

TOWN OF JAFFREY
Jaffrey, New Hampshire
Select Board Meeting Minutes
July 25, 2016

Chairman: Donald MacIsaac - Absent

Selectmen: James Moore – Acting Chairman, Frank Sterling

Town Manager: David Caron

Administrative Assistant: Judith Zola

A. Call to Order

Non-Public – 6:00pm

On a motion by Sterling, seconded by Moore to enter Non-Public Session pursuant to RSA 91-A:3 II(c) at 6:00pm (2-0)

On a motion by Sterling, seconded by Moore to exit Non-Public Session and seal the minutes at 6:24pm (2-0)

B. Public Hearing – None

C. Approval of Meeting Minutes

On a motion by Sterling, seconded by Moore, public meeting minutes for 7/11/16 were approved (2-0).
On a motion by Sterling, seconded by Moore, non-public meeting minutes for 7/11/16 were approved (2-0).

D. Appointments-

Laurel McKenzie- Ms. McKenzie approached the Board for support of developing an Extended Day Program at the Jaffrey Grade School. She presented the Board with materials showing that test scores are higher in students who attend afterschool programs. Having an afterschool program would also be attractive to working people moving into Jaffrey. She also presented information regarding the Rindge afterschool program which has been run successfully by the Rindge Recreation Department in conjunction with Rindge Memorial School. The Rindge Program is funded with fees collected. Charlie Eicher, a Rindge resident on the School Board, along with Superintendent Reuben Duncan and Susan Shaw-Sarles, Jaffrey Grade School Principal, were in attendance to support the EDP idea. The Board discussed the pros and cons of the location of the program, Jaffrey Grade School vs. the Jaffrey Recreation Department. If the Recreation Department were to run the program, the preferred location would be the Recreation Department. Due to budgeting restraints, Ms. McKenzie stated it would be best to run this program with the fees collected from participants and not to be a tax burden on the entire town. There was also discussion on the workload that would be added to Renee Sangermano, the Recreation Director in addition to her current duties and the need for hiring additional staff. It was also suggested to have discussions with Renee to get her input and also for Laurel to present a plan designed specifically for Jaffrey. With Select Chair MacIsaac being absent from tonight's meeting, it was decided to wait for a full Board to be present to make any decisions. Laurel was asked to return to the August 8th BOS meeting for further discussion.

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Complete Streets - Resolution #2016-31: BOS to consider the “Complete Streets” Concept for the Town of Jaffrey. Mari Brunner and Raul Gonzales from Southwest Region Planning Commission presented the Board with the proposal to partner with them to bring the “Complete Streets” program to Jaffrey. The economic benefits of the program are increased consumer spending, increased property values, business would see increases in foot traffic and individual transportation costs would decrease. Roads would be safe for children walking to school and for foot and bicycle traffic. There is also a “Rack it Up” program that supplies bike racks to support and encourage more bike traffic. There would be no financial cost to the Town to participate in the “Complete Streets” program, only monthly meetings to develop guidelines, which should require town staff to be on the committee. It was mentioned that the BOS should encourage the Planning Board to support the concept.

On a motion by Sterling, seconded by Moore, Resolution # 2106-31 was approved (2-0).

E. Consent Agenda

1. Payroll and Vendor Manifests
2. Abatements
 - a) # 16-67- James Cook Jr. – 387 Nutting Road - \$ 37.31 Interest
 - b) # 16-68 - 52 Charlonne St. LLC – 52 Charlonne Street - \$ 351.58 Sewer
 - c) # 16-69 – Village Improvement – Thorndike Pond Road - \$ 812.00 Taxes
 - d) # 16-70 – Mary Drew- 20 Parent Street - \$ 12.54 Sewer
 - e) #16-71 – Estate of Lloyd Robinson – 370 Main Street- \$ 18.08 Interest
 - f) #16-72 – Joel Weissman- 115 Sawtelle Road - \$13.18 Water/Sewer
3. Cemetery Deeds
 - a) Andrew J. or Virginia A. Schuman – Londonderry, NH - \$ 2,100.00
 - b) Robert B. & Joanne B. Hale – Steuben, ME \$ 1,750.00
 - c) Joe & Cathy Proulx – Jaffrey, NH - \$ 1,400.00
4. Petition & Pole License- Fairpoint Communications
5. Meetinghouse Requests
 - a) #16-13 Jaffrey Conservation Commission- Bobcat Educational Program 8-9-16
6. Tax Collector’s 6th Cycle 2016 Water & Sewer Commitment Warrant

On a motion by Sterling, seconded by Moore, Consent Agenda was approved (2-0)

F. Select Board’s Business

Selectmen’s Reports

MacIsaac: Absent

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Sterling: Had sent an email to Board of Park Owners, with no response, he will be following up with them.

