

Received 5/16/25
3:13 PM Jodi Moore, ATC

BOARD OF FINANCE
SPECIAL BUDGET MEETING
6:00 P.M., TUESDAY, APRIL 15, 2025
DURHAM TOWN HALL 2nd FLOOR AND REMOTELY VIA ZOOM TELECONFERENCE

Zoom Recording

https://us02web.zoom.us/rec/share/eKLcDVUzcR_2YaE1_WQ5-8ex_f9fqbmIpl7PnIWRBOabonYgh7cImrpd0nIf0jQ96.UrAfACSKxpFXcWR_?startTime=1744754514000

Passcode: #+kyW8h*

REVISED Meeting Minutes

1. Call to order

Meeting called to order at 6:00pm

Roll call

Jim Martinelli, Chuck Stengel, Bob Guynn, Eileen Buckheit, Nancy Cuomo, Molly Nolan

Staff: Beth Moncata, Finance Director

Others in attendance: Brendan Rea; First Selectman, Dom DelVecchio, Other members of the public

Absent:

2. FY25-26 Budget Meeting

- a. Reviewed budget and changes since previous meeting
- b. Noted RSD13 budget discrepancy, budget is \$20,000 more than what was reported
- c. 414305 Information Technology
 - i. B. Moncata discussed finance department budget software request, ClearGov, would replace multiple excel files used to track operating budgets, capital budgets, salaries and benefits. Software is separate from MUNIS but bridges to MUNIS. MUNIS does not offer any of the modules offered by ClearGov. \$12,800 initial cost, \$10,000 year over year. Offers access with permissions so departments may access and update their respective sections. Would allow easier access to updated budgets by the public without extra strain on town staff
 - ii. The board discussed need for the software and effect on future staff, E. Buckheit shared her experience with the software in East Hartford. B. Moncata reiterated that the current budget process takes a significant amount of her work time just for making edits and copies to the budget books
 - iii. MOTION BY CHUCK STENGEL, SECONDED BY NANCY CUOMO TO ADD \$12,875 FOR CLEARGOV SOFTWARE TO THE INFORMATION TECHNOLOGY BUDGET. ALL AYE, MOTION PASSED

Total: \$151,033

d. DMIAAB Update

- i. Dom DelVecchio stated that there has been no progress to a resolution, there will be a second meeting on April 16th. Brendan Rea and Dom DelVecchio are drafting a letter to DAS requesting written assurances that they will assume all responsibilities of the transfer station by May 1st. If not, they will terminate their contract.
 - ii. Discussed state bid truck options, noted that the truck needed is too specific to fit within the state bid guidelines and be legal for the tonnage being hauled. The board discussed whether to include funding for a new truck in the budget. They initially considered removing the truck to lower the budget, but concerns were raised about increased costs next year due to new emission standards
 - iii. C. Stengel proposed increasing the resident sticker fee from \$1 to \$1.50 per week, which would generate additional revenue and bring the budget down to \$3,550,52, close to the selectman's flat-lined amount. Discussed the sticker fee issue, also discussed the possibility of having a unified discussion with Middlefield about the sticker fee, rather than having separate fees for each town. The deadline for sticker sales was set as the end of the year, with a plan to start turning people away if they don't have a sticker by November first. Also considered the need to stagger the sales over three months.
 - iv. The board decided to use the higher estimates in their budget presentation for the budget hearing.
 - v. MOTION BY NANCY CUOMO, SECONDED BY EILEEN BUCKHEIT THAT THE DURHAM DMIAAB PORTION OF THE BUDGET BE \$376,657.12
 1. Discussed that this is the lower number without the inclusion of the truckNANCY CUOMO, CHUCK STENGEL, JIM MARTINELLI: AYE; BOB GUYNN, MOLLY NOLAN, EILEEN BUCKHEIT: NAY. MOTION FAILED
 - vi. MOTION BY EILEEN BUCKHEIT, SECONDED BY MOLLY NOLAN THAT THE DURHAM DMIAAB PORTION OF THE BUDGET BE \$402,177.02. EILEEN BUCKHEIT, MOLLY NOLAN, BOB GUYNN: AYE. NANCY CUOMO, CHUCK STENGEL, JIM MARTINELLI: NAY. MOTION FAILED
 - vii. Discussed that the higher number will be easier to reduce once more information is available as opposed to bringing a lower number to public hearing and having to increase it.
 - viii. MOTION BY BOB GUYNN, SECONDED BY EILEEN BUCKHEIT, THAT THE DURHAM DMIAAB PORTION OF THE BUDGET BE \$402,177.02. ALL AYE, MOTION PASSED
3. MOTION BY CHUCK STENGEL, SECONDED BY BOB GUYNN TO TRANSFER FY21-22 BOTTLE BILL FUNDS IN THE AMOUNT OF \$3,532.20 FROM #100591-49101 UNDESIGNATED FUND BALANCE TO #8430505-57324 HIGHWAY & STREET EQUIPMENT RESERVE TO BE USED TOWARDS THE PURCHASE OF A PUBLIC WORKS STREET SWEEPER. ALL AYE, MOTION PASSED.

