

# **LAYMAN'S WARRANT**

## **STATE OF NEW HAMPSHIRE TOWN OF JAFFREY ANNUAL TOWN MEETING WARRANT 2017**

**Elections – March 14, 2017 (8:00 a.m. to 7:00 p.m.)**

**Business Meeting – March 18, 2017 (9:00 a.m.)**

**TO:** The inhabitants of the Town of Jaffrey, in the County of Cheshire, in the State of New Hampshire, qualified to vote in Town affairs:

You are hereby notified to meet at the Veterans of Foreign War, Post 5613 in said Jaffrey on Tuesday, the 14th of March, 2017 at eight o'clock in the forenoon (polls close at 7:00 p.m.) to vote for the town officers and to act on other questions as required by law to be decided by official ballot. Pursuant to RSA 39:2-a and the vote of the Town at the adjourned session of Town Meeting on March 13, 1979 and the Town Meeting on March 13, 1993, the business portion of the meeting will be recessed until nine o'clock in the forenoon, Saturday, March 18<sup>th</sup>, 2017, at the Ernest J. Pratt Auditorium in Jaffrey, at which time the Town will act on all subjects described in the following Warrant Articles except those requiring action by official ballot:

**Art. 1.** To choose the following Town Officers: (by Official Ballot)

Selectman -	one person for three-year term
Library Trustee -	one person for three-year term
Supervisor of the Checklist -	one person for a six-year term
Town Clerk -	one person for a three-year term
Treasurer -	one person for a three-year term
Trustee of Trust Funds -	one person for three-year term

**Art. 2** To see if the Town will vote to adopt the following amendments to the Jaffrey Zoning Land Use Code, as proposed by the Jaffrey Planning Board to be voted by Official Ballot: (The exact text of each of the proposed changes is available at the Town Clerk's Office and on the Town Website).

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1. Are you in favor of Amendment #1 to the Land Use Code to amend Section II: Definitions and amend Section V: General Provisions that May Apply to More Than One Zoning District?

**LAYMAN'S LANGUAGE:** The purpose of the proposed change is to update the definition of Accessory Dwelling Unit to conform to recent changes in statute, RSA 674:71-73.

YES

NO

2. Are you in favor of Amendment #2 to the Land Use Code to amend Section IV: District Regulations and Permitted Uses, to, amend Section XIII: Innovative Land Use and amend Section XX: Wetlands Conservation District?

**LAYMAN'S LANGUAGE:** The purpose of the proposed change is to improve clarity and organization within the Code.

YES

NO

3. Are you in favor of Amendment #3 to the Land Use Code to amend Section VI: Areas and Setbacks for Buildings – All Districts?

**LAYMAN'S LANGUAGE:** The purpose of the proposed change is to clarify minimum lot size for apartment houses within the General Business District where water and sewer are available.

YES

NO

4. Are you in favor of Amendment #4 to the Land Use Code to amend Section X: Guidelines for the Board of Adjustment?

**LAYMAN'S LANGUAGE:** The purpose of the proposed change is to amend Section X to comply with the recent statute change to 674:33 limiting the term of special exceptions and variances to 2 years and clarifying determination of "Hardship".

YES

NO

5. Are you in favor of Amendment #5 to the Land Use Code to amend Section XV: Small Wind Energy Systems?

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**LAYMAN'S LANGUAGE:** The purpose of the proposed change is to align with the State's regulatory structure for small power generators, raising the system size up to 100kW.

YES

NO

6. Are you in favor of Amendment #6 to the Land Use Code to amend Section XVI: Signs?

**LAYMAN'S LANGUAGE:** The purpose of the proposed change is to amend the sign ordinance to be consistent with the recent US Supreme Court decision, *Reed v Gilbert*, by deleting references to content based restrictions.

