

DRAFT

**TOWN OF JAFFREY
BUDGET COMMITTEE MEETING
JANUARY 25, 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: 6:58p.m.

Old business: none

REVENUES:

Figures represent budgeted amount, not actual. Auditors would like to see ¼ remaining in surplus, there is not state mandated amount that should remain. Column four (4) is the estimate from 2010 budget while column five (5) is this year's budget. Line 3934 is state assisted grants for sewer projects. Income from departments is based conservatively, mostly from permits. Line 3220 is a separate line item for motor vehicles. The budget must come in in the black or the Town Manager would be criminally responsible. The water and sewer surplus amounts are separate from the other town departments.

CEMETERIES:

Line 650 – new tools may need to be purchased in 2011, no replacements made in 2010.
Bill made a motion to tentatively accept \$27,101 for 2011, seconded by Sara. All in favor-accepted.

POLICE DEPARTMENT:

Inquiry made by Norm regarding purchase of a new vehicle. A new vehicle will be purchased in 2011 to replace the high maintenance vehicle now in service.
Bill made a motion to tentatively accept \$1,293,615 for 2011, seconded by Becky. All in favor-accepted.

SPECIAL DETAILS

Bill made a motion to tentatively accept \$45,000. for 2011, seconded by Rick. All in favor-accepted.

SCHOOL RESOURCE OFFICER

Sara made a motion to tentatively accept \$72,666. for 2011, seconded by Bill. All in favor – accepted

Total budget for Police Department tentatively accepted for 2011 in the amount of \$1,411,281.

PROSECUTION

Bill made a motion to tentatively accept \$99,403. for 2011, seconded by Sara. All in favor-accepted.

HIGHWAY ADMINISTRATION

Line 430 – repair to sander – build a catwalk for access to machinery.

Line 115 – increase due to insurance buy-out and reimbursement

Line 240 – training for employees based on 2010 budgeted amount

Sara made a motion to tentatively accept \$729,520. for 2011, seconded by Rick. All in favor – accepted.

HIGHWAY OPERATIONS

Sara made a motion to tentatively accept \$279,202., seconded by Jeanne. All in favor – accepted

Total budget for Highway Department tentatively accepted for \$1,008,722 for 2011.

BRIDGES

Becky made a motion to tentatively accept \$2,501. for 2011, seconded by Sue. All in favor-accepted

STREET LIGHTING

Bill made a motion to tentatively accept \$31,000. for 2011, seconded by Becky. All in favor-accepted

PARKS & COMMONS

Line 411 – old fire station (Central Storage) heating costs – equipment stored must be kept in a heated building.

Becky made a motion to tentatively accept \$29,007. for 2011, seconded by Rick. All in favor-accepted

RECYCLING ADMINISTRATION

Bill made a motion to tentatively accept \$207,096, for 2011, seconded by Sara. All in favor-accepted

TRANSFER STATION/SOLID WASTE DISPOSAL

Sara made a motion to tentatively accept \$187,350 for 2011, seconded by Jeanne. All in favor-accepted.

LANDFILL CLOSURE

This is a time and expense contract – offset by \$11,000. grant from the state.
Becky made a motion to tentatively accept \$26,745, seconded by Sue. All in favor-accepted
Total budget for Recycling Center/Transfer Station tentatively accepted for \$421,191 for 2011

ANIMAL CONTROL

Rindge will begin charging boarding fees for animals kept overnight.
Sara made a motion to tentatively accept \$700. for 2011, seconded by Sue. All in favor-accepted

RECREATION DEPARTMENT

Bill made a motion to tentatively accept \$248,972, seconded by Becky. All in favor-accepted

LIBRARY

Bill made a motion to tentatively accept \$300,191 for 2011, seconded by Sue. All in favor-accepted

WATER ADMINISTRATION

Becky made a motion to tentatively accept \$448,829 for 2011, seconded by Bill. All in favor- accepted

WATER SERVICE & TREATMENT

Bill made a motion to tentatively accept \$242,500 for 2011, seconded by Becky. All in favor-accepted

Total budget for Water Fund Operations tentatively accepted for \$691,329 for 2011.

DEBT SERVICE

Sara made a motion to tentatively accept \$395,656, seconded by Rick. All in favor-accepted

Total budget for Water Fund tentatively accepted for \$1,086,987 for 2011

CAPITAL OUTLAY IMPROVEMENTS

Sara made a motion to tentatively accept \$2.00 for 2011. All in favor-accepted

SEWER ADMINISTRATION

Line 521 – increased to \$20,000 due to new building

Rick made a motion to tentatively accept \$312,891 for 2011, seconded by Sara. All in favor-accepted

SEWER SERVICE TREATMENT

Becky made a motion to tentatively accept \$674,200, for 2011, seconded by Jeanne. All in favor-accepted.

INDUSTRIAL PRETREATMENT

Sara made a motion to tentatively accept \$3,751 for 2011, seconded by Bill. All in favor-accepted

Total Sewer/IPP Operations budget tentatively accepted for \$990,842 for 2011.

DEBT SERVICE

Sara made a motion to tentatively accept \$122,852 for 2011, seconded by Sue. All in favor-accepted

C.O. MACHINERY, VEHICLES, EQUIPMENT

Bill made a motion to tentatively accept \$25,001. for 2011, seconded by Sara. All in favor-accepted

C.O. IMPROVEMENTS

Line 730, amount for relining pipes

Sara made a motion to tentatively accept \$225,000 for 2011, seconded by Rick. All in favor – accepted

Total Capital Outlay budget tentatively accepted for \$250,001 for 2011

Total Sewer/IPP Fund budget tentatively accepted for \$1,363,695. for 2011.

RECREATION SPECIAL REVIEW FUND

Bill made a motion to tentatively accept \$64,679. for 2011, seconded by Sara. All in favor-accepted

GRANTS

Sara made a motion to tentatively accept \$6,452 for 2011, seconded by Jeanne. All in favor-accepted

Total Recreation Fund budget tentatively accepted for \$71,131. for 2011.

Discussion concluded with Bill congratulating Mike and all department heads for a great job with keeping the budget down.

WAGES AND BENEFITS

Mike went over figures which make up the total wages and benefits for all town employees. The town manager does not have more than 50% control on this amount. The union employees are set amounts which are not controlled by the town and the rates for medical and dental are contracted costs. The contract expires this year, the medical is through Primex and is standard coverage, it cannot be custom designed. The dental is Delta Dental through LGC, which is for municipalities.

There have been 2.5 positions added over the past six (6) years, which is one police officer, the Planning and Economic Developer and a part-time position in Finance.

A discussion regarding outsourcing the Building Inspector's position concluded with the decision that the position could not be filled due to the liability insurance cost that an outsider would need.

The Town Manager will examine the entire budget closely to see if cuts can be made anywhere, it is a very tight budget that has been submitted so this is difficult.

Sara made a motion to adjourn the meeting at 9:04 p.m., seconded by Becky.

NEXT MEETING IS SCHEDULED FOR THURSDAY, JANUARY 27, 2011.