

Received 4/30/26
8:50 AM Jodi Moore, ATC

BOARD OF FINANCE SPECIAL MEETING
6:30 P.M., TUESDAY, APRIL 20, 2026
DURHAM TOWN HALL 3rd FLOOR AND REMOTELY VIA ZOOM TELECONFERENCE

Zoom Recording

https://us02web.zoom.us/rec/share/TR69ECsSPHR7BK5enN8SwFsj458hwIOxh0qbZfzbHUaYkqYmErW_IAsBtPZxJSA.qHaTV2u_As2Er_9D

Passcode: @sNura+1

Meeting Minutes

1. Call to order

Called to order at 6:30pm

Roll call

BOF: William Castro, Phil Muzio, Eileen Buckheit, Molly Nolan

Absent: Jim Martinelli, Nancy Cuomo

Staff: Beth Moncata: Finance Director

Others in attendance: other members of the public

2. Approval of Agenda

- a. MOTION BY PHIL MUZIO, SECONDED BY WILL CASTRO TO APPROVE AGENDA FOR THE APRIL 20, 2026 MEETING AS PRESENTED. ALL AYE, MOTION PASSED

3. Public Comment

- a. Richard Parmelee made a public comment noting that the submission of recording secretary invoices across other boards and commissions is not timely
- b. Roger Kleman made a public comment asking for clarification on the time period that the invoice to be approved covers. The board responded that the invoice is for minutes for meetings held March 10th, 2026 and March 24th, 2026 and for attendance at the March 24th, 2026 meeting since there was no zoom recording

4. Approval of Meeting minutes

- a. It was noted that the change in chairs caused a delay in the creation of minutes. Zoom recordings were being sent to an unknown location and staff had to work to locate them
- b. February 5, 2026 Joint DMIAAB Meeting

- i. MOTION BY PHIL MUZIO, SECONDED BY MOLLY NOLAN TO APPROVE THE MINUTES OF THE FEBRUARY 5, 2026 JOINT DMIAAB MEETING AS CORRECTED.

- 1. Eileen Buckheit noted a typo under FY24-25 Recap should be “tipping fees” not “tipping floors”

ALL AYE, MOTION PASSED

c. February 12, 2026 Joint Budget Meeting

- i. MOTION BY WILL CASTRO, SECONDED BY MOLLY NOLAN TO APPROVE THE MINUTES OF THE FEBRUARY 12, 2026 JOINT BUDGET MEETING AS PRESENTED. MOLLY NOLAN ABSTAIN, ALL AYE, MOTION PASSED

- 1. Noted Molly Nolan was absent

d. February 24, 2026 Joint Budget Meeting

- i. MOTION BY WILL CASTRO, SECONDED BY MOLLY NOLAN TO APPROVE THE MINUTES OF THE FEBRUARY 24, 2026 JOINT BUDGET MEETING AS PRESENTED. MOLLY NOLAN ABSTAIN, ALL AYE, MOTION PASSED

- 1. Under Registrar of Voters, states that salary increased by 3% from \$42,247 to \$55,872, which is more than 3%. It was agreed that if that is what is stated in the meeting it should be included in the minutes

e. March 10, 2026 Regular Meeting

- i. MOTION BY PHIL MUZIO, SECONDED BY MOLLY NOLAN TO APPROVE THE MINUTES OF THE MARCH 10, 2026 REGULAR MEETING AS PRESENTED. ALL AYE, MOTION PASSED

f. March 12, 2026 Budget Meeting

- i. MOTION BY PHIL MUZIO, SECONDED BY WILL CASTRO TO APPROVE THE MINUTES OF THE MARCH 12, 2026 BUDGET MEETING AS PRESENTED. ALL AYE, MOTION PASSED

g. March 19, 2026 Budget Meeting

- i. MOTION BY WILL CASTRO, SECONDED BY MOLLY NOLAN TO APPROVE THE MINUTES OF THE MARCH 12, 2026 BUDGET MEETING AS PRESENTED. MOLLY NOLAN ABSTAIN, ALL AYE, MOTION PASSED

h. March 24, 2026 Budget Meeting

- i. MOTION BY PHIL MUZIO, SECONDED BY WILL CASTRO TO APPROVE THE MINUTES OF THE MARCH 24, 2026 BUDGET MEETING AS CORRECTED. ALL AYE, MOTION PASSED

1. Under Transfers to Reserve, typo, should read \$1000 for Open Space

i. March 30, 2026 Budget Meeting

i. MOTION BY PHIL MUZIO, SECONDED BY MOLLY NOLAN TO APPROVE THE MINUTES OF THE MARCH 30, 2026 BUDGET MEETING AS PRESENTED. ALL AYE, MOTION PASSED

5. Invoices

a. Recording Secretary Inv #059 \$162.50

i. MOTION BY PHIL MUZIO SECONDED BY MOLLY NOLAN TO APPROVE RECORDING SECRETARY INVOICE #059 FOR NICOLE CHAREST FOR RECORDING SECRETARY SERVICES IN THE AMOUNT OF \$162.50. ALL AYE, MOTION PASSED

1. Reiterated that delay in the writing of minutes was due to zoom recording issue. The April invoice will include late minutes as the work was done in April

6. Correspondence

a. Received letter from Leslie Bulion expressing support for fully funding DMYFS, noting their positive programming for young people and impact on the community

b. Received letter from Lainey Melvin

7. Public Comment

a. Richard Parmelee made a public comment expressing concerns about employee work hours and working from home. Also commented on board member attendance, suggesting alternate board members. Expressed concerns about budget and bonding

b. Roger Kleeman made a public comment suggesting refunding Compensation Review and Personnel Policy Board. Suggested the Board research the condition of the Parmelee Hill Road bridge

c. Richard Parmelee made a public comment expressing that the Compensation Review Personnel Policy Board is underutilized

8. FY26/27 Budget Workshop

a. Reviewed new budget software which will be used to present the budget at the annual hearing. Discussed presentation for hearing including which line items to highlight, town demographics, and budget process. Assigned tasks to board members in preparation for budget hearing. The Board agreed to post an email address for resident questions and concerns about the budget. Noted that questions the board cannot answer at the meeting will be discussed at the April 28th meeting

9. Adjournment

- a. Eileen Buckheit clarified that a comment she made at the March 14th meeting on the mil rate was taken out of context. She clarified that she did not mean to save as a cushion but that the board should keep some in reserve in anticipation of next year
- b. Beth Moncata noted correspondence from OPM in relation to motor vehicle tax mil rate. Statute says motor vehicle mil rate cannot be the same as personal property mil rate. She indicated she would review the correspondence and discuss with Martin French, Tax Collector
- c. MOTION BY PHIL MUZIO, SECONDED BY MOLLY NOLAN TO ADJOURN. ALL AYE, MOTION PASSED.

The meeting adjourned at 7:55pm

Respectfully submitted,

Nicole Charest