

**TOWN OF JAFFREY, NH  
PLANNING BOARD  
Meeting Minutes  
December 11, 2018**

**Present:** Chairman Gordon, Members, Despres, Farmer, McKenzie, Merrell, Sherman, Selectmen's Representatives Weimann and Sterling

**Absent:** Member Devlin  
*Member Sherman will vote*

**Staff:** Town Manager Jon Frederick  
JoAnne Carr, Director of Planning and Economic Development  
Code Enforcement Office Rob Deschenes

**PRELIMINARY CONCEPTUAL** - No Action

**CALL TO ORDER** - Chairman Gordon called the public hearing to order at 6:00 pm.

**MEETING MINUTES APPROVAL**

On a motion by Merrell seconded by Weimann the minutes of the **October 9, 2018** meeting were approved as submitted. (5-0-2) *Members Farmer and McKenzie abstained.*

On a motion by McKenzie seconded by Farmer the minutes of the **November 13, 2018** meeting were approved with one change. (7-0-0)

On a motion by McKenzie seconded by Sherman the minutes of the **November 27, 2018** meeting were approved as submitted. (6-0-1) *Member Despres abstained.*

**PUBLIC HEARING – ACCEPTANCE**

**PUBLIC HEARING – NEW**

**PUBLIC HEARING – CONT.**

*Member Weimann recused himself, Frank Sterling assumed the role as Selectman's Representative*

1. PB18-06, Belletete's, Inc., 51 Peterborough St., Map 238 Lot 284.1, Map 238 Lot 244, Map 245  
Lots 94 & 95 Zone: General Business (with town water & sewer)

Site Plan – The applicant proposes the expansion of the Belletete's facilities, to include a garage on Lot 238/244 and a retail inventory building on lot 245/94 as well as associated paved yards and drainage improvements.

**Chairman Gordon reopened the public hearing**

**A site visit was scheduled for Friday, December 14 at 3:30 pm**

Jeff Kevan –TFMoran

Mr. Kevan was contact by Gloria Andrews AOT, NHDES. Ms. Andrews stated they have received considerable feedback on the project and asked if Belletetes/TFMoran could do additional work on the drainage system, even though what was presented meets all State standards.

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Mr. Kevan suggested changing the detention pond into a gravel wetland. Chairman Gordon asked does that increase the capacity treated. Mr. Kevan responded this process treats the storm water instead of just providing detention. This change would deliver an additional three acres of treatment on the site.

Mike Shea submitted a request a waiver for the proposed retail inventory garage from site plan application, applicability of design standards.

A lengthy discussion was held on how to proceed. The Chairman Gordon asked when the report from the third-party review will be completed. Planner Carr responded the end of the week. Chairman Gordon stated it would be unwise to proceed without first examining the third-party review.

**Chairman Gordon continued the public hearing to the December 14 Site Walk**

**OTHER BUSINESS**

CIP – Jo Anne Carr & Jon Frederick

Member McKenzie asked if the CIP should have been noticed as a public hearing. Planner Carr apologized for any confusion and clarified that a PH is not required for CIP. Copies of the revised spreadsheets were shared with the Board.

- **Fire Dept Addition**  
Member McKenzie asked what the cost for a bare minimum shower facility would be. TM Frederick replied it would be difficult to say without a redesign. Planner Carr added the shower facilities had been on the CIP several years ago. Member McKenzie asked what equipment will be housed in the proposed new bays. Planner Carr responded the boat and another piece of equipment currently housed in Jaffrey Center.
- **Bridges - Nutting Rd. over Contoocook**  
Planner Carr \$50,000 was put into the capital reserve in 2017 and 2018. \$80,000 of those funds were used for design. The State will reimburse up to 80% of expenditures to the Town. The State has indicated that funding for that bridge replacement has been pushed up to 2021. The Town will not have sufficient funds in the capital reserve by that date, so the Town will need to secure a warrant article to cover the cost. Member McKenzie asked for the year of construction be added to the spreadsheet.
- **DPW Vehicle Budget**  
A replacement schedule will be submitted. Member McKenzie asked if an analysis of the most efficient use of equipment has been conducted. TM Frederick responded no. Member Gordon asked about the \$600,000 increase. TM Frederick explained the financials were reviewed and it was discovered that there was equipment listed that did not have numbers attributed to them.

Member McKenzie asked if any water/sewer projects will be put forward on the spring. TM Frederick replied possibly water.

Member McKenzie asked for clarification, if the full plan submitted was implemented, the tax rate would increase \$1.55. Planner Carr stated that amount includes amounts already in operating budget. Member McKenzie can we spread it out over several years. TM Frederick added that the CIP committee requested that safety and hygiene issues be addressed immediately.

Member McKenzie asked what the tax rate impact would be of for Options A & B. TM Frederick explained; Option A (continued repairs of municipal facilities) would be \$1.93

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Option B (new combined Town Office / Police Station) would be \$1.55. Member McKenzie is not in favor of Option B as she feels there is too much up-front cost.

On a **motion** by Merrell, seconded by Farmer to adopt the CIP. (5-2-0)

**Proposed Zoning** – Jo Anne Carr

Planner Carr shared a summary of changes discussed at the November meeting. The committee has met and decided to move forward with proposed changes. The recommendation is to stand firm on adopting design standards for the Mountain Zone as part of site plan review.

Member McKenzie is in favor of the idea as it could promote thoughtful development in Jaffrey. She noted 85% of Jaffrey's land is designated as Current Use or Conservation. Charlie Koch stated you can't increase tax base with residential development, what you need is industry. Member McKenzie responded don't dismiss residential housing as an option, there is a need for housing in Jaffrey. Planner Carr added open space developments will minimize the burden on water, sewer and roads.

On a **Motion** by McKenzie, seconded by Sherman to take the proposed zoning changes to the Mountain Zone and Open Space Development to public hearing on January 8, 2019 (7-0-0)

**Other Business**

Member Merrell – W.W. Cross is undergoing a brownfields assessment by SWRP. An advisory committee is being created that will meet once a quarter. They would like a Jaffrey resident to be part of the committee. Planner Carr volunteered.

Matthew Devlin has submitted is letter of resignation. The Board is in need of two more members.

**ZBA Decisions**

Bob Aho has rescinded his request for an appeal to the Administrative Decision for Belletetes.

**ADJOURNMENT**

The meeting adjourned at 7:28 pm

Submitted:



Rebecca Newton  
Recording Secretary

Attest:



Tim Gordon  
Chairman, Jaffrey Planning Board