4. MOTION BY CHUCK STENGEL, SECONDED BY BOB GUYNN TO TRANSFER FY22-23 BOTTLE BILL FUNDS IN THE AMOUNT OF \$9,474.89 FROM #100591-49101 UNDESIGNATED FUND BALANCE TO #8430505-57324 HIGHWAY & STREET EQUIPMENT RESERVE TO BE USED TOWARDS THE PURCHASE OF A PUBLIC WORKS STREET SWEEPER. ALL AYE, MOTION PASSED.
5. Noted change in contingency for union negotiations, increase to \$102,000. Discussed percentage increases for elected and non-union officials and whether to use the same percentage increase across the board.
6. MOTION BY CHUCK STENGEL, SECONDED BY BOB GUYNN TO MOVE
 - a. ELECTED OFFICIALS: \$564,390
 - b. PROFESSIONAL SERVICES: \$731,301
 - c. TOWN COMMISSIONS: \$96,584
 - d. BUILDINGS AND GROUNDS: \$33,687
 - e. GENERAL EXPENSES: \$1,463,752
 - f. PUBLIC WORKS: \$1,321,648
 - g. PUBLIC SAFETY: \$616,688
 - h. HEALTH AND WELFARE: \$331,373
 - i. LIBRARY: \$549,530
 - j. RECREATION: \$158,101
 - k. COMMUNITY CENTER: \$46,987
 - l. FACILITIES WAGES: \$35,780
 - m. MISCELLANEOUS: \$230,518
 - n. ENVIRONMENTAL SERVICES: \$415,527
 - o. GRAND TOTAL OPERATING: \$6,892,866
 - p. DEBT SERVICE TOTAL BOND DEBT: \$132,105
 - q. CAPITAL AND RESERVE: \$1,397,230
 - r. GRAND TOTAL TOWN EXPENSES: \$8,422,201
 - i. Noted that operating is over \$340,194 from previous year
 - s. LOCAL REVENUE: \$2,391,705
 - t. STATE REVENUE: \$1,010,318ALL AYE, MOTION PASSED.
7. MOTION BY CHUCK STENGEL, SECONDED BY BOB GUYNN TO TAKE TO BUDGET HEARING A TOTAL TOWN BUDGET OF \$8,422,201, LESS STATE AND LOCAL REVENUE OF \$3,402,023, FOR A TOTAL NET TOWN BUDGET OF \$5,020,179. ALL AYE, MOTION PASSED.
8. Adjournment
 - a. Briefly discussed budget hearing presentation plans
 - b. MOTION BY CHUCK STENGEL SECONDED BY SEVERAL TO ADJOURN. ALL AYE, MOTION PASSED.

The meeting adjourned at 7:27pm

Respectfully submitted,

Nicole Charest