

**TOWN OF JAFFREY
BUDGET COMMITTEE MEETING
April 13, 2023**

Members Present: Norm Langevin, Patty Farmer, Peter Maki, Kathy Batchelder, Charlie Turcotte

Members Excused: Bob Schaumann

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

Meeting opened: 6:01pm

MEETING MINUTES APPROVAL

On a motion by Batchelder, seconded by Farmer, meeting minutes from February 11, 2023 were approved (5-0).

OLD BUSINESS - None

ELECTION OF CHAIRMAN

On a motion by Batchelder, seconded by Farmer, Langevin was approved as Chairman for another 1-year term (5-0).

TOWN MANAGER'S REPORT

For the month ending March 2023, we are 25% through our fiscal year, with 75% being the "Percent Left" as reported in the financial reports.

The total budgeted General Fund expenditures are \$7,156,964, with \$1,787,482 expended to date and 75.02% remaining (percent left). The following expenditure items are noted for explanation:

- Financial Administration – The audit is nearing completion and payment made in March. Full annual payments were made for the website and BMSI.
- Emergency Management – Dispatch and Code Red contracts paid for the year.
- Highway Administration – Overtime is over due to another brutal winter.
- Highway Operations – Winter Maintenance is up due to contract plowing and road salt.
- All other accounts are on target.

Total General Fund revenues are \$2,570,373 and we are currently at 78.0% remaining to collect. The following revenue line items are noted for explanation:

- Meals & Room Tax – Disbursed at the end of the year.
- TIF Districts – Disbursed at the end of the year.

Water revenue is \$415,355 and expenditures are \$391,924.

Sewer revenue is \$804,826 and expenditures are \$554,960.

NEW BUSINESS

Budcom Calendar - The remainder of the meetings dates for the year was discussed. May's meeting will be on the 11th, with June, July and August off. Fall meetings will be September 7th, October 12th, November 2nd and December 7th. All will be at 6pm at the Town Office Conference Room. The room will be booked and calendar will be posted online and at the Town Office. A schedule will be emailed to members.

Social Services Committee - Langevin asked members to consider being a member on the Social Services Committee. The goal was to have alternating Budcom members serving each year. He asked for anyone interested to notify him.

New Budcom Member - With Turcotte's change in member status to the Select Board Representative, there was a need to appoint a new member. Moderator Tieger has asked Michael Nork to join. Chairman Langevin will give TM Frederick his contact information.

DISCUSSION

Budget & Town Meeting Process - All the members liked the scheduling of meetings this past year, with all department heads on a Saturday and the Social Services Committee meeting with the Social Service Agencies. They opted to repeat the process for next year. The streamlining of Town Meeting was well received by the Committee and Residents. We will repeat the same process next year.

St. Patrick's Property - Mike Shea presented a conceptual plan to the Planning Board. The Purchase & Sale is done. The proposed project, which is still in the conceptual stage would be The back field would be condo construction, with the school building being demolished. The Stone house would be subdivided and sold separately.

Downtown TIFD Expansion- Awaiting final assessment results and then the BOS will decide what to do. Financing for any cleanup etc...would be through the TIFD with no tax impact. Maki is in favor of the TIFD because of the ability to borrow off of the future value. TM Frederick noted that if the TIFD were dissolved, there would be no access to grants or bonds. Timing isn't good now due to all the pending projects. Possibly a consideration of ending it once these are done. Downtown TIFD covers anything done downtown, cost not incurred by the town. Elite Laundry costs approximately \$40,000 per year.

ADJOURNMENT

On a motion by Batchelder, seconded by Farmer, the meeting was adjourned at 6:24pm.

Next Meeting is May 11, 2023 @ 6pm Town Office

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