

TOWN OF JAFFREY
Jaffrey, New Hampshire
Select Board Meeting Minutes
July 24, 2023

Chairman: Franklin W. Sterling, Jr.

Selectmen: Kevin Chamberlain, Charles Turcotte

Town Manager: Jon Frederick

Staff: Administrative Assistant Zola

Others: Police Chief Muilenberg

A. Call to Order - 5:00 PM

- B. Non-Public** - On a motion from Chamberlain, seconded by Turcotte, in accordance with RSA 91-A:3, II (J) Roll Call Vote to Enter Non-Public Session at 5:00pm (3-0) (Sterling-yay, Chamberlain-yay, Turcotte-yay).

On a motion by Chamberlain, seconded by Turcotte, to exit non-public at 6:25pm and seal the minutes (3-0).

C. Public Hearings - None

D. Appointments - None

E. Approval of Meeting Minutes

On a motion by Chamberlain, seconded by Sterling, the public minutes of July 10, 2023 were approved (2-0). Turcotte abstained as he didn't attend the 7/10 meeting.

On a motion by Chamberlain, seconded by Sterling, the non-public minutes of July 10, 2023 were approved and sealed (2-0). Turcotte abstained as he didn't attend the 7/10 meeting.

F. Consent Agenda

1. Payroll and Vendor Manifests
2. Abatements
 - a) #2023-18 - Hodges Management Corp (FPTA) - 184 Scenic Drive - \$600.51 - Sewer
 - b) #2023-19- Jaffrey Parks & Recreation Dept.- 31 Howard Hill Road- \$94.39 - Sewer
 - c) #2023-20 - Katherine & Scott Dolan - 150 Main Street - \$59.68 - Sewer
3. Tax Collector's 7th Cycle 2023 Septic Haulers Commitment Warrant
 - a) \$14,535.36
4. Tax Collector's 7th Cycle 2023 Water and Sewer Commitment Warrant
 - a) \$127,708.91 - Water
 - b) \$134,585.60 - Sewer
5. Yield Tax Levy
 - a) #22-233-01-T - Kathleen & Robert Van Dyke Rev. Trust 2004 - Map229/Lot33- \$34.65

6. Cemetery Deeds
 - a) Krista McKaughan - Cutter Extension - Lot 82-A - \$450

On a motion by Chamberlain, seconded by Turcotte, the Consent Agenda was approved as presented with #2A being denied (3-0).

G. Old Business - None

H. New Business

Acceptance of \$8,200 in Office of Highway Safety Grant Funds for Enhanced PD Enforcement

Chief Muilenberg had applied for his grant. There's a 75/25% split with the Town's portion being \$2,050. This will fund programs to start in October 2023 and continuing into 2024.

Programs/education include: speed enforcement, DUI/distracted driving, underage seat belts and texting while driving.

On a motion by Chamberlain, seconded by Turcotte, the NH Office of Highway Safety grant in the amount of \$8,200 was accepted and TM Frederick was authorized to execute document on behalf of the BOS (3-0).

Toole Design Proposal for Route 202 Landscape Design

This proposal is for up to \$139,000 for more design work for the downtown project. Chamberlain was concerned that over \$200,000 has been spent on landscape design alone and the Town will most likely need to expend \$1million. The yearly amount deposited currently is \$60,000. Sterling mention that excess revenue could be used to offset the balance. Chamberlain has attended EDC and Downtown Revitalization meetings that suggested a possible phased in approach would be easier on the budget.

On a motion by Chamberlain, seconded by Turcotte to approve the proposal request, not to exceed \$139,000 for Toole Designs Landscape proposal was approved (3-0).

Resolution #2023-29 - Reclamation Trust Fund Usage for Disposal of Other Solid Waste

The Reclamation fund is made up of funds collected from a motor vehicle surcharge. The funds are typically used for disposal of oil and tires, but can also include household hazardous waste, which would require approximately \$30,000 to \$40,000 per year. With the current fund balance being over \$124,000, an annual request of \$25,000 starting in 2023 would be advised to put towards the Transfer Station reconfiguration project.

On a motion by Chamberlain, seconded by Turcotte, Resolution #2023-29 was approved (3-0).

2023 MS-535 Financial Report of the Budget Certification

This is the State's version of the Town Audit. It needs to be approved and certified by the BOS.

On a motion by Chamberlain, seconded by Turcotte, the 2023 MS-535 was approved & Certified (3-0).

I. Reports to the Select Board

Selectmen's Reports

Sterling - Planning Board met and approved a minor subdivision on Knight Street. It's a 6-acre parcel and they would like to divide in into 2 3-acre lots.

