

**Town of Jaffrey
Budget Committee
April 4, 2019**

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

Staff present: Town Manager Frederick,

Meeting opened: 6:12 p.m.

OLD BUSINESS: None

NEW BUSINESS:

1. Langevin asked for nominations of Officers. On a motion by Sterling, seconded by Greene, the current slate of officers (Langevin as Chair, Schaumann as Vice-Chair) was approved – All in favor.
2. Langevin briefed the Board on the remainder of the 2019 schedule. Meetings will be the first Thursday of the month at 6:00pm, with June, July & August off.
3. TM Frederick reviewed the 1st Quarter financials for the month ending March 2019.

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 \$6,688,733 with 74.23% expended to date. The following expenditure items are noted for explanation:

- Executive Office – Miscoded \$96.08 to Travel Allowance. Dues & Memberships payment from 2018 allocated to 2019. Both being corrected.
- Property Records – Vision software license paid in full for the year. One toner cartridge sent the General Supplies line over budget.
- Personnel Administration – Workers Compensation and Unemployment paid in full for the year.
- Cemeteries – Contracted Services payments are a significant portion of this budget account.
- Emergency Management – Mutual Aid Dispatch paid in full for the year.
- Highway Administration – Code Red miscoded to Dues & Memberships. Being corrected.
- Highway Operations – Winter Sand over budget by \$4,232. We have enough on hand to get us into the beginning of next winter.
- Parks & Commons – Heating is high due to an oil tank fill at Jaffrey Center that will get us through the remainder of the year. Building Repairs & Maintenance high due to boiler service.

- All other accounts are at or below budget levels. 100% payments have a larger impact on the budget during the first quarter.

Total General Fund revenues are \$2,096,680 and we are currently at 74.6% 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.

OTHER BUSINESS:

1. Langevin asked about the water project. TM Frederick stated that the Town has advertised for bids and the bid opening is April 25, 2019 at the Town Office.

MEETING ADJOURNED: On a motion from Sterling, seconded by Greene, the meeting was adjourned at 6:45pm

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