

**TOWN OF JAFFREY
Jaffrey, New Hampshire**

**BOARD OF SELECTMEN
Meeting Minutes
May 27, 2014**

Present: Selectmen Batchelder, Selectmen Rothermel, Selectmen MacIsaac, Town Manager Caron, Sue Richard, Adm. Assistant

Absent: None

CALL TO ORDER

NON-PUBLIC

None

MEETING MINUTES APPROVAL

On a motion by MacIsaac, seconded by Rothermel, public meeting minutes for May 12, 2014 were approved.

PUBLIC HEARING

None

APPOINTMENTS

Resolution #2014-08 Wall of Squantum Road - Chiasson

Mr. Chiasson came back to the Select Board after they had a chance to go over the Zoning Board of Adjustments Findings. The Select Board gave Mr. Chiasson a list of conditions to allow construction of a rock wall within the Town's right of way. Mr. Chiasson agreed to the list of conditions. An agreement will be drawn up and sent to Mr. Chiasson to sign and return to the town.

Auditors Melanson Heath went over the Annual Financial Statements for the Year Ended December 31, 2013 with the Select Board in detail.

They commended the Town for making major improvements in the condition of the general ledger, including reconciliations of all key accounts.

REGULAR BUSINESS

Consent Agenda

- 1) Payroll and Vendor Manifests

TOWN OF JAFFREY
Jaffrey, New Hampshire

BOARD OF SELECTMEN
Meeting Minutes
May 27, 2014

2) Request

a) Team Jaffrey – Riverfest

TEAM Jaffrey, in partnership with civic organizations, churches and downtown merchants, is holding our award winning event “Riverfest: A Community event” this year on Saturday, July 26, 2014. Events planned Musical Chairs on Main Street, craft fair, children’s art and games, library book sale, as well as entertainment, food and fun. Many other community organizations will be setting up and inviting event goers to learn about their mission. This event serves to connect Jaffrey residents, local businesses, and visitors while strengthening and celebrating our community.

We ask the Board to consider the following:

- 1) Permission to use the bandstand and common the day and evening of the event
- 2) Permission to erect a temporary sign on the common to advertise the event (with fee waived)
- 3) That a vendor’s license be granted to TEAM Jaffrey for the day with fee waived
- 4) Permission to block the entrance to the town parking lot (at Main Street) the same day of the event. (With bank approval)
- 5) Permission to set up a craft fair on the library lawn the day of the event. (With Emily Donnelly’s approval)
- 6) Permission to close Memorial Drive (directly in front of the Police Station) from 7 am Saturday until 9 pm Saturday to facilitate the event. (With Chief Oswald’s approval)
- 7) Permission to close Main Street between Rt 202 and School Street from 8 am to 4 pm (with DOT approval)

3) Abatement

- a) #14-38 Katherine Newton – 76 North Street – Sewer Abatement
- b) #14-39 Charlotte E. Belletete – 284 Main Street – Sewer Abatement
- c) #14-40 John a. Cardillo – 115 Forest Park Est. – Sewer Abatement

4) Cemetery Deed

- a) Persis Martin – Conant Cemetery

TOWN OF JAFFREY
Jaffrey, New Hampshire

BOARD OF SELECTMEN
Meeting Minutes
May 27, 2014

- 5) Water & Sewer Commitment Warrant Fifth Cycle 2014
 - a) Fifth Cycle 2014 Water Commitment \$88,152.28
 - b) Fifth Cycle 2014 Sewer Commitment \$100,983.36
- 6) Use of Jaffrey Meetinghouse
 - a) #14-09 – Lindsay Oosterman – September 27, 2014 Wedding
- 7) Monadnock Bible Conference Center is asking permission to place the a-frame sign on the main common for Family Fun Day from Wednesday May 28th until the event is over on Sunday June 1st.

On a motion by MacIsaac, seconded by Rothermel, Consent Agenda was approved with the exception of 3 a) Abatement #14-38 Katherine Newton – 76 North Street-Sewer Abatement which was tabled until the next Board meeting on June 9th (3-0).

Select Board's Business

1) Selectmen's Reports

MacIsaac

Will be attending Conservation Commission Meeting on Wednesday, May 28th.

Rothermel

None

Batchelder

Attending Meetinghouse Committee meeting and will be attending the Cemetery Committee meeting on Thursday, May 29th.

2) Town Manager's Report

State Aid Grant -The AG's Office would like to schedule a meeting here in Jaffrey in order to further discuss this matter. Time/Date not yet set.

- IT – Sequoya delivered the computers; we are now beginning to transition our email and Windows application to Office 365, after which deployment of the hardware will begin.

**TOWN OF JAFFREY
Jaffrey, New Hampshire**

**BOARD OF SELECTMEN
Meeting Minutes
May 27, 2014**

Town Office Project – Staff and Kathy met on May 21 to review the status of the project; at this point, the group concurred on two courses of action:

- 1) Investigate procedure to reacquire the easement over the town owned parking lot on Goodnow Street between TD Bank and its Drive-Thru facility. An email was sent to local TD Bank officials requesting contact information of TD legal; Town received an acknowledgment of the correspondence on 5/21 and should be initiating discussions shortly.
- 2) Looking proactively at the general area and the long-term needs of the Town, it seems appropriate to receive an order of magnitude cost estimate to construct a combined Town Office/Police Department facility, fronting on Main Street and extending onto the current Town Office location. The group was mindful of a potentially negative reaction from the community with this course direction, however, the group felt it was worth pursuing if 1) project economies could be identified with a combination structure and 2) the cost of that facility was not so onerous as to create a consensus that costs would immediately doom the project with the voters.

Audit Implementation – We will be advertising for a f-t Finance Assistant to replace the p-t accounting position and assume additional responsibilities for utility billing, thus creating the appropriate segregation of duties between billing and collection.

Green Fleet -Tom and I will be attending a seminar in Laconia on June 6 regarding transitioning vehicles to propane or CNG.

ADJOURNMENT

On a motion by MacIsaac seconded by Rothermel, the meeting adjourned at 7:55 p.m. (3-0).

Submitted:

Attest:

Sue Richard
Administrative Assistant

Kathleen Batchelder
Selectmen

TOWN OF JAFFREY
Jaffrey, New Hampshire

BOARD OF SELECTMEN
Meeting Minutes
May 27, 2014

TOWN OF JAFFREY
Jaffrey, New Hampshire

BOARD OF SELECTMEN
Meeting Minutes
May 27, 2014

