

**TOWN OF JAFFREY  
BUDGET COMMITTEE MEETING  
December 7, 2023**

**Members Present:** Norm Langevin, Patty Farmer, Bob Schaumann, Charlie Turcotte, Kathy Batchelder, Michael Nork, Peter Maki

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

Meeting opened: 6:02pm

**MEETING MINUTES APPROVAL**

On a motion by Schaumann, seconded by Batchelder, the meeting minutes from November 2, 2023 were approved (4-0). Batchelder, Nork & Maki abstained due to not attending the meeting.

**OLD BUSINESS** - None

**TOWN MANAGER'S REPORT**

Attached are the expenditure and revenue reports for the month ending November 2023. We have one month left in the fiscal year, with 8.3% being the "Percent Left" as reported in the financial reports.

The total budgeted General Fund expenditures are \$7,156,964, with \$6,225,996 expended to date and 13.01% remaining (percent left). The following expenditure items are noted for explanation:

Executive – Retirement over due to contractual buyout. Cell phone is over due to the addition of the Welfare Director's phone.

Election & Registration – Purchased new laptop for the Supervisors of the Checklist. Financial Administration – Twin Bridge Services issued catch up invoices for all the work done this year. Our computer inventory is officially up to date!

Property Records – Over budget on software support due to increased services.

Judicial & Legal – Smoked. Hoping for a quieter 2024.

Police - Office & Misc. Equipment \$23,000 expense to cover the cost of the two cruisers destroyed in the accident. Mileage is over due to recruit training at the police academy. All other accounts are on target.

Total General Fund revenues are \$2,570,373 and we currently exceed revenues by 8.0%. The following revenue line items are noted for explanation:

Meals & Room Tax – Actual numbers received during tax rate setting from DRA.

TIF Districts – Actual numbers received during tax rate setting from DRA.

Water revenue is \$1,569,356 and expenditures are \$1,051,627.

Sewer revenue is \$2,204,671 and expenditures are \$1,875,252.

Department budget reviews are complete. A ten-year sidewalk plan was created to address our failing sidewalks. The expense side of the budget is currently under 3%. We have some more work to do before we present to the Select Board.

**NEW BUSINESS/GENERAL DISCUSSION**

Sidewalks – Turcotte asked about the scope of work regarding refurbishing/repairing vs. building new sidewalks. The work will be done in coordination with the Route 202 project with repairs/refurbishing done where possible. The Block grant (\$185,000) can be used on Stratton Road. The estimated start for the sidewalk plan would be 2024.

Budget Documents will be prepared for the January 6<sup>th</sup> meeting and members will be notified when they are ready.

**ADJOURNMENT**

On a motion by Batchelder, seconded by Schaumann, the meeting was adjourned at 6:15pm.

**Next Meeting is January 6, 2024 @ 9am at the Jaffrey Fire Station.**

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