

Received 9/10/26
2:06 PM Jodi Moore, ATC

BOARD OF FINANCE MEETING
7:00 P.M., TUESDAY, SEPTEMBER 8, 2026
DURHAM TOWN HALL 3rd FLOOR AND REMOTELY VIA ZOOM TELECONFERENCE

Zoom Recording

https://us02web.zoom.us/rec/share/2lz0Uur4IjWcFO_v0jWGc2wBEVSSw9-TocLyZ_5MrGZ6UxF5UuC-Nl9KMxQ6L--_YtjqnRYZ3xSCHZR_

Passcode: 5r&WD@Af

Meeting Minutes

1. Call to order

Called to order at 7:00pm

Roll call

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

Absent: Molly Nolan

Staff: Beth Moncata; Finance Director

Others: Roger Kleeman, Claudia White, other members of the public

2. Approval of the agenda

- a. **MOTION BY NANCY CUOMO SECONDED BY WILL CASTRO TO APPROVE THE AGENDA FOR THE SEPTEMBER 8, 2026 MEETING AS PRESENTED. ALL AYE, MOTION PASSED**

3. Public Comment

- a. none

4. Approval of Meeting Minutes

- a. August 11, 2026

- A. MOTION BY WILL CASTRO, SECONDED BY JIM MARTINELLI TO APPROVE THE AUGUST 11, 2026 MEEETING MINUTES AS PRESENTED. ALL AYE, MOTION PASSED**

5. Invoice Approvals

- a. Inv #064, 8/31/2026, Secretarial Services, \$75.00

- A. MOTION BY JIM MARTINELLI, SECONDED BY EILEEN BUCKHEIT TO APPROVE AN INVOICE FOR NICOLE CHAREST**

**FOR SECRETARY SERVICES IN THE MONTH OF AUGUST IN THE
AMOUNT OF \$75.00. ITEM TABLED**

- B. Discussed that invoice billed for 3 hours, generally invoices have billed for approximately the time of the meeting plus an additional 30 minutes. August 11th meeting was about 90 minutes. Eileen Buckheit indicated she would reach out and ask for an explanation of the charge.

6. Correspondence

- a. Board of Education Finance Subcommittee invitation to their meeting on September 16th at 6:00pm. Noted that Christine Cowan, chair of the subcommittee, wants to meet with other board members to discuss budget earlier in the year. Briefly discussed upcoming elections for new members to the BOE Finance Subcommittee

7. Request from Reserve: Volunteer Fire Department – Hose Replacement

- a. Hose testing revealed failures. Currently Fire House Reserve has \$12,720. Beth Moncata suggested approving an amount not to exceed and to amend the motion to state “pending procurement requirement with the finance director.” Discussed potential procurement requirements
- b. **MOTION BY WILL CASTRO, SECONDED BY PHIL MUZIO TO RECOMMEND THE BOARD OF SELECTMEN CALL A TOWN MEETING TO TRANSFER AND NOT EXCEED THE AMOUNT OF \$12,720 FROM ACCOUNT #8420305-57394 FIRE DEPARTMENT EQUIPMENT RESERVE TO ACCOUNT #9420305-57394 FIRE DEPARTMENT EQUIPMENT CIP FOR THE PURCHASE OF FIRE HOSE PENDING PROCUREMENT REQUIREMENTS WHICH CAN BE AND/OR THREE VERBAL QUOTES EXPECTED AT A COST BETWEEN \$2,000 and \$4,999 AND/OR 3 WRITTEN QUOTES EXPECTED COSTS BETWEEN \$5,000 and \$24,999 AND/OR STATE BID AND/OR SOLE SOURCE AND/OR COOPERATIVE PURCHASING. ALL AYE, MOTION PASSED**

8. Request from Resident State Troopers: Patrol Bikes

- a. Beth Moncata explained that the request is for an e-bike to patrol the town park and trail systems and for special events such as the Durham fair, parades, road races, and crowd management assignments. Bicycles will allow troopers to reach areas inaccessible by police cruisers
- b. Stefan Inglis, resident state trooper, was not available to discuss due to an emergency. Item tabled

