

TOWN OF JAFFREY, NH
PLANNING BOARD
Meeting Minutes
February 14, 2023

Present: Chairman Amy Meyers, Laurel McKenzie, Margaret Dillon, Keith Dupuis, John Peard, Peter Maki (alt), John Brouder (alt) Gary Arceci (alt), Nathan Flowers (alt), Kevin Chamberlain, Selectmen's Rep

Absent: Jack Belletete

Other: Tom Coneys, Stacie Baez, Thomas Ahlborne-Hsu, Jed Paquin, Elizabeth Webster, Tori McCagg and Carl Querfurth

Staff: JoAnne Carr, Dir. of Planning & Economic Development, Rob Deschenes, BI/CEO, Todd Croteau, Supt. of Highways, Becky Newton, Recording Secretary

CALL TO ORDER – Chairman Meyers called the public hearing to order at 6:00 pm.

MEETING MINUTES APPROVAL

On a **motion** by Merrell seconded by Peard the minutes for January 10, 2023 were approved as submitted. (7-0-0)

PRELIMINARY CONCEPTUAL

Stacie Baez – Waiver of Liability for Red Gate Rd. - Lot 210/4

Mr. & Mrs. Baez recently purchased a parcel of land on Red Gate Road, a Class VI, Town-owned road. They are seeking approval for a Waiver of Municipal Liability to allow them to upgrade the road enough to get access to the parcel. The lot had been used as a junk yard by a previous owner and needs to be cleaned up. They are not applying for a building permit at this time. T Croteau has concerns about approving the waiver without a building permit, which could lead to issues in the future. He asked, what is the time frame for the building permit? Mrs. Baez estimated 18 – 24 months. R Deschenes noted he can't issue a building permit until the waiver is approved but the road standard does not have to be met until a CO is issued.

Mr. and Mrs. Baez have met with Todd Croteau, Supt. of Highways and are aware of the standards that will be required by the Town. T. Croteau recommends the road be brought up to sub-grade standard.

L McKenzie explained the purpose of a Waiver of Municipal Liability. J Carr noted that the Board should consider whether the development is scattered and premature; is it appropriate to issue a building permit on that road?

K Chamberlain asked what is the distance of the road improvements; will it service any lots other than yours? Mrs. Baez responded the improvement would be roughly 300 feet from the Parks parcel to hers and would not serve any other lots. J Peard noted that the lot is only accessible by foot or ATV at this time. R Deschenes added that the road standard would be higher for three or more houses. J Carr noted, as Class VI roads get developed the residents start to expect a higher road standard. If the neighbors agree, a betterment can be added to their assessments to have the Town upgrade the road to a Class V standard.

On a **motion** by McKenzie, seconded by Merrell to make a recommendation to the Board of Selectmen to allow the Waiver of Municipal Liability to do preliminary improvements on Red Gate Road to allow access to Map 210 Lot 4. (7-0-0)

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Tom Coneys and Jed Paquin – Lot merger and lot lines adjustments.

Mr. Coneys owns three contiguous parcels at the corner of Rte. 124 and Knight Street where Victory High School is located. The intent is to merge lot 244/96.1 and 96.2 then do two lot line adjustments between those lots and lots 244/72 and 73. The result would create a legal, conforming 2 ½ acre industrial lot and clear up issues with lot 244/73 by deeding over a portion of property to the owner where a shed has been placed on Mr. Coney's land. J Paquin stated that there was an existing site plan on file that he referenced.

K Dupuis noted that some of the parking spaces on 244/96 would be removed. Will that leave enough parking for Medefab? Mr. Coneys responded that there will be sufficient parking. K Dupuis asked where the access would be. Mr. Coneys replied Knight St. He noted that Brook Street is a Town Road that has never been abandoned. He added that the original deed from the Town to the Jaffrey to Community Corp. specified access to the highway garage. K Chamberlain pointed out that the existing property line goes over the road used to access the DPW, if this is approved does the access go away? J Paquin noted that there was an easement granted and recorded in 1964 however, the road was built in a different location. K Chamberlain added, we need to consider the long-term liability, if the parcel was sold, the new owner could tell the Town to move the road. Mr. Coneys agreed that this is a possibility, but he has no plans to sell. K Chamberlain stated the solution would be to secure and easement now and asked Mr. Coneys if he would be amenable to that. Mr. Coneys said an easement would be a possibility. J Carr noted that the issue of the easement could be explored further when the application comes in.

