned at 9:20 p.m.

Respectfully submitted,

Sharon J. Criscuolo

Sharon J. Criscuolo
Secretary to the Board of Finance