

TOWN OF JAFFREY
Jaffrey, New Hampshire
Select Board Meeting Minutes
October 11, 2021

Chairman: Franklin W. Sterling, Jr.

Selectmen: John E. Belletete, Kevin Chamberlain

Town Manager: Jon Frederick

Staff: Planning & Economic Development Director Carr, Administrative Assistant Zola

Guests: Marty Kennedy - VHB, Tobey Reynolds, Bob Landry - NHDOT

Others: Kork Little, Marc Tieger, Peter Lambert, Mark Cournoyer, Rob Stephenson

A. Call to Order - 6:00pm

B. Non-Public - None

C. Appointments - NH DOT & VHB - Jaffrey Route 202 Improvements Project Discussion

Tobey Reynolds, NHDOT Project Manager, Marty Kennedy, VHB Public Outreach Lead and Bob Landry, VHB, Assistant to NHDOT Project Manager were present to discuss the US 202 Improvement project. From 2017 to 2019 they have worked with the town advisory committee and came up with the present plan. In October 2019 there was the formal public hearing and the plan was approved. This plan will change the 5-way intersection into a single lane roundabout with wider sidewalks and a smaller roadway in the center of town slowing the traffic down and increasing pedestrian areas.

The following has been happening for public outreach:

- Project Website - This will be shared to the Jaffrey town website and will be updated as the project progresses.
- Email distribution to those residents/business that have signed up for updates.
- Project newsletters that show updates.
- Public meetings have occurred at different stages of the project.
- Main Street walk arounds for local businesses affected by the construction. These will continue during construction to aid the businesses in keeping them open during the work.
- Property Owner meetings will be ongoing including the War Memorial Committee.
- Select Board briefings to keep the Board up to date. There should be a total of 5 throughout the project.
- Bridge Design Input- They will be asking residents for their input on how the new bridge will look.

Bob Landry will be fulfilling the Project Manager Assistant role, which is the first time it's used by NHDOT. He will report to Tobey Reynolds at the DOT. He has been tasked to the following:

- Right of Way Negotiations
- Leading NH DOT Meetings
- Leading review meetings with VHB
- Coordinating efforts with NHDOT Bureaus and State/Federal Agencies

The final design project schedule is as follows:

- Phase 1 (Summer/Fall 2021) - Field Survey & Borings
- Phase 2 (Fall 2021/Winter/Spring 2022) - Progress Selected Alternative
- Phase 3 (Summer/Fall 2022) - Continue Right of Way Negotiations
- Phase 4 (Winter 2022/Spring 2023) - Complete design and Right of Way efforts
- Advertise project Summer 2023

Building demolition of Lab N Lager and apartment building should be late summer of 2022. Presently trying to relocate 3 residents.

Completion should be middle of 2025. The bridge construction won't impact current traffic flow.

Marc Tieger asked if they would be using the Corps of Engineers for the River work. Bob Landry stated that the State and Federal agencies have had resource meetings and the river banks will be left in better condition than they are now.

Rick Lambert asked if the stonework abutting the park would be built solid. It was rebuilt with cement to replace stonework that was from the late 1800's/early 1900's. Bob stated that once they receive the design, a meeting will be held with the War Memorial Committee.

Rob Stephenson asked if there were planned any repairs to the existing bridge. Bob stated that it is on the list to do preservations after this project. He also wanted to know the height of the new bridge due to the flood plain. Bob stated that the height depends on the length, but it shouldn't be very high due to only being 140 feet long. None of the construction should have any affect on flood insurance for the Mill residents.

The question of objects in the middle of the roundabouts was discussed. Usually it is low vegetation that is in the middle, fixed objects are discouraged due to the possibility of motorist accidently missing the turn and driving over the roundabout.

Mark Cournoyer asked about any financial assistance being available to businesses impacted by the construction. Bob will look into that and let Mark know. Chip Johnson had been dealing with Right of Way questions.

Staging for the construction would be in Blake Street parking lot.

It was confirmed that this approved plan had the least impact on downtown properties and traffic.

The Downtown Revitalization Committee has met for the first time and will again in December.

D. Public Hearings - None

E. Approval of Meeting Minutes

On a by Belletete, seconded by Chamberlain, the Public Minutes of September 27, 2021 were approved (3-0).

On a motion by Chamberlain, seconded by Sterling, the Non-Public Minutes of September 27, 2021(5:30pm) were approved and sealed (2-0) Belletete abstained as he wasn't present.

On a motion by Belletete, seconded by Chamberlain, the Non-Public Minutes of September 27, 2021(6:56pm) were approved and sealed (3-0).