9. Finance Director Report

- a. Fiscal Analysis – Preliminary June 30, 2026
 - A. Beth Moncata noted that the analysis is preliminary
 - B. Revenues
 - 1. Combined tax revenue of Real Estate, Personal Property, and Motor Vehicle are 98.3% collected. This was based on a 100% collection rate at time of mill rate setting. Included in the 100% collection rate formula

was anticipated additional tax revenue from past-due billings; however, that source has now been exhausted due to the collection efforts of the tax department.

2. Local revenues came in at 3.72% over what was budgeted. Motor vehicle supplemental, suspense tax, foreclosure revenue, building permits, and engineering fees came in over budget while interest on tax, conveyance tax, and bank interest earnings came in under budget. Investment earnings were budgeted at \$400,000 and fell short by approximately \$4,400.
3. State revenue and Education Cost Share came in at 100% collected.

C. Expenses

1. Preliminary budgetary expenditures are 97.3% spent. There are budget lines that have exceeded their available budget. Budgets of significance include town engineering; public works garage increase in EPA stormwater and new regulations in stormwater containment; ethic's commission legal fees, volunteer fire department vehicle expense, police services, retirement plan and facilities maintenance. Contingency and other budget lines will be used to offset these overages.
2. Snow and ice removal, social security, and tax refunds also came in over budget and will require town meeting approval. Revenue from under expended lines will be used to offset these overages.
3. No appropriations were made from contingency or undesignated fund balance.

D. Community Center

1. The fiscal year 2025-2026 operating budget for the Community Center was approved in the amount of \$115,557 and was 92.5% expended or \$9,975 under budget. Phone, cable, internet, and electricity came in under budget.

E. Briefly reviewed major projects

1. Sidewalks updated plans under review by the DOT
2. Shady Lane work will begin Sept 21st
3. Bear Rock Road reached substantial completion February 8, 2026
4. Town applying for 2027 State Local Bridge Program grant for Guire Road Culvert
5. ARPA funds used to continue engineering for sidewalk from Allyn Brook to the Community Center. Expected to be shovel-ready for grant applications in 2027
6. Shortfall of \$27,758 for Library Stairs project

F. Projects completed in FY25-26

1. Library new heat fuel tanks and Children's room painting and carpeting
2. Volunteer Fire House rear parking lot light poles purchased
3. Sidewalks from Main Street to Strong School

b. Fiscal Year End – Audit

A. Have not closed year, starting on final portion of the audit in coming weeks

c. Resident State Trooper FY2027 Fringe and Workers Compensation Rate

A. Received letter in August declaring 7.21% increase in FY26-27 fringe benefit and workers' compensation rate

10. Any Other Business

- a. Eileen Buckheit noted a recent lawsuit by several CT municipalities against a fire truck manufacturing company due to their monopoly on truck construction. Also noted possible legislation. Briefly discussed potential impact on future budget
- b. Nancy Cuomo discussed research she performed on health insurance plans, noted that premiums were exceeded by 8.4%. Board briefly discussed options for health insurance.

11. Public Comment

- a. Claudia White, Durham Middlefield Youth and Family Services, made a comment detailing programs that DMYFS offers including suicide and drug awareness and prevention. Highlighted recent events including:
 - A. Towns United Through Meals and Mentoring: Monthly community activity where youth and adults are paired to make a meal together. Approx 60-70 guests
 - B. Expressions of Healing: annual mental health and wellness art gallery, over 130 entries
- b. Also noted data showing reduction in depression, contemplating, and attempting suicide

12. Adjournment

- a. **MOTION BY NANCY CUOMO SECONDED BY SEVERAL TO ADJOURN. ALL AYE, MOTION PASSED**

The meeting adjourned at 8:09pm

Respectfully submitted,

Nick Charest