

TOWN OF JAFFREY
Jaffrey, New Hampshire
Select Board Meeting Minutes
September 12, 2016

Chairman: Donald MacIsaac
Selectmen: James Moore, Frank Sterling

Town Manager: David Caron
Administrative Assistant: Judith Zola

A. Call to Order- 6:04pm

Non-Public – None

B. Public Hearing – Resolution #2016-39 Municipal Code Chapter 185 – Vehicles and Traffic – Proposal to create a Loading Zone on the westerly side of North Street beginning approximately 150 feet from the intersection with Main Street. Hearing no public comments, on a motion by Moore, seconded by Sterling, Resolution #2016-39 was approved (3-0).

C. Approval of Meeting Minutes

On a motion from Moore, seconded by Sterling, the Public Minutes of 08/22/16 were approved (3-0)

D. Appointments- Jo Anne Carr, Director of Planning and Economic Development came before the Board to relay the success of the Facebook Live event that T.E.A.M. Jaffrey created and posted on their Facebook page on the Town's behalf. The broadcasted events were two Planning Board public forums that sought input on the vision and community character of Jaffrey. Both forums were well attended and organizers received comments from the Jaffrey Facebook users. Ms. Carr showed a brief video of the event to the Board.

E. Consent Agenda

1. Payroll and Vendor Manifests
2. Abatements
 - a) # 16-77 –Town of Jaffrey – Tax Deeded Properties - \$ 3,409.00 – Taxes
 - b) # 16-78 – Belletete's, Inc. – \$ 6,206.40 – Water & Sewer
On a motion by MacIsaac, seconded by Moore, #16-78 was **denied** (3-0)
3. Notice of Intent to Cut Wood or Timber
 - a) # 16-233-10-T – Society for the Protection of NH Forests – Shaker Farm Road
4. Belletete's Scholarship Awards
5. Cemetery Deed Transfer – Hale to Gamer – Conant Lot# 1344

On a motion by Moore, seconded by Sterling, consent agenda was approved with the exception of Abatement #16-78, which was denied. (3-0)

TOWN OF JAFFREY
Jaffrey, New Hampshire
Select Board Meeting Minutes
September 12, 2016

F. Select Board's Business

Selectmen's Reports

MacIsaac: There's a community Supper at the United Church on Thursday Night (9/15) and they are looking for servers. Selectman MacIsaac will be out of town on the next BOS meeting date.

Moore: Attended the 8-24-16 Conservation Commission meeting. According to the School Land Committee, the Route 202 land owned by the school district will remain in District ownership and will not be sold.

Sterling: No Updates.

Town Manager's Report

1. Electric Coop – The Town has been participating in a cooperative to purchase electricity with a number of other communities; in addition to cost savings realized from the bulk purchasing, the group included a clause regarding the purchase of hydropower, which resulted in an additional savings of \$900 which was received in a check from the Town's broker.
2. Assessing – The Town's contracted assessor continues to review the Town's records for completeness and accuracy. We are in the process of working with some conservation groups who have land currently listed as non-taxable, which should be taxable. The net additional revenue to the Town is anticipated to be minimal, as these properties should qualify for current land use.
3. Boston Post Cane – We have confirmed that the recipient of the Cane should be Martha Bradford, a 102 year old resident of Good Shepard; I have spoken with her daughter, who believes it would be more practical for the Select Board to present the certificate at the nursing home; the Board members will check their calendars in order to select a convenient date.
4. Meeting Schedule – The Town Manager will be attending the ICMA conference in Kansas City on September 26, which is the next scheduled Board meeting; the Chair will also be out of town. The Select Board concurred to cancel the September 26 meeting and next meet on October 10.
5. Cablecasting Meetings – The Town Manager met with a Comcast representative who has confirmed that the signal to the Town Office is operational and sufficiently strong to broadcast meetings. We have also reached out to two A/V vendors for equipment proposals, including the option for live-streaming and storing meetings on the web for citizens who are not Comcast customers.
6. Liquor License – I sent a letter to Lab'n Lager, for the NH Liquor Commission, that the business' change of LLC for Lab'n Lager LLC to Monadnock Beer Company LLC does not impact any land use approvals or concurrence of the Town to sell liquor from their restaurant. Unknown if the business plans to change its name on the restaurant.

TOWN OF JAFFREY
Jaffrey, New Hampshire
Select Board Meeting Minutes
September 12, 2016

7. Citizen Survey – Town Moderator Marc Tieger has confirmed that it would be permissible for the Select Board to ask voters to participate in a citizen survey at the polls on November 11, after the voters have voted. We'll be meeting with Marc later to finalize logistics.
8. Recreation Registrations – Renee Sangermano has announced that residents can now register for recreation programs on-line; in addition to providing convenience for customers, the system will free up significant staff time.

G. New Business

- 1) Resolution #2016-40 - Sale of Tax-Deeded Properties - The Town received four bids for 10-12 Forcier Way and one bid for 8 Linden Street, and previously received a bid for the Elite property. Recommend award of deed for 10-12 Forcier Way to John Peard in the amount of \$28,000; recommend rejection of the one bid received for 8 Linden Street (\$1,001 – John Given); recommend award of deed for the four lots comprising Elite to John Peard in the amount of \$72,500. On a motion by Sterling, seconded by Moore, Resolution #2016-40 was approved (3-0).
- 2) Resolution #2016-41 – Revisions to Section 505 of the Employee Handbook - It is recommended to amend Section 505 of the Personnel Policy, Health Insurance Opt-Out Option. Current process is to pay incentive in December of each year; for accounting and budget monitoring efficiencies it is proposed to include the incentive in each paycheck throughout the year. It is recommended that this change become effective with the first paycheck in January, 2017. On a motion by Sterling, seconded by Moore, Resolution #2016-41 was approved (3-0).
- 3) Resolution #2016-42 – General Assistance Administrator Agreement—It is recommended to authorize the Town Manager to sign a proposed agreement to fully transition the GAA to a contractual position, which is more reflective of the working relationship; Mary Drew has also received a grant for Drug Free Communities which will further leverage other services which are available for our citizens in need. On a motion by Sterling, seconded by Moore, Resolution #2016-42 was approved (3-0).
- 4) Resolution #2016-43 – Special Events Application- Scarecrows on the Common- 10/8/15 On a motion by Sterling, seconded by Moore, Resolution #2016-43 was approved (3-0) with the condition that T.E.A.M. Jaffrey contacts the NH Liquor Commission and Jaffrey Police Department and obtains the appropriate permits for the beer sampling.

H. Other Business

I. Non-public Session – None scheduled

**TOWN OF JAFFREY
Jaffrey, New Hampshire
Select Board Meeting Minutes
September 12, 2016**

J. Adjournment –

Meeting adjourned at 7:00 pm on a motion by Sterling, seconded by Moore (3-0).

Submitted:

Attest:

Judith A. Zola
Administrative Assistant

Donald MacIsaac
Chairman