

TOWN OF JAFFREY
Jaffrey, New Hampshire

BOARD OF SELECTMEN
Meeting Minutes
January 26, 2009

Present: Chairman Hollister, Selectman Sterling, Selectman MacIsaac

Absent: None

Staff: Town Manager Hartman, Administrative Assistant Richard

CALL TO ORDER

Chairman Hollister called the meeting to order at 7:30 p.m.

MEETING MINUTES APPROVAL

The public meeting minutes for January 12, 2009 was approved as amended (3-0).

PUBLIC HEARING

Stone Arch Bridge Tax Increment Financing Plan

Chairman Hollister called the Public Hearing to order at 7:30 p.m. Chairman Hollister read the Public Hearing Notice which was advertised in the *Monadnock Ledger-Transcript* and posted at the Town Office and the Library.

Jo Anne Carr presented the Stone Arch Bridge Water Service Study handouts to the Board. The Economic Development Council recommended the finance plan at their last meeting. The members reviewed and discussed the Water Service Study for alternatives in providing fire protection and potable water to the Stone Arch Tax Increment Financing District. This study was undertaken in the interest in promoting continued development of the District in conformance with the plan as adopted at Town Meeting March 1999. Over the years it has become increasingly apparent that fire protection service is critical to the continued stability of the businesses located within the District.

Town Manager Hartman stated that the Department of Public Works is recommending the water extension based on this study. Hartman also said that Fire Chief Chamberlain does have some concerns with the water extension as that it may not be adequately addressing fire suppression system wide. Chamberlain has suggested that water storage should be added.

Chairman Hollister said that the Board would like to have Chief Chamberlain's blessing before approving this.

After much consideration from the Board, the decision was to table the proposed expenditures for the Stone Arch Bridge TIF District.

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Downtown Tax Increment Financing Plan

Jo Anne Carr distributed a handout for the Downtown Tax Increment Financing Plan Summary. Carr said that the Revenue total is \$262,034 (assumes 4% growth over 2009). The Expense Total is \$233,012 which includes \$30,000 for T.E.A.M. Jaffrey, \$26,425 for Community Center Bond, \$10,000 for Community Center Planning, \$10,000 for Pedestrian Enhancements, \$60,000 for Main Street Dam, \$45,000 for Elite Laundry Demolition, \$40,000 for Downtown Traffic Study, \$3,000 for Economic Development/Marketing and \$8,587 for Administration.

Ms. Carr stated that bond payments for the Community Center Land will total \$26,425 in 2009 and that no other bonded indebtedness is contained in this revised plan.

This revised financial plan expires at the end of 2009. After 2009, the only program commitment is bond payments for the Community Center Land. Consistent with the Development Plan, further projects may be undertaken after 2009, at which time a new Financial Plan will need to be approved. All funds to support this Financial Plan will be generated from the District through captured tax increments unless directed otherwise by the Town Legislative Body.

Chairman Hollister stated that we had gone up in revenue about \$20,000 and will be able to return \$71,022 back to the Town. Ms. Carr said that we had anticipated higher than realized revenues because of the Mill Building which brought the actual revenue down and last year the Stone Arch Bridge actually returned about \$28,000 rather than the \$9,570 anticipated and the Downtown Tax Increment Financing Plan returned about \$4,000 because of the difference in the tax.

There being no further comments, Chairman Hollister closed the hearing.

Selectmen Sterling made a motion to accept the Downtown Tax Increment Financing Plan Summary, seconded by MacIsaac, and approved (3-0)

Historic District Commission

Chairman Hollister opened the Public Hearing to discuss Historic District Commission and to take comment on the receipt and expenditure of grant funds in the amount of \$7,800 to fund an Area for Squantum Village.

Jo Anne Carr, Director of Planning and Economic Development, presented along with Janet Grant, the Jaffrey Historic District Commission, NH Division of Historic Resources.

Jo Anne Carr explained that the town is a certified local government with NH Division of Historical Resources. Last year Janet Grant submitted a grant for the Squantum Village to do a walking tour and the State responded saying that they would like the town to start from the beginning which would be an area form which is a baseline survey. They need to document the

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properties, ages and also the landscape to see if this is a site that would be worthy of investigation and considered a site of historical significance.

Ms. Carr drafted the application to complete the area form which was subsequently approved by the State. Carr stated that they would contract the entire project out to a certified historic preservationist. Grant said that this would be Federal Funded and there would be not cost to the town.

Janet Grant explained to the Board exactly where the Squantum Village is using an area map presented to the Board. Grant said that they are looking to capture the history of all of the individual buildings in this area.

Chairman Hollister asked for comments from the public.

There being no further comments, Chairman Hollister closed the hearing.

Selectmen Sterling made a motion to accept the grant of \$7,800 for the Jaffrey Historic District Commission for the baseline summary of the Squantum Village, seconded by MacIsaac, and approved (3-0).

