

Received 3/31/26
3:27 PM Jodi Moore, ATC

BOARD OF FINANCE BUDGET MEETING
6:30 P.M., TUESDAY, MARCH 24, 2026
DURHAM TOWN HALL 3rd FLOOR

Meeting Minutes

1. Call to order

Called to order at 6:36pm. Call to order delayed, Phil Muzio went home to retrieve meeting materials

Roll call

BOF: William Castro, Phil Muzio, Nancy Cuomo (left at 8:41pm), Eileen Buckheit

Absent: Jim Martinelli, Molly Nolan

Staff: Beth Moncata, Finance Director; Nicole Charest, Town Clerk and Recording Secretary

Others in attendance: Richard Parmelee, other members of the public

2. FY26/27 Budget Workshop

- a. Camp Nerden allocation reduced, Durham participation reduced to 13 students
- b. Beth Moncata stated that all projects listed in capital have had funds removed. Noted several projects which are listed including:
 - i. Library staff, break room, and kitchenette included in plan, taken out and moved to 2029
 - ii. Allyn Brook and Pickleball court lighting
 - iii. Catch Basin Holding tank: over 4 years from FY27-30
 - iv. Parking lot at \$100,000 for FY26-27
 - v. Chiller replacement at Community Center included in the plan at \$50,250 over 2 years. Noted option to reduce by \$100k using remaining funds from \$1million allocated to Community Center.
 - vi. Town hall External maintenance: over 3 years, FY 27-28
 - vii. Fire Trustees Roof replacement in plan FY26-27
- c. **Transfers to Reserve**
 - i. BOS removed holding tank, parking lot, and exterior maintenance on Town Hall
 - ii. Moved garage bay door replacement

- iii. Removed major culvert repair. 106k to fund engineering for culverts will be used to fund two projects. This reduces reserve by \$100,000, keeping \$89k and \$15k in budget. Noted that \$130,351 in interest can be put towards reserve. \$317,875 total in reserve, noted that last years number was higher based on reappropriation of interest.
- iv. Future Open Space reduced to \$100,000. \$300,000 going back into operating
- v. In 2021, 10-year facility plan was balanced with no expenditures. Town is moving towards reserving for a facilities line item in general rather than reserving by department. Beth Moncata recommended \$734,000 in FY26-27 to bring plan back to 0

d. Firehouse Expansion

- i. Firehouse has \$250,000 in reserve. \$200,000 amount for roof replacement based on opinion from Facilities Director and Fire Trustees and based on roof replacements for Community Center and Deerfield Farm barn. There is not currently a plan for the Firehouse Expansion, noted that the roof is currently leaking and urgently needs to be replaced. Need further information on solar for that roof
- ii. MOTION BY EILEEN BUCKHEIT, SECONDED BY WILL CASTRO TO RECOMMEND THE BOARD OF SELECTMEN CALL A TOWN MEETING TO TRANSFER FROM FIREHOUSE TRUSTEES 8420325-57202 to CIP 9520068-57205 BUILDINGS FIRE DEPARTMENT IN THE AMOUNT OF \$200,000 FOR THE REPLACEMENT OF THE FIREHOUSE ROOF.
- iii. It was suggested that the full \$250,000 amount be allocated to prevent having to go to town meeting again should the actual amount be higher than the estimate
- iv. MOTION BY EILEEN BUCKHEIT, SECONED BY PHIL MUZIO TO AMEND THE PREVIOUS MOTION TO RECOMMEND THE BOARD OF SELECTMEN CALL A TOWN MEETING TO TRANSFER FROM FIREHOUSE TRUSTEES 8420325-57202 to COP 9520068-57205 CIP BUILDINGS FIRE DEPARTMENT IN THE AMOUNT OF \$250,000 FOR THE REPLACEMENT OF THE FIREHOUSE ROOF. ALL AYE, MOTION PASSED
- v. MOTION BY EILEEN BUCKHEIT SECONDED BY PHIL MUZIO TO APPROVE THE PREVIOUS MOTION AS AMENDED. ALL AYE MOTION PASSED

e. Parking Lot and Chiller for Community Center

- i. Discussed using remaining \$100,000 leftover from \$1 million allocated to community center towards Chiller replacement. Noted that refrigerant has been replaced several times and is not cost effective. Commission generally agreed to use \$100,000 in community center reserve towards replacement of the chiller and to push the parking lot project to next year, thus reducing the budget request by \$200,000

f. Fire Ponds

- i. Currently reserving \$7,000 per year for fire ponds. Engineering amount of \$40,000 allocated last year. Noted that the annual reserve allocation is too low to be useable. Discussed requiring an engineering study and plan before agreeing to increase reserve amount. Eileen Buckheit suggested a long-term plan for town projects which outlines priorities and long-term goals for spending

g. Reserve CIP

- i. Added \$8,000 to Radio Communications to replace pagers for the Fire Company. Noted that the pagers are subject to the most stress of any communication asset. Removed duplicate \$8,000 allocation in capital
- ii. Took \$10,609 for culvert repair and engineering
- iii. Moveable wall removed from capital and put in reserve
- iv. No reserve for equipment replacement, BOS removed everything besides truck and vehicle replacement. Vehicle replacement plan was reduced from \$478,000 to \$20,000 and Equipment replacement plan was reduced from \$370,000 to \$0
- v. Public access computers removed, will be paid with ARPA interest. \$5,000 removed
- vi. Main Street Crosswalks have \$30,900 in engineering, \$29,000 was appropriated last year.
- vii. Beth Moncata noted that the Bear Rock Road project was just finished. Funds from Dinatale drive may be allocated to fund culvert projects. Remaining funds after payment of outstanding bills for Bear Rock Road project may also be reallocated

h. Elections and Registrar of Voters Wages

- i. Noted that increase is due to hours, requesting increase from \$23 per hour to \$25 per hour. Many registrars are paid stipends. Beth Moncata suggested using consulting funds to hire an HR consultant to review

i. Miscellaneous Discussion

- i. Eileen Buckheit suggested not reducing the mil rate as much as possible and saving some as a cushion
- ii. Need breakdown of America 250 \$10,000 budget request

3. Adjournment

- a. MOTION BY PHIL MUZIO, SECONDED BY WILL CASTRO TO ADJOURN. ALL AYE, MOTION PASSED.

The meeting adjourned at 9:02pm

Respectfully submitted,

Nicole Charest