

1 **DRAFT**
2 **DURHAM TOWN COUNCIL**
3 **MONDAY, NOVEMBER 4, 2024**
4 **DURHAM TOWN HALL - COUNCIL CHAMBERS**
5 **7:00 PM**

6 **MEMBERS PRESENT:** Chair Sally Needell, Councilor Heather Grant, Councilor James
7 Bubar, Councilor Wayne Burton, Councilor Darrell Ford, Chair Pro Tem Joseph Friedman,
8 Councilor Eric Lund, Councilor Curtis Register, Councilor Emily Friedrichs (who uses the
9 pronouns ze/zir/zirs/zirself and the title Mx. Friedrichs)

10
11 **MEMBERS ABSENT:** None

12
13 **OTHERS PRESENT:** Administrator Todd Selig, Town Clerk/Tax Collector Rachel Deane, Tax
14 Assessor Darcy Freer, Trustees of the Trust Funds Chair Ted Howard, Department of Public
15 Works Director Rich Reine, Assistant DPW Director Sam Hewitt, Planning Board Chairman
16 Paul Rasmussen, Town Planner Michael Behrendt

17
18 **I. Call to Order**

19 Chair Needell called the meeting to order at 7:01 PM.

20
21 **II. Town Council grants permission for fewer than a majority of Councilors to**
22 **participate remotely - N/A**

23
24 **III. Roll Call of Members**

25 Councilor Curtis Register, Councilor Darrell Ford, Councilor Eric Lund, Councilor
26 Wayne Burton, Chair Pro Tem Joe Friedman, Chair Sally Needell, Councilor Emily
27 Friedrichs, Councilor James Bubar, Councilor Heather Grant.

28
29 **IV. Approval of Agenda**

30 No changes to the agenda were proposed. *Chair Needell MOVES to adopt the agenda;*
31 *Councilor Lund SECONDS the motion. Motion PASSES on a unanimous hand vote.*

32
33 **V. Special Announcements - None**

34
35 **VI. Public Comments (*) – Please state your name and address before speaking**

36
37 **William Hall, Smith Park Lane,** commented on the memoranda of understanding
38 agreements the town has entered into with the University of New Hampshire over the
39 years on the cost sharing of the shared water and wastewater systems and how he feels
40 the town consistently pays more than its fair share of the cost of projects.

41
42 **State Representative Timothy Horrigan, Strafford District 10, 7-A Faculty Road,**
43 reminded everyone of the importance of voting. He talked about his late mother, who
44 died just before the N.H. Primary this year, and remembered how voting was so
45 important to her that one of the last things she did was vote by absentee ballot. He said in
46 this election absentee ballots have come under attack and been referred to as somewhat

1 nefarious by some, but they are just as important as any ballot. He encouraged all to vote
2 in the Nov. 5 General Election.

3
4 **State Representative Loren Selig, Strafford District 10, 3 Nobel K. Peterson Drive,**
5 reminded everyone to vote in the General Election, that polls are open from 7 a.m. to 7
6 p.m., and that there is a question on the back of the ballot so voters need to turn their
7 ballots over. She thanked the town councilors who will volunteer at the polls, the town's
8 moderators, clerks and supervisors of the checklist for their hard work preparing for the
9 election, the town's Department of Public Works personnel who set up the polls at the
10 high school, and the town's Police Department who will work the polls to ensure
11 everyone's safety. She reminded residents to bring their ID, patience and kindness to the
12 polls.

13
14 **Al Howland, 32 Ffrost Drive,** commended on agenda item XI-C, the Workforce
15 Housing Overlay District, on which a public hearing will be set at this meeting. Over the
16 11-month process bringing the proposal to this point, he said it became apparent what a
17 challenge it is to build "missing middle" housing in town. He said as the process moves
18 forward, it will be important to clearly define student housing in order to allow the type
19 of workforce housing units the town needs.

20
21 **VII. Report from the UNH Student Senate External Affairs Chair or Designee**

22
23 **Ben Doyle, Campus Structure Council Chair,** updated the Town Council on behalf of
24 Abigail Bagley, the External Affairs Chair for the student body president at UNH,
25 because she could not be present. He thanked the town's police, EMS and firefighters for
26 helping create a safe and peaceful Halloween on campus, noting there were no major
27 incidents. He said Bagley met with UNH Police Capt. Frank Weeks about possible
28 disruptions on Election Day and they both felt confident with the plan in case of an
29 incident or unwanted groups on campus. He said he and Bagley brought a resolution to
30 the UNH Senate about the planned improvement of South Drive on campus, which is part
31 of the UNH Master Plan, asking that it be moved higher in priority because the problems
32 it poses need to be resolved for safety. Councilor Register asked that a copy of the
33 resolution be forwarded to Town Council members. Council Friedrichs said ze had
34 difficulty submitting a comment online to the President's Free Speech Working Group
35 because the form wasn't working. Ze said ze'd heard from members of the public that
36 they weren't able to submit either. Doyle said he would look into it and follow up with
37 councilors.

38
39 **VIII. Unanimous Consent Agenda** (Requires unanimous approval. Individual items may be
40 removed by any councilor for separate discussion and vote)

41
42 ***Councilor Ford MOVED to add item XI-B on the agenda under Unfinished Business -***
43 ***Discussion and possible Adoption of Resolution #2024-24 Amending Resolution #2013-***
44 ***14 to Change the Membership Composition on the Human Rights Commission to be as***
45 ***follows – Five (5) citizens who are residents of Durham, One (1) Council Representative***
46 ***with a one-year term as an Advisory, Non-Voting Member, and the Administrator as an***

1 *Advisory, Non-Voting Member - to the Unanimous Consent Agenda. Councilor Bubar*
2 **SECONDED the motion.** Chair Needell invited discussion, but there was none. **The**
3 **resolution was added to the Unanimous Consent Agenda.**

4
5 Since the Property Tax Warrant authorization is on the Unanimous Consent Agenda,
6 Administrator Selig made councilors aware that several properties had not been charged
7 the state education tax during this billing cycle and that there would have to be a
8 Supplemental Tax Warrant authorization in the future to collect the tax that was missed.
9 Town Clerk/Tax Collector Rachel Deane said she and Tax Assessor Darcy Freer believe
10 the omission was due to a coding error in the way the assessing software program talks to
11 the tax collection software program and it may have been occurring for a while. This
12 omission affected about 12 to 15 industrial and utility communications properties, they
13 said, and those properties will receive a second tax bill to collect the state education tax.

14
15 Ms. Deane added her thanks to Ms. Freer for catching the error and how much she has
16 enjoyed working with the new assessor.

