

Received 4/22/26
2:23 PM Jodi Moore, ATC

BOARD OF FINANCE BUDGET MEETING
6:30 P.M., THURSDAY, APRIL 2, 2026
DURHAM TOWN HALL 3rd FLOOR AND REMOTELY VIA ZOOM TELECONFERENCE

Zoom Recording

https://us02web.zoom.us/rec/share/eaDT1Fp7aXbwmWxXJ_oxRjWcFCP3rg3tF5OVy8SBcM-WVsKJPzKGQd_Qu39FYxSO.Zsgj6ZBigb7f4gGM?startTime=1775169000000

Passcode: dEr&Su1B

Meeting Minutes

1. Call to order

Called to order at 6:30pm

Roll call

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

Absent:

Staff: Beth Moncata: Finance Director

Others in attendance: Jon Scagnelli: Registrar of Voters, Heather Petit: Registrar of Voters, other members of the public

2. FY26-27 Budget Hearings

- a. Jon Scagnelli and Heather Petit reviewed the Registrar of Voters budget. Noted that early voting has doubled workload, number of referendums is not concrete. It was noted that the BOS reduced from \$55,872 to \$50,222. Total hours reduced by 208 hours. Discussed previous years' budgets, Registrar's office consistently spends less than allocated for. Noted that previous allocations not spent were budgeted for potential primaries and extra referendums
- b. Eileen Buckheit suggested contacting an HR consultant for input on salary for registrars of other towns. Jon Scagnelli shared his own research on budget for other towns, noted that the election calendar dictates tasks and that hours are not always predictable.
- c. The board discussed whether to budget for extra elections or have the Registrars request additional funds as needed. Cost of referendum is less than \$20,000 threshold for Town Meeting. Board generally agreed to remove allocation for one primary, add back in requested hours, and fund HR consultant from Office of the First Selectman Consulting Fees

3. FY26/27 Budget Workshop

- a. Durham Middlefield Youth and Family Services:

- i. Discussed current budget request, noted that expenses are increasing every year but revenue is not. Discussed sustainability of budget in future years. Nancy Cuomo suggested researching state mandated requirements for programming. Suggested charging user fees for programming to increase revenue and offset costs. The Board generally agreed to fund DMYFS at \$90,000
- b. Operating
 - i. Briefly reviewed several line items with minor changes and to answer clarifying questions from board members
 - ii. Information Technology: increase due to new phone system, cameras, and wiring. Allocated for additional hours for in house employees to manage daily IT needs
 - iii. Charter Revision: Noted allocations for legal notices and legal counsel. Charter will be completed
 - iv. Grounds Maintenance: Increase of 40%. Two playgrounds, multiple town buildings, flags, other maintenance included.
 - v. Tree Replacement: replaces trees after blighted or fallen trees were removed. Board discussed reducing from \$10,000 to \$5,000 or \$0
 - vi. Farmers' Market: Current market master no longer interested, need new market master.
 - vii. Part Time Summer Recreation: increase in hours offset with revenue
 - viii. Board of Education: Eileen Buckheit attended public hearing, noted a reduction in staff but an overall increase. Educational Cost Sharing from state has not increased. Sent letter from Board of Finance, Board of Selectmen, and Board of Education to state legislature urging them to change the cost sharing formula
 - ix. Resident State Trooper: Salary increased from \$274,342 to \$281,552
- c. Capital and Reserve
 - i. Catch Basin reduced from \$100,000 to \$50,000
 - ii. Equipment Maintenance Plan: Reduction from \$200,000 to \$100,000 with permission from John Jenkins
 - iii. Main Street Crosswalk Engineering: Agreed to take funds from Culvert Reserve
 - iv. Parmelee Hill Culvert Engineering: Agreed to take funds from Culvert Reserve
 - v. Firehouse Painting: painting of bays allocated for in upcoming fiscal year
- d. Removed reserve for replacement of new playground in 20 years.
- e. Town budget is up \$583,000 over last year. Discussed other areas to cut and potential items to bond

- f. MOTION BY JIM MARTINELLI SECONDED BY PHIL MUZIO TO RESCIND THE FOLLOWING MOTION MADE ON 3/24/26 TO RECOMMEND THE BOARD OF SELECTMEN CALL A TOWN MEETING TO TRANSFER \$250,000 FROM #8420325-57202 FIRE TRUSTEE-FIRE HOUSE EXPANSION RESERVE TO #9520068-57205 CIP BUILDINGS - FIRE DEPARTMENT FOR THE INSTALLATION OF A NEW ROOF. ALL AYE, MOTION PASSED
 - g. MOTION BY JIM MARTINELLI SECONDED BY PHIL MUZIO TO RECOMMEND THE BOARD OF SELECTMEN CALL A TOWN MEETING TO TRANSFER \$150,000 FROM #8420325-57202 FIRE TRUSTEE- FIRE HOUSE EXPANSION RESERVE TO #9520068-57205 CIP BUILDINGS – FIRE DEPARTMENT FOR THE INSTALLATION OF A NEW ROOF. ALL AYE, MOTION PASSED
 - h. MOTION BY JIM MARTINELLI SECONDED BY PHIL MUZIO TO RECOMMEND THE BOARD OF SELECTMEN CALL A TOWN MEETING TO TRANSFER \$75,000 FROM #8430305-57502 MAJOR CULVERT REPAIR RESERVE TO #94305-57502 CIP MAJOR CULVERT REPAIR FOR ENGINEERING COSTS REQUIRED FOR PARMELEE HILL ROAD CULVERT REPAIR. ALL AYE, MOTION PASSED
4. Adjournment
- a. MOTION BY MOLLY NOLAN, SECONDED BY SEVERAL TO ADJOURN. ALL AYE, MOTION PASSED.

The meeting adjourned at 9:15pm

Respectfully submitted,

Nicole Charest