

TOWN OF JAFFREY
Budget Committee
May 7, 2020
(Zoom Meeting)

Members present: Norm Langevin, Charlie Turcotte, Peter Maki, Frank Sterling, Robert Schaumann, Kathy Batchelder

Excused: Sam Greene

Staff: Town Manager Frederick, Finance Director FitzGerald,

Others: John Stone

Meeting opened: 6:03 p.m.

TM Frederick read the “Right to Know” regulations regarding online meetings.

OLD BUSINESS: None

BUDGET REVIEW:

TM Frederick reviewed his monthly report to the committee.

The total budgeted General Fund expenditures are \$6,591,884, with \$2,265,329 expended to date and 65.63% remaining (percent left).

The following expenditure items are noted for explanation:

- Executive Office –Town Report, Dues & Memberships, Volunteer Dinner payments made up front. Advertising is expensive and we have conducted four employment searches this year. Researching Office Equipment.
- Financial Administration – Salaries are up due to retirement buyouts. IT Software Support payments made up front.
- Property Records– Vision software license paid in full for the year. Map Maintenance paid up front.
- Personnel Administration – Workers Compensation paid in full for the year.
- Police Department – PD Administration up to due retirement buyout.
- Emergency Management –Mutual Aid Dispatch and Code Red paid in full for the year.
- Highway Administration – Admin. Salaries up due to buyouts. Researching Building Repairs & Maintenance.
- Highway Operations–Winter Sand and Cold Patch running high due to winter maintenance.
- All other accounts are on target.

Total General Fund revenues are \$2,076,690 and we are currently at 73.0% 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.

DISCUSSION:

- Revenues are up due to the motor vehicle registrations.
- Meals and room taxes will be less this year due to closures from Covid 19 as well as the Highway Block Grant, because of less travelling.
- Transfer Station has started accepting cardboard again, so that will bring in some revenue.
- Town Employee Layoffs were questioned due to the offices being closed. TM Frederick explain all the staff is essential and is still working behind closed doors at the same capacity. Public physical access to the Town Office is limited, but online and telephone services are still available. DPW is looking to hire a truck driver.
- The Town can financially run on last year's budget until September. Taxes are still being paid.
- Large projects are on hold for now.
- Adjustments will be made to cover the losses in revenue with Capital Reserve Fund requests.
- Town Meeting- June 6th is the next possible date to discuss with the BOS. They will discuss an outside venue because of social distancing. Locations are being discussed, FPU has closed their campus. The consideration of just addressing the budget was mentioned. Health Insurance and CBA must be passed to become effective on July 1st. The suggestion was made to cut back on the warrant articles.
- Additional COVID 19 Revenue- The State is providing relief for Covid 19 expenses in a grant for approximately \$128,000.

ADJOURNMENT:

Motion presented by Batchelder to adjourn meeting seconded by Maki at 6:35pm.
(Langevin-yay; Schaumann-yay; Turcotte-yay; Sterling-yay; Batchelder-yay, Maki-yay).

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.