17
18 Chair Pro Tem Friedman questioned if any wording change to the Property Tax Warrant
19 authorization was needed before the Town Council voted on it, and it was decided no
20 change was needed.

21
22 **Chairman Needell MOVED that the Town Council adopt Items A, B and C of the**
23 **Unanimous Consent Agenda - A.** *Shall the Town Council authorize the Administrator to*
24 *sign the Town of Durham's second half 2024 Property Tax Warrant and direct the Tax*
25 *Collector to collect payment of property taxes assessed on April 1, 2024 in the amount of*
26 *\$18,804,458? B. Shall the Town Council Adopt Resolution #2024-25 Proclaiming*
27 *Saturday, November 30, 2024, as "Small Business Saturday" in Durham, NH and urge*
28 *Durham residents to support small businesses and merchants in Durham on this day and*
29 *throughout the year?; C. (Formerly item XI-B under Unfinished Business) Discussion*
30 *and possible Adoption of Resolution #2024-24 Amending Resolution #2013-14 to Change*
31 *the Membership Composition on the Human Rights Commission to be as follows – Five*
32 *(5) citizens who are residents of Durham, One (1) Council Representative with a one-*
33 *year term as an Advisory, Non-Voting Member, and the Administrator as an Advisory,*
34 *Non-Voting Member.*

35
36 **Councilor Ford SECONDED the motion.** Councilor Friedrichs asked for a clarification
37 on the Small Business Saturday resolution being a council initiative and which councilor
38 submitted it. Chair Needell confirmed she had submitted the resolution. **The motion to**
39 **adopt PASSED on a unanimous roll call vote.**

40
41 **IX. Committee Appointments - None**

42
43 **X. Presentation Items**

- 44 A. Presentation of the 2023 Audit Report – Plodzik & Sanderson, Concord, NH
45

1 Mike Campo of Plodzik & Sanderson said the town received a clean audit report. He said
2 the town had a successful year growing the General Fund by \$1.5 million in 2023, with
3 expenses coming in at \$500,000 under budget and tax revenue coming in at \$670,000
4 above the estimate for tax revenue.

5
6 In total, the General Fund performed \$1.5 million under budget, he said.

7
8 The schedule showing the actual performance of the General Fund is on Page 16 of the
9 report.

10
11 Page 58 gives more detail, showing property taxes came in at almost \$712,000 above the
12 estimate; and the town did well in miscellaneous income.

13
14 Pages 59 and 60 show the expenditure appropriations. He said they are presented line by
15 line and show how the town's budget functioned. This chart also factors in prior year
16 encumbrances and current encumbrances.

17
18 Page 61 is a quick summary of the General Fund balance in more detail that shows the
19 \$1.5 million surplus again.

20
21 Page 4 begins the management discussion and analysis, which the town's management
22 puts together to make the budget easier to understand for average users. Mr. Campo
23 encouraged Town Councilors to read it because the audit report is very complex.

24
25 Councilor Bubar asked if the town's water and wastewater bills are reasonably accurate.
26 Mr. Campo referred to Page 63 for information on the water fund, but said the
27 accurateness of the bills are beyond the scope of the audit.

28
29 Councilor Register asked if the audit would have detected any misuse of funds or fraud.
30 Mr. Campo said the intent of the audit is not to detect fraud, but if they find any evidence
31 of it, they are required to report it to management and governance. He said nothing of that
32 nature came up in the town's audit.

33
34 Councilor Grant brought up an action item concerning procurement that the audit pointed
35 out. Mr. Campo said the town's management had already addressed the issue. He said
36 there is a requirement when spending more than \$25,000 with a contractor, that the town
37 consult a governmental list of contractors who are not in good standing and should not be
38 used. The town was unable to provide evidence that it had done that step, he said, and
39 since then, the town has taken steps to make sure that doesn't happen again.

40
41 Councilor Grant then asked about the status of several process changes and updates the
42 town needed to make. He said during the audit a risk assessment is done and he said one
43 of the areas is IT policies and procedures, which is important because three of his firm's
44 clients have been hacked. He encouraged the town to make it a high priority to review its
45 IT policies to make sure the town's data is safeguarded and that there is a backup
46 procedure in place that is documented.

1
2 Outdated checks is another area the audit found last year that still remains. He said
3 reconciling older checks is a good idea and anything over two years old probably won't
4 clear at the bank anyway. He advised the treasurer to follow up with payees or turn the
5 checks over to the state as abandoned property.
6

7 Councilor Grant asked about financial reporting changes that are needed, and Mr. Campo
8 said his firm is still training on these and will roll them out to its clients soon.
9

10 Mr. Campo recommended the Town Council review its financial policies at least every
11 three to five years. He also recognized the town's Business Office as "a very great team"
12 and "very talented and hard-working," and he thanked them for their cooperation and
13 collaboration during the audit process.
14

15 B. Report from the Trustees of the Trust Fund – Ted Howard, Chair
16

17 Mr. Howard reported on the Trustees of the Trust Fund's financial results and activities
18 for 2023 and through Sept. 30, 2024. The Trustees oversee three broad accounts - capital
19 reserves, trust funds and the cemetery fund. He said the trust funds' portfolio was valued
20 at about \$5.1 million in 2023, noting much of that is additions to the capital reserves and
21 not income. The capital appreciation in 2023 was \$267,000. He said the weighted average
22 return was 8 percent in 2023. He said the Trustees review their investment policies each
23 year and have to approve them each year. He said the town has done reasonably well so
24 far in 2024, with the total appreciation at a little less than half a million dollars. Income
25 and market appreciation are going as projected, he said, but noted the upcoming election
26 and the Fed meeting could change things. On the whole, he said, he thinks the funds will
27 do better this year than last year.
28

29 Under activities, he said they've been working on Doe Farm, especially on eliminating
30 invasive species such as glossy buckthorn. He said they're developing a new forest
31 management plan, especially looking at climate change and its impact on the farm. He
32 said the Trustees' meeting minutes and agenda are readily available as they want to be as
33 transparent as possible and they welcome public participation at their meetings. He said a
34 complete list of investment holdings is available. He said the investment policy from
35 2022 was reaffirmed two weeks ago. The Trustees have one alternate, but want to have a
36 second alternate and have identified some prospects. He said they are also in the process
37 of establishing a fund for the town's 300th anniversary. Councilor Register asked for the
38 list of investment holdings and Mr. Howard said he will forward it to Administrative
39 Assistant Karen Edwards to be distributed to all councilors.
40

41 C. Report from the Energy Committee – Matthias Dean Carpentier, Chair
42

43 Mr. Carpentier said he will have final numbers and a more detailed report which he will
44 submit next month for the town's Annual Report. He said the Community Power
45 Coalition of New Hampshire program which started Feb. 1 has been successful and has
46 not seen a significant rate of opt-outs. He said the town is doing well in the Seacoast

1 Energy Challenge with several other towns, but he is not certain it will win the
2 competition.

3
4 The committee participated in Earth Day with a booth with information about heat
5 pumps, electric vehicles and other energy efficiencies. The committee has been
6 circulating a survey developed with UNH to gauge the interest in EVs in town. They're
7 developing ways to continue to distribute it on a regular basis to analyze how feelings
8 change, perhaps including it in the Friday Updates. On the first Sunday of June, the
9 committee held an EV showcase at Tideline Public House with owners and dealerships
10 for both electric cars and bikes. He said there was quite a bit of interest and that the
11 committee is planning to present the event annually.