Moore: Key members from the Recycling Committee were unable to attend tonight's meeting. They may be able to attend the 2nd August meeting.

Town Manager's Report

Tax Acquired Property –The Town has received confirmation that notices on all three properties have been received. The Town can proceed to solicit bids on all properties as the previous owners have not notified the Town by July 13 of their intent to repurchase.

TIF Advisory Committees – Scheduled for the agenda for August 8 is a revised charge for the EDC which will address the issue dealing with Advisory Committees and bring the Town into full compliance with both the state statutes and Town Meeting direction.

Monadnock Lease – Also scheduled for August 8 is review of a proposed lease with NHDRED for the town owned property located atop the mountain.

Capital Improvement Plan – The Planning Board's CIP Committee met on Thursday, July 21 to review information submitted by staff and begin the process of developing a recommended plan for 2017-2022.

Weight Limits on Road – The Town recently received complaints of hauling over Bryant Road. Further investigation revealed that the Town has placed a 30,000 lb. limit on both Bryant and Proctor Roads, the only two means of egress from a pit on Woodbury Hill Road. To alleviate the current situation, we asked the hauler to alternate routes between Proctor and both ends of Bryant. An unloaded 10 wheel vehicle weighs approximately 29,000 lbs. The Board directed staff to review this situation and report back to the Board at the August 8th meeting.

G. New Business

H. Other Business

- Resolution #2016-26: Reconciliation of Impact Fee Accounts

The Town of Jaffrey annually reviews its impact fee accounts to ensure the program remains in compliance with state statutes. Based upon the most recent reconciliation, the Select Board is urged to adopt the following Resolution:

“In order to remain compliant with RSA 674:21 V, the Board directs the following transactions:

Capital Facilities – In accordance with the 2012 Impact Fee Study, 19% of related Town Office Design and Construction expenses are attributable to new development; accordingly, of the \$35,000 obligated by the voters at the March 16, 2013 Town Meeting for design, \$6,650 should be paid by impact fees. However, in spring, 2016, the Select Board decided not to proceed with a proposed warrant article at the 2016 Town Meeting for Architectural and Engineering Fees. Pursuant to Article 18 of the 2013 meeting, the unexpended and unencumbered balance of the appropriation lapsed to the Town's General Fund Balance. The project expended or encumbered \$27,400.00, of which \$5,206.00 was funded from Impact Fees.

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As \$5,695 was previously transferred from Impact Fees for this project, \$489.00 needs to be reimbursed to the Impact Fee account.

Roads – No funds are required to be obligated or expended during this review period.

Schools – No funds are required to be obligated or expended during this review period.

Recreation – No funds are required to be obligated or expended during this review period.

On a motion by Sterling, seconded by Moore, Resolution #2016-26 was approved (2-0).

- Resolution #2016-27: Special Events Permit – Monadnock Sno Moles
On a motion by Sterling, seconded by Moore, Resolution #2016-27 was approved (2-0).
- Resolution #2016-28: Special Events Permit – Monadnock Unity Building
On a motion by Sterling, seconded by Moore, Resolution #2016-28 was approved (2-0).
- Resolution #2016-29: Special Events Permit - Jaffrey Bible Church
On a motion by Sterling, seconded by Moore, Resolution #2016-29 was approved (2-0).
- Resolution #2016-30: Special Events Permit – Monadnock Mountain Music
On a motion by Sterling, seconded by Moore, Resolution #2016-30 was approved (2-0), which includes a requirement for a duty officer at the conclusion of the Festival of Fireworks presentation.

I. Non-public Session

J. Adjournment

Meeting adjourned at 7:23 pm on a motion by Sterling, seconded by Moore (2-0).

Submitted:

Judith A. Zola
Administrative Assistant

Attest:

James C. Moore
Acting Chairman