

Received 6/16/26
1:24 PM Jodi Moore, ATC

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

Zoom Recording

<https://us02web.zoom.us/rec/share/KHDZoqEuYSfY9C4nuyE0go596EF9YmXLwbKtzhOX9aMhjzB-yNHBveIC0IV17m2b.-cftCxYKnmBf-Xut>

Passcode: JWE=7Z&x

Meeting Minutes

1. Call to order

Called to order at 6:31pm

Roll call

BOF: William Castro, Phil Muzio, Jim Martinelli, Molly Nolan

Absent: Eileen Buckheit, Nancy Cuomo

Staff: Beth Moncata: Finance Director

Others in attendance: other members of the public

2. Approval of the Agenda

- a. **MOTION BY PHIL MUZIO, SECONDED BY MOLLY NOLAN TO APPROVE THE JUNE 2, 2026 MEETING AGENDA AS PRESENTED. ALL AYE, MOTION PASSED**

3. Public Comment

- a. Roger Kleeman made a public comment asking for clarification on which building the request for HVAC system will be used for. It was clarified that the request is for the newer public works garage building. Suggested the board consider that the office and bathrooms are in the old building and the mechanic is in the new building

4. Approval of Meeting Minutes

a. April 28, 2026 Budget Meeting

- A. It was noted that there was mismatched dates under approval of minutes and the changes were not made as approved. Minutes were approved at previous meeting

b. May 12, 2026 Budget Meeting

- A. Noted typo under item 8A, "RANE Chiller" should read "TRANE Chiller"

B. Noted missing second for motion, tabled until next meeting

5. Invoices

a. none

6. Correspondence

a. Fiscal analysis was sent out to board members. Briefly reviewed fiscal analysis report

7. Request from Facilities Manager, Building Maintenance Reserve:

a. Library Boilers

A. Requesting transfer in the amount of \$113,250 for purchase and installation of two oil fired boilers at the Durham Public Library. Tanks were replaced previously; this amount is to replace boilers. It was noted that companies who attended the walkthrough for the bid were shocked at the condition of the boilers. 3 bids were received and bid was awarded to SK Mechanical at the BOS meeting of May 27th

B. MOTION BY PHIL MUZIO SECONDED BY MOLLY NOLAN TO RECOMMEND THE BOARD OF SELECTMEN CALL A TOWN MEETING TO TRANSFER \$113,250 FROM ACCOUNT #8520068-54300 BUILDING MAINTENANCE RESERVE TO ACCOUNT #9520068-57206 BUILDINGS LIBRARY FOR THE PURCHASE AND INSTALLATION OF TWO OIL-FIRED BOILERS AT THE DURHAM PUBLIC LIBRARY. ALL AYE, MOTION PASSED

b. Public Works HVAC system

A. Requesting transfer from building maintenance reserve in the amount of \$51,775 for the purchase and installation of an HVAC System at the Public Works garage. 3 bids were received, bid awarded to SK Mechanical at the Board of Selectmen meeting May 27th

B. MOTION BY PHIL MUZIO SECONDED BY MOLLY NOLAN TO RECOMMEND THE BOARD OF SELECTMEN CALL A TOWN MEETING TO TRANSFER \$51,775 FROM ACCOUNT #8520068-54300 BUILDING MAINTENANCE RESERVE TO ACCOUNT #9520068-57208 FOR THE PURCHASE AND INSTALLATION OF AN HVAC SYSTEM AT THE PUBLIC WORKS GARAGE. ALL AYE, MOTION PASSED

8. Request from Volunteer Fire Company, Fire Apparatus Reserve: Emergency Repair

a. Requesting transfer from Fire Apparatus Reserve in the amount of \$11,601 for the unexpected emergency repair of a failed cylinder head on Durham 4, a 2016 Spartan Metro Star Engine. Repair made in September 2025 by industrial Diesel and DriveLine, paid from the Fire Department Vehicle Maintenance line. Budget is currently \$22,783 over. No procurement requirement, current fire apparatus reserve balance is \$1,156,249.

b. MOTION BY PHIL MUZIO, SECONDED BY MOLLY NOLAN TO RECOMMEND THE BOARD OF SELECTMEN CALL A TOWN MEETING TO TRANSFER \$11,601 FROM ACCOUNT #8420305-57322 FIRE APPARATUS

**RESERVE TO ACCOUNT #942305-57322 CIP VEHICLES FIRE APPARATUS
FOR THE EMEREGNCY REPAIR EXPENSE TO THE 2016 SPARTAN METRO
STAR ENGINE. ALL AYE, MOTION PASSED**

9. Public Comment

- a. Richard Parmelee asked which building the HVAC system will be installed in. It was clarified that the HVAC system will be installed in the new public works building. Suggested that requests for funds should be presented by department heads or the First Selectman. Made a public comment on the Building Inspector and Facilities Manager position and expressed that the town should hire people based on ability

10. Adjournment

- a. **MOTION BY JIM MARTINELLI, SECONDED BY MOLLY NOLAN TO
ADJOURN**

The meeting adjourned at 6:54pm

Respectfully submitted,

Nicole Charest