YES

NO

**Art. 3.** That all reports submitted by Town Officers be accepted as read and as printed in the Town Report.

**LAYMAN'S LANGUAGE:** The purpose of this article is to accept all reports as printed in the Town Report.

**Art. 4.** To see if the Town will vote to establish a revolving fund pursuant to RSA 31:95-h, for the purpose of Fire Special Details. All revenues received for Fire Special Details will be deposited into the fund, and the money in the fund shall be allowed to accumulate from year to year, and shall not be considered part of the town's general fund unassigned fund balance. The town treasurer shall have custody of all moneys in the fund, and shall pay out the same only upon order of the governing body and no further approval is required by the legislative body to expend. Such funds may be expended only for the purpose for which the fund was created. *Recommended by the Select Board (2-0).*

**LAYMAN'S LANGUAGE:** At times, the fire department is asked to provide life safety and other related services by other entities; the level of outside detail activity is difficult to predict from year-to-year. This article would create a special fund whereby all revenues from details would be deposited and all expenses be paid. The Town does not incur any costs when its fire personnel provide special details.

**Art. 5.** To see if the Town will vote to raise and appropriate the sum of \$1,007,908 (One Million, Seven Thousand, Nine Hundred, Eight Dollars) to pre-pay and retire the following debt

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service incurred by the Town on the following water system projects:

### WATER ENTERPRISE FUND LONG-TERM DEBT

			12/31/2016			
	YEAR	ORIGINAL	CURRENT	INTEREST	DEBT	MATURITY
PURPOSE	ISSUED	AMOUNT	BALANCE	RATE	HOLDER	DATE
Water Enterprise Fund						
New Water Source	2011	\$1,318,434.64	\$901,440.44	2.86%	NHDES	2030
(Less - NHDES)		(\$394,015.00)	(\$269,589.39)			
River St Water Main	2006	\$850,000.00	\$420,526.30	3.35%	NHDES	2026
(Less - NHDES)		\$170,000.00	(\$80,526.50)			

And further, to authorize the withdrawal of up to \$675,298 (Six Hundred Seventy-five Thousand, Two Hundred Ninety-eight Dollars) from the Water Restricted Fund and up to \$332,610 (Three Hundred, Thirty-two Thousand, Six Hundred, Ten Dollars) from the General Fund Unassigned Fund Balance to fund this Article. Recommended by the Select Board (2-0) and Budget Committee (6-0).

**LAYMAN'S LANGUAGE:** The Town has strengthened its financial position over the years whereby funds are now available in the General Fund and Water Restricted Fund to retire some of the Water Department's outstanding debt. In addition, the State of New Hampshire will forgive \$329,378 of the debt through its Principal Forgiveness Program. These two issuances carry the higher interest rates on bonds eligible for early payment, and pre-payment will result in total future savings to the taxpayers and water users totaling \$209,701. (Water - \$138,403; General Fund \$71,298).

**Art. 6.** To see if the Town will vote to raise and appropriate the following sums for the operation of the water and sewer systems, to be funded entirely through user fees and other non-property tax resources:

Water Department	\$ 875,652
Sewer Department	<u>\$ 2,006,959</u>
	\$ 2,882,611

*Recommended by the Select Board (2-0) and Budget Committee (6-0).*

**LAYMAN'S LANGUAGE:** This article provides funds necessary to operate the Town's Water and Sewer Departments on an annual basis.

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**Art. 7.** To see if the Town will vote to raise and appropriate the sum of \$6,357,088 (Six Million Three Hundred Fifty-Seven Thousand Eighty-Eight dollars) for general municipal operations. *Recommended by the Select Board (2-0) and Budget Committee (6-0).*

**LAYMAN'S LANGUAGE:** This is the article that provides the funds necessary to operate the Town on an annual basis. This includes all salaries, maintenance, supplies and programs which are funded and operated by the Town.

**Art. 8** To see if the Town will vote to raise and appropriate the sum of \$138,000 (One Hundred Thirty-Eight Thousand) to be deposited into the Highway Equipment Capital Reserve Fund established in 1997 for the purpose of purchasing new, or the refurbishment of existing highway equipment. *Recommended by the Select Board (2-0) and Budget Committee (6-0).*

**LAYMAN'S LANGUAGE:** This article will place \$138,000 into the Highway Department Capital Reserve Fund for future equipment replacement. The current balance of the account as of 12/31/2016 was \$164,042.50.

**Art. 9.** To see if the Town will vote to establish a Capital Reserve Fund under the provisions of RSA 35:1 for the purpose of acquiring land, completing design and engineer and constructing a Town Office building, to raise and appropriate the sum of \$50,000 (Fifty Thousand Dollars) to be placed in this fund (to be known as the Town Office Capital Reserve Fund), and to appoint the Select Board as agent to expend. *Recommended by the Select Board (2-0) and Budget Committee (6-0)*

**LAYMAN'S LANGUAGE:** This article would create a new Capital Reserve Fund to begin planning for the eventual replacement of the Town Office building. The Select Board recommend that the replacement Town Office be located in the general Downtown Area.

