

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

**BOARD OF SELECTMEN**  
**Meeting Minutes**  
October 12, 2015

Present: Selectman MacIsaac, Selectman Rothermel, Selectman Moore, Town Manager Caron, Administrative Assistant Zola

**A. Call to Order**

**6:30pm Non-Public Session –**

**On a motion by MacIsaac, seconded by Moore to enter Non-Public Session pursuant to RSA 91-A:3 II(e) at 6:30 (3-0)**

**On a motion by Rothermel, seconded by Moore to exit Non-Public Session at 6:49pm (3-0)**

**B. Public Hearing**

None

**C. Approval of Meeting Minutes**

**MEETING MINUTES APPROVAL**

On a motion by Tom Rothermel, seconded by Moore, public meeting minutes for September 14, 2015 were approved (3-0).

September 21, 2015 Minutes were approved by Selectman McIsaac & Selectman Moore. (2-0)

**D. Appointments**

1. Diane McDonald: returned to the board with a request for the elimination of 2 parking spaces to make a drop off area for a van accessibility at the Jaffrey Mills Apartments.

The board decided to visit the building on October 13, 2015 at 8:30am and will notify Ms. McDonald of their findings and decision.

2. Rueben Duncan, Superintendent of JRSD: came to present how the school year is progressing. Personnel changes: Rueben is the new Superintendent; Laura French is the new HR Manager, Kelly Marcotte is the new Principal at RMS, Larry Pimental is the Principal at Conant and Rob Clark is the Principal at JRMS.

This year they are focusing on response to instruction which consists of teacher evaluations of student performance data instead of observations.

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Extended Day Program: Last year of a 5 year grant, Director Kathy Batchelder will be reapplying for this grant. Regular attendance has increased in Jaffrey, Rindge attendance isn't available yet. If grant isn't obtained the funding may fall to the parents of the students using the program.

Budgeting: Administrators and cost centers are working on getting their numbers together. Their goal is to be transparent with their budgets. Everyone is starting with a true zero based budget. Staff is itemizing everything for an accurate tally of their usage. They will be completing a district facilities plan for 5 years and beyond, with the ability to adjust yearly. They will be having meetings with each cost center group to discuss budgets. They will be having digital budgets to present to board members.

\$ 720,000 in funding was returned to the towns. \$ 200,000 was set aside for emergencies, but will go back to towns if not needed.

School census as of the beginning numbers is down by 40 students. Final numbers are not in yet.

Selectman Rothermel asked in light of recent school shootings across the country, if the school district tests school security.

Answer: Every year they go over their safety plan with the fire & police departments. They do evacuations and lock downs during the school year.

3. Mary Drew -Presented her plan to the Board members. She currently manages welfare for the towns of Jaffrey, Rindge & Fitzwilliam and would like to apply for a grant for drug prevention and intervention in these same communities. Lt. Choate from Jaffrey PD states this is a huge problem that needs to be addressed. Team Jaffrey and J-R EDP program agree there is a need to be proactive.

Selectman Moore asked if there is any difference between the Jaffrey-Rindge school district and other surrounding districts. Mary will forward to the Board the statistics of towns with a program vs. towns that don't. She would like to apply for a grant for Jaffrey for the first year and add in the towns of Rindge, Fitzwilliam and Peterborough after. Selectman suggested presenting this to all towns and come back to the Board with her findings. They would prefer to see this as a coalition vs. Jaffrey alone.

4. Deb Sumner – Ms. Sumner addressed the Board with her concerns about the accuracy of the vote counting machines vs. a hand count for all elections. She had also voiced concerns about the public being able to see the vote count take place. It was stated that the town moderator is responsible for the accuracy of the town vote and the town moderator had run tests on the vote counting machine and all tests were normal. Ms. Sumner stated that machines can be tampered with.

