

**Town of Jaffrey  
Budget Committee  
January 12, 2022**

**Members Present:** Peter Maki, Frank Sterling, Norman Langevin, Sam Greene, Robert Schaumann, Charlie Turcotte, Kathy Batchelder

**Members Excused:**

**Staff Present:** Town Manager Frederick, Finance Director FitzGerald, Planning & Economic Development Director Carr, Recreation Director Kohlmorgen (Zoom), Library Director Perrin (Zoom), Administrative Assistant Zola

**Others Present:** Library Trustees (Zoom)

**MEETING OPENED:** 6:02p.m.

**MEETING MINUTES APPROVAL**

On a motion by Schaumann, seconded by Turcotte, meeting minutes from January 6, 2022 were approved (7-0).

**PLANNING & ZONING**– Jo Anne Carr

Budget changes for 2022 were reviewed by TM Frederick.

Langevin asked about the consulting fees. Carr explained that it is supplemental support in the conditionally approved plans and ensuring compliance. The Master Plan has one update and development on another this year. The cost is \$5,00 per year with a matching grant of \$8,000.

Sterling asked how many site reviews are done per year. Carr stated that there are about 6-8 per year and there is now a 3<sup>rd</sup> party reviewer now and they will see how that works out this year. Greene asked if SWPC is based on population. Carr stated that the Town relies on them for regional round tables, broadband guidance and legal assistance with WW Cross. JB Mack assisted with a grant that the Town won.

On a motion by Greene, seconded by Maki, the Planning & Zoning budget in the amount of \$193,031 was tentatively approved (7-0).

**ECONOMIC DEVELOPMENT**– Jo Anne Carr

Budget is increased 3% due to salaries.

Greene asked about the Roundabout Project. Carr stated that the project is moving forward. There is a meeting with VHB on 2/15/2022 to give updates. The end of 2023 should be the start of construction. The bridge would be the first to construct. The EDC has 2 TIFD advisory committees.

On a motion by Greene, seconded by Turcotte, the Economic Development budget of \$41,773 was tentatively approved (7-0).

**PROPERTY RECORDS**– Jo Anne Carr

The town is currently in year 2 of Assessing at 70% ratio. It was not determined if the town will reassess earlier than the 5-years as planned.

On a motion by Schaumann, seconded by Batchelder, the Property Records budget of \$85,266 was tentatively approved (7-0).

**DOWNTOWN TIFD** – Jo Anne Carr

Marketing is held at \$20,000 and will be moving ahead with regional marketing plans. Branding needs to be done, but the Chamber of Commerce is undergoing changes and is unable to help. There is a disconnect with the Realtors and rentals that are in town. EDC has advised drawing from the community to see what is needed in town and reaching out to vendors/investors to fill vacancies.

On a motion by Greene, seconded by Turcotte, the Downtown TIFD budget of \$186,989 was tentatively approved (7-0).

**STONE ARCH BRIDGE TIFD** - Jo Anne Carr

The goal is to pay down debt and put \$40,000 into the CRF. The Transfer Station is included in this TIFD. The DOT did perform a safety audit of Old Sharon Road/Route 202, but didn't advise any improvements/changes.

Last year's revenue funds this budget.

Car stated that she has a summary of returned funds and she can present these numbers for Town Meeting.

On a motion by Batchelder, seconded by Schaumann, the Stone Arch Bridge TIFD budget of \$70,134 was tentatively approved (7-0).

**LIBRARY** - Julie Perrin

The Library requested a budget of \$350,796, which the BOS didn't accept, stating that the adequate budget they would recommend is \$340,000. Perrin appreciates that budgets are tight, but her request is for items out of the Library's control. Such as maintenance costs and more staffing is required due to more open hours. The Library Trustees are restricted on the amount of Trust Funds that they can use, but they have contributed funds for landscaping and cleaning and other items that would have been Town responsibilities.

Salaries cannot be decreased by the Town. Perrin stated that by decreasing their request, there is a risk of continuing certain services, cutting staffing and this would impact safety for staff and patrons. Since the building was built in 1890, there are maintenance issues that cannot be discarded. Trustees pointed out that Perrin has applied for and received many grants for programs and that the Library is a huge support for remote learning and providing community programs. The Trustees contribution to the Library was noted, including HVAC, security, black mold remediation to name a few. Many Trustees spoke out in favor of the proposed budget amount.

BOS Chairman Sterling noted that the BOS did review the Library Budget request, line by line, and stated that they want to hold the Library at the same restriction as the other Town Departments, which is 3.3%, unlike their 6.6% request. He appreciates the Trustees contributions, but the BOS is firm in their decision of \$340,000.

On a motion by Schaumann, seconded by Batchelder, the motion to restore the Library's budget request of \$350,796 was defeated (3 yay; 4 nay)

On a motion by Sterling, seconded by Maki, the Library Budget of \$340,000 was tentatively approved (5 yay, 2 abstain).

#### **RECREATION**– John Kohlmorgen

Budget was decreased by \$40,035 due to shifting of maintenance position to DPW. Dumpster was also decreased due to using DPW's.

Lifeguards are still an issue, hoping that certification classes open up to train people. He's hoping to use swim team members as guards. Patron numbers were down last year due to smaller beach area (sand wasn't spread over road because of road projects) and due to the permit only parking.

Turcotte welcomed Kohlmorgen to the town.

On a motion by Schaumann, seconded by Maki, the Recreation budget of \$241, 359 was tentatively approved (7-0).

#### **Warrant Articles –**

Petitioners are on Tuesday, January 18<sup>th</sup> at 6pm via Zoom.

Articles were reviewed by TM Frederick with attention made to:

The Fire Department Truck request being 50% out of Capital Reserve and 50% lease/loan.

The Recreation Van fund is still being funded yearly. Van prices have increased from \$50,000 to \$80,000.

Retirement funding was reviewed with the list of possible potential retirements due to ages.

Final Warrant Voting will be on 1-21-2022.

**MEETING ADJOURNED:** On a motion from Batchelder, seconded by Sterling, the meeting was adjourned at 7:47pm.

The next Budget Committee Meeting – Tuesday, January 18<sup>th</sup> @ 6pm at the Jaffrey Fire Station.

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