**Art. 10.** To see if the Town will raise and appropriate \$60,000 (Sixty Thousand dollars) to be deposited into the Fire Department Capital Reserve Fund established in 1996 for the purpose of purchasing new or refurbishing existing firefighting and/or rescue equipment. *Recommended by the Select Board (2-0) and Budget Committee (6-0).*

**LAYMAN'S LANGUAGE:** This article will place \$60,000 into the Fire Department Capital Reserve Fund for future equipment replacement. The current balance of the account as of 12/31/2016 was \$167,921.30.

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**Art. 11.** To see if the Town will vote to raise and appropriate the sum of \$7,500 (Seventy-Five Hundred dollars) for the payment of the property assessment services and to authorize the withdrawal of \$7,500 (Seventy-Five Hundred dollars) from the Property Revaluation Capital Reserve Fund created for this purpose. *Recommended by the Select Board (2-0) and Budget Committee (6-0).*

**LAYMAN'S LANGUAGE:** Under state law the Town is required to conduct a town-wide property revaluation every five years. The law allows towns to conduct the revaluation on a phased basis. The Selectmen have determined that the revaluation next due in 2020 will be completed in phases by reviewing  $\frac{1}{4}$  of the town each year (2016 thru 2019), with a statistical revaluation completed in 2020. This will ensure that each property is visited and properly assessed. This article will provide funds to assist with the transition to a program which has stabilized the overall annual cost of the program to the community. The balance of the capital reserve as of 12/31/16 is \$21,462.95.

**Art. 12.** To see if the Town will vote to establish a TIF District Capital Reserve Fund under the provisions of RSA 35:1 for the purpose of funding infrastructure enhancements to the Downtown area, to raise and appropriate the sum of \$40,000 (Forty Thousand Dollars) to be placed in this fund, and to appoint the Select Board as agent to expend. Funds are to come from the Downtown Tax Increment Finance District. *Recommended by the Select Board (2-0 ) and the Budget Committee (6-0 ).*

**LAYMAN'S LANGUAGE:** The long-planned improvements to the Downtown traffic pattern, including the Five-Way intersection, will begin preliminary design and engineering in 2017 by the State of New Hampshire Department of Transportation, with construction planned in 2021. Although all traffic improvement costs will be paid for through Federal transportation funds, it is recommended that the Town establish a fund to pay for any ancillary improvements as may be desired by the Town to sustain and enhance commerce and other safety considerations in the Downtown TIFD area. **These funds will be redirected from other purposes within the Downtown Tax Increment Financing District, and will not result in any additional tax dollars be raised within the TIF budget.**

**Art. 13.** To see if the Town will vote to accept the Downtown Tax Increment Finance District Financing Plan. *Recommended by the Select Board (2-0)*

**LAYMAN'S LANGUAGE:** The Downtown TIFD includes the Downtown District and the Main Street program area. The TIFD supports the Main Street program which is managed by Team Jaffrey, the bond for the community center site, and ongoing

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renovations and improvements to the Downtown area. This revised financing plan proposes to establish a Capital Reserve Fund for infrastructure enhancements to the Downtown area which may be implemented in conjunction with the State Department of Transportation's planned improvements to the Main Street/Peterborough Street/River Street traffic patterns. These funds will be redirected from other existing appropriations under the current TIFD Plan.

**Art. 14.** To see if the Town will raise and appropriate \$5,000 (Five Thousand dollars) to be deposited into the Land Acquisition Capital Reserve Fund established in 2008 under the provisions of RSA 35:1. *Recommended by the Select Board (2-0) and Budget Committee (6-0).*

**LAYMAN'S LANGUAGE:** This article will place \$5,000 into the Land Acquisition Capital Reserve for future purchase of land or conservation easements. The current balance of the account as of 12/31/2016 is \$35,081.36.