12
13 He said committee members are hearing of an increased rate in usage and demand for
14 additional charging locations. The committee is researching ways to collaborate with
15 UNH on US DOT grants and in other ways. It is investigating possible locations for solar
16 arrays, having looked at Depot Road and at the capped transfer station land. The
17 committee is researching additional sources of funding for all projects. It is contributing
18 information each week to the Friday Updates to increase outreach. It is planning to
19 continue the goals it set this year into next year. Councilor Friedman praised the
20 committee's contributions to the Friday Updates, and asked if the market had settled on a
21 standard for the plugs on charging stations, and Mr. Carpentier said it had settled on a
22 single plug design.

- 23
24 D. Presentation on the progress for the update to the town's Climate Action Plan
25 and the integration of conclusions into the town's long-term planning efforts –
26 Sophie Goodwin, UNH Sustainability Fellow

27
28 Ms. Goodwin gave a PowerPoint presentation, "2025-2030 Climate Action Plan: Goals,
29 Themes and Progress." She said the 2022 Plan was Durham's first CAP. The reduction
30 goal was set at 42.8 percent reduction of 2019 levels by 2030. It focused primarily on
31 energy and the built environment, and set goals and metrics based on emissions
32 reductions.

33
34 The 2025-2030 plan will focus on four areas: buildings, transportation, solid waste and
35 resources consumption, and natural resources.

36
37 The transportation goal is to reduce vehicle miles traveled by promoting active and public
38 transportation, and encouraging the use of hybrid and electric vehicles. She said the town
39 clerk keeps track of electric vehicles registered in town and EVs are estimated at about 20
40 percent. Transportation accounted for 41.1 percent of the town's 2022 greenhouse gas
41 inventory. Total reduction potential is 7,715 MTCDE or about 7.2 percent of the 2019
42 level. Councilor Friedrichs asked if that was 7.2 percent of just the transportation or of
43 the total, and Ms. Goodwin confirmed it was the total. Councilor Lund asked about the
44 acronym MTCDE, which Goodwin said means Metric Tons of Carbon Dioxide
45 Equivalents. She said in 2019 Durham had 104,472 MTCDE and it decreased in 2022 to
46 about 97,000 MTCDE.

1
2 The built environment goal aims to reduce emissions associated with powering buildings
3 and focuses on energy efficiency and electrification, continued participation in the
4 Community Power Coalition of N.H., and renewable energy. The built environment
5 accounted for 55.5 percent of the 2022 greenhouse gas inventory for the town. The total
6 reduction potential is 9,500 MTCDE, which is 9.1 percent of 2019 levels.
7

8 Ms. Goodwin said solid waste makes up only about 1 percent of Durham's emissions so
9 it's hard to determine how much it would affect overall reduction. The solid waste and
10 resource consumption goal is to reduce food waste and solid waste, and to promote the
11 local food system and healthy choices. It aims to promote composting, support local
12 businesses and the Durham farmers' market, and to reduce solid waste and consumption.
13

14 Natural resources goals are to conserve and protect important areas of land, improve trails
15 and recreational opportunities in nature, and to promote sustainable landscaping and land
16 use. They are based on removing emissions; not reducing them, Goodwin explained. The
17 2019 greenhouse gas inventory found the town's trees sequestered an amount equal to 31
18 percent of the town's emissions.
19

20 To promote resilience, the plan uses the 2024 Hazard Mitigation Plan to adapt to climate
21 change impacts, builds capacity through intergroup collaboration with commitment to
22 sustainability, and to support UNH's goal of reducing Scope 1 and 2 emissions by 50
23 percent by 2030.
24

25 Councilor Bubar asked if you can get the overall total of electricity the town buys from
26 Eversource. Ms. Goodwin said it is possible and she has the numbers from 2019 through
27 2022, the last year the info is available at this point.
28

29 Councilor Friedrichs asked given the reductions Durham has already seen, if generalized
30 to the planet, what would it equate to in a reduction in warming. Ms. Goodwin said it
31 would be about 1.15-degree Celsius increase. She said it's a difficult time to make
32 projections because of the changes during the pandemic that skewed the emissions
33 numbers.
34

35 Council Friedrichs asked how Ms. Goodwin came up with the number of 5 percent
36 electrification in the built environment each year. Ms. Goodwin said she took the 8
37 percent, which her forecast modeler for local governments uses, and researched the rates
38 in New England, and concluded it would be about 6 percent. She used less - 5 percent -
39 just to make sure the town could achieve that amount.
40

41 There was discussion about how much solid waste the Swap Shop keeps out of the
42 landfill and how it's hard to measure its effect and quantify other programs like the
43 composting program. Ms. Goodwin said she did not include the composting operation at
44 Kingman Farm because it's outside Durham and councilors discussed how most of the
45 compost there comes from Durham.
46

1 Councilor Friedrichs asked if Ms. Goodwin connected with the Assessor’s Office to track
2 electric and geothermal energy implementation in homes as we’re doing with cars. Ms.
3 Goodwin said she will follow up and include that information if she can.

4
5 Administrator Selig said Ms. Goodwin is going to stay on through the rest of the school
6 year as the town’s Sustainability Fellow, which will help with continuity.

7
8 Council Register said Theresa Walker of the Agricultural Committee is interested in
9 working with Ms. Goodwin on the Climate Action Plan and on getting residents
10 interested in local backyard food production to reduce emissions. Ms. Goodwin said she
11 has met with her and incorporated some of her information in the plan, and will continue
12 to reach out to her.

