

**AGENDA ITEM:** \_\_\_\_\_

**DATE:** April 6, 2015

## **COUNCIL COMMUNICATION**

**INITIATED BY:** Public Works Department

**AGENDA ITEM:** **SHALL THE TOWN COUNCIL AUTHORIZE THE CLOSE-OUT OF AND TRANSFER OF \$1,903.16 SURPLUS FROM THE RECENTLY COMPLETED SMITH CHAPEL RENOVATION PROJECT TO THE SMITH CHAPEL TRUST FUND ESTABLISHED IN 1927.**

**CC PREPARED BY:** Michael Lynch, Public Works Director

**CC PRESENTED BY:** Todd I. Selig, Administrator  
Michael Lynch, Public Works Director

**AGENDA DESCRIPTION:**

This Council Communication identifies a surplus of \$1,903.16 from the now completed 2011-2013 Smith Chapel Renovation Project. The Department of Public Works, Durham Business Office and Trustees of the Trust Funds (see attached letter) respectfully request the Town Council close-out and transfer the fund balance of \$1,903.16 to the Smith Chapel Trust Fund. The Smith Chapel Renovation Project was funded by the general fund, State of New Hampshire grants and bond proceeds as follows:

2/14/2011	Transfer from the General Fund	\$ 6,000.00
10/05/2012	General Obligation Bond	\$65,000.00
8/27/2012	NH Division of Historic Resources	\$ 5,000.00
1/25/2013	NH Division of Historic Resources	\$ 6,671.48
12/16/2013	NH Division of Historic Resources	<u>\$ 5,000.00</u>
	<b>TOTAL</b>	<b>\$87,671.48</b>

The Smith Chapel Renovation Project included the following scope of work.

- New slate roof and copper gutter, down spouts and ridge cap
- Stain Glass Window rehabilitation
- Brick walkway rehabilitation
- New electric service/lighting
- Custom design trim work repair
- Landscaping
- Exterior painting
- Clean/Polish all brass items

The expenditures/vendors for the Smith Chapel Renovation Project are listed below.

6/13/2011	American Steeple & Tower Co.	\$28,740.00
9/26/2011	Art Glass of America	\$28,135.00
2/28/2012	JP Pest Services	\$ 470.00
8/16/2012	Preservation Co.	\$ 6,671.48
9/05/2012	GC/AAA Fence Co.	\$ 210.00
9/07/2012	Goodrich Inc.	\$ 148.40
9/27/2012	William Allen Masonry	\$ 2,122.00
11/30/2012	Yates Electric Service	\$ 3,272.48
3/27/2013	Rous Designer Builder	\$ 5,700.00
5/06/2013	Cocheco Falls Janitorial	\$ 600.00
6/06/2013	Cameron Sod Farm	\$ 7,520.00
6/06/2013	Jablonski Painting	\$ 778.96
6/25/2013	Polishing & Buffing of N.E.	<u>\$ 1,400.00</u>
	<b>TOTAL</b>	<b>\$85,768.32</b>
	<b>Smith Chapel Renovations Surplus</b>	<b>\$ 1,903.16</b>

**LEGAL AUTHORITY:**

N/A

**LEGAL OPINION:**

N/A

**FINANCIAL DETAILS:**

Please see above agenda description and attached Detail of Revenues and Expenditures Worksheet prepared by the Business Office.

**SUGGESTED ACTION OR RECOMMENDATIONS:**

**MOTION:**

**NOW, THEREFORE BE IT RESOLVED** that the Durham Town Council, the governing body of the Town of Durham, New Hampshire does hereby adopt Resolution #2015-xx authorizing the close-out of the Smith Chapel Renovation Project and the transfer of \$1,903.16 surplus fund balance to the Smith Chapel Trust Fund established in 1927.