**Art. 15.** To see if the Town will vote to raise and appropriate the sum of \$1,000 (One Thousand Dollars) to be deposited into the Cemetery Trees Trust Fund established in 2007. *Recommended by the Select Board (2-0) and Budget Committee (6-0).*

**LAYMAN'S LANGUAGE:** The Cemetery Trees Trust Fund was established in 2007 to set aside funds for the care and removal of trees in the Town's cemeteries. A separate private fund has been established for the same purpose. Older trees are of concern as falling branches or worse can causing expensive and sometimes irreparable damage to historic gravestones. Expenditures from the fund totaled \$870, paid to GreenLife Tree Care for tree removal and pruning in Conant Cemetery, Cutter Cemetery & Extension, The Old Burying Ground and Village Cemetery. (The Willa Cather Trust Fund paid an additional \$95 for some of the tree work in The Old Burying Ground, again to GreenLife Tree Care.) The Department of Public Works has also undertaken some tree work, specifically in Phillips-Heil Cemetery. As of 12/31/16, the balance of the Town fund was \$5,398.28 and the private fund balance was \$506.50. The private and public funds are accounted for separately by the Trustees of the Trust Funds.

**Art. 16.** To see if the Town will vote to raise and appropriate the sum of \$1,000 (One Thousand Dollars) to be deposited into the Gravestone Restoration Trust Fund established in 2000. *Recommended by the Select Board (2-0) and Budget Committee (6-0).*

**LAYMAN'S LANGUAGE:** The Gravestone Restoration Fund, created in 2000, is used to repair and maintain stones that have been damaged or vandalized, specifically in those

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cases where a family member can't be found to assume the responsibility. Expenditures from the fund totaled \$410, paid to Peterborough Marble & Granite for stone repair in Conant and Cutter Cemeteries and The Old Burying Ground. Minor gravestone repairs and stone straightening were done by volunteers, mainly in The Old Burying Ground. As of 12/31/16, the balance was \$5,382.13.

**Art. 17.** To see if the Town will vote to raise and appropriate the sum of \$1,000 (One Thousand Dollars) to be deposited into the Meetinghouse Trust Fund established in 1991. *Recommended by the Select Board (2-0) and Budget Committee (6-0).*

**LAYMAN'S LANGUAGE:** The Meetinghouse Fund was created in 1991 to support major capital costs associated with Jaffrey's most historic building, the town-owned 1774 Meetinghouse. The South façade was not painted as scheduled but will be done at a later time. The balance in the fund as of 12/31/16 is \$10,028.93.

**Art. 18.** To see if the Town will raise and appropriate the sum of \$1,000 dollars (One Thousand dollars) to be deposited into the Municipal Building Maintenance Capital Reserve Fund established in 2010 pursuant to RSA 35:1. *Recommended by the Select Board (2-0) and Budget Committee (6-0).*

**LAYMAN'S LANGUAGE:** This fund was created in 2010 based on the recommendation of both the Capital Improvements Plan Committee and the Municipal Facilities Committee. 2012 Town Meeting (Art. 13) designated the Select Board as agents to expend. Major projects for 2017: Town Office – HVAC; Fire Department – boiler; PD – floor replacement; Recreation – various repairs to municipal facilities; Meetinghouse roof. Balance as of 12/31/16 \$220,948.46.

**Art. 19.** To see if the Town will vote to establish a Capital Reserve Fund under the provisions of RSA 35:1 for the purpose of design, engineer and rehabilitate bridges throughout Jaffrey, to raise and appropriate the sum of \$50,000 (Fifty Thousand Dollars) to be placed in this fund (to be known as the Bridge Rehabilitation Capital Reserve Fund), and to appoint the Select Board as agent to expend. *Recommended by the Select Board (2-0) and Budget Committee (6-0)*

**LAYMAN'S LANGUAGE:** This article would create a new Capital Reserve Fund to begin planning for the eventual rehabilitation of bridges throughout Jaffrey. It is the intent of the Town to participate in the State of New Hampshire's Bridge Aid Program, which currently funds 80% of eligible costs.



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**Art. 20.** Shall the Town vote to adopt the provisions of RSA 72:28-b, All Veterans' Tax Credit? If adopted, the credit will be available to any resident, or the spouse or surviving spouse of any resident, who served not less than 90 days on active service in the armed forces of the United States and was honorably discharged or an officer honorably separated from service and is not eligible for or receiving a credit under RSA 72:28 or RSA 72:35. If adopted, the credit granted will be \$500, the same amount as the standard or optional veterans' tax credit voted by the Town under RSA 72:28-d.