F. Consent Agenda

1. Payroll and Vendor Manifests
2. Abatements
 - a) # 2021-32 - Franklin W. Sterling, Jr. - 79 Highland Avenue - \$190,000.00 - Sewer
 - b) # 2021-33 - Jaffrey Civic Center - 40 Main Street - \$802.00 - Water
 - c) # 2021-34 - Hodges Development Corp. - Forest Park - \$2,384.06 - Sewer
 - d) # 2021-35 - Hodges Development Corp. - 85 Scenic Drive - \$122.12 - Sewer (Refund)
 - e) # 2021-36 - Joyce Petrovich - 20 Blackberry Lane - \$130.57 - Sewer
3. Meetinghouse Request
 - a) #21-11 - Jaffrey 250th Committee - Jaffrey 250th Veterans Celebration - June 17, 2023
4. 2022 Town Holiday Schedule
5. Committee/Board Appointments
 - a) Sean Driscoll - Jaffrey 250th Committee - Member - Term expires 2023

On a motion by Belletete, seconded by Chamberlain, Consent items 1-5, excluding #2-A were approved as presented (3-0)

On a motion by Belletete, seconded by Chamberlain, Item #2-A was approved (2-0). Sterling abstained as this was his property.

G. Old Business - None

H. New Business

Resolution #2021-40- Special Event Permit - Jaffrey Ice Racing -21/22 Season - 12/31 - 4/30 Kork Little was present to represent the Jaffrey Ice Racing Association. They will be meeting in November. 2020 had huge attendance with 250 cars on the ice. They will continue with ice clean up at the end of the season as well as containment after each meet.

The Select Board will also waive the parking restriction for non-residents on race days.

On a motion by Belletete, seconded by Chamberlain, Resolution #2021-40 to include the non-resident parking waiver was approved (3-0).

Resolution #2021-41 - Authorize Withdrawal of \$27,850 from Jaffrey Sewer CRF and \$8,000 from The Lagoon Closure CRF for Lagoon closing engineering costs.

This funding would be for engineering costs associated with the location where the solar array would be built. The area is not up to State standards and will need some improvements.

On a motion by Belletete, seconded by Chamberlain, Resolution #2021-41 was approved (3-0).

Annett Road Class VI Road Waiver - Dallas Wooster purchased this property from Brian Rhode. The waiver needs to be updated with his name as the new property owner.

On a motion by Belletete, seconded by Chamberlain, the Annett Road Class VI Road waiver was approved (3-0).

Finance Policy Update- The Finance Policy gets reviewed on a yearly basis. This update would require final approval by the Town Manager regarding electronic transfers when there is a change in payments or if it's a new vendor. These changes would also have to be made in writing. This update would provide an added layer of protection against fraud.

November 8th BOS Meeting Discussion- TM Frederick will be on vacation at the time of the November 8th Select Board meeting. It was decided to cancel this meeting. If there is a need to schedule another meeting, November 15th would be considered.

I. Reports to the Select Board

Selectmen's Reports

Sterling - Budget Committee met last week, budget is tracking 5% ahead.

Belletete- Planning Board is tomorrow night. They will be discussing site plan oversite being done by the Board. The Building Inspector's work load was discussed. Funding would come from the permit fee schedule as to not impact taxes.

Chamberlain- All his boards/committees meet next week.

Town Manager's Report

- Old County Road Fence - TM Frederick and Todd Croteau, Superintendent of Highways and Facilities went out to the property on Wednesday (10/6) to look into some claims that are being made. As part of the survey done by Jed Paquin, he did point out that there was a wall disturbance that looked like it was pushed out toward the roadway. You can tell by looking at the boulders themselves that they had been grabbed by some sort of machinery and put there. Those will need to be put back. In addition, and TM Frederick will have to meet with Jed Paquin, the alignment of his pins on his survey would show that there is a portion on the McCarthy property that is in the Right of Way. There is a boulder that has his name and address on it, if that's what the TM is seeing on the report, then it is clearly on the Right of way, and that would need to be addressed.
- Emergency Declaration- There was a meeting held, to assist with the funding process and is moving forward.
- Cabana Falls - Is making a \$5,000 loan request to make changes to retail space to meet code. All the money is spoken for due to the Silver Ranch request for \$28,000. If they can reduce their request, this would make funds available. Harvey Sawyer will be contacted. If he needs all \$28,000, then it was suggested for Jo Anne Carr to look for more available grant funding.

J. Other Business - None

K. Non-Public – On a motion by Belletete, seconded by Chamberlain, In Accordance with RSA 91-A:3, II (J) Roll Call Vote to Enter Non-Public Session at 7:24pm (3-0) (Sterling-yay, Belletete-yay, Chamberlain yay).

On a motion by Belletete, seconded by Chamberlain to exit Non-Public session at 7:39pm and to seal the minutes (3-0). (Sterling-yay, Belletete-yay, Chamberlain-yay)

L. Adjournment

On a motion by Belletete, seconded by Sterling, the meeting was adjourned at 7:39pm.

Submitted:

Attest:

Judith A. Zola
Administrative Assistant

Franklin W. Sterling, Jr.
Chairman

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