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**E. Consent Agenda**

- 1) Payroll and Vendor Manifests
- 2) Abatement Requests
  - a) #15-87 Betsy Potter – 10 Wheeler Street – Sewer Abatement
  - b) #15-86 Jeff Proulx – 67 Nutting Road – Duplicate Billing
- 3) Notice of Intent to Cut Wood or Timber
  - a) 15-233-06-T- Howard Eaves- Town Farm Road Map 247 Lot 37
  - b) 15-233-07-T – Matthew Shea – Aetna Street Map 254 Lot 18.9 & 18.10
  - c) 15-233-08-T – John Peard – Mountain Road Map 212 Lot 24.2
- 4) Requests
  - a) Jaffrey Ice Racing Association – 2016 Ice Racing Permit on Lake Contocook
  - b) Team Jaffrey – Permission for Scarecrows on the Common & Trick or Treat on the town. (October 10, 2015)
- 5) Ninth Cycle 2015 Water & Sewer Commitment Warrant
  - a) Water Commitment \$ 122,353.77
  - b) Sewer Commitment \$ 89,120.15
- 6) Ninth Cycle 2015 Supplemental Sewer Commitment Warrant
  - a) Sewer Commitment \$ 34,439.40
- 7) Fire Prevention Week Proclamation

On a motion by Rothermel, seconded by Moore, to approve the Consent Agenda (3-0).

**F. Select Board's Business**

**Selectmen's Reports**

Rothermel: No Updates

Moore: No Updates

MacIsaac: David Caron will be pitching the town office building plan at tomorrow night's planning board meeting; Thursday at lunchtime is the friendly meal put on by the Home HealthCare & Hospice which Dave Caron and Selectman MacIsaac will be attending at the VFW. There will be a handout and revolving slideshow about the new town building; Thursday night at the First Church there is a community supper and we will present the 1 page handout.

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**Town Manager's Report**

- Halloween Hayride: Renee Sangermano will not be doing that this year due to operations and safety. Will expand activities around the downtown area.
- Garage repairs are going well.
- Delinquent taxes: One paid in full, Pine Street was sold, and the other 2 had Tax Deed notices reissued to mortgage holders and property owners.

**G. Other Business**

- **Resolution 2015-16 - Authorize sale of 26 Pine Street:** On a motion by Rothemel and 2<sup>nd</sup> by MacIsaac, sale is approved to Stonemen Properties for \$ 31,100. (2-1)
- **Discuss Transfer Station Options-** Selectman Rothemal visited a site in Maine that had a good “Pay as you throw” system. He is waiting on numbers from NRA. It seems that money can be saved with the “pay as you throw” program. Selectman MacIsaac suggested that we should have a vision and steps and get Randy involved and get his feedback. Select Board will direct the Town Manager what they want, which will be delegated to DPW.  
Selectmen MacIsaac & Rothemal will visit DPW tomorrow 10/13 which will be a continuation of this meeting.
- **2015 Estimated Tax Rate-** Preliminary estimate rate will be going from \$ 29.45 to \$ 33.22 due to the decrease in values. Without a change in assessments, the rate would have been lower than 2014. Board concurred to use \$ 350,000 in Undesignated fund Balance to stabilize the tax rate, plus an additional \$45,000 which was raised for schools in excess of what was needed due to computation error at the state level.
- **Social Media Strategy-** Will be implemented with the new Administrative Assistant once she's acclimated with the office.

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**ADJOURNMENT**

Meeting was recessed at 10:00 pm with a motion by MacIsaac, seconded by Moore until 8:30 am Tuesday (10/13).

Meeting resumed on 10/13 at 8:30 at DPW for review of facilities improvements and new grader. Meeting then moved to Jaffrey Mill Apartments where the group was given a tour by Building Manager Dan Georgina. Group reviewed ADA compliance within and exterior to the building.

The Board concurred to notify Diane McDonald that for the safety of all, she should use the handicapped parking area in the Jaffrey Mills parking area to access the van.

The Board also concurred to notify Debbie Sumner that the Board recognizes the statutory roles of the Moderator and the Secretary of State for the conduct of town elections and will abide by and respect their decision.

Meeting adjourned at 10:00 am on a motion by MacIsaac, seconded by Moore (3-0).

Submitted:

Judith A. Zola  
Administrative Assistant

Attest:

Donald MacIsaac  
Chairman