

**TOWN OF JAFFREY
BUDGET COMMITTEE MEETING
October 10, 2018**

Members present: Norm Langevin, Bob Schaumann, Peter Maki, Sam Greene, Franklin Sterling

Members absent: Charlie Turcotte

Staff present: Town Manager Frederick, Finance Director Langille, Administrative Assistant Zola

Meeting opened: 6:05p.m. by Assistant Chair Schaumann

OLD BUSINESS: None

Meeting Minute Approval

On a motion by Maki, seconded by Schaumann, the meeting minutes from 9-12-18 were approved as presented (2-0). Members Greene and Sterling abstaining due to not attending the 9-12-18 meeting, Chairman Langevin arrived after the vote.

NEW BUSINESS:

- 1) 2018 Budget Expenditures – The Committee reviewed a memo with TM Frederick detailing line items of expenditures to date. The budget is 75 % thru the year. There was some discussion regarding the following:
 - General Government Buildings is of concern. Part of the Town Office front stairs was paid from this line but will be paid through Building Maintenance Reserve following completion of the irrigation and storage building at Humiston Field. Approximately \$5,000 will be put back in this line item.
 - Emergency Management – Mutual Aid is paid in full upfront.
 - Highway Operations-An early winter may cause budgetary issues.
 - Street Lighting – Will be paid by the savings from the LED light changeover.
 - Parks & Commons- There are 3 payments left for landscaping.
 - Capital Outlay – Road paving invoices are still coming in-the road paving is done for the year. The police cruiser has been purchased.
 - Debt Service – Debt payments are paid.
 - Anticipated Revenue- There is 37.2% left to collect.
 - Room & Meals and TIFD revenue are due in December.
- 2) Schaumann questioned if any moneys can be transferred to pay for the Town Office HVAC system. TM Frederick said no. One bid for \$ 166,000 was received, and the Town will go out for a re-bid after the first of the year.

- 3) Sterling attended a meeting with the Jaffrey Chamber of Commerce regarding the Festival of Fireworks. The Chamber had a lower revenue from this year's event and is asking for the Town to pick up the costs of the life safety provided, Police and Fire details which totaled \$40,000.00. Sterling believes the Chamber does a great job with this event and it does benefit Jaffrey businesses, in addition, many of the parking lots outside of the park are used for fundraising for local groups. The Board had suggested the possibility of adding a fee to the tickets to cover security costs. The Police department is also looking into only doing road control outside of the park to reduce cost. It's difficult to estimate the number of attendees to plan for, but outside help is needed to assist the Jaffrey Police and Fire Departments. Chairman Langevin was not in favor of the taxpayers being asked to fund a non-profit organization's event. A conversation between the Chamber, Police & Fire chiefs and the Select Board will be forthcoming on 10-22-19.

OTHER BUSINESS:

- The Budget Calendar was distributed and discussed. January 22nd and 24th are work sessions if needed.
- Shaumann suggested a Police ride-along for members who have not done one. It's a great way to see what the officers face daily and the needed manpower on overnight shifts.
- Chairman Langevin wanted to know if there were any surprises in the budget, to which TM Frederick replied that there are facility issues, including the Town Office HVAC system. Road maintenance is an issue with gravel roads which require evaluation & attention every year. Last year the State had surplus funds, which were used for various paving projects in town, this is not guaranteed funding every year. Sterling mentioned that there may be extra funding at the state level, at the end of their budget season, but it's unknown at this time.

MEETING ADJOURNED: On a motion from Sterling, second by Maki, the meeting was adjourned at 6:40pm.

Next Budget Committee Meeting is November 7, 2018 @ the Town Office 6pm

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.