

TOWN OF JAFFREY
Jaffrey, New Hampshire

BOARD OF SELECTMEN
Meeting Minutes
December 20, 2010

Present: Chairman MacIsaac, Selectman Batchelder, Selectman LaBrie, Town Manager Hartman

Absent: None

Staff: Sue Richard

CALL TO ORDER

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

MEETING MINUTES APPROVAL

On a motion by Batchelder, seconded by LaBrie, public meeting minutes for November 22, 2010 and December 13, 2010 were approved (3-0).

PUBLIC HEARING

Chairman MacIsaac opened the Public Hearing at 7:00 pm

The Town of Jaffrey's Board of Selectmen will conduct a public hearing beginning at 7:00 p.m., Monday, December 20, 2010, at the Jaffrey Town Offices to receive public input regarding revisions to the Town of Jaffrey's Parking Ordinance. Jaffrey residents are invited to attend and encouraged to participate. The Public Hearing was posted in the Monadnock Ledger-Transcript, Town Office, Town Website and the Jaffrey Public Library.

Town Manager Hartman stated that the change that is being recommended would increase the amount of parking that is exempt from the overnight winter parking. The current ordinance says that from November 1st to April 15th there is no parking between the hours of 11:00 p.m. and 6:00 a.m. This prohibition also applies to all Town-owned parking lots, with the exception of all outer row spaces on the North and East side of the Blake Street Lot and the spaces on Memorial Drive immediately in front of the Police Station. In the event of a snowstorm, vehicles parked in the spaces identified above (Blake Street Lot and Memorial Drive) must be removed before 7:30 a.m. Vehicles that are not removed from the above-identified spaces will be towed without notice after 7:30 a.m.

Hartman said that in changing the ordinance, this will increase the number of parking spaces by 14 spaces and this would be in effect immediately with signage to be up as soon as possible.

Chairman MacIsaac closed the Public Hearing at 7:10 p.m.

On a motion by Batchelder, seconded by LaBrie, request to adopt the revisions to the Town of Jaffrey's Parking Ordinance was approved (3-0).

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APPOINTMENTS

Chief David Chamberlain came before the Board of Selectmen to give an update on the Fire Department. Calls are down a little this year. At this time, the count is 291 from 309 last year, but time per call has increased. The busiest calls for service are the automatic alarms, investigations, motor vehicles accidents and mutual aid calls. Mutual Aid is up a little this year. Staffing is starting to concern Chamberlain. Most of his firefighters do not work in town. The biggest times are between 8:00 a.m. and 9:00 p.m. and this is when staff availability is low so Chamberlain has to rely on mutual aid to come and help the department.

Chamberlain said that one of his top priority issues for 2011 is how to deal with staffing issues in the Fire Department. He has 25 firefighters on staff and would like to be up around 30. He is recruiting and there is training but you do not need to have experience to get on the department. The most critical time that firefighters are needed for response is between 7:00 a.m. to 9:00 p.m.

The purchase of a new Rescue Truck, which was approved at the last town meeting is moving forward. Should have the truck by early spring.

A lot of training was done this year. About 85 to 90% participation in monthly trainings. Jaffrey Fire Department is using the State resources that are available at no charge to the department.

A fundraiser will be coming up to earn money for the purchase of equipment for the new rescue truck. Will also be applying for any grants that are available.

Chairman MacIsaac asked how Chamberlain was doing with his budget and Chief Chamberlain said that he is holding the bottom line.

Chairman MacIsaac asked if there are any major issues coming up for next year. Chief Chamberlain stated that one of the expenses coming up in the next year is that the command vehicle has seven years service and it maybe time to look at replacing it. In addition, the breathing apparatus is getting up there in age and this would be a large expense for replacement. Chamberlain will be applying for a grant in 2011 for the breathing apparatus.

Chamberlain did say that we need to look at the possibility of forming a committee to help with the solutions to the problem of personnel shortage for the department. This problem is not going to solve itself.

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Rob Stephenson and Randall Heglin came before the Board representing the Cemetery Committee with a policy regarding the Sale of Burial Lots in the Cutter Extension Cemetery.

Heglin said that with the interest being shown in the newest cemetery, Cutter Extension Cemetery, they felt that they needed to establish a procedure to follow to make sure that the lots are sold in an orderly fashion. There are sections of the cemetery that are laid out with plot markers and these plots are considered in the open section and would be sold first. After sixty percent of this section has been sold, they would open up another section for sale.

The policy read:

Only burial lots within those Blocks and Sections of the Cutter Extension Cemetery deemed to be active and open, as designated by the Director of Public Works, shall be available for purchase in accordance with the procedures laid out in the Cemetery Rules and Regulations of the Town of Jaffrey, as approved by the Board of Selectmen.

Active and open lots are those lots that have been appropriately demarcated with individual lot markers.

Once approximately 60% of the burial lots within any active and open Block or Section of the Cutter Extension Cemetery have been sold, additional Blocks or Sections shall be designated available for purchase, such Blocks or Sections to be determined by the Director of Public Works in consultation with the Jaffrey Cemetery Committee.

