

Received 2/12/2026
8:54 AM Jodi Moore, ATC

BOARD OF FINANCE SPECIAL MEETING
6:30 P.M., MONDAY, FEBRUARY 2, 2026
DURHAM TOWN HALL 2nd FLOOR AND REMOTELY VIA ZOOM TELECONFERENCE
Zoom Recording

https://us02web.zoom.us/rec/share/CTZ7dj7l80La7n-MN-T_HukP-6tWndYlzJb-OSjZbcq3TgkK8MluEbVqikyVk.wRy8Gt3ilz8aEPwv?startTime=1770075022000

Passcode: K3%TE*0B

Meeting Minutes

1. Call to order

Called to order at 6:30pm

Roll call

BOF: William Castro, Jim Martinelli, Phil Muzio, Nancy Cuomo, Eileen Buckheit, Molly Nolan

Absent:

Staff: Beth Moncata, Finance Director

Others in attendance: Chuck Stengel, other members of the public

2. Approval of Agenda

- a. MOTION BY NANCY CUOMO SECONDED BY WILL CASTRO TO APPROVE THE FEBRUARY 2, 2026 MEETING AGENDA. ALL AYE, MOTION PASSED

3. Public Comment (limited to 3 minutes, referring to agenda items)

- a. none
- b.

4. Approval of Meeting Minutes

- a. December 9, 2025 Regular Meeting
 - i. MOTION BY MOLLY NOLAN SECONDED BY JIM MARTINELLI, TO APPROVE MINUTES OF THE DECEMBER 9, 2025 MEETING AS PRESENTED
 - ii. Nancy Cuomo noted that the zoom recording link is incorrect. Suggested more information under any other business. Suggested adding “discussed using new budget software and how the board will be implementing the new software. Eileen suggested board members bring their laptops to future meetings in order to access budgetary material. The budget books will no longer be printed for the Board of Finance. The software will take the place of printed materials”

iii. MOTION BY NANCY CUOMO, SECONDED BY JIM MARTINELLI TO APPROVE MINUTES OF THE DECEMBER 9, 2025 MEETING AS AMENDED. ALL AYE, MOTION PASSED

b. December 15, 2025 Joint Meeting

i. MOTION BY NANCY CUOMO SECONDED BY MOLLY NOLAN TO APPROVE THE MINUTES OF THE DECEMBER 15, 2025 JOINT MEETING AS PRESENTED. ALL AYE, MOTION PASSED

c. December 15, 2025 Special Meeting

i. MOTION BY JIM MARTINELLI SECONDED BY WILL CASTRO TO APPROVE THE MINUTES OF THE DECEMBER 15, 2025 SPECIAL MEETING AS PRESENTED. ALL AYE, MOTION PASSED

5. Invoices

a. MOTION BY JIM MARTINELLI, SECONDED BY NANCY CUOMO TO PAY AN INVOICE IN THE AMOUNT OF \$25.00 FOR NICOLE CHAREST FOR RECORDING SECRETARY SERVICES IN THE MONTH OF NOVEMBER. ALL AYE, MOTION PASSED

b. MOTION BY MOLLY NOLAN, SECONDED BY WILL CASTRO TO PAY AN INVOICE IN THE AMOUNT OF \$100.00 FOR NICOLE CHAREST FOR RECORDING SECRETARY SERVICES IN THE MONTH OF DECEMBER. ALL AYE, MOTION PASSED

6. Elderly Tax Relief – Establishing Cap and Annual Review

a. Summary assumes mil rate of 32.46, increase last year. Program added 65 new participants due to increased income limits for eligibility. B. Moncata noted that the mil rate must be set in January according to Ordinance, town is filing for extension on grand list. Board discussed setting a cap based on current knowledge of mil rate and to revisit if necessary after speaking with the Board of Selectmen. Discussed setting cap rather than referencing ½ of 1% as done previously. Discussed interest rate in previous years

b. MOTION BY PHIL MUZIO SECONDED BY NANCY CUOMO TO SET THE CAP OF THE SENIOR TAX RELIEF FREEZE PROGRAM AT \$177,000 AND ASSUMING TWO PEOPLE ARE ELIGIBLE FOR THE SENIOR TAX RELIEF PROGRAM WITH A MIL RATE OF 32.46 THEY MAY DEFER AN ADDITIONAL \$15,000 WITH AN INTEREST RATE OF 3% FOR TAX YEAR 2026-2027. ALL AYE, MOTION PASSED

7. Overview and Discussion of Proposed Fiscal Year 26-27

a. B. Moncata presented the budget that was presented to the Board of Selectmen to the Board of Finance.

b. Increases:

i. Noted that operating costs are up approximately \$330,000 this year primarily due to 3% increase in payroll per union negotiations. 3% increase included for salaried employees as a placeholder.

- ii. Healthcare increase of between 10-15%. State Insurance Partnership plan going out to bid, will receive final amount in March. Dental increased 9%, town decided to go out to bid. Will involve penalties for leaving state partnership plan. Health insurance increase of approx. \$100,000
- iii. Information tech increased \$33,000
- iv. Charter review and America250 included in budget
- v. Social security increase, requesting \$26,000 addition to social security. Increase in pension plan of \$22,000 based on higher salaries
- vi. Increase to \$33,000 for snow and ice removal overtime
- vii. Volunteer fire company increase of \$36,000
- viii. DMIAAB budget received after closed, requesting \$367,000 compared to \$354,000 last year

c. Decreases

- i. Town treasurer's salary reduced based on new job description and hours. B. Moncata noted that the treasurer may take on more responsibilities and hours to assist the finance department
- ii. New phone system, significant decrease. Decrease in internet costs, switching from Comcast
- iii. Significant decreases in buildings and ground
- iv. Reduction in cost of community center after converting from oil to natural gas. Receiving monthly solar credit from Johnson Lane Solar Array.

d. Capital and Reserve

- i. Noted public works request for \$853,000 for equipment and vehicle reserves last year. B. Moncata indicated the town is not saving enough funds especially for Public Works and Fire Department vehicles

e. Revenue

- i. Projected increase in state revenue, supplemental revenue sharing decrease from \$295,000 to \$244,000

f. Expecting mil rate of 34.46 based on current numbers.

g. B. Moncata briefly discussed the new software, indicated that the move to the new software is a major project and reports will improve as more information is added.

h. The Board discussed meeting dates and times for department heads and boards and commissions to discuss budget requests. Briefly discussed which budget items and projects need further discussion. Noted several items must go out to bid and current numbers are placeholders

8. Public Comment (limited to 3 minutes, referring to items on agenda or any other topic)

- a. Roger Kleeman made a public comment asking who the approved invoices were for and what services were paid for. The board replied that the invoices were for Nicole Charest for recording secretary services for \$25.00 in the month of November and \$100.00 in the month of December
- b. Chuck Stengel made a public comment noting that the DMIAAB trucks are replaced more often than fire department trucks

9. Adjournment

- a. MOTION BY NANCY CUOMO, SECONDED BY MOLLY NOLAN TO ADJOURN.
ALL AYE, MOTION PASSED.

The meeting adjourned at 7:49pm

Respectfully submitted,

Nicole Charest