

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

BOARD OF FINANCE

March 6, 2007

MINUTES

The Board of Finance met at the Durham Town Hall, 30 Town House Road, on Tuesday, March 6, 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: Wendy Manemeit, Ellen Mauro, Dom DelVecchio, Valerie Kilmartin, Jane Erickson, David Turley, Mary Ryan, Charles Corley (*Town Times*).

1040	Treasurer	Budget Request	\$ 7,913
------	-----------	----------------	----------

The only increase for the Office of the Treasurer was Official Salaries from \$7,828 to \$8,063.

A discussion followed concerning the insuring of all the funds. Fran said they want it in writing from the bank as to how the money is being protected. Wendy will contact the bank and get the information. The subject of short and long term bonds was discussed. Fran said it is not Wendy's job to handle this matter. The short term bonds should be returned immediately. We should try and get all the money back to the town people as soon as possible. We have a balance of 88,000 in the bond fund that should be returned. Wendy will get word out to the public to find out who still has bond money with the town.

Fran received an e-mail from the Ambulance Department stating that the ambulance needs brakes and tires. Fran said for them to get the necessary repairs.

1520	Building and Health	Budget Request	\$227,549
------	---------------------	----------------	-----------

Ellen Maura presented the budget for Building and Health. She said salaries counted for the increases in the budget. We are over on Consultants for the year and they are asking for an increase for next year's budget. The Selectmens account Mica Hill, Fire House, etc, are all going over but she does not know how much. It is expected that approximately it will be \$4,000 over. Fran asked if \$38,000 would be enough for next year and Ellen said they were not sure but hoping that this would cover it.. Advertising and legal will be over \$50.00. The Board of Selectmen lowered this budget to \$222,659.

7500	DMIAAB	Budget Request	\$346,608
------	--------	----------------	-----------

Dom Delvecchio and Ellen Mauro presented this budget. This budget is operated based on population between Durham and Middlefield. As far as employees there is one full time site foreman and 4 part time drivers, 3 days on 3 days off. We supply benefits for only the full time person. Elmer stated that this is not a line item budget. This budget is approved by the towns. Fran asked if any capital improvements were anticipated. Dom stated that there are not any presently but in the future would like to upgrade the dumpster areas.

5005	Library	Budget Request	\$441,819
------	---------	----------------	-----------

Valerie Kilmartin presented this budget which is asking for a 5.1% increase. Valerie has requested a 4 hour increase for the part time employees at the library. They are needed in the afternoon when the children get out of school. There is not enough coverage for the afternoon hours right after school.

Valerie has eliminated four phone lines this year. There is a 1% increase in LION. This is the first increase in four years and it has a new name – Information Technology.

In the capital equipment fund it was decided to transfer money from this fund to line item 452. Fran said that there are repairs that are going to have to be made to the library down the road. Rosemarie recommended that we need someone knowledgeable to inspect all the buildings. The library has had some problems such as leaks and toilet problems but they have been taken care of.

We have to have some sort of a capital plan. The oil tank at the library is over 20 years old and should be removed and replaced. The search for an underground tank has come to an end with no tank being found except for the one that is suppose to be there. Kurt Bober was asked and said that there never was an old underground tank. For over 10 years we have been discussing this underground tank and the only tank that is there is the one that was put in 1985 when the library was enlarged. We should put at least \$25,000 aside for this project. Elmer said it was up to the Board of Selectmen and Library Board to be sure that the money is set aside. We should hire consultants to review this and look into removing the old one and putting in a new above ground tank.

The use of the library has increased significantly over the years. The public has been using the computers and there may come a time when we will need more of them. There is also a demand for more young adult activities. Jay asked how we could help the people using the computers? Valerie said the staff walks people through programs and this is one of the reasons why they are requesting more hours. People come in after school, and the elderly also come in afternoons and some of them need help. We also have volunteers who do approximately 700 hours of volunteer work. Valerie is also trying to implement new programs at the library and has already started some such as science programs, games, etc.

Library Board Trustees

Budget Request

Jane Erickson and David Turley have asked for a 5.5% increase for Valerie for this year. Valerie is incredible and has made the library what it is today. She has totally

reorganized it and works on every project herself. Circulation at our library has been exceptionally high. Valerie has settled many problems at the library above and beyond her job. She settled the air conditioning problem and has cut telephone lines that she found were not necessary. These are just a few of the things she has accomplished. Fran stated that this will have to be studied. No one else is getting a 5.5% increase.

The meeting was adjourned at 8:45 p.m.

Respectfully submitted,

Sharon J. Criscuolo

Sharon J. Criscuolo
Secretary to the Board of Finance