13
14 **XI. Unfinished Business**

15
16 **A. Chair Needell *MOVED to open the Public Hearing and possible Adoption of***
17 ***Ordinance #2024-08 Amending Chapter 118 “Solid Waste” of the Durham Town***
18 ***Code, reflecting current operating plans to accommodate Planned Solid Waste***
19 ***Program Changes. Councilor Lund SECONDED the motion. The motion passed on a***
20 ***unanimous show of hands.***

21
22 Chair Needell asked if there was anyone from the public present or on Zoom to speak.
23 Hearing no response, ***Chair Needell MOVED to close the Public Hearing on Ordinance***
24 ***#2024-08. Councilor Register SECONDED the motion. The motion passed on a***
25 ***unanimous show of hands.***

26
27 Chair Needell asked Department of Public Works Director Rich Reine and Assistant
28 DPW Director Sam Hewitt if they had anything they wanted to add or discuss about the
29 ordinance, and Director Reine said they were just available to answer any questions.

30
31 Chair Pro Tem Friedman thanked them for their work on the ordinance, and asked what
32 the acronyms BEV and DERA stand for. Mr. Reine said BEV stands for Battery Electric
33 Vehicle and DERA stands for Diesel Emissions Reduction Act. Councilors went on to
34 make several minor line edits to the ordinance.

35
36 ***Chair Needell asked if there were any additional questions, and hearing none,***
37 ***MOVED to adopt as amended Ordinance #2024-08 Amending Chapter 118 “Solid***
38 ***Waste” of the Durham Town Code, reflecting current operating plans to accommodate***
39 ***Planned Solid Waste Program Changes. Councilor Lund SECONDED the motion. The***
40 ***ordinance was adopted in a unanimous roll call vote.***

41
42 **B. Discussion and possible Adoption of Resolution #2024-24 Amending**
43 ***Resolution #2013-14 to Change the Membership Composition on the Human Rights***
44 ***Commission to be as follows – Five (5) citizens who are residents of Durham, One (1)***
45 ***Council Representative with a one-year term as an Advisory, Non-Voting Member, and***

1 *the Administrator as an Advisory, Non-Voting Member.* - This resolution was approved
2 earlier as part of the Unanimous Consent Agenda.

3
4 **C. Continued Discussion & First Reading on Ordinance #2024-09 Amending**
5 *Chapter 175 “Zoning,” Article II, “Definitions,” Article XII.1, “Use and Dimensional*
6 *Standards,” Article XVIII, “Personal Wireless Service Facilities Overlay District,”*
7 *Article XIX, “Conservation Subdivisions,” and the Zoning Map; and adding a new*
8 *Article XVIII.1, “Workforce Housing Overlay District.” A public hearing can be set for*
9 *Monday, November 18, 2024.*

10
11 Planning Board Chairman Paul Rasmussen and Town Planner Michael Behrendt
12 joined the meeting for the discussion. Chair Needell said Councilor Bubar had circulated
13 comments on the ordinance in an email on the day of the meeting.

14
15 Chair Needell said the first comment was about the fact sheet. Councilor Bubar said the
16 comments are extensive and may take up too much time. Mr. Rasmussen said they would
17 respond later to Councilor Bubar’s concerns before the Public Hearing.

18
19 Mr. Rasmussen said the fact sheet addresses some of the concerns brought up during the
20 Planning Board’s hearings and will not be part of the ordinance, but is mentioned in the
21 ordinance in a *Whereas*.

22
23 Planner Behrendt said the ordinance has not changed since Oct. 11 and there is no plan to
24 change it unless the Town Council would like to add to it after hearing from the public.

25
26 Councilor Burton said he has been following this process through the eyes of one
27 of the owners of a parcel of property in the overlay district created by the ordinance and
28 commented that the ordinance is written from the perspective of what the town wants to
29 accomplish, but not from the perspective of landowners. He said landowners have to be
30 motivated to participate in the process to be able to create workforce housing.

31
32 There was discussion about the 60 percent of gross parcels required to be open
33 space on projects in the Workforce Housing Overlay District, and what that would
34 mean for developers.

35
36 Mr. Behrendt explained in response to a question from Councilor Burton that a parcel
37 could be subdivided to develop part of the parcel and keep part of it undeveloped for an
38 owner, and the owner’s part would not be subject to the Workforce Housing Overlay
39 District zoning, and the 60 percent open space requirement would apply only to the lot
40 being developed. In response to an email from Administrative Assistant Karen Edwards,
41 Mr. Behrendt said he and Mr. Rasmussen had discussed adding in the ordinance some
42 flexibility for the Planning Board to address some of these concerns.

43
44 Councilor Burton asked if planners consider the ROI an owner can get out of selling or
45 developing a parcel, and how the town can motivate an owner to sell to develop the
46 workforce housing. He said there are just three sites in town that could be developed for

1 workforce housing under the new district and it's important to think about how rules
2 affect landowners. Mr. Rassmussen said it is always in the back of his mind and that's
3 why he pushed for the dense allotment the ordinance allows. He explained the board's
4 thought process.

5
6 Councilor Bubar said he thought the ordinance was designed to get the owner market rate
7 for the land, and the density was designed to make that price work for the developer. He
8 said he didn't think they were looking for the landowners to subsidize workforce housing
9 development.

10
11 Councilor Burton said the question if you're a landowner is if you can make more money
12 building large single-family homes instead of affordable housing. Discussion ensued
13 about how a developer could work with the ordinance and with an owner to design an
14 affordable housing project that would work for them and make sense to build.

15
16 Mr. Behrendt invited any owner to come into town hall and ask questions about the
17 ordinance and how it affects their land.

18
19 Councilor Lund pointed out there is no requirement for hiring more professionals for an
20 affordable housing project than are needed to build large single-family homes, and Mr.
21 Behrendt and Mr. Rasmussen confirmed there was not.

22
23 Councilor Burton asked how they settled on the 60 percent open space and Mr.
24 Rasmussen explained the Planning Board's thought process on it and on getting the level
25 of density needed. He said keeping 60 percent of a parcel open promotes wildlife
26 corridors and improves the setbacks because the town wants to bring the living units on
27 the parcel close together. There was discussion of the Cottages at Dover development on
28 Back River Road in Dover. Mr. Behrendt encouraged people to visit the development.

29
30 Discussion continued about the value of land and how developing an affordable housing
31 rental unit project is worth more than selling single-family homes.

32
33 Councilor Friedrichs asked what the change in language that allowed greater flexibility
34 that Mr. Behrendt referred to earlier was. He said it was on Page 12 of the ordinance
35 under item J. Density and Dimensional Standards, allowing the Planning Board to alter
36 requirements for good cause.

