

TOWN OF JAFFREY
Jaffrey, New Hampshire
Select Board Meeting Minutes
August 22, 2016

Chairman: Donald MacIsaac
Selectmen: James Moore, Frank Sterling
Town Manager: David Caron
Administrative Assistant: Judith Zola (Absent)

A. Call to Order at 6:02 PM

Non-Public – None

B. Public Hearing – None

C. Approval of Meeting Minutes

On a motion by Sterling, seconded by Moore, Public Minutes of 08/08/16 were approved after minor edits. (3-0)

On a motion by Sterling, seconded by Moore, Non-Public Minutes of 08/08/16 to approve and seal the minutes after minor edits. (3-0)

On a motion by Sterling, seconded by Moore, Public Minutes of 08/16/16 were approved after minor edits. (3-0)

D. Appointments-

Recycling Committee: - The Select Board's Recycling Committee presented their interim recommendations for long-term operational and physical enhancements at the Town's Transfer/Recycling Center. The presentation was led by Committee members Tory McCagg and Carl Quefurth, who shared that the Committee met 18 times, including tours of similar facilities in Swanze, Peterborough, Winchendon and Monadnock Disposal in Jaffrey. These tours and other information led to the impression that Jaffrey's facility is about 10-15 years behind the other facilities in terms of modernization and operations. Other Committee members present included Harry Young, Tom Rothermel, Emily Preston, Ed Twaddell, and staff support Randall Heglin, DPW Director. Recommendations include:

- 1) The need to hire a manager who has the ability to manage the facility efficiently and maximize the Town's opportunities in the recycling market;
- 2) No contractor dumping must be enforced;
- 3) Continue to enforce and also encourage more recycling as an environmental and economic issue;
- 4) Should the Town maintain the demo dumpsters or should that service be provided by other private facilities such as MDS;
- 5) Manning of a "guard shack" to control access;
- 6) The swap shop should be relocated either off-site or to another area on the property;
- 7) The Town should not transition to single stream as the economic benefits are much less and it is difficult to re-engage the community at a later date to sort recyclables;
- 8) The physical layout of the facility needs to be redesigned to improve traffic flow and efficiencies;
- 9) The Town should again look to Town Meeting approval for a fee structure for bulky waste;

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- 10) The Town should educate and at a later date seek Town Meeting approval for Pay-as-You-Throw;
- 11) The Committee should remain active in order to continue to collaborate with staff;
- 12) The Town should invest in additional balers at the facility to economize on space and storage inside the facility.
- 13) Signage should be improved, including a board publicizing tax savings through recycling and cost avoidance.

Sterling inquired about the cost of these improvements compared to additional revenues received or costs avoided. MacIsaac asked the Committee to cost out their recommendations and provide this information to the Board for its review.

E. Consent Agenda

1. Payroll and Vendor Manifests
2. Abatements
 - a) # 16-75 – Samuel Mullen – 10 Cross Street - \$ 81.23 – Sewer
 - b) # 16-76 – Elizabeth Dearani – 10 Colton Drive - \$ 28.62 – Interest
3. Belletete Scholarship Application(s) Review – **Tabled pending receipt of additional information.**
4. Raffle Requests
 - a. 50-50 Raffle – Santa’s House – August 20, 2016 @ Festival of Fireworks – ***Confirmation of Phone Poll***
 - b. Raffle – Park Theatre – August 20, 2016 ***Confirmation of Phone Poll***
5. Planning Board Appointments:
 - a) Tim Gordon – Full Member – term ends 2017
 - b) Rob Deschenes- Member – term ends 2019
 - c) Matt Devlin – Member – term ends 2019
6. Tax Collector’s 8th Cycle 2016 Water \$121,513.81 & Sewer \$115,467.29 Commitment Warrant
7. Road Opening Request – Recreation Department - Contocook Beach

On a motion by Moore, seconded by Sterling, consent agenda was approved with the exception of Item #3, which was tabled. (3-0)

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F. Select Board's Business

Selectmen's Reports

MacIsaac: Reported that he will be attending election law training in Fitzwilliam.

Moore: Meetinghouse Committee met with representatives of the LCHIP Grant regarding the Town's grant application to replace the roof.

Sterling: Received feedback from the Manufactured Housing Board on the issue of delinquent taxation and will be forwarding written information to the Town Manager.

Town Manager's Report

- Capital Improvement Plan – The Planning Board's CIP Committee met on August 17 with the Director of Public Works to review the proposed vehicle replacement schedule; next meeting is scheduled for September 20.
- Weight Limits on Road – Staff is working on this issue, however, activity at this location during the summer involved moving material previously mined, and no additional excavation took place. The Code Enforcement Officer has been in contact with the property owner, who is in the process of engaging a surveyor to submit the proper documents before the next excavation activity.
- Tax Deeded Properties – Open houses at both 8 Linden Street and 10-12 Forcier Way will take place on Tuesday, August 23.

G. New Business

- Resolution #2106-39 – TAP Application - On a motion by Sterling, seconded by Moore, the Board adopted a resolution which supports the Town's application for sidewalk rehabilitation/extension in the greater Downtown area with a budgeted amount of \$1,000,000, of which \$800,000 would be received through a transportation grant; the Town's share would need to be approved at an upcoming Town Meeting (3-0).

H. Other Business

- North Street Parking Ordinance – The Board reviewed a proposal to add a 30 foot loading zone beginning 120 feet from the intersection of North and Main Streets on the east side, and concurred to hold a public hearing on September 12, 2017.
- 2016 Tax Rate Estimate – The Board reviewed the anticipated Town portion of the tax rate and concurred to apply \$435,000 in Unreserved Fund Balance against the tax rate in 2016.
- Resolution #2016-38 - EDC Charge/Appointments – On a motion by Moore, second by Sterling, the Board adopted Resolution #2016-38 with an amendment that the Committee may consist of up to 13 members, and concurred with Committee appointments.

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I. Adjournment

Meeting adjourned at 7:40 pm on a motion by Sterling, seconded by Moore (3-0).

Submitted:

David R. Caron
Town Manager

Attest:

Donald MacIsaac
Chairman