APPOINTMENTS

US Census

Jim Petry is a recruiter for the US Census which is offering job opportunities to people of the town for the 2010 census. The US Census is looking to hire qualified individuals. There is a testing process for hiring which includes completion of a variety of forms and also employment test. On completion of the testing, all paperwork is forwarded to Concord for further processing and actual hiring.

The Board gave Mr. Petry their support in this project and asked Priscilla Miller to help with publicizing the project.

Creating new trust – Jaffrey Grange #135 Scholarship Fund

Charlie Marvin came before the Board to request approval for the establishment of a new town trust. Mr. Marvin said that the new trust will be called “Jaffrey Grange #135 Scholarship Fund”. The trust fund will be effective upon the dissolution of the Jaffrey Grange, which is expected to occur within the next few months. The amount of the fund will be approximately \$57,000.

Mr. Marvin told the Board that the trustees have reviewed the trust document and find no reason to question or reject its establishment. Mr. Marvin did consult with the Attorney General’s Office on this matter because of the amount of time that has elapsed since the creation of the

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trust document and has found no reason to question its continued standing. The Attorney General's Office relayed to Mr. Marvin that this would need Selectmen approval in advance of the Grange's dissolution.

The Board had a problem that there weren't enough criteria in the trust. Chairman Hollister thought the language in the trust was pretty broad and needed to have more criteria and guideline.

Chairman Hollister asked Mr. Marvin to go back to the Grange to have them give someone the authority to administer the trust with a decision based on some kind of criteria. Mr. Marvin was asked to come back to the Board with the changes before approval of the trust.

1) Payroll and Vendor Manifests

On a motion by Sterling, seconded by MacIsaac, the payroll and vendor manifests were approved (3-0).

2) Selectmen's Reports

Hollister

None

Sterling

None

MacIsaac

None

3) Town Manager's Report

Hartman stated that he has finished the processing of tabulating what he believes will be the reimbursable cost for the ice storm on December 10 – 23, 2008. Hartman said to date, confirmed reimbursable costs is a total of \$91,112 which included staff costs of \$40,793 and expenses in the amount of \$50,319. The total for the storm is expected to increase by approximately \$30,000 once the clean-up is completed this spring. FEMA will be on site tomorrow to discuss reimbursement for expenses to date. Hartman will be speaking with the Budget Committee regarding an adjustment to the proposed DPW Budget for 2009 to cover the local match portion for the clean-up yet to be completed.

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4) Boat Tax Warrant

- a) Two (2) Boat Registrations \$10.00 – received January 16, 2009

On a motion by Sterling, seconded by MacIsaac, two (2) Boat Registrations in the amount of \$10.00 – received January 16, 2009 were approved (3-0).

5) Water and Sewer Abatements

- a) #08-122 – Silver Ranch Inc. – 248 Turnpike Road – Water Abatement in the amount of \$82.00

On a motion by Sterling, seconded by MacIsaac, #08-122 – Silver Ranch Inc. – 248 Turnpike Road – Water Abatement in the amount of \$82.00 was denied (3-0).

- b) #08-123 – Destiny Bryand – 28 Gilmore Pond Road – Water Abatement in the amount of \$10.50 and Sewer Abatement in the amount of \$11.25

On a motion by Sterling, seconded by MacIsaac, #08-123 – Destiny Bryand – 28 Gilmore Pond Road – Water Abatement in the amount of \$10.50 and Sewer Abatement in the amount of \$11.25 was approved (3-0).

- c) #09-01 – Betsey Potter – 10 Wheeler Street – Water Abatement

On a motion by Sterling, seconded by MacIsaac, #09-01 – Betsey Potter – 10 Wheeler Street – Water Abatement was tabled (3-0).

- d) #09-02 – John Anthony Hrones Jr. – 53 Trotting Park Road – Water Abatement

On a motion by Sterling, seconded by MacIsaac, #09-02 – John Anthony Hrones Jr. – 53 Trotting Park Road – Water Abatement was denied (3-0).

- e) #09-03 – Evelyn S. Collins – 86 Prospect Street – Water Abatement \$82.50 and Sewer Abatement \$87.75

On a motion by Sterling, seconded by MacIsaac, #09-03 – Evelyn S. Collins – 86 Prospect Street – Water Abatement in the amount of \$82.50 and Sewer Abatement in the amount of \$87.75 were tabled (3-0).

6) Request

- a) T.E.A.M Jaffrey request approval of Winter Carnival on February 7, 2009

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On a motion by Sterling, seconded by MacIsaac, T.E.A.M. Jaffrey's request for Winter Carnival on February 7, 2009 was approved (3-0).

OTHER BUSINESS

None

ADJOURNMENT

On a motion by Sterling, seconded by MacIsaac, the meeting adjourned at 9:20 p.m. (3-0).

Submitted:

Attest:

Sue Richard
Administrative Assistant

G. Clay Hollister
Chairman
Board of Selectmen