

TOWN OF JAFFREY
BUDGET COMMITTEE MEETING
JANUARY 20, 2015

Members present: Norm Langevin, Kevin Chamberlain, Bob Schaumann, Kathy Batchelder, Jim VanCampen, Sue Greenough

Excused: Jan Wilkins

Absent:

Others Present: Select Board members MacIsaac, Rothermel; Town Manager Caron

Meeting opened: 7:00 p.m.

OLD BUSINESS: Reviewed minutes of Jan. 15th meeting. Chamberlain made a motion to accept minutes as corrected with a typo on page two, seconded by Schaumann. Vote taken, 5-0-1 (Batchelder abstaining).

NEW BUSINESS:

HANDOUTS - Caron distributed the following handouts:

- 1) Revised expenditure sheets which included year to date expenses for 2014, and transfer of step plan funding from various department accounts to the Personnel Administration account;
- 2) Spreadsheet entitled Transfer Performance Pay to Personnel Administration, which lists the tentative budget approved by the Budget Committee and revised approved amounts with performance pay transferred to the PA account.
- 3) Memo from DPW Director Heglin regarding the historical and planned uses of the road grader.

STEP PLAN FUNDING – The Committee discussed the funding amount (\$31,520) and received information on the use of those funds (available for compensation - \$23,955; benefit costs - \$7,565) and impact upon compensation (approximately 1.725% of total compensation of eligible employees). The BudCom discussed implementation timeframe, and a preference, echoed by Select Board members in attendance, that implementation be tied to establishing and reaching job goals and objectives and other job performance criteria.

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Chamberlain motioned to approve the transfer of tentatively approved budget funds from individual budgets to the Personnel Administration account to fund a performance based merit plan to be developed and administered by the Town Manager after Select Board approval of the plan design. VanCampen seconded the motion - all in favor.

ROAD GRADER – The BudCom continued its review of the proposal to move the road grader replacement to 2015 due to significant repairs required on the current 1986 model. The BudCom reviewed a memo submitted by DPW Director Heglin outlining the grader’s condition and uses. A discussion ensued concerning the feasibility of renting/leasing a grader, with a consensus that this type of equipment is not readily available when needed and in the long term may be more expensive to rent. The BudCom agreed to continue discussion on this subject on January 22, and requested the following information:

- 1) Delivery time on/availability of a new road grader should the appropriation be recommended by the Committee and approved at Town Meeting;
- 2) Does the timing of the delivery require the Town to invest repair funds into the current grader to make it usable during the manufacturing period of the new grader?

RECREATION DEPARTMENT TRACTOR – The Committee discussed information received by Chamberlain on the condition and life expectancy of the tractor, and requested the following additional information for January 22:

- 1) Maintenance records on the tractor;
- 2) Who provides maintenance/repairs on the unit?

DRUMLIN INDUSTRIAL PARK SIGNAGE – The Committee reviewed the request for \$3,000 in the Economic Development budget to replace the Drumlin Industrial Park sign and discussed whether this was a town responsibility. After further discussion, no motion was made to reconsider the removal of the request from the budget, therefore the Economic Development budget as tentatively recommended on January 6 remains.

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

Meeting adjourned at 8:47 p.m.

NEXT MEETING SCHEDULED FOR JANUARY 22, 2015 AT 7:00 P.M.