

TOWN OF JAFFREY
Jaffrey, New Hampshire
Select Board Meeting Minutes
November 28, 2016

Chairman: Donald MacIsaac

Selectmen: James Moore, Frank Sterling

Town Manager: David Caron

A. Call to Order

Non-Public –

B. Public Hearing –

C. Approval of Meeting Minutes

On a motion by Moore, seconded by Sterling, Public Minutes of 11/14/16 were approved (3-0)

D. Appointments-

4:00pm – MRI – Town Manager Search – The Select Board and the Screening Committee met with Alan Gould, President of MRI, to receive an update on the search and plan future steps on the process. Mr. Gould informed the group that MRI has received about 50 resumes for the position, the top 15 candidates have been invited to respond to essay questions developed after consultation with the Select Board. After review the top candidates will be contacted for oral interviews. It is MRI's plan to forward resumes, essays and other critical information on the top dozen or so candidates to the Screening Committee to have the Committee reduce the field to 5 or 6 for on-site interviews. Due to the holidays, MRI hopes to forward the information to the Committee during the week of December 19, with on-site interviews held in early-mid January.

Select Board Chair asked Randall Heglin to coordinate the Search Committee activities; the Committee debated whether interviews should be conducted in one or over two days. The Committee and Mr. Gould will communicate to finalize logistics.

5:00pm - Recycling Committee Update – The Committee presented its recommendations to the Board regarding the future of the Transfer Station. After an extensive discussion, the Board concurred with the following:

- a) The Department of Public Works will purchase two additional balers paid from excess funds available in the Motor Vehicle Reclamation Fund;
- b) DPW will purchase and have installed a surveillance system at the facility, funded through the Solid Waste Budget;
- c) The Committee requests a warrant article to advocate for reconsideration to implement a fee system for bulky waste to curb any abuses in the current system;

The Committee and Select Board also discussed the realignment of staff to include a Certified Principal Operator/Foreman/Manager. The Board expressed concerns about the notion that the additional costs associated with this position will be recovered through lower disposal expenses, higher recycling revenues and greater efficiencies. The Committee will continue to review this recommendation to develop additional information and justification for the position.

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5:30pm – Nick Hill – Little League Field Fees – Nick had a discussion with the Board regarding imposition of user fees for Community Field. A discussion ensued on the genesis of the fee structure, the actual fees paid in 2016, opportunities to collaborate on improvements and clarification on events which may have occurred in 2016. All agreed that Nick was to meet with the Recreation Director to review, and was invited back to meet with the Board should any issues require policy resolution.

6:00pm – Budget Presentation to Budget Committee – The Budget Committee and Select Board received a presentation from the Town Manager on the draft 2017 budget, which is explained on the attached Power Point Presentation.

1. Payroll and Vendor Manifests
2. Abatements
 - a) #16-79 – William Chapman- 95 Nutting Road - \$ 236.13 – Sewer
 - b) #16-87- Wayne & Roberta Bennett – 87 Heath Road - \$ 129.00 – Interest
 - c) #16-88 – Randall Morse – 54 Harkness Road - \$ 349.63
3. Yield Taxes Assessed
 - a) Troy Water Works- Map 203/Lot 10 - \$ 1,595.74
4. 11th Cycle Water & Sewer Commitment Warrant
 - a) \$133,245.51 Water
 - b) \$117,133.30 Sewer

On a motion by Moore, seconded by Sterling, consent agenda was approved (3-0)

F. Select Board's Business

Selectmen's Reports

MacIsaac- Nothing to report

Moore- The grant applied for by Rob Stephenson for Meetinghouse Roof repairs won't cover the entire cost, however, he has applied for other grants and has been approaching other groups for funding. The Meetinghouse Committee will be meeting with the BOS at the December 12th BOS meeting, Sterling suggested getting solid funding numbers together by Town Meeting.

Sterling- Regarding the street light project, they are in the process of determining the areas around town to test out the LED lights.

Town Manager's Report

Cable Casting Meetings – Awaiting a date from the installer; should occur in December.

Transition Issues –

- 1) The interim Town Manager has been left with a list of current projects/issues which would require attention, along with supporting documentation.
- 2) Personnel Evaluations for all regular, non-represented employees have been completed.

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G. New Business

- **Resolution # 2016-50** – Transfer funds into Septage Station Design CRF
On a motion by Moore, seconded by Sterling, Resolution #2016-50 was approved (3-0).
- **Resolution # 2016-51** - Acceptance of Howard Park per RSA 31:19
On a motion by Moore, seconded by Sterling, Resolution #2016-51 was approved (3-0).

H. Other Business

I. Non-public Session

J. Adjournment

Meeting adjourned at 7:20 pm on a motion by Sterling, seconded by Moore (3-0).

Submitted:

Attest:

Judith A. Zola
Administrative Assistant

Donald MacIsaac
Chairman