Chamberlain - Concom met and discussed the NRI being done by Moosewood Ecological & timeframes for completion, which should be by the start of school.

They will have a display and a float for the 250th parade celebration.

Downtown Revitalization met and are discussing the Brownfield's Grant, part of which is the Marketability of the WW Cross site and potential uses for the property. They would like to present their findings at the Select Board meeting on August 14th.

Turcotte - HDC met on 7/6. Steve Brackett, the new Chair, is making copies of the HDC Guideline booklet and intends to distribute copies to all homeowners in the district. There is no August meeting and Sterling will cover the September meeting as there is a conflict with the Budcom meeting.

Cemetery Committee - Bruce Hill covered for him. They met at the Village Cemetery and inspected the repairs made and there's a tree removal to be done. At Philip Heil Cemetery, they will be following up on accepting quotes for tree work.

Historical Society will not meet in August.

Town Manager's Report

- Jaffrey 250th parade meeting will be this Wednesday.
- Riverfest is this weekend (Saturday) with the Fete de la Riviere starting on Wednesday.
- Budget is tracking at 50%.
- Nutting Road Bridge in in progress.
- Stratton Road is coming along.
- Todd Croteau is waiting on an estimate from KA Electric for moving the electricals for the moving of the baler at the transfer station.
- Quote was received for \$5,000 to cut trees from the subject area and remove trees from the utilities. It was thought best to move on this before prices increase.

J. Other Business - None

K. Non-Public - None

L. Adjournment

On a motion by Chamberlain, seconded by Turcotte to adjourn at 6:56pm (3-0).

Submitted:

Attest:

Judith A. Zola
Administrative Assistant

Franklin W. Sterling, Jr.
Chairman

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Jaffrey, New Hampshire
Select Board
Non- Public Meeting Minutes
July 24, 2023

Chairman: Franklin W. Sterling, Jr
Selectmen: Kevin Chamberlain, Charles Turcotte
Town Manager: Jon Frederick
Staff: Administrative Zola
Others: Toby Fedder, Raftelis

In Accordance with RSA 91-A:3, II (J) Roll Call Vote to Enter Non-Public Session at
5:00pm Roll Call Vote (3-0) (Sterling-yay, Chamberlain-yay, Turcotte-yay)

A. Discussion

Water/Sewer

Toby was here to review their appraisal report. The scope of work included review of financial and technical records, engineering reports and physical exam of the assets. The appraisals consisted of 3 approaches:

1. Asset - This is the price to rebuild everything in today's economy and considering depreciation.
2. Income- This is looking at things from a value & profit standpoint
3. Market - This is how it's valued in transactions.

Adjustments that were taken into consideration were:

1. Lack of marketability
2. Economic obsolescence
3. Income - built into the value & risk assessment

The appraisal for Water was \$9.6 Million

The appraisal for Wastewater was \$11.3 Million

Totaling = \$20.9 Million

Our fund balances were not included in the estimate.

Toby explained the differences in public and private ownership of the water & sewer utilities. There was discussion about the PFAS issues and how the lack of long-term growth with the current users was a hinderance. PFAS treatment would also depend on any changes with acceptable level changes from the State.

Life cycle of the WWTP was discussed as it was state of the art 10 years ago, but the depreciation was taken into consideration with the estimate.

Millipore was discussed as a factor in possible decreases in water and sewer usage. TM Frederick has talked with Millipore officials and the company policy is to "not harm" the town they are located in.

The board decided to not vote tonight, but advised TM Frederick to counter offer to Acqurion with the following:

- \$20.9 million to include Cold Stone Springs
- Eliminate the cost of the fire hydrants (possibly defer taxes to cover cost of hydrants)
- The Town retains the Undesignated Fund Balance

Net proceeds would be \$10 million. Salaries would have to be considered because there are certain employees paid through the water/sewer budgets - \$150,000 would be an accurate estimate.

Decision will be made at the August 14th meeting.

Police Union

Ground rules will be laid out at the first meeting. They received a 2.5% raise last year. There was a grievance regarding testing that was filed as well discussion about military pay when on leave.

B. Adjournment

On a motion by Chamberlain, seconded by Turcotte to exit non-public at 6:25pm and seal the minutes Roll Call Vote (3-0) (Sterling-yay, Chamberlain-yay, Turcotte-yay).

Submitted:

Attest:

Judith A. Zola
Administrative Assistant

Franklin W. Sterling, Jr.
Chairman

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