37
38 Councilor Bubar pointed out there is flexibility in item T where it states the Planning
39 Board can alter density or open space if it deems it necessary.

40
41 Councilor Friedrichs asked about the situation with the Town Grange affordable housing
42 project where workforce housing could not be rented and was converted to student use,
43 and how it was handled in the condition of sale. Administrator Selig said it was because
44 of the noise at the location that it was difficult to find tenants and that he believed it was
45 part of the purchase and sales agreement. Councilor Friedrichs advocated adding a
46 mechanism the town could use again in the workforce housing district. Mr. Rasmussen

1 said he wouldn't recommend it for the Workforce Housing Overlay District, but perhaps
2 for a downtown district.

3
4 Councilor Burton asked how the town enforces the workforce rents and Mr. Rasmussen
5 said the landlord files an annual report. He explained how the rents would be set
6 according to HUD rates.

7
8 Chair Pro Tem Friedman questioned missing footnotes he identified, and how they
9 corresponded was discussed. He stated for the record that he questions why the ordinance
10 allows rentals only and not affordable housing for sale, and that maybe the ordinance
11 could be amended in the future to allow for sales. Mr. Behrendt explained the Planning
12 Board went only with rental units because it's easier to structure; developers usually do
13 one or the other; rent is easier to get the volume to make it feasible; and most importantly
14 it's easier to keep it affordable in perpetuity. HUD sets the rent levels, updates them
15 annually and landlords have to abide by those amounts. To mandate affordable housing in
16 sales, it would have to be included in each individual deed. He said the board also felt the
17 greater need in the region is for affordable rentals.

18
19 There was a discussion about the fair market rent amounts and whether they include
20 utilities and other costs or not.

21
22 Councilor Friedman questioned the maximum of 12 dwelling units per building.
23 Rasmussen said that it complies with the fire code, which has a minimum distance from
24 an apartment door to the stairs going down out of the building. He said it encourages a
25 center staircase, three-story, four-units-per-story type of buildings and creates a more
26 "Durham-esque" look. He said 12 is arbitrary, but the board felt it was a reasonable
27 maximum.

28
29 Chair Needell suggested if councilors have more questions if they could submit them in
30 writing and councilors discussed how to proceed.

31
32 Chair Pro Tem Friedman said the map in the ordinance also needs to be improved and
33 he'll send comments to Mr. Behrendt. Councilor Friedrichs added it would be good to
34 have a solid map before the public hearing.

35
36 *Chair Needell MOVED to approve the first reading of the ordinance and set the public*
37 *hearing. Ford SECONDED. Needell asked for discussion and there was none. The*
38 *motion passed on an 8-1 roll call vote. Chair Needell - Aye, Council Friedrichs - Nay,*
39 *Councilor Bubar - Aye, Councilor Grant - Aye, Councilor Register - Aye, Councilor*
40 *Ford - Aye, Councilor Lund - Aye, Councilor Burton - Aye, Chair Pro Tem Friedman -*
41 *Aye.*

42
43 **D. Presentation & First Reading on Ordinance #2024-10 Amending Chapter 175**
44 *"Zoning," Article III, "Administration and Enforcement," Article VI, "Zoning Board of*
45 *Adjustment," Article XII.1, "Use and Dimensional Standards," Article XX, "Standards*

1 *for Principal Uses,” and Article XX.1, “Standards for Agricultural Uses.” A public*
2 *hearing can be set for Monday, November 18, 2024.*

3
4 Chair Needell invited Mr. Behrendt and Mr. Rasmussen to explain the proposed changes
5 in this ordinance. Mr. Behrendt explained the changes are a few miscellaneous issues that
6 have come up over time in zoning and when reviewing site plans that need clarification.
7 He said the ordinance is bringing the town up to date on some housekeeping items.

8
9 Councilor Bubar asked if the changes would eliminate all the instances of “administrative
10 gloss” that arise. Mr. Rasmussen said it wouldn’t and Councilor Bubar asked why not.
11 Mr. Behrendt said he believes it does address most of the concerns that have been raised,
12 but that there are always more ambiguous items that arise. He invited councilors to let
13 him know of other instances that come up and he’ll start a new list. Discussion continued
14 about how this is not meant to be a complete change and that it’s OK to change
15 ordinances in pieces.

16
17 Councilor Lund brought up the public is concerned why parking is a primary use still
18 allowed by conditional use at Church Hill and this ordinance does not address things of
19 that nature. Mr. Behrendt said that is addressed in the definitions, which will be coming
20 up for public hearing in a few weeks.

21
22 Councilor Grant said the ordinance includes a compliance change about childcare. Mr.
23 Behrendt added it includes a change that allows small group net metering for solar arrays.

24
25 Chair Needell suggested councilors handle additional questions and concerns at the time
26 of the public hearing as they agreed for the ordinance before this one.

27
28 ***Chair Needell MOVED to approve the first reading of the ordinance and set the public***
29 ***hearing. Councilor Friedrichs SECONDED the motion.***

30
31 Councilor Lund had a question on item C in the ordinance, the concurring vote of three
32 members to pass a motion on the Zoning Board of Adjustment when a quorum is four and
33 discussion ensued about how that would work and how this item makes the town
34 consistent with state law.

35
36 ***The motion PASSED on a unanimous roll call vote.***

37
38 **XII. Approval of Minutes** of the October 7, 2024 meeting and of the October 21, 2024
39 meeting

40
41 ***Councilor Friedrichs MOVED to approve the minutes of the October 7, 2024 meeting***
42 ***with minor amendments. Councilor Friedman SECONDED the motion. The minutes***
43 ***were approved on a unanimous roll call vote.***

44
45 Councilor Friedrichs said ze did not make a comment credited to zir in the October
46 21, 2024 meeting minutes. The comment is on Page 12, Line 37 about how limiting the

1 number of units at 12 in a building is not really workforce housing. Discussion ensued
2 about who had said it. Consensus was it was Chair Pro Tem Friedman, but he said he
3 didn't make the comment, but just questioned the limit of 12 units per building.
4

5 Councilor Friedrichs said ze also did not ask about other town lands that
6 could be sold in a discussion on Page 10, Line 7. Consensus was Councilor Grant
7 actually made that point.
8

9 ***Councilor Lund MOVED to accept the minutes of the Oct. 21 meeting as***
10 ***amended. Councilor Bubar SECONDED the motion. The minutes were***
11 ***APPROVED on a unanimous hand vote.***
12

