

**TOWN OF JAFFREY
Jaffrey, New Hampshire**

**BOARD OF SELECTMEN
Meeting Minutes
February 8, 2016**

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

Staff: Jo Anne Carr

Guests: Jed Paquin

A. Call to Order

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

On a motion by Rothermel seconded by MacIsaac, to exit Non-Public Session and seal the minutes at 6:23pm (3-0)

Public Meeting Started: 6:27pm

B. Public Hearing

Pursuant to RSA 31:95-c, the Select Board shall receive public input on the creation of a Special Revenue Fund to be known as the Solid Waste Disposal Fund whereby revenues shall be used to pay for the disposal of construction debris, bulky items and other non-household waste.

The summary of this article is to establish a fee structure for non-household trash and to set up a fund to deposit the revenue fund into it, and to be able to withdraw from the revenue fund to pay for this disposal. Comment from the public: Kevin Chamberlain received an explanation on the anticipated expense from the fund in 2016 and the mechanism to use should revenues and expenses exceed projections.

MEETING MINUTES APPROVAL

C. Approval of Meeting Minutes

On a motion by Rothermel, seconded by Moore, public meeting minutes for 01/25/16 were approved (3-0).

On a motion by Rothermel, seconded by Moore, amended public meeting minutes for 1/25/15 were approved (3-0).

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D. Appointments –

Jed Paquin (Regarding Prospect Street)

Jed explained that the property owned by the Rameys on Prospect Street has an old portion of the road that was closed in 1800 that runs through their land. They would like to sub-divide the property into a 2 lot subdivision, but need the discontinued road to be officially “discontinued absolutely”. They have submitted a petition article with signatures for Town Meeting consideration. The Rameys wanted to inform the Board of Selectmen, Planning Board, and the public know of their plans and offer information prior to Town Meeting.

E. Consent Agenda

- 1) Payroll and Vendor Manifests
- 2) Abatement Requests
 - a) #15-92 – William & Dawn Oswalt – 43 Prospect St. - \$ 1,099.58 - Taxes
 - b) #15-113 – 8 Main Jaffrey, LLC – 8 Main St. #9 - \$ 4,218.94- Taxes
 - c) #15-114 – Michael & Wanita Clark – 27 Forest Park- \$ 700.94 - Taxes
 - d) #15-115 – Albin Realty, LLC – 89 Peterborough St. - \$ 372.06 - Taxes
 - e) #15-116 – Ulrich Realty, LLC – 89 Peterborough St. - \$ 730.84 – Taxes
 - f) #15-117 – Gunilla Johanson – 90 Dublin Rd. - \$ 1,089.62 – Taxes
 - g) #15-119 – William & Joyce Rose – 39 Ridgecrest Rd. - \$ 166.10 - Taxes
 - h) #16-10 - Jaffrey Parks & Recreation – 31 Howard Hill Rd. - \$ 101.75 – Sewer
- 3) Notice of Intent to Cut Wood or Timber
 - a) #15-233-17-T – Troy Water Works – Mountain Rd.- Map 203/Lot10
- 4) Land Use Change Tax – Phyllis Roy – 20 Proctor Rd. - \$ 10.00
- 5) Raffle Request: Shelter from the Storm

Moore would like to table Abatements # 15-92 and #15-113 to do more research due to the amounts.

On a motion Rothermel, seconded by Moore, the consent agenda not including # 15-92 & 15-113 was approved (3-0)

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F. Select Board's Business

Selectmen's Reports

MacIsaac: None

Rothermel: Recycling committee has a meeting scheduled for 2/17/16. NRRA will be attending that meeting explaining what they do for towns. He should have the final draft for the solid waste fees completed for Town Meeting.

Moore: Attended similar meetings as the rest of the board including the Budget Committee public hearing.

Town Manager's Report

- In regard to Resolution #2016-05 – Transfer of UFB to Sewer Capital Reserve, no action required at this meeting. Caron has spoken to Randy Heglin and the Town received several bids for the pump station work on River and Nelson Circle. The town had previously encumbered funds for this work; the current budget includes a contingency and funds for traffic control. It is possible that additional funds may be needed to complete the project; if money can be transferred into the sewer capital reserve fund after Select Board approval.
- Spoke with Marc Tieger about when Selectmen should be at the polls. To clarify, the Board needs to have a majority present during the State election in November, and there is now an opportunity for the Board to appoint replacements for that day. He said there should be a selectman there all day.

