

**TOWN OF JAFFREY**  
**BUDGET COMMITTEE MEETING**  
**JANUARY 15, 2015**

Members present: Norm Langevin, Jan Wilkins, Kevin Chamberlain, Bob Schaumann

Excused: Kathy Batchelder, Jim VanCampen, Sue Greenough

Absent:

Meeting opened: 7:03 p.m.

**OLD BUSINESS:** Reviewed minutes of Jan. 13<sup>th</sup> meeting. Chamberlain made a motion to accept minutes as read seconded by Schaumann. Vote taken, all in favor.

**NEW BUSINESS:**

**PRESENTATION FOR PROSECUTION: Rick Carpenter**

Line 440 slight increase in lease amount for offices. Chamberlain made a motion to tentatively accept the amount of \$107,327 for the Prosecution budget seconded by Wilkins. Vote was taken – all in favor.

**PRESENTATION FOR POLICE DEPARTMENT – Chief Bill Oswalt**

Police department is currently fully staffed. Line 760 is for the purchase of a new vehicle this year. An AWD vehicle makes the most sense for the town. Ideally one vehicle should be replaced annually to keep the fleet up to date. Line 610 was an additional \$2,000 for ammunition for Jaffrey’s participation in the regional Special Response Team.

Schaumann made a motion to tentatively accept the budget amount of \$1,362,635 for the Police budget seconded by Wilkins. Vote was taken – all in favor.

**ANIMAL CONTROL**

Wilkins motioned to tentatively accept the budget amount of \$600 seconded by Chamberlain. Vote was taken – all in favor.

**TIF**

Jo Anne Carr stated that the objective of this Tax Increment Finance (TIF) District is to establish and maintain a Main Street Program for the Town of Jaffrey.

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- Municipal Facility – for Design, Engineering and Construction     \$45,192
- Elite Laundry – Mating Funds for the EPA Brownfields Cleanup     \$40,000

Total Revenue for the projects is \$351,791 with anticipated returned revenues of \$137,744.

Carr addressed the Budget Committee about signage needed for Drumlin. Carr asked for committee for \$3,000 to be added back into the Economic Budget.

Continued discussion on signage will be at the next meeting.

**Capital Projects**

**Town Office Design (multi-purpose facility)** – Two reports in the budget under the Capital Spending section:

- 1) Town Offices Project Status Report – 10/27/14
- 2) Town Office Building Project – Project Flexibility and Availability of TIF Resources – 12/22/14

Appropriation is currently listed under Article 7 of the draft warrant:

To see if the Town will raise and appropriate the sum of \$185,000 (One Hundred Eighty-Five Thousand Dollars) for final design of a new Town Office Building (to include various town departments, with the possible inclusion of the Police Department), including site design and engineering, geotechnical, construction bidding and related work. Said appropriation to be offset by \$45,192 (Forty-Five Thousand One Hundred Ninety-Two Dollars) from the Downtown Tax Increment Fund. This will be a non-lapsing appropriation per RSA 32:7, VI and will not lapse until this phase of the project is completed or by December 31, 2017. *Recommended by the Select Board (x-x) and Budget Committee (x-x).*

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**LAYMAN’S LANGUAGE:** This article would raise funds for the final design of a new Town Office Building, (to include various town departments, with the possible inclusion of the Police Department), at the site of the current police station located at 26 Main Street. The appropriation will allow the Town to design, engineer and bid the project with the goal of presenting a bond at the 2016 Town Meeting for construction funds. It is the Select Board’s goal to fund 50% of this project with Downtown TIF Funds as the continued presence of municipal offices provides an economic stimulus for the Downtown.

NOTE: The Town has received design cost estimates from its architect, which results in the appropriation changed to \$172,360.

Chamberlain motioned to tentatively recommend the amount of \$172,360 for final design of the of a new Town Office Building (to include various town departments, with the possible inclusion of the Police Department), seconded by Wilkins. Vote was taken – all in favor.

**Fire Department Capital Reserve** – Article 17 recommends \$40,000 for this purpose; the next major purchase is scheduled for 2023 at an estimated cost of \$550,000. The long-term funding plan is to increase the Town’s investment in the Capital Reserve in \$10,000 increments through 2020 when it plateaus at \$90,000 annually. In 2021 the former payment made for the rescue (\$42,523) is added to this amount, and the total is appropriated annually into the fund through 2041. With this funding plan, the first deficit in the fund is anticipated in 2036.

Schaumann motioned, to tentatively recommend Fire Department Capital Reserve in the amount of \$40,000 seconded by Chamberlain. Vote was taken – all in favor.

**Municipal Building Maintenance Capital Reserve** – Article 13 recommends continuing the annual \$75,000 appropriation to the fund which pays for major building maintenance needs. The current balance is approximately \$190,000.00, of which a majority of that appropriation will be needed to enhance the structural integrity and replace the roof at the DPW garage. Other projects

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completed in 2014 include repairs to the Library roof, replacement of the Recreation Department roof and replacement of the floors in the Fire Department.

Wilkins motioned to tentatively recommend the Municipal Building Maintenance Capital Reserve in the amount of \$75,000 seconded by Chamberlain. Vote was taken – all in favor.

A motion adjourn the meeting made by Wilkins to adjourn meeting seconded by Schaumann.

Meeting adjourned at 8:56 p.m.

**NEXT MEETING SCHEDULED FOR JANUARY 20, 2015 AT 7:00 P.M.**