

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

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

A. Call to Order: 6:00pm

B. Public Hearing -

Resolution #2016-14 Accept an EMPG grant for vehicle repeater & mobile radios for the Fire Department in the amount of \$ 19,472: Chief Chamberlain presented information on the grant, which would recognize the recent purchase and up fitting of the Fire Department Command Vehicle as the Town's 50% match. Hearing no comments from the public, on a motion by Moore, seconded by Sterling, the Town of Jaffrey, NH Board of Selectmen, in a majority vote, accepted the terms of the Emergency Management Performance Grant (EMPG) are presented in the amount of \$ 19,472.00 for the purchase of Mobile Vehicle Repeater and 3 Mobile Radios. Furthermore, the Board acknowledges that the total cost of this project will be \$38,944.00, in which the Town will be responsible for a 50% match (\$19,472.00) and to authorize the Town Manager to sign all documents. Vote taken (3-0) approved.

Resolution #2016-15 Adoption of Special Events Permits Policy, Chapter 170, Municipal Code: Town Manager Caron explained that this is a process to review and evaluate large events (over 100 people) to ensure that town services are not overburdened during such events. The permit application may have variations due to the size of the event. Regarding the Festival of Fireworks, the Town will be sending a mailing to the abutters of the festival to explain the traffic and pedestrian plans at the conclusion of the festival. It was advised to close Turnpike Road until the majority of pedestrians had exited.

Sterling had added he would like to see the following changes made to the policy: The over 100 person criteria to be decreased to a lower amount, the size of signage should be specified and the signage should be removed 72 hours after the event. The Board concurred with the signage provision and decided to keep the threshold at 100 at the present time. Hearing no public comment, a motion by Moore, seconded by Sterling to accept Resolution #2016-15 as amended. Vote was taken (3-0) approved.

C. Meeting Minutes Approval

On a motion by Sterling, seconded by Moore, Public Meeting Minutes for 04/11/16 were approved (3-0) with corrections.

On a motion by Sterling seconded by Moore, Non-Public Meeting Minutes of 04/11/16 were approved (3-0)

D. Appointments – None

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E. Consent Agenda

1. Payroll and Vendor Manifests
2. Abatement Requests
 - a) #16-49 Su Zhen- 54 Fitch Road - \$ 110.28 – Sewer
3. Notice of Intent to Cut Wood or Timber
 - a) #16-233-04-T Chris Pryor – Map 204 Lot 16 - Bullard Road
 - b) #16-233-05-T Roy Baldwin- Map 219 Lot 1.1 -Old Keene Road
 - c) #16-233-06-T Philip McIntyre- Map 234 Lot 26 – Thorndike Pond Road
4. Elderly Tax Credit
 - a) Arthur Lienhardt – 111 Forest Park - \$ 60,000
 - b) Debrah Charlonne – 351 North Street – \$60,000
 - c) Lorraine Dellasanta- 74 North Street - \$ 40,000 - Denied
5. Veteran’s Tax Credit
 - a) George Giragosian – 31 Cutter Hill Road - \$ 500.00
6. Yield Tax Levy –
 - a) Howard & Jean Eaves – 9 Town Farm Road - \$ 553.26
 - b) Keith & Leah Dupuis – 35 Sawtelle Road- \$ 963.45
 - c) J & D Rev. Trust- Map 252 Lot 11 & 12 - \$ 2,297.40
7. Conservation Commission Appointments:
 - a) Kathy Batchelder, Member (Appointment to 2019)
 - b) Nora Bryant, Associate Member (Appointment to 2019)
8. Planning Board Appointments:
 - a) Patty Farmer, Alternate (Appointment to 2019)
 - b) Tim Gordon, Alternate (Appointment to 2019)
9. JFD 5K Race Request: 7/30/16
10. 5K Fundraiser for Shelter from the Storm Request: 5/22/16
11. Application for Current Use
 - a) Hugh & Teresa Landis- 236 Sanders Road
12. Meetinghouse Requests
 - a) #16-07- Conservation Commission/Jaffrey Library-July 7, 2016
 - b) #16-08- Electric Earth Concerts –August 7, 2016
 - c) #16-09- New Hampshire Charitable Foundation – June 22, 2016

