

TOWN OF JAFFREY
Jaffrey, New Hampshire

BOARD OF SELECTMEN
Meeting Minutes
August 12, 2013

Present: Chairman MacIsaac, Selectmen Batchelder, Selectmen Rothermel, Town Manager Caron, Anita Chambers, Clerk

CALL TO ORDER

Chairman MacIsaac called the meeting to order at 5:30 p.m. for the NHDOT meeting on Downtown Traffic patterns. Introductions were made and Chairman MacIsaac turned the meeting over to Jo Anne Carr, Director of Planning and Economic Development.

Carr gave background information on the Roundabout Study. We are still on the Ten Year Transportation Plan. The discussion was whether to install around-about at the five-way intersection of Route 202, Main Street, Turnpike Road, Stratton Road and Blake Street which would improve the flow of traffic downtown. In doing so this would eliminate the congestion downtown with trucks.

Michael J. Dugas, P.E. Chief of Preliminary Design for NH DOT stated that it's still in its early planning stages and that it will probably be at least a year before a consultant is selected who would assist with the development of a proposal is finalized to come before the public.

Carr added that this roundabout proposal and the Route 202 by-pass are two different things. The town is considering both.

MEETING MINUTES APPROVAL

On a motion by Batchelder, seconded by Rothermel, public meeting minutes for July 22, 2013 were approved (2-0).

PUBLIC HEARING

Chairman MacIsaac called the Public Hearing to order at 7:00 p.m.

Discussion was on the Site Selection for Town Offices. At the Town Meeting in March the voters approved a warrant for \$35,000 to do a preliminary design study of a new town office building.

CMK Architects out of Manchester has the contract for the design study. Chip Krause is the Architect who assisted the town to narrow a list of thirteen sites down to two sites which are 17 Goodnow Street and 15 North Street.

After much discussion, some residents at the meeting said that they preferred the Goodnow Street location due to the potential for partnership between the library and the town offices.

TOWN OF JAFFREY
Jaffrey, New Hampshire

BOARD OF SELECTMEN
Meeting Minutes
August 12, 2013

Residents also voiced that they did not like the idea of the new town offices on the North Street site because it would mean displacing occupants of an adjacent apartment building.

In 2007 a study of the town's municipal facilities conducted by the H.L. Turner Group found several issues with the existing town offices, including its accessibility, structure, heating, air conditioning and the ventilation system.

The original plan was to build on the footprint of the existing town offices. The current space is 4,400 square feet and studies show that the need is approximately 8,800 square feet. This idea was abandoned and a proposal to site a combined Town Office/Community Center Facility at the community athletic field downtown was rejected at Town Meeting in 2011 partially due to the fact residents believed the Town Offices should be located in downtown.

The Select Board will be taking input from this meeting into account as it moves forward with the plans for the new town offices.

Town Manager Caron said that there will be another Public Hearing planned in the fall.

APPOINTMENTS

None

REGULAR BUSINESS

1) **Payroll and Vendor Manifests**

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

2) **Selectmen's Reports**

MacIsaac

None

Batchelder

None

TOWN OF JAFFREY
Jaffrey, New Hampshire

BOARD OF SELECTMEN
Meeting Minutes
August 12, 2013

Rothermel

None

3) **Town Manager's Report**

Beach Replenishment – DPW continues to communicate frequently with DES permit status.

Health Care Implications – The Obama Administration announced that the requirement to provide health insurance coverage for all employees working at least 30 hours per week has been delayed one year; we will continue to monitor changes and how they might impact town government.

Collective Bargaining Discussions – The Town has been requested by AFSCME to commence negotiations on successor agreements for both police and public works employees; I would request a non-meeting with the Board on August 26th to receive bargaining guidance.

IT Planning – We are working with Sequoya to develop a mid-term IT business plan to ensure that business functions and communications are adequately supported; I plan to present the financial components of the plan as part of the 2014 budget.

Downtown Sidewalks – The TIF-funded project to repair numerous sections of sidewalks downtown has begun under the on-site supervision of DPW.

4) Use of Jaffrey Meetinghouse

a) Monadnock Music – Monadnock Music Jaffrey Village Concert – July 31, 2014

On a motion by Batchelder, seconded by Rothermel, Use of the Jaffrey Meetinghouse by Monadnock Music for their Jaffrey Village Concert on July 31, 2014 was approved (3-0).

5) Donation

a) Monadnock Bible Conference donated a contribution of \$3,500.00 to the Town of Jaffrey **Acknowledgement and thanks to the Conference for the donation in the amount of \$3,500.00.**

On a motion by Batchelder, seconded by Rothermel, Board accepted the donation from Monadnock Bible Conference, a contribution of \$3,500.00 to the Town of Jaffrey (3-0).

TOWN OF JAFFREY
Jaffrey, New Hampshire

BOARD OF SELECTMEN
Meeting Minutes
August 12, 2013

6) Timber Tax Abatement

a) Report of Wood or Timber Cut – Operation #12-233-11 – Map212/Lot14 – Steven H. Dedo

On a motion by Batchelder, seconded by Rothermel, Timber Tax Abatement Report of Wood or Timber Cut – Map212/Lot14 – Steven H. Dedo, abatement in the amount of \$17.29 was approved (3-0).

7) Tax Deed Property

The Select Board received a tax deed from the Tax Collector in July, 2010 for a .79 acre parcel with mobile home located at 635 Gilmore Pond Road; staff is requesting permission to dispose of the property by auction or sealed bid.

On a motion by Batchelder, seconded by Rothermel, Board gave permission to dispose of the property by auction or sealed bid (3-0).

8) Revisions to Residential Anti –Displacement and Relocation Assistance Plan

The Select Board is encouraged to adopt the revisions which clarify that the plan is applicable to Community Development Block Grant programs only, which is customarily throughout the State.

On a motion by Batchelder, seconded by Rothermel, Revisions to Residential Anti-Displacement and Relocation Assistance Plan was approved (3-0).

9) Impact Fee Reconciliation

Attached is a report and recommended Select Board action which transitions the Impact Fee Program to the 2012 revisions as approved by Town Meeting.

On a motion by Batchelder, seconded by Rothermel, Impact Fee Reconciliation was approved (3-0), with balances in the Police and Fire Accounts transferred to the General Fund as reimbursement for investments made in anticipation of new development and balances in water and sewer department to those respective funds all in accordance with RSA 674:21 V (c).

**TOWN OF JAFFREY
Jaffrey, New Hampshire**

**BOARD OF SELECTMEN
Meeting Minutes
August 12, 2013**

10) Agenda Revisions

The Board revised a memo which suggested methods for reorganizing agenda and tracking Select Board actions.

On a motion by Batchelder, seconded by Rothermel, the Board approved Agenda Revisions (3-0).

OTHER BUSINESS

None

ADJOURNMENT

On a motion by Batchelder, seconded by Rothermel, the meeting adjourned at 9:15 p.m. (3-0).

Submitted:

Attest:

Sue Richard
Administrative Assistant

Chairman MacIsaac
Board of Selectmen

