



RECV'D: Office of the Town Clerk Nov.17, 2016 1:40pm

01/04/2016

Called to order 7:00 PM

In Attendance:

Greg Hanks	Carl Stoup	Josh Villa
Peter Cascini	Carl Manaccio	Jim Ledford

Guests Present:

Absent

Approval of Agenda for January Meeting

Carl made motion to accept meeting agenda Seconded by Peter Cascini passed unanimously

Approval of minutes for December 2015

Peter made motion to Accept meeting minutes, Seconded by Carl. Passed unanimously.

Review of Bills:

No bills presented. Greg Hanks made motion to pay bills as presented to Department of Finance. Seconded by Peter Cascini. Passed unanimously.

Old Business

Brian Mayle of JK Energy Solutions Proposes to replace existing lighting with LED type illumination. The proposal offered a 3.91 year payback (absent from proposal given this evening).

Given that the savings proposed was based upon an unrealistically high kilowatt hour rate, we feel that moving forward is not fiscally responsible if the sole purpose was savings. Efficiency and ability to maintain the facility do need to be addressed. Because there is an upcoming renovation, we feel it more appropriate and cost effective if the proposed work is incorporated as part of that project.

New Business

Outstanding OLD BUSINESS: On reflection, we have seen that the budget for the four items listed below has been approved since 2013. These items have been requested on a regular basis since that time. (See attachments). We understand how the potential impact of the Fire House expansion could have played a part in the delays associated with the completion of the items below. With the current proposed emergency response complex expansion we do not see any reason for further delay. The landscaping can be tabled as a separate item and should be included as part of the complex expansions plans.



1. **BLINDS:** New proposal received for remaining rooms: Proposal accepted by trustees unanimously and presented to town hall. Proposal not answered to date.
2. **FRONT AND REAR FLOOR TILES:** Jim Ledford has obtained a Purchase order and the work will begin on January 11.
3. **CEILING TILES:** "When? Jim will follow up with Dick McManus." Cost exceeds original estimate, See below for recommendations. If our recommendation to NOT proceed with the lighting is going to be ignored, please incorporate the Ceiling Tiles as Part of that project and correct at the same time.
4. **LANDSCAPING:** "As the requested landscaping has not been done, (Budget item from early 2014), Jim Ledford will compile a design document and we request that it be implemented as early as possible, but no later than April 1st, 2016." Jim Ledford presented drawing and quote as per above request. Jim to see if the requested plants are available at a lower price than currently understood. Results to be updated in November. To be held until early Spring.

Based upon a meeting between Jim Ledford and Laura Francis, we were advised as to the process and procedures required to bypass the hat in hand process of working through Dick McManus to get the mentioned items accomplished.

We discussed the 2015-2016 budget and the agreed upon amounts are indicated in the attached document.

Redo 2

TOWN OF DURHAM
2016-2017 OPERATING BUDGET DETAIL

Department Name: Fire Company trustees
 Department Number: 4025
 Budget Coordinator:

A detailed description is required for every line item. Provide detail in column C or send in separate word document.

Object Code	Line Item	Detail of Request Explain all increases	Approved Current Year	Est. Expense as of June 30	Department Request	Amended Req/Recomm	App Ed. 0
261	Electricity	Not completed from 2012-2013 budget	10,028	7,500			
283	Telephone	Not completed from 2012-2013 budget	4,575	1,500			
284	Water	Not completed from 2012-2013 budget	450	450			
295	Trash Collection	Not completed from 2012-2013 budget	400	6,000.00			
303	Internet & Cable	Not completed from 2012-2013 budget	2,039	900			
	Ceiling tiles	Not completed from 2012-2013 budget		4,000			
	Painting meeting hall	Not completed from 2012-2013 budget		2,500			
	Painting front offices	Not completed from 2012-2013 budget		2,500			
	Carrying front parking	Not completed from 2012-2013 budget		2,000			
	Blinds in front offices	Not completed from 2012-2013 budget		1,100			
	Generator servicing	Twice Yearly from Shoreline Generator		1,200			
	Carpet	Squad room		3,000			
	Landscaping plants	Front of building		3,000			
	General Maintenance	Air conditioning, heat pump, emergencies		3,000			
	Stove	Commercial 6-burner		3,000			
	Freezer	Stand-up commercial style		4,000			
Totals			17,492	30,900			

Department Number: _____



Hall Use:

Cub Scouts completed

Wednesday the 6th, 13th, 16th, 17th, 20th and 21st will be used by EMT Training
Floors to be done 11th and 12th, (possibly 13th)

Chairman's Discussion:

- 1) Lively discussion of Garden Club, windows budget, generator and more made for sufficient discussion.
- 2) Josh and Carl inspected roof trusses and found damage that needs to be addressed. Engineer needs to inspect and correct the broken struts.

Greg Hanks made motion to adjourn at 8:21

Peter Cascini seconded. Passed unanimously

Minutes submitted after reading by: Greg Hanks