13 **XIII. Councilor and Town Administrator Roundtable**

14 Chair Needell - Human Rights Commission

15 Chair Needell reported the commission worked on restructuring the commission
16 membership, which was voted on earlier in this meeting. She said the commission wrote
17 a letter in support of the improvement project at the farmhouse at Wagon Hill Farm and
18 the outreach, accessibility and inclusivity of the project. The commission discussed
19 Indigenous People's Day and support for the nonprofit 21 Senses, which is now included
20 in the town's proposed budget. Next meeting is Dec. 4.
21
22

23 Chair Needell

24 Chair Needell reminded councilors about working the polls tomorrow and thanked them
25 for volunteering.
26

27 Councilor Lund - Historic District/Heritage Commission

28 Councilor Lund reported the commission met on Oct. 10 and approved replacement of
29 windows at 4 Smith Park Lane. It approved the placement of a plaque at the old brick
30 town hall, which the commission hopes is the first in a series of plaques on buildings
31 within the Historic District. It forwarded to the Planning Board an ordinance with a
32 couple of minor tweaks to the HDC ordinance. One of them modifies tree removal
33 requirements and the other deals with minor activity exempt from HDC review. The
34 November HDC meeting has been canceled because of a lack of business so the next
35 meeting will be Dec. 5.
36

37 Councilor Lund- Energy Committee

38 The November meeting of the Energy Committee has been moved to Nov. 12 to avoid
39 meeting on the night of the election.
40

41 Councilor Ford - Land Stewardship Subcommittee

42 The Subcommittee has not met since the Council's last meeting. Two subcommittee
43 members have volunteered for land stewardship of town-owned land training with Sarah
44 Callaghan. She is doing the training as part of her new role at UNH.
45
46

1 Councilor Register - Agricultural Committee

2 Councilor Register said he hasn't attended meetings recently because they conflict with
3 the Town Council meetings and the next one he can attend in person is Dec. 9. The
4 committee heard the Housing Task Force presentation. It also reviewed Farm Day and
5 deemed it successful. The committee is thankful for the community's input and
6 participation. Next year, they will work for more town representation to help with
7 promotion and to have booths during the event. He reiterated the committee's interest in
8 working with the Sustainability Fellow on the Climate Action Plan. The committee's next
9 meeting will be Nov. 18 at the police department.

10
11 Councilor Register - School Board

12 The School Board met Oct. 22. The new cell phone police received a lot of praise. It
13 heard a presentation on internet crimes against children by the School Resource Officer.
14 It talked about report cards and heard a presentation by a children's storyteller who is a
15 junior who recently won a national competition as part of a series called Impactful
16 Community Connections. The board is doing a building needs assessment to create a
17 long-term capital plan. It held a budget workshop on Oct. 31. It will meet next Nov. 6.

18
19 Council Register - Strafford Regional Planning Commission

20 He was unable to attend its last meeting. It next meets on Nov. 15, which conflicts with
21 the inauguration of new UNH President Elizabeth Chilton. He asked for guidance and
22 consensus was he should attend the inauguration.

23
24 Councilor Register

25 He made a personal statement thanking the Town Clerk's office for all its work on the
26 General Election, getting ready for it, registering voters and fulfilling requests for
27 information about the election while protecting individual's private information, and
28 facilitating normal operations while dealing with being displaced by the flooding at town
29 hall. He praised Town Clerk Rachel Deane specifically. He also thanked all those
30 volunteering at the polls during the General Election and reminded residents to be kind
31 and to vote.

32
33 Councilor Burton - Conservation Commission

34 The commission met on Oct. 28. It heard from Sarah Callaghan and appointed her to be
35 an alternate to the Land Stewardship Subcommittee. It reviewed an application from
36 Riverview Court for a structure on the shoreland, but they didn't have enough
37 information from the landowner so they will return at a future meeting. Burton said it's a
38 complicated project and it's right on the water. The commission had a long discussion
39 about the Wetland Shoreland Overlay District and passed it on to the Planning Board. It
40 was not able to have their plant species and site plan regulation discussions.

41
42 Councilor Burton

43 Councilor Burton said he is really worried there is a national strategy to "gum up the
44 works" in the election even down to the town level so that a candidate can deny the
45 results of the election. He said there is something very strange about a little town like

1 Durham getting the requests that it has for voting information this election. He said he
2 hopes this is not the case, but is worried.

3
4 Councilor Grant - Housing Task Force

5 The Housing Task Force had a discussion about putting out communication about the
6 discussions it has had with various boards when they presented at their meetings. They
7 heard a review of the Housing Champion Program from the state that includes grants and
8 money for improvements in zoning to enable more housing. Councilor Grant said it
9 would be worth reviewing at a future Town Council meeting. She said there is \$5 million
10 allotted for the program's first year.

11
12 Councilor Bubar

13 Councilor Bubar said he didn't attend any meetings, but asked if anyone attends the
14 Traffic Safety Committee meetings. Administrator Selig confirmed he does. He reported
15 a complaint from a neighbor about getting off Old Piscataqua Road onto Route 108 and
16 said he passed it along to the committee. He also said he would be out of town on
17 Election Day, but should be back by 7:30 p.m. and would be available to volunteer if
18 needed.

19
20 Councilor Friedrichs - Planning Board

21 Councilor Friedrichs said ze ran into Administrator Selig at the NHMA meeting and
22 knows he attended the Housing Champion program session and that the Planning Board
23 is anxious to hear the Town Council's and town staff's analysis of the program. Ze was
24 unable to attend the Planning Board's workshop last week but the agenda for that
25 included reviewing the definitions and incorporating the Town Council's thoughts on
26 them. Ze said it was a workshop, not the Public Hearing, which ze said ze mistakenly
27 said earlier in the meeting.

28
29 There was an early discussion about the planned unit development for developing West
30 Edge, again not yet the public hearing. There was discussion of being in compliance with
31 new state laws, which the Planning Board and the Town Planner said the town will be
32 once the Town Council passes the minor amendments ordinance that was just scheduled
33 for the Nov. 18 public hearing. On Durham Point Road, there was an adjustment of a
34 right-of-way line with a public hearing happening on Nov. 13. The former owners of the
35 lot made an agreement with the town of Durham in 1985 for the town to relocate a
36 portion of that road, but it was never conveyed to the town nor was the right-of-way line
37 moved so this corrects that issue.

38
39 Councilor Friedrichs said ze wants to state that ze has not been voting to move the
40 Workforce Housing Overlay District forward because ze thinks that there are some
41 tweaks needed that would make the amendment better including targeting the workforce
42 in terms of who's eligible to live in those apartments and making sure they are affordable
43 from a rent-plus-utilities perspective. Ze believes that the tweaks are significant enough
44 that they would have to go back to the public hearing level so that's why ze hasn't voted
45 for the measure to go forward either at the Town Council or at the Planning Board.

