

**TOWN OF JAFFREY**  
**Jaffrey, New Hampshire**

**BOARD OF SELECTMEN**  
**Meeting Minutes**  
February 22, 2010

**Present:** Chairman Sterling, Selectman MacIsaac, Selectman Batchelder

**Absent:** None

**Staff:** Town Manager Hartman, Administrative Assistant Richard

**CALL TO ORDER**

Selectman Sterling called the meeting to order at 7:00 p.m.

**MEETING MINUTES APPROVAL**

On a motion by MacIsaac, seconded by Sterling, public meeting minutes for February 8, 2010 were approved (2-0).

**PUBLIC HEARING**

**Proposed Revisions on Stone Arch Bridge Tax Increment Financing Plan**

Chairman Sterling called the Public Hearing to order at 7:00 p.m. Chairman Sterling read the Public Hearing Notice which was advertised in the *Monadnock Ledger-Transcript* and posted at the Town Office and the Jaffrey Public Library.

A Public Hearing will be held in the Jaffrey Town Offices on February 22, 2010 at 7:00 p.m. by the Jaffrey Board of Selectmen to receive comments on proposed revisions to the Tax Increment Financing Plan for the Stone Arch Bridge Tax Increment Finance (TIF) District. Immediately following this Hearing, a Public Hearing will be held by the Selectmen to receive comments on proposed revisions to the Tax Increment Financing Plan for the Downtown TIF District.

These Hearings are being held per RSA 162-K:9, which requires that a public hearing be held in order to modify TIF District financing plans. The purpose of such plans is to detail how TIF District income will be spent in the coming year.

Jo Anne Carr, Director Planning and Economic Development said that the Economic Development Council reviews both plans. Carr stated the last year we did not spend all of our funding and we send back a total of \$236,959 to the General Fund from both districts. The retaining wall and general clean-up around water cistern on Old Sharon Road (next to the entrance to the transfer station) was budgeted for but the work has not been completed therefore, the funds were returned to the General Fund.

We are now focusing on the bridge and the water mains. Carr said that the water mains have scored high on the SRF Funding and the application has been submitted by Heglin along with Cathedral Roads and other water projects.

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Chairman Sterling stated that if all goes per plan then we would be returning \$30,660 to the General Fund if all the funds were expended.

**Proposed Revisions on Downtown Tax Increment Financing Plan**

Carr explained that the Downtown Tax Increment Financing Plan remains the same. A contingency fund would remain for additional planning or any expenses relating to the construction for planning for the traffic project.

Carr said that \$10,000 was taken off for Pedestrian Enhancement since we would not be able to get to it this year. Elite Laundry will have \$45,000 still in the budget for a match for the ongoing EPA Funds. An application was completed and submitted for an additional \$200,000 to DES. Funds have been made available and Jaffrey was on this list. This is Brownsfield money with no cash match.

The total that will be returned to the General Fund is \$57,011.

Chairman Sterling closed the Hearing at 7:14 p.m.

**APPOINTMENTS**

Jo Anne Carr presented a Revolving Loan Fund application. A business loan application was submitted by Mindfull Books & Ephemera to the Town of Jaffrey in September of 2006. The purpose of the loan was to fund general fit-up and working capital requirements typical of a small start-up business. The Economic Development Council is recommending a refinance and is asking the Selectmen to approve the loan to the business.

On a motion by MacIsaac, seconded by Batchelder, the Revolving Loan Fund for Mindfull Books was approved (3-0).

**REGULAR BUSINESS**

**1) Payroll and Vendor Manifests**

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

**2) Selectmen's Reports**

Sterling

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None

MacIsaac

None

Batchelder

Winter Carnival has been cancelled.

**3) Town Manager's Report**

Hartman reminded the Board that the Governor's Council approved a grant in the amount of \$16,250 for the Town back in September for Energy Updates. Hartman is asking for the Board to vote to accept the money. The money will be used for Energy Audits for Town Buildings.

On a motion by MacIsaac, seconded by Batchelder, the Board accepted \$16,250 for the use of Energy Audits for Town Buildings.

**4) Boat Warrants**

**a) Two (2) Boat Registrations \$10.00 – received 2/12/10**

On a motion by MacIsaac, seconded by Batchelder, Two Boat Registrations in the amount of \$10.00 received 2/12/10 were approved (3-0).

**b) Seven (7) Boat Registrations \$82.68 – received 2/16/10**

On a motion by MacIsaac, seconded by Batchelder, Seven Boat Registrations in the amount of \$82.687 received 2/16/10 were approved (3-0).

