

Received 4/8/26
1:48 PM Jodi Moore, ATC

BOARD OF FINANCE BOARD OF SELECTMEN JOINT BUDGET HEARING
6:30 P.M., TUESDAY FEBRUARY 24, 2026
DURHAM TOWN HALL 3rd FLOOR AND REMOTELY VIA ZOOM TELECONFERENCE

Zoom Recording

<https://us02web.zoom.us/rec/share/7c3KRn2I9zQz1KKP4ZBS4wIx1ZosoioxFrH3gyUIMLhPtXEXZ-WGvOWnCNj50u5Z.T0NTwqF2EWI2V260>

Passcode: 3p#Cr%JU

Meeting Minutes

1. Call to order

Called to order at 6:30pm, noted that the BOS and BOF agreed to alternate chairs for joint meetings. Eileen Buckheit will serve as chair for this meeting

Roll call

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

BOS: Brendan Rea: First Selectman, Rob Chadd: Selectman, Tom Hennick: Selectman

Absent: Molly Nolan

Staff: Beth Moncata: Finance Director, Brian Medeiros: Recreation Director, Heather Petit: Registrar of Voters, Jon Scagnelli: Registrar of Voters, Charlie Bedo: Facilities Manager

Others in attendance: Claudia White: DMYFS Director, Janet Morganti: Recreation Chair

2. Fiscal Year 26-27 Budget Hearings

a. Durham Middlefield Youth and Family Services

- i. Claudia White briefly discussed the services and programs DMYFS offers. Noted that surveys are done every two years rather than annually due to the high cost. Presented measurable objectives for upcoming programming.
- ii. \$90,000 allocated last year, requesting \$92,700 for 3% increase. Expecting lower state funding, cost of items and services has increased. Health insurance decreased, only one employee uses it.

b. Recreation Department

- i. Brian Medeiros discussed recent programming and upcoming summer camp. Noted that overall participation in programming has increased
- ii. Summer Recreation: Requesting increase in wages due to number of hours and increase in minimum wage. 2-3 counselors per group rather than 1-2. Currently

about \$12,000 shortfall which can be made up with small increase. Noted over 300 participants in camp programs last year

- iii. Summer Concerts: Requesting \$800 increase, 8 concerts held last year with excellent turnout.
- iv. Requesting equipment increase to purchase volleyball equipment to hold volleyball at the community center to increase revenue. Noted that there is approx. 25% increase in amount of programs and activities. Discussed charging fees for programs to offset expenditures
- v. Revenue: projected \$54,000 this year, actual is \$40,000. Cancelled men's league due to lack of gym space.

c. Registrar of Voters

- i. Jon Scagnelli and Heather Petit reviewed responsibilities of Registrars of Voters, noted new regulations implementing Early Voting and requiring additional training. Last Year's election calendar had 63 action items, this year 87. Noted uncertainty in estimates due to constantly changing legislation and state mandates
- ii. Salary: increase from \$42,247 to \$55,872. Requesting 3% raise and increased hours due to state required action items
- iii. Poll Workers: State mandates for Early Voting require 4 people in building 10-12 hours a day for 14 days
- iv. Wages: Estimating hours based on expected number of elections and referendums. Requesting for two referendums, BOF suggested allocating for only one. It was noted that some years there are additional unexpected elections
- v. Tabulators: state requires 10 tabulators instead of previous 6. New tabulators results in increased maintenance expenses

d. Facilities Department

i. Operating

- 1. Building Maintenance Repairs: all buildings put in one line item. \$40,000 allocated for town hall firehouse, and library. \$115,000 last year, requesting \$125,000 this year
- 2. Boiler Services: New boilers installed at community center, switched from oil to natural gas. \$19,000 in 2024, projecting \$10,000 for current year, requesting decrease to \$7,500. Went out to bid for Library Boiler replacements, previous bids came in with different information and will be negated
- 3. Alarm monitoring: Expecting decrease
- 4. Rental Equipment and Vehicles: decrease, planning to save to purchase lift to use on-site for all buildings rather than repeated rentals. Charlie explained how equipment can be purchased at auction, but funds must be

available at the time of the auction. Discussed options to allow purchase at auction that align with procurement policy

5. Elevator Services: Overall will go down, going out to bid once contract is up
6. Generator Services: Increase due to demand for oil and filters

ii. Capital

1. Library Staff Bathroom: on side of library next to old library building, replace tile and facilities, check for asbestos **Total: \$7,500**
 2. Library Staff Break Room and Kitchenette: Not updated since 1980s, replacing cabinets, painting, new amenities
 3. Allyn Brook Park Bathrooms: currently falling apart, need to be made ADA compliant **Total: \$75,000**
 4. Pickleball lights: updating lights to LEDs to save electricity **Total: \$20,000**
 5. Demolition of 51 Main Street: **Total: \$35,000**
 6. Public Works Catch Basin and Holding Tank: waiting on response from John Jenkins on requirements and timeline for new mandate
 7. Community Parking Lot: Milling and replacement, painting of parking lines
 8. Community Center Chiller Replacement: Can purchase chiller and go out to bid on installation only
 9. Town Hall Exterior Maintenance: Trim, painting, and sidewalk repairs
 10. Community Center Generator Project: Finishing project this week
 11. Discussed repairs of Historic Society building and Sabbath Day House. Discussed replacement of Public Works building and what amenities should be included. It was suggested that the board rate each project in order of priority to determine which to fund this year
3. Miscellaneous Discussion
 - a. Briefly discussed upcoming meeting dates and budget timeline
 4. Adjournment
 - a. MOTION BY BRENDAN REA, SECONDED BY SEVERAL TO ADJOURN. ALL AYE, MOTION PASSED.

The meeting adjourned at 8:58pm

Respectfully submitted,

Nicole Charest