46

1 Councilor Friedrichs

2 Councilor Friedrichs said ze attended the local energy conference made possible by the
3 town of Durham with Charlie Forcey, who is also a member of the Energy Committee,
4 and heard about calls to reform the state’s utility system and what would be needed to
5 create a green energy system. There was discussion of moving to a more distributed grid
6 where there would be more local power producers, both individuals with solar in their
7 home but also on the municipal level, because transmission costs are going to continue to
8 increase - that’s the cost of managing the transmission lines that Eversource oversees and
9 passes along to ratepayers. Having more localized power is one way to decrease
10 transmission costs and make them more green. In the legislative presentation, there was
11 discussion of small nuclear power plants and doing some privatization options within the
12 grid. Ze also attended a session on creating green affordable housing, making them net
13 zero or passive house projects.

14
15 Councilor Friedrichs said ze has ongoing questions about the relationship between the
16 Durham and UNH police departments and said ze has received a lot of questions from
17 residents who are concerned. Ze said ze has shared the questions and concerns with
18 Administrator Selig and Chief Rene Kelly. There is concern about being excluded from
19 the investigation of the May 1 protest arrests and about the body cam footage from the
20 incident not being reviewed in the public record. Ze said there have been two different
21 Right to Know requests to state police and neither has shown that Governor Sununu did
22 direct police to Durham. Ze said there is concern about the lack of transparency and why
23 isn’t the information showing up in a Right to Know request that aligns with the official
24 narrative that has been put out by UNH.

25
26 Chair Pro Tem Friedman - Parks and Recreation Committee

27 Parks and Recreation didn’t meet this month. Next meeting is Nov. 26. Chair Pro Tem
28 Friedman said the Parks and Recreation Chair Cathy Leach would soon present her report
29 to the Town Council.

30
31 Administrator Selig

32 Administrator Selig confirmed he had attended the Housing Champion session at the
33 New Hampshire Municipal Association meeting. The state has allocated funding to
34 incentivize towns to modify zoning and put other plans in place that would qualify them
35 as Housing Champions. Towns receiving the designation would be eligible to apply for
36 money in two ways. One way is for every additional unit of workforce housing created,
37 the town would be eligible to apply for a \$10,000 grant from the state that could be used
38 in any way. The second way is to apply for money for water and wastewater
39 improvements that make affordable housing projects possible. He said that he and Mr.
40 Behrendt don’t believe at this time the town would qualify, but said it can certainly work
41 toward qualifying. He recommends focusing on applying next year. Deadline is mid-
42 November of this year for the first round. He believes there’ll be another round of
43 funding appropriated next year that the town can apply for.

1 He thanked the Department of Public Works staff and the Integrated Waste Management
2 Committee for their work on the changes to the solid waste ordinance, saying they did a
3 great job in moving the project forward.
4

5 He said he met with university officials concerning the Edge at West End development to
6 get an update on its status. He said the Board of Trustees is struggling to be comfortable
7 with the economics and the ROI of the development. The UNH team is figuring out how
8 to improve the ROI. He brought up the creation of a Tax Increment Finance district
9 where the development could help fund the cost of the infrastructure needed to create the
10 project, which brings costs down. The agreement to create the TIF would have to say
11 ironclad that taxes would be paid on the new square footage being built. If in place, that
12 would answer some of the questions Councilor Burton has raised about guaranteeing that
13 Durham will receive tax revenue from the project. UNH officials are interested in
14 working with Durham to research grants that Durham could apply for.
15

16 He thanked the Town Clerk's Office staff, the moderator, supervisors of the checklist,
17 and all the volunteers for their work on the election. He emphasized to residents to be
18 kind, considerate and patient at the polls on what could be a long Election Day. He said
19 the town just wants to have a safe and fair election.
20

21 He responded to Mr. Hall's concerns in Public Comment about water projects. He said
22 that on the Lamprey River Hard Pipe Project in 2001 to 2002, \$1,546,715 was spent on
23 the project, displaying a slide that shows the town paid 35 percent of the cost (\$500,995)
24 and UNH paid 65 percent of it (\$930,402). He said he doesn't know where Mr. Hall is
25 getting the information that Durham paid more than UNH on the project, he may be
26 confused because he believes UNH had cash in the amount of \$600,000 that it paid and
27 so only \$300,000 was bonded, and maybe he's only looking at what was bonded.
28

29 On the Cutter Beech Hill LLC v. Town of Durham legal case in 2017, Selig said Mr. Hall
30 implies there was something secretive about it, but it was discussed at Town Council
31 meeting and highlighted in the Friday Update on June 23, 2017. He invited folks to read
32 the excerpt.
33

34 He showed the town allocated \$250,000 in January 2018 for the \$550,000 settlement of
35 the case, which included \$191,000 from the water capital reserve fund and \$59,000 from
36 the water fund balance, which the Town Council approved. The town's insurer Primex
37 covered the residual. He said the case began with a land transaction in the 1980s when
38 the Gangwers who owned the Tin Palace wanted to buy the land in front of the restaurant
39 to create an outdoor patio and the town wanted the use of the land where the water tank
40 was located on land they owned so there was a swap. He said for an unknown reason
41 either the town never received the deed or it did and it was lost and never recorded, but
42 the town was left with trying to figure out how to resolve the issue. Since the settlement,
43 the town has the right to the water tank. Councilor Burton concurred he was on the
44 council then and the case was handled all above board.
45

1 On Mr. Hall's comments on the water cost sharing, Selig read from the Memorandum of
2 Understanding between UNH and the town that the capital and operating costs of the
3 water system will be shared using the average percentage of water usage for each 12-
4 month period starting the following January. Councilor Bubar asked if the cost sharing
5 formula was approved by the Town Council and Administrator Selig confirmed it was.
6 He said the agreement was made in 2016 as a 10-year agreement. He extended the
7 expiration of this MOU this year with President Dean before he retired to be in one-year
8 increments. Councilor Bubar asked if it was done in an open public meeting of the Town
9 Council and Administrator Selig confirmed it was.

10
11 He said Mr. Hall in Public Comment also referred to a time when the meters were not
12 functioning. Administrator Selig said that it was long before he arrived in 2001 and that
13 the problem was resolved long ago.