**LAYMAN'S LANGUAGE:** Previously only veterans who served during specific periods of conflict were eligible. RSA 72:28-b (effective 8/8/16) revises eligibility to all veterans who served at least 90 days as active duty and were honorably discharged and are not already receiving other veterans' benefits, eg. disability.

**Art. 21.** To see if the Town will vote to authorize the Select Board to enter into a long-term lease with the State of New Hampshire, Department of Resources and Economic Development which would allow the State to operate and maintain trails on the so-called "Ainsworth Lot" as part of the State's Monadnock State Park. *Recommended by the Select Board (2-0)*

**LAYMAN'S LANGUAGE:** The Town and the State previously entered into a 25 year lease agreement in 1988 which allowed the State to include this property into its Monadnock State Park trail system. The proposed agreement is for an additional 25 year period and requires the State to maintain the property and adequately police activities on the property, and reserves several rights to the Town, including restrictions on erection of structures, signs and additional trail construction.

**Art. 22.** To see if the Town will vote to discontinue the Water Department Capital Reserve Fund created in 2006. There are no funds remaining in this this fund and the project has been completed. *(Recommended by Select Board (2-0))*

**LAYMAN'S LANGUAGE:** The Capital Reserve was created in order to complete a water project which since that time has been completed and paid for. This is a required bookkeeping change.

**Art. 23.** To see if the Town will vote to discontinue absolutely and completely that portion of Cheshire Street from the easterly side of the intersection of White Road and Cheshire Street running southeasterly to the point where Cheshire Street intersects with US Route 202 (aka Peterborough Street) running through the property of DD Bean and Sons Company, lying outside the present NHDOT right-of-way of US Route 202 that has not been previously discontinued

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absolutely and completely. The Town shall retain the right to maintain the existing utilities within the section of road subject to this discontinuance. This discontinuance also preserves the right-of-way from US Route 202 to the Property of DD Bean and Sons Company Map 245 Lot 130. *(Recommended by the Select Board (2-0))*

**LAYMAN'S LANGUAGE:** The purpose of this discontinuance is to provide safe access to employees between the buildings at DD Bean, provide a measure of security and safety to the tunnel which connects the two manufacturing buildings on site and to retain easement access for the benefit of the Town to water, sewer and other utilities as may exist on site. A plan and easement shall be recorded at the Cheshire County Registry of Deeds.

**Art. 24.** To see if the Town will raise and appropriate the sum of \$30,000.00 for support of the Jaffrey-Rindge Memorial Ambulance, a non-profit agency, or take any action relating thereto. *(Submitted by petition). Recommended by the Select Board (2-0) and Budget Committee (6-0).*

**LAYMAN'S LANGUAGE:** This is a petition article that the Town receives annually and provides a benefit to Jaffrey and the region. 2016 appropriation - \$30,000.

**Art. 25.** To see if the Town will vote to raise and appropriate the sum of Seventeen Thousand Dollars (\$17,000) to Home Healthcare, Hospice and Community Services to support the continuance of visiting nursing and hospice services being provided to the residents of Jaffrey. *(Submitted by Petition). Recommended by the Select Board (2-0) and Budget Committee (6-0).*

**LAYMAN'S LANGUAGE:** This is a petition article that the Town receives annually and provides a benefit to Jaffrey and the region. 2016 appropriation - \$17,000.

**Art. 26.** To see if the Town will vote to raise and appropriate the sum of \$8,000 for the support of the Monadnock Community Early Learning Center, a non-profit agency, or take any other action relating thereto. *(Submitted by petition). Recommended by the Select Board (2-0) and Budget Committee (6-0).*

**LAYMAN'S LANGUAGE:** This is an article that the Town receives annually, customarily by petition, and provides a benefit to Jaffrey and the region. 2016 appropriation - \$8,000.

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**Art. 27.** To see if the Town will vote to raise and appropriate the sum of \$8,500 to The Community Kitchen, Inc. located in Keene, NH for services provided to Jaffrey residents. (Submitted by Petition). *Recommended by the Select Board (2-0) and Budget Committee (6-0).*

**LAYMAN'S LANGUAGE:** This is a petition article that the Town receives annually and provides a benefit to Jaffrey and the region. 2016 appropriation - \$8,000.