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13. Notice of Intent to Excavate
a) #16-233-02-E – Keith Dupuis – Map 255/Lot 8.5

14. Excavated Earth Tax Warrant - \$ 522.15

15. Signing of 2016 MS-535 Form

16. Cemetery Deed
a) Andrew & Ruth Webber – Jaffrey, NH – \$350.00

On a motion by MacIsaac, seconded by Sterling, #16-A was approved (3-0)

17. Notice of Intent to Excavate:
a) #16-233-01-E – Richard & Ann Sawyer – Map 256 Lot 4

On a motion by Sterling, seconded by Moore, the consent agenda was approved (3-0) with the following exception: Item 4-C was denied as applicant did not meet statutory criteria.

Select Board's Business

Selectmen's Reports

MacIsaac: Boston Post Cane follow up: The Town Clerk is able to verify birthdates in her database.

Moore: Has attended the Recycling committee meetings. Regarding the Transfer Station, they have been discussing the following: better signage, Randy has received some quotes on the cost of scales and Monadnock Disposal has a baling machine and has offered to take the baling once a month.

Sterling: Senate Bill 348 is now in the house. The current wording indicates the Tax Credit could be up to \$ 12,000. There is an amendment pending to make it \$ 12,000 standard credit.

Town Manager's Report

Water Main Replacement Project - The Town has executed all NHDES loan documents and has authorized the contractor to proceed pending receipt of performance bonds. At the preconstruction meeting the contractor will be directed to provide information on timing and location of his work so that the Town may provide information both to the general public and property owners along those routes.

Sewer Lining Project – In the process of developing a bid package to line sewers in several streets (Goodnow, School and North), some of which did not pass a smoke test; it is anticipated that this work will be coupled with some sewer repair work on Main Street that we intend to coordinate with the Water Main replacement program. It is possible that the project may exceed the amount available in the construction/repair budget which would require the Select Board to transfer approximately \$30-40,000 from Fund Balance into Capital Reserve and then withdraw to fund expenses.

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Tax Deeded Properties – Staff has begun the process to notify previous owners of the opportunity to repurchase these properties prior to public sale. Town Counsel is reviewing the process, the Tax Collector is confirming the amount due and letters will be mail shortly (30 day response period per statute). The Board then discussed the ownership status of the Great Road property, which the Town Manager will follow up on.

Transfer Station Roof – The roof is experiencing significant leaks; the plan is to replace in-kind, and not upgrade, as we are attempting to minimize the Town’s investment into the facility until the Select Board determines it long-term future. The Board suggested that the facility will remain in place and the Town should consider a permanent repair.

Meetinghouse Roof – Rob Stephenson and the Committee have initiated the process seeking LCHIP funding for the re-roofing project.

2016 Tax Bills – Assessing and the Tax Collector have merged files, and the tax bills are with the printers; the bills will be mailed in the coming weeks with a due date of July 1, 2016.

G. New Business

- Resolution #2016-16- RSA 31:95-b Acceptance of a Donation: Monadnock Quaker Meeting Religious Society of Friends.
On a motion by Moore, seconded by Sterling, Resolution #2016-16 was approved (3-0).
- Resolution #2016-17- Educational Partnership with Franklin Pierce University.
Town Manager explained that this partnership would be of no cost to the Town and would promote the Town’s and FPU’s mutual goal to provide opportunities employees to further their education. It should be clarified that this is a partnership with the Town and not the School District as the School Board is responsible for policy decisions.

H. Other Business

ADJOURNMENT

Meeting adjourned at 7:18pm on a motion by Sterling, seconded by Moore (3-0).

Submitted:

Judith A. Zola
Administrative Assistant

Attest:

Donald MacIsaac
Chairman