Notwithstanding, and only if special circumstances arise, the Director of Public Works, at his/her discretion – in consultation with the Jaffrey Cemetery Committee – may make available burial lots for purchase elsewhere within the Cutter Extension Cemetery.

Approval and sale of all lots in the Cemetery are subject to the approval of the Board of Selectmen.

On a motion by Batchelder, seconded by LaBrie, request to adopt the policy regarding the Sale of Burial Lots in Cutter Extension Cemetery was approved (3-0).

Tom Rothermel came before the Board was a recommendation from the Facilities Committee. The recommendation was to keep the Town Offices in the downtown location with the investigation of adjacent properties owned by the town. The Committee concurs with the findings of both prior Facilities Committees that the issues of the Town Offices need to be addressed immediately.

Rothermel proposed a meeting with the committee and the Board to discuss what will be proposed at Town Meeting.

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Selectmen LaBrie said that the committee wants this to be a long-term solution and not just a band aid. Rothermel did agree.

Chairman MacIsaac asked Rothermel what we would discuss at a joint meeting prior to Town Meeting.

Rothermel said that we would discuss properties that the Board proposes to acquire in the area to use for the town offices to be built on. He said that at town meeting the committee will speak on the recommendation and why this is a better fit.

Chairman MacIsaac said that when the process started he was under the assumption that the highest priority was cost. It now seems like the highest priority is location. How did we go from one to the other?

The committee agreed that town offices needed to be in a downtown location. The committee was also concerned with the loss of revenue if commercial property were used.

Selectmen Batchelder said that the Board had talked about having the Facilities Committee help us promote the project going forward. This is why the Facilities Committee wanted to have another conversation with the Board once they decided how they were going to move forward with the recommendation. The committee looked at numerous sites and ideas. The committee worked hard in trying to narrow it down and to do this in a timely manner. There were nine sites that were considered.

Rothermel thanked Town Manager Hartman and Jo Anne Carr, Director of Planning and Economic Development for their help.

Chairman MacIsaac thanked the committee and Tom Rothermel for volunteering to head the committee. It was a good group of people with a lot of diverse opinions. The Board will take the Facilities Committee recommendation, put some specifics around it, then meet prior to town meeting, and say this is the proposal we are going forward with and this is why we are going forward with it.

REGULAR BUSINESS

1) Payroll and Vendor Manifests

On a motion by Batchelder, seconded by LaBrie, the vendor manifest was approved (3-0).

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2) Selectmen's Reports

MacIsaac

None

Batchelder

None

LaBrie

None

3) Town Manager's Report

The Hunt House should be taken down tomorrow, December 21, 2010.

4) Notice of Intent to Cut

a) #10-233-08-T – Map227/Lot7 – Heath Road – William M. Driscoll Revocable Trust – signed

5) Appointment of Tax Collector

a) Appoint Dawn Oswalt as Tax Collector for 2011

On a motion by LaBrie, seconded by Batchelder, appointment of Dawn Oswalt as Tax Collector for 2011 was approved (3-0).

6) Property Abatement

a) David Baron – 696 Gilmore Pond Road – Map228/Lot45 – Property Abatement

On a motion by Batchelder, seconded by LaBrie, David Baron – 696 Gilmore Pond Road – Map228/Lot45 – Property Abatement was approved (3-0).

7) Veterans Tax Credit

a) Frederick F. Eichorn – 19 Tyler Hill Road – Map239/Lot244 – Veterans Tax Credit \$300

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On a motion by Batchelder, seconded by LaBrie, Frederick F. Eichorn – 19 Tyler Hill Road – Map239/Lot244 – Veterans Tax Credit for \$300 was approved (3-0).

8) 2010 Twelfth Cycle Water & Sewer Warrant

a) 2010 Twelfth Cycle Water Commitment - \$89,451.09

On a motion by Batchelder, seconded by LaBrie, 2010 Twelfth Cycle Water Commitment - \$89,451.09 was approved (3-0).

b) 2010 Twelfth Cycle Sewer Commitment - \$101,702.73

On a motion by Batchelder, seconded by LaBrie, 2010 Twelfth Cycle Sewer Commitment - \$101,702.73 was approved (3-0).

9) Appointment to School Budget Advisory Committee

a) Appoint Stephen C. Meyers to the School Budget Advisory Committee to expire March 31, 2011

The Board elected to defer any decision since the Board would like to advertise for the open position before appointment (3-0).

10) Appointment to Planning Board

a) Appoint Shirley Despres for Alternate Planning Board Member

On a motion by Batchelder, seconded by LaBrie, Appointment of Shirley Despres for Alternate Planning Board Member was approved (3-0).

OTHER BUSINESS

None

ADJOURNMENT

On a motion by LaBrie, seconded by Batchelder, the meeting adjourned at 8:05 p.m. (3-0).

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Submitted:

Attest:

Sue Richard
Administrative Assistant

Donald MacIsaac
Chairman
Board of Selectmen

