

**TOWN OF JAFFREY**  
**Budget Committee**  
**December 3, 2020**

Members present: Norm Langevin, Charlie Turcotte, Peter Maki, Frank Sterling, Sam Greene, Kathy Batchelder

Members excused: Robert Schaumann

Staff: Town Manager Frederick, Finance Director FitzGerald, Administrative Assistant Zola

Meeting opened: 6:01p.m.

**MEETING MINUTES APPROVAL**

On a motion by Batchelder, seconded by Sterling, meeting minutes from November 5, 2020 were approved as amended (5-0) Greene abstained due to not being present at that meeting.

**OLD BUSINESS** None

**NEW BUSINESS**

TM Frederick explained his report for November.

We are 90.6% through our fiscal year, with 9.4% being the “Percent Left” as reported in the financial reports. We are currently 10.4% under budget.

The available General Fund expenditures are \$6,622,500 (\$6,591,884 budgeted + \$30,616 Police CBA Warrant Article), with \$5,311,357 expended to date and 19.8% remaining (percent left).

The following expenditure items are noted for explanation:

- I have nothing new to report on specific accounts that would be new from my previous reports.
- We have two AP periods and five payroll periods in December, including our year-end closing AP’s in January. I do not expect us to end up 10% under budget, particularly following our end-of-year encumbrances. However, we are positioned much better compared to my previous three years. Keep in mind that every 1% under budget equals \$65,000 returned to the General Fund.
- All accounts are on target.

Total General Fund revenues are \$2,076,690 and we are currently at 24.3% remaining to collect. The following revenue line items are noted for explanation:

- Meals & Room Tax and Other Taxes – Disbursed at the end of the year. If disbursed today, we would be under 4% remaining to collect for the year.
- Other State – Added \$100,847 from State Municipal Aid from biennium budget.

- Water Pollution Grant – 100% moved to the Sewer Fund.

Sewer revenue is \$1,753,931 and expenditures are \$1,600,036.

Water revenue is \$1,369,402 and expenditures are \$736,095.

## **DISCUSSION**

The end of the year expenditures will be presented to the Budcom at the January meeting.

Budget meetings for January & February will be held at the Jaffrey Fire Station with Zoom format being used for all others not included on the Committee. This means Department Heads and Petitioners will Zoom in. Petitioners will still be required to obtain petition signatures and supply financials/materials prior to their scheduled time. There will be a time scheduled for each Petitioner to Zoom into the meeting.

The Public Hearing in February will be a hybrid meeting with in-person and Zoom attendance.

Regarding the budget schedule, member Batchelder will be missing January 13<sup>th</sup>'s meeting.

Town Meeting may be changed to April to accommodate an outside meeting.

Paving was delayed because of the tardiness of Town Meeting, but Jaffrey should be first on the paving company's schedule.

Cold Stone Springs funding is doing well. All the money is in hand. Current wells are functioning with seasonal shut downs for Squantum. Recent rain has been helping with levels.

## **DEPARTMENT BUDGET REVIEW**

All are tracking well and above budget.

## **ADJOURNMENT**

Motion presented by Batchelder to adjourn meeting seconded by Maki at 6:31pm.

**\*\*Next Meeting will be January 5, 2021 6pm at the Jaffrey Fire Station\*\***

*The Town of Jaffrey prohibits discrimination on the basis of race, color, national origin, sex, sexual orientation, religion, age, disability, marital or family status.*

*The Town of Jaffrey is an equal opportunity employer.*