

**TOWN OF JAFFREY
BUDGET COMMITTEE MEETING
JANUARY 20, 2011**

Members present: Norm Langevin, Rick Fernald, Bill Gilson, Sara Belletete-Abitz, Jeanne LaBrie, Becky DeGrandpre, Sue Greenough, Mike Hartman

Guest: Don MacIsaac

Meeting opened: 6:54 p.m.

Old business: Minutes from meeting of Jan. 13, 2011 reviewed and approved.

Prior to the start of the meeting, Randy Heglin led the Budget Committee on a tour of the Town Office to show the many problems and inadequacies in the building, and explained that the Turner Report was done for all town buildings to evaluate conditions and decide priorities. Since the report, the Fire Department has gotten new doors and a roof saving a great deal on fuel costs. The Town Office heating and air conditioning systems are approximately twenty (20) years old. An energy audit recently completed shows that the systems are extremely insufficient; also another problem is that some exterior walls have no insulation. The knee braces were removed from the building, on the second floor, except for two (2) in the front of the building, one in Mike Hartman's office and the other in Sue Richard's area. Crowded conditions also contribute to problems with storage and confidentiality issues with certain departments.

Randy Heglin's presentation on the DPW-

CEMETERIES

Line 430 – increase due to repair for fence and shed will need to be replaced

Line 435 – signed contract for grounds maintenance for 2011.

HIGHWAYS & STREETS – Admin

Line 412 – meters have been installed on all outdoor faucets to measure water usage

Line 115 – COLA increase happens automatically across the board – a small allowance is carried for step increases – wage figure also includes medical reimbursement for deductibles covered by town for DPW, and medical buy-outs.

Line 430 – shed over sander bodies must be improved. A catwalk must be installed with rails to enable employees to access the machines safely.

OPERATIONS

Line 492 – winter maintenance now at \$14,100.

STREET LIGHTING

Lights just completed last month – will begin to see savings in the next year

PARKS & COMMONS

Line 730 – repairs must be made due to drought last year which damaged grass and plants. Aerating and fertilizing must be done to preserve what we have; any more damage and everything would need to be replaced.

RECYCLING/TRANSFER STATION

Line 110 – includes three (3) full time employees.

Transfer station was not constructed properly. The lay-out needs to be improved to make access easier. There are still problems with contractors' using transfer station to dispose of combustibles. A fire started recently because a contractor disposed of cloths soaked in flammable liquids which caused spontaneous combustion in the dumpster.

Line 610 – amount decreasing each year – due to buying materials thru the co-op.

Line 720 – gate house is falling apart. Purchasing a custom building or pre-fab is being looked at, also running water to this building for washroom facilities, which there are none right now.

CAPITAL OUTLAY

Last year budgeted for two (2) vehicles – one of the vehicles failed completely and needed to be rebuilt. The remainder of the money was used for the down-payment on the Fire Rescue vehicle which amounted to \$40,000.

WATER-ADMIN

Nov. 2010 – leak detection was done which showed a loss of water at about 40% - found six (6) significant leaks – state aims at under 15% loss – repairs have been completed to two of the leaks – hopefully work will begin again in the spring.

WATER FUND – SERVICES & TREATMENT

Line 681 – chemical costs are extremely high

Line 730 – “what if” line item – repairs done as need arises

Line 680 – meter replacements – there are approximately 300 meter left to be reprogrammed – meter reading has been changed to measuring by hundreds instead of thousands.

SEWER SERVICES /TREATMENT

Line 330 – contracted services for 3 employees

Line 730 – basically is raising manholes – also claims for back-ups are paid out of this budget.

Line 760 – looking to purchase an electric car to travel between the two facilities.

DPW presentation was completed at 9:12 p.m.

Brief discussion on new facility, Mike stated that a rendering of the facility will be completed by January 31, 2011.

Becky made a motion to adjourn which was seconded by Bill.

Meeting adjourned at 9:16 p.m.

NEXT MEETING SCHEDULED FOR TUESDAY, JANUARY 25, 2011