14
15 ***Councilor Friedrichs MOVED to extend the meeting by 15 minutes. Councilor Lund***
16 ***SECONDED the motion. The motion passed on a 7-2 hand vote. Councilors Bubar and***
17 ***Register voted not to extend the meeting.***

18
19 **XIV. New Business**

20 Initial presentation of the Administrator's proposed FY 2024 Operating, Capital, and
21 Special Fund Budgets and the 2024-2033 Capital Improvement Plan.

22
23 Administrator Selig introduced the three budget documents that are available for review
24 in hard copy at the Durham Town Hall in the foyer, at the Durham Public Library, and
25 online at the town's website at <https://www.ci.durham.nh.us/>.

26
27 The documents are the 2025 Operating Budget
28 (<https://www.ci.durham.nh.us/businessoffice/proposed-2025-operating-budget>), the
29 2025-2034 Capital Improvement Plan
30 ([https://www.ci.durham.nh.us/businessoffice/proposed-2025-2034-capital-improvements-](https://www.ci.durham.nh.us/businessoffice/proposed-2025-2034-capital-improvements-program)
31 [program](https://www.ci.durham.nh.us/businessoffice/proposed-2025-2034-capital-improvements-program)) and the supplemental Proposed Budget Information Booklet
32 ([https://www.ci.durham.nh.us/businessoffice/proposed-2025-budget-information-](https://www.ci.durham.nh.us/businessoffice/proposed-2025-budget-information-booklet)
33 [booklet](https://www.ci.durham.nh.us/businessoffice/proposed-2025-budget-information-booklet)).

34
35 Administrator Selig gave an overview of the information the 2025 Operating Budget
36 document contains, highlighting the following:

37
38 He recommended the Table of Contents as a great guide and resource to find what
39 you're looking for.

40
41 Page 1: The Administrator's budget letter, which summarizes what the proposed
42 budget includes.

43
44 Page 8: A bird's-eye view comparison of the changes between the town's 2024 budget
45 and the proposed 2025 budget by department.
46

1 Page 10: An organization chart of those employed by the town.

2
3 Page 11: More detail on employees by department from 2014 to the present.

4
5 Administrator Selig pointed out that there are no new positions in the proposed 2025
6 budget.

7
8 Page 14: An inventory of vehicles the town has owned from 2010 to 2024.

9
10 He said it shows the town owns 72 vehicles in 2024, one more than last year, because
11 a new all-terrain Ranger was donated to the town for the Fire Department.

12
13 Page 17: A fiscal forecast that shows actual expenditures and actual revenues, past tax
14 rates and then what's being proposed and what the town is projecting going forward.

15
16 He noted one uncertainty in the forecast is three collective bargaining agreements
17 expire at the end of 2025 so that will have an unknown effect on the 2026 budget.

18
19 Page 20: Proposed debt schedule for the General Fund

20
21 Page 22: Town Administrators estimated revenues for 2025. These are updated as
22 better data becomes available.

23
24 Page 36: The letters from department heads with their requests for the 2025 budget. He
25 noted the requests are not what he is recommending, and there is an explanation of
26 what he didn't include in his recommended budget and why.

27
28 Page 140: Fiscal Forecast for the Water Fund

29
30 Page 152: Fiscal Forecast for the Wastewater Fund

31
32 Page 167: Fiscal Forecast for the Parking Fund

33
34 Page 171: Fiscal Forecast for the Capital Fund (lists all items in the Capital
35 Improvement Fund for 2025)

36
37 Page 183: Library Fund (the town handles the library as a separate fund)

38
39 In the second document, the 2025-2034 Capital Improvement Plan, Administrator Selig
40 highlighted:

41
42 He said the plan is for items that cost \$10,000 or more and have a lifespan of five or
43 more years. The plan looks out 10 years. The town charter only requires looking out
44 six years, but he feels that's not long enough. He said each item in the CIP has a
45 separate page with that item's details and financing plan.
46

1 Page 14: The financing plan for Tanker 4 for the Fire Department. Administrator Selig
2 explained the town and the University of New Hampshire fund the fire department
3 equally, on a 50-50 cost sharing plan.
4

5 Councilor Ford questioned if UNH has to approve the purchase. Administrator Selig
6 explained per a Memorandum of Understanding with UNH, the town provides a
7 courtesy consultation to UNH officials and they have an opportunity to provide
8 feedback. Once the item is approved by the Town Council, UNH is required to pay its
9 share. If UNH has a concern about something, they discuss it and there is a lot of
10 advance notice and no surprises. Once the budget is approved, if the town wants to
11 modify and increase it, it can only be within a certain percentage or the town would
12 have to go back to UNH to make sure they agree.
13

14 Administrator Selig explained the third document, the Proposed Budget Information
15 Booklet, is designed to capture the answers to residents' questions before they are asked.
16 He highlighted the following:
17

18 Page 3: An explanation of how the tax rate is set.
19

20 Page 4: A history of the Durham tax rate from 2011 to 2024
21

22 He noted the tax rate was kept the same in 2024 as it was in 2023.
23

24 Page 5: A history of the water and wastewater rates
25

26 Page 6: The allocation of shared costs of the water and wastewater rates
27

28 Page 11: A list of the town's fixed costs
29

30 Page 12: Personnel costs, full-time, part-time and overtime
31

32 Page 13: A breakout of the Police, Fire and Public Works departments' full-time, part-
33 time and overtime costs
34

35 Page 14: Health and dental insurance costs for the town's personnel
36

37 Page 15: Retirement costs for the town's personnel
38

39 Page 19: A debt summary for the General Fund.
40

41 He noted the town is using 13 percent of its allowable debt capacity and is not
42 overextended on debt.
43

44 Chair Needell gave a warning that the meeting extension will be up in 2 minutes.
45

46 Page 23: Debt summary for water fund.

1
2
3
4
5
6
7
8
9
10
11
12
13
14
15
16
17
18
19
20
21
22
23
24
25
26
27

Page 27: Debt summary for wastewater fund.

Page 39: Outside agency requests to be included in the town’s budget.

Page 109: He highlighted the request from 21 Senses, a non-profit which provides quiet zones during recreational programming. It has been providing this service to Durham using it as a beta site during town events and programs free of charge for several years. Administrator Selig has recommended the town fund their request for funding in 2025

Councilor Register acknowledged to Chair Needell that his concerns about getting through tonight’s agenda were unfounded.

XV. Nonpublic Session (if required) - Not required.

XVI. Extended Councilor and Town Administrator Roundtable (if required) - Not required

XVII. Adjourn (NLT 10:30 PM)

Councilor Lund MOVES to adjourn the meeting. Councilor Ford SECONDS the motion, which passes on a unanimous hand vote.

The meeting is adjourned at 10:48 PM

- Jane Murphy, Minutes Taker