G. Other Business

- NH-911 Address/Map Change: 69 Bixler Way: The resident has to voluntarily agree to the address change. If they don't, the town needs to hold a public hearing. No action is required by the Select Board tonight.
- Resolution # 2016-06 - Review & Approval of CNBRLAC Management Plan
MacIsaac reviewed the plan. It's not defined on who is responsible for what actions if any. Carolyn Garretson was looking for the Selectmen to adopt the plan. On a motion by Rothermel, seconded by Moore, resolution 2016-06 was approved (3-0)

2016 Town Meeting Warrant Review

Water Line Bond - \$3.74M: MacIsaac stated the issue is whether it's 1/3 Town to 2/3 Users responsibility or if it's 100% user responsibility. The BudCom voted (1-6) for the 100% on the users, but did vote (5-2) in favor of a 1/3 town & 2/3 users, if the BOS presented that.

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A. On a motion by Rothermel, seconded by MacIsaac to support responsibility to 1/3 Town and 2/3 users. Vote taken- (2-1 with Moore dissenting)

B. On a motion by Rothermel seconded by MacIsaac to recommend as amended. Vote taken- (2-1 with Moore dissenting).

Septage Plant Upgrade \$1.0M - On a motion by Rothermel, seconded by Moore, approved (3-0).

DPW Contract/ Police Contracts \$8,996 & \$14,836; and Reconsideration Votes: On a motion by Rothermel, seconded by Moore, approved (3-0).

Special Revenue Fund & Appropriation Therefrom - \$35,437: On a motion by Rothermel, seconded by Moore Approved (3-0).

Municipal Bldg. Design: MacIsaac doesn't feel the public received the full presentation. Also that the BudCom and BOS are not fully supporting the issue. Rothermel feels it's time and costs will still be increasing and it's been too long. If it does get pulled, he would like to see money set aside on a yearly basis. MacIsaac said a possibility would be to take the \$ 139,000 into a Capital Reserve fund to keep those funds active. Caron suggested redirecting this appropriation to the Building Maintenance Capital Reserve Fund for 2016 which would eliminate the need to fund in 2017 provide additionally flexibility in next year's Capital Plan. On a motion by Rothermel to withdraw articles 13 & 14 and in Article 15 layman's terms recommend an additional \$125,000 into the Building Maintenance Fund, Seconded by Moore, approved (2-1 with MacIsaac dissenting on the amount, but agreeing on the article.

Veteran's Credit – Increase to \$500: On a motion by Rothermel, seconded by Moore, approved (3-0).

Cemetery Maintenance - \$1,000: On a motion by Rothermel, seconded by Moore, approved (3-0).

Gravestone Restoration - \$1,000: On a motion by Rothermel, seconded by Moore, approved (3-0).

Meetinghouse - \$3,000: On a motion by Rothermel, seconded by Moore, approved (3-0).

Property Re-Evaluation Withdrawal from Capital Reserve - \$7,500: On a motion by Rothermel, seconded by Moore, approved (3-0).

Municipal Bldg. Maintenance. Fund - \$75,000: On a motion by Moore, seconded by Rothermel, approved (3-0).

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Sidewalk Plow - \$90,000: On a motion by Rothermel, seconded by Moore, approved (3-0).

If sidewalk plow doesn't pass/Deposit funds into Cap. Funds - \$90,000: On a motion by Rothermel, seconded by Moore, approved (3-0).

Chipper - \$60,000: On a motion by Rothermel, seconded by Moore, approved (3-0).

If chipper is not funded/Deposit into Capital Reserve Funds - \$38,018: On a motion by Rothermel, seconded by Moore, approved (3-0).

Land Acquisition Cap. Reserve - \$5,000: On a motion by Rothermel, seconded by Moore, approved (3-0).

Fire Department Capital Reserve - \$50,000 - On a motion by Rothermel, seconded by Moore, approved (3-0).

Fire Rescue Boat - \$32,000: On a motion by Rothermel, seconded by Moore, not recommend appropriation and remove from warrant (3-0).

Rec. Dept. Tractor - \$12,500 to Capital Reserve. On a motion by Rothermel, seconded by Moore, approved (3-0).

MELC - \$8,000: On a motion by Rothermel, seconded by Moore, approved (3-0) .

On a motion by Rothermel, seconded by Moore, the following petition articles were recommended, (3-0):

- \$8,500 from Town Clock Trust Fund to Jaffrey Women's Club for repairs to town clock structure;
- \$1,800 : CVTC;
- \$1,000: Park Theater;
- \$30,000: JRMA;
- \$17,000: Home Healthcare, Hospice & Community Services;
- \$8,000: Community Kitchen;
- \$6,821: Monadnock Family Services
- \$6,038: Southwestern Community Services;
- \$3,500: Jaffrey Civic Center;
- \$1,500: The River Center;

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Town Manager Caron stated he would finalize the Warrant for Board signatures on Wednesday 2/10/16 and email to the Budget Committee.

ADJOURNMENT

Meeting adjourned at 8:32pm on a motion by Rothermel, seconded by Moore (3-0).

Submitted:

Judith A. Zola
Administrative Assistant

Attest:

Donald MacIsaac
Chairman