**Art. 28.** To see if the Town will vote to raise and appropriate the sum of \$6,821 for the support of the Monadnock Family Services, a non-profit agency providing services to the Town, or take any other action relating thereto. (Submitted by Petition.) *Recommended by the Select Board (2-0) and Budget Committee (6-0).*

**LAYMAN'S LANGUAGE:** This is a petition article that the Town receives annually and provides a benefit to Jaffrey and the region. 2016 appropriation - \$6,821.

**Art. 29.** We, the undersigned registered Jaffrey voters, petition the Town of Jaffrey to appropriate the sum of \$6,311 (Six thousand Three Hundred Eleven dollars) to Southwestern Community Services, Inc. (SCS), a private non-profit, Community Action Agency. In 2014-2015 SCS provided 1,243 units of service to the citizens of Jaffrey totaling \$603,771 in direct assistance. SCS is requesting 1% of the amount of that direct assistance equaling \$6,038.00. The 1% request results in a decrease from the amount requested in 2014-2015. (Submitted by Petition). *Recommended by the Select Board (2-0) and Budget Committee (6-0).*

**LAYMAN'S LANGUAGE:** This is a petition article that the Town receives annually and provides a benefit to Jaffrey and the region. 2016 appropriation - \$6,038.

**Art. 30.** To see if the Town will vote to raise and appropriate the sum of \$3,500 for support of the Jaffrey Civic Center, a non-profit agency, or take any action relating thereto. (Submitted by petition). *Recommended by the Select Board (2-0) and the Budget Committee (6-0).*

**LAYMAN'S LANGUAGE:** This is a petition article that the Town receives annually and provides a benefit to Jaffrey and the region. 2016 appropriation - \$3,500. -

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**Art. 31.** To see if the Town of Jaffrey will vote to raise and appropriate the sum of Two Thousand dollars (\$2,000) for the purpose of funding the Community Volunteer Transportation Company programs and services for the people of greater Contoocook Valley area. This amount represents the Town of Jaffrey's portion of the funds needed to support Community Volunteer Transportation Company, a nonprofit service organization; or take any other action relating thereto. (Submitted by Petition). *Recommended by the Select Board (2-0) and Budget Committee (6-0).*

**LAYMAN'S LANGUAGE:** This is a petition article that the Town received for a program which provides a benefit to Jaffrey and the region. 2016 appropriation - \$1,800.

**Art. 32.** To see if the Town of Jaffrey will raise and appropriate the sum of \$1,500.00 for the support of The River Center, a nonprofit agency providing services to the citizens of Jaffrey, or take any action relating thereto. (Submitted by Petition). *Recommended by the Select Board (2-0) and Budget Committee (6-0).*

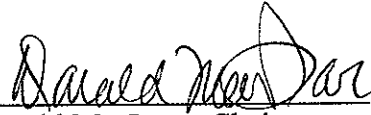
**LAYMAN'S LANGUAGE:** This is a petition article that the Town receives annually and provides a benefit to Jaffrey and the region. 2016 appropriation - \$1,500.


**Art. 33.** The Town of Jaffrey affirms its commitment to the rights ensured by the First and Fourth Amendments to the Constitution of the United States of America and declares that in the town of Jaffrey no person shall be required to declare their religious or philosophical belief or affiliation, nor to sign a registry for any belief or affiliation. *(Submitted by petition).*

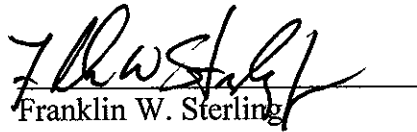
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**Art. 34.** To take up any other business which may come legally before this meeting.

Jaffrey Board of Selectmen

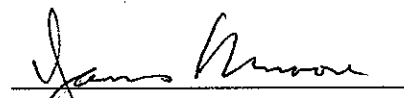
  
Donald MacIsaac, Chairman

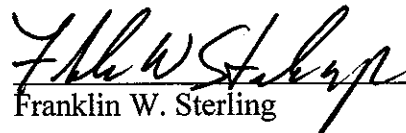
  
James Moore

  
Franklin W. Sterling

True Copy of Warrant Attest:

  
Donald MacIsaac, Chairman

  
James Moore

  
Franklin W. Sterling

Warrant and Budget Posted: February 27, 2017