M Dillon noted that this area was put into the wellhead protection area in 2012.

PUBLIC HEARING ACCEPTANCE - none

PUBLIC HEARING – CONTINUED - none

OTHER

Master Plan Update – Energy Chapter Draft 1.5 9/28/22

M Dillon reviewed the results of the survey. The goal of this chapter is to develop policies that reflect the vision. In all, there were 198 responses to the survey. The committee focused on trying to address issues raised by respondents. Based on the results, there was strong support for developing an energy chapter and creating an implementation plan. The areas of greatest concern were: extreme weather events, power outages, and higher costs. She recommended that the Select Board reinstate the energy committee. J Carr gave a quick overview of the chapter as presented, the committee is seeking comments for final edits.

L McKenzie pointed out that one of the recommendations is to *adopt the 2021 IECC for all new construction*. She suggested leaving this out as it is the Town's policy to follow the State, which is preparing to adopt the 2018 code. M Dillon noted that improvements to energy efficiency can make a dramatic impact on long-term affordability. L McKenzie supported the idea of setting a goal for the Town of Jaffrey to meet/exceed energy efficiency in their municipal buildings.

K Chamberlain clarified that the RSA allows towns to retain a percentage of the Community Power fee. The question is, how do we expend that back to the Town? The Select Board and Energy Committee will need to come up with a plan that will satisfy DRA.

The committee will meet one more time to make final edits before going to public hearing.

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TIF Districts - J Carr gave an overview of how the TIF Districts work

The financing plan for each TIFD is reviewed and approved every year by an advisory committee, once approved the budget goes to the Select Board and finally, the Budget Committee.

TIFD funds are captured revenue – from the incremental increase in total assessed value of the district minus the base assessment (1999). To calculate the captured revenue we use the actual assessed value of the prior year, in this example from 2021 minus the base assessment to find the incremental increase in value, then multiply the increment by the tax rate. We do not retain all of the increment from the Stone Arch Bridge, the residential development on Fitch Road is not retained. Any funds not expended in the TIFDs is returned to the general fund, \$403,000 was returned in 2022. If the TIF districts were to be extinguished, we would be adding \$249,948 to the budget, and removing that amount from the TIFD budgets so a no net change in the operating budgets. The deficit to the total budget would be in the captured revenue adding about 0.87 cents to the tax rate. As the TIFDs are no longer grandfathered, they do not impact the local school rate. Local and state school rates are calculated with the TIFD assessed values included.

L McKenzie asked, is it time to close the TIF Districts? She feels that once the TIFD has completed its intended purpose, it should be closed. K Chamberlain noted that some expenses are long-term and clarified that a TIFD can be closed when a bond is in place however, the cost would be added to the operating budget.

L McKenzie shared an analysis demonstrating the tax impact of the Downtown TIFD. If the Downtown TIFD were closed the net decrease in taxes would be .33. The overall tax rate would decrease, but the municipal tax rate would increase. No figures were provided for the Stone Arch Bridge TIFD. She noted that the captured value is to be used to make infrastructure investments. We have not seen a significant change in the downtown value. The growth in the Downtown TIFD is 120% whereas the rest of the town is 168% K Chamberlain stated we are waiting to see what will happen to downtown with the addition of a roundabout.

K Chamberlain stated we don't know what the true cost burden of the downtown traffic project is and therefore have established a capital reserve account in the DT TIFD to address any elements that the Town wants to include that wouldn't be covered by the DOT.

J Carr noted that the TIFD's were adopted in 2000. Their purpose is a policy matter to ensure that we are targeting investments into these two districts for economic improvements. They have maintained basically the same budget for the entire time.

Farewell Laurel - J Carr noted that Laurel will be stepping down in March and thanked her for her many years of service to the Board.

Chairman Meyers closed the public hearing.

ADJOURNMENT

The meeting adjourned at 7:30 pm
Submitted:



Rebecca Newton
Recording Secretary

Attest:



Amy Meyers
Planning Board Chair