

TOWN OF JAFFREY
Jaffrey, New Hampshire
Budget Committee
Meeting Minutes
January 9, 2018

MEMBERS PRESENT: Norm Langevin, Bob Schaumann, Jack Belletete, Tom Lambert, Charlie Turcotte, Peter Maki, Frank Sterling

Staff: Town Manager Frederick, Fire Chief David Chamberlain, Librarian Julie Perrin, Finance Director Langille, Administrative Assistant Zola

Guests: Library Trustees, Fire Department Personnel

Meeting opened: 6:05 p.m.

Schaumann made a motion to accept the minutes of the 12-13-17 meeting, seconded by Turcotte. Vote was taken – all in favor. (7-0)

An overview of the budget was presented by Town Manager Jon Frederick explaining the budget highlights. Worker's Comp. has been removed from all individual department budgets and now falls under Personnel Administration.

After the presentation, the committee examined the proposed budget for the following departments and tentatively voted on the bottom line.

FIRE DEPARTMENT – David Chamberlain

There are some outstanding purchase orders.

Wages – There is a 2% increase.

Protective clothing – Gear is on a 10-year cycle, with only a few suits being replaced per year to stay within the budgeted amount.

FF Physicals – Physical exams for staff over 40 must be done every year. The crew is aging, so more physicals will need to be done. Fees at Monadnock have increased slightly.

Emergency Management – Down \$ 244.00 due to a mutual aid item.

Call wages - Based on average on calls and anticipated training, the line item reflects prediction. Belletete would like to see the predicted on call hours. Chief Chamberlain will supply the spreadsheet to the committee.

Capital – Fire Equipment is on a replacement schedule.

Fire Boat- The present boat is a 1995 recreational boat, not a rescue boat. The weight limit only allows for 2 or 3 staff, which in a rescue situation is not enough to conduct a safe rescue. The

proposed boat is designed for rescues, it holds more people and has greater stability. The expected life span is 20 years, but the Fire Department maintains their equipment well, so a longer life span may be possible. This would be funded from the Capital Reserve Fund, having no impact on taxes. There was discussion regarding how often the boat would be used. Chief Chamberlain explained it's difficult to predict. The NH Marine patrol is not in the area and with the number of lakes in Jaffrey, it makes sense to have our own boat here. Belletete expressed his difficulty accepting the boat issue.

A motion was made by Schaumann to tentatively accept the amount of \$ 357,083.00 seconded by Lambert. Vote was taken – (6-1)

EMERGENCY MANAGEMENT: A motion was made by Shaumann to tentatively accept the amount of \$ 57,264.00 seconded by Turcotte. Vote was taken – all in favor. (7-0)

LIBRARY – Julie Perrin, Director

Julie Perrin, Library Director explained that with new programming made available at the Library, they have seen a huge increase in residents visiting the Library. They have opened the third floor and are providing more technology classes and age-specific events. The Library is now considered modern with all the improvements made. Because of the increased visits to the library, their staffing has had to increase. They have a large number of volunteers, which has helped with budgeting, but they still had an increase in salaries. The Library Trustees have control of the salary numbers and in part, the whole budget. The bottom line is dictated by the Town, the Trustees decide where it is spent in the Library. The Trustees have donated funds toward building improvements, that otherwise would have been funded through the Town. Schaumann commented on how impressed he is with all the updates and said Jaffrey is “Light years” ahead of other local libraries.

A motion was made by Schaumann to tentatively accept the Library budget amount of \$ 275,282.00 seconded by Turcotte. Vote was taken – (6-1)

PLANNING & ZONING: The Town is reviewing Impact Fees this year.

A motion was made by Sterling to tentatively accept the amount of \$ 75,982.00 seconded by Maki. Vote was taken – all in favor. (7-0)

ECONOMIC DEVELOPMENT: \$4,000 was spent on maps to the NH Welcome Center. Langevin asked what the return on that investment would be. TM Frederick explained that these maps would increase the visibility of the Town. There was also discussion about the redevelopment of Webster Street and trying to promote the site for business. It is still a privately-owned property.

A motion was made by Sterling to tentatively accept the amount of \$ 33,233.00 seconded by Schaumann. Vote was taken – all in favor. (7-0)

PROPERTY RECORDS: A motion was made by Lambert to tentatively accept the amount of \$ 73,756.00 seconded by Belletete. Vote was taken – all in favor. (7-0)

DOWNTOWN TIFF: TM Frederick explained that since there are no changes, this will not be on the warrant for a vote.

STONE ARCH BRIDGE TIFF TM Frederick explained that since there are no changes, this will not be on the warrant for a vote.

EXECUTIVE: A motion was made by Belletete to tentatively accept the amount of \$ 247,223 seconded by Maki. Vote was taken – all in favor. (7-0)

ELECTION & REGISTRATION: A motion was made by Schaumann to tentatively accept the amount of \$ 82,899 seconded by Sterling. Vote was taken – all in favor. (7-0)

FINANCIAL ADMINISTRATION: A motion was made by Maki to tentatively accept the amount of \$ 238,871 seconded by Belletete. Vote was taken – all in favor. (7-0)

JUDICIAL & LEGAL: A motion was made by Sterling to tentatively accept the amount of \$ 20,000 seconded by Maki. Vote was taken – all in favor. (7-0)

Motion presented by Sterling to adjourn meeting seconded by Turcotte.

MEETING ADJOURNED: 8:42 p.m.

NEXT MEETING SCHEDULED JANUARY 11, 2018, 6:00pm at the Town Office

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