**5) Requests for Water & Sewer Abatement**

**a) #10-07 – Forest Park Tenants Association Cooperative – #2 Forest Park Estates – Sewer Abatement Request of \$590.00**

On a motion by MacIsaac, seconded by Batchelder, #10-07 – Forest Park Tenants Association Cooperative – #2 Forest Park Estates – Sewer Abatement Request of \$590.00 was approved (3-0).

**b) #10-08 – Forest Park Tenants Association Cooperative – #13 Forest Park Estates – Sewer Abatement Request of \$125.00**

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On a motion by MacIsaac, seconded by Batchelder, #10-08 – Forest Park Tenants Association Cooperative – #13 Forest Park Estates – Sewer Abatement Request of \$125.00 was approved (3-0).

- c) #10-09 – Forest Park Tenants Association Cooperative – #23 Forest Park Estates – Sewer Abatement Request of \$243.00

On a motion by MacIsaac, seconded by Batchelder, #10-09 – Forest Park Tenants Association Cooperative – #23 Forest Park Estates – Sewer Abatement Request of \$243.00 was approved (3-0).

- d) #10-10 – Gabriel J. Aho & Bethesda Properties LLC – 15 Fitch Road – Tax Bill Abatement Request of \$49.65

On a motion by MacIsaac, seconded by Batchelder, #10-10 – Gabriel J. Aho & Bethesda Properties LLC – 15 Fitch Road – Tax Bill Abatement Request of \$49.65 was approved (3-0).

- e) #10-11 – Sheldon Perry – 306 Main Street – Tax Lien Abatement Request of \$228.20

On a motion by Batchelder, seconded by MacIsaac, #10-11 – Sheldon Perry – 306 Main Street – Tax Lien Abatement Request of \$228.20 was approved (3-0).

- 6) Meetinghouse Use Request

- a) #10-10 Meetinghouse Use Request from Megan Lawn – Wedding August 7, 2010 and Wedding Rehearsal August 6, 2010

On a motion by MacIsaac, seconded by Batchelder, #10-10 Meetinghouse Use Request from Megan Lawn – Wedding August 7, 2010 and Wedding Rehearsal August 6, 2010 was approved (3-0).

- 7) Donation

- a) The Woman's Society - First Church of Jaffrey donating \$350.00 for the Town of Jaffrey for Fuel Oil Assistance

- 8) Second Cycle 2010 Water and Sewer Commitment Warrant

- a) Second Cycle 2010 Water Commitment - \$100,835.61

On a motion by MacIsaac, seconded by Batchelder, Second Cycle 2010 Water

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Commitment in the amount of \$100,835.61 was approved (3-0).

b) Second Cycle 2010 Sewer Commitment - \$115,549.44

On a motion by MacIsaac, seconded by Batchelder, Second Cycle 2010 Sewer Commitment in the amount of \$115,549.44 was approved (3-0).

9) Abatements

a) Great Bridge Jaffrey L.P. – 2 North Street – Map238/Lot257-1

On a motion by MacIsaac, seconded by Batchelder, Great Bridge Jaffrey L.P.- Great Bridge Jaffrey L.P. – 2 North Street – Map238/Lot257-1 abatement in the amount of \$7,700 was approved (3-0).

b) Dawn L. Oswalt – 13 Prospect Street – Map238/Lot122

On a motion by MacIsaac, seconded by Batchelder, Property abatement for Dawn L. Oswalt – 13 Prospect Street – Map238/Lot122 was denied (3-0).

c) Charles V. & Patricia J. Farmer – 4 Felch Lane – Map239/Lot29

On a motion by MacIsaac, seconded by Batchelder, Property Abatement Request for Charles V. & Patricia J. Farmer – 4 Flech Lane – Map239/Lot29 was denied (3-0).

d) Edward & Carmen Van Blarcom – 113 Hadley Road – Map254/Lot18-1

On a motion by MacIsaac, seconded by Batchelder, Property Abatement Request for Edward & Carmen Van Blarcom – 113 Hadley Road – Map254/Lot18-1 in the amount of \$1,091.20 was approved (3-0).

**OTHER BUSINESS**

None

**ADJOURNMENT**

On a motion by MacIsaac, seconded by Batchelder, the meeting adjourned at 8:00 p.m. (3-0).

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Submitted:

Attest:

Sue Richard  
Administrative Assistant

Franklin W. Sterling, Jr.  
Chairman  
Board of Selectmen