

TOWN OF JAFFREY
Jaffrey, New Hampshire
Select Board Meeting Minutes
October 23, 2023

Chairman: Franklin W. Sterling, Jr.

Selectmen: Charles Turcotte, Kevin Chamberlain

Town Manager: Jon Frederick

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

Guests: Tobey Reynolds NHDOT, Dan Prehemo NHDOT, Mark Suennen VHB, Marty Kennedy VHB

Residents: Mark Cournoyer, Harvey & Lee Sawyer, John McCarthy, Heather & Bradley Hector, Chris Peahl, Dom Caissie, Beth Anne & Robert Tatro, Nathan Flowers, Gail Therriault, Elizabeth Webster, Peter Chamberlain, Janet Grant, Carolyn Garretson, Fran McBride, Pamela Armstrong

A. Call to Order – 5:30pm

B. Non-Public – In Accordance with RSA 91-A:3, II (J) Roll Call Vote to Enter Non-Public Session at 5:32pm (3-0) (Sterling-yay, Chamberlain-yay, Turcotte-yay)

On a motion by Chamberlain, seconded by Turcotte to exit Non-Public session at 5:56pm (3-0).

C. Public Hearings – None

D. Appointments

6:00 pm – Public Meeting – NH DOT & US Rte. 202 Design Team

Tobey Reynolds from NH DOT gave an overview of the current project schedule with initiating construction advertising in July 2024. Phase 1 - On-site construction would start in late fall of 2024, which would begin with construction of the bridge and Blake Street modifications to accommodate construction staging. Mark Sunnen from VHB explained that the traffic control plan allows for businesses to still have pedestrian access and only one lane of traffic would be blocked during each section that's completed. There will not be any night work. Phase 2 – would see continued bridge work along with work on the southern end of River Street, with pedestrians re-routed down School Street. Phase 3 – Consists of Stratton Road work, while school is out of session, southbound River Street work and a temporary roadway and signal on Route 202 by Rite Aid. Phase 5 is work on Main Street westbound and the Final stage 6 is landscaping, signs and painting.

Questions from the public were:

Question: Select Chairman Sterling wanted to know if this project would move along faster than the Peterborough Rte. 101 Bridge Project.

Answer: The extended timeline in Peterborough is to accommodate traffic flow on Rte. 101. There is no existing bridge in Jaffrey to remove or to divert traffic, so it will be completed more efficiently.

Question: Fire Chief Chamberlain wanted to make sure the NHDOT worked with the fire department to ensure prompt answering of calls despite the construction.

Answer: The NHDOT will ensure constant communication with the town and emergency agencies. They will have construction personnel on site to facilitate regular meetings and addressing the nature of the construction and maintaining smooth traffic flow.

Question: Resident Chris Peahl asked what type of notice would business owners and residents receive regarding the construction schedule.

Answer: Before commencing construction, the NHDOT will establish a communication protocol/plan to keep business owners, resident and other stakeholders informed about the timing of each phase. They will include a contact phone number, regular in-person meetings with the on-site NHDOT staff and ongoing information on the NHDOT's project website and Town of Jaffrey website.

Question: Resident Bruce Hill asked for an update on the status of 21 River Street property.

Answer: The state now owns the property and a company does monthly visits to ensure the property is well maintained and doesn't fall into disrepair. The current plan is once the River Street roundabout is functional, the state will put the property on the market.

Question: Carolyn Garretson asked in the area where large trees are removed, would the state replace them with similar sized trees.

Answer: NHDOT is working with the town on a landscaping plan, however replacing large trees with similar sized ones may be challenging.

Question: Resident BethAnne Tatro would like to see signs indicating that businesses are open during construction and also some sort of maps with timelines of construction, alternate routes for customers and residents and phases.

Answer: NHDOT is committed to providing the necessary signage to convey that downtown businesses are open during construction. They will ensure graphics are made accessible detailing the traffic management plan for each construction phase. JoAnne Carr supports BethAnne's suggestions and will make sure information is shared on the Town Website.

Question: Resident Elizabeth Webster commented that the maps shown in today's presentation were helpful, however handouts for the businesses would be a good idea with arrows to indicate the direction of traffic would be helpful.

Answer: NHDOT will provide these additional details.

6:45 pm –Public Meeting - WW Cross Brownfields Cleanup Grant Application

Jo Anne Carr explained that the town will be applying for a cleanup grant for the WW Cross property, with the application deadline being November 13, 2023. The town took possession of the property on 10/16/2023. The fire in 2020 delayed progress in assessment. The EPA brought the property back to stable. The most recent site visit indicates it is less stable than prior visits. The town cannot complete the assessment due to the unsafe conditions. The town does need to assure the EPA that by June 15, 2024, all portions will be assessed. The Analysis of the Brownfields Cleanup Alternatives was presented and discussed. The timeline for the bidding process was discussed.

Resident Peter Chamberlain asked if Black & Decker was still responsible for cleanup/monitoring their portion of the building, now that the town owns the property. Carr answered that yes, the individual companies are still responsible. There is a grant for 100% from DES for demolition of the building. Resident BethAnne Tatro commented as a business owner directly next to the property, she has had to increase her insurance policy to cover the treat of the public breaking into the abandoned building.

Carr suggested asking the EPA for more funding to cover any unanticipated items.

E. Approval of Meeting Minutes

On a motion by Chamberlain, seconded by Turcotte, the Public Minutes of October 9, 2023 were approved (3-0).

F. Consent Agenda

1. Payroll and Vendor Manifests
2. Abatements
 - a) #2023-25 – Mark & Jennifer Stone – 31 Ridgecrest Road - \$56.34 – Sewer
 - b) #2023-26 – Maureen & Trevor Poff – 73 North Street - \$4,484.94 - Sewer
3. Tax Collector's 10th Cycle Septic Hauler Commitment Warrant
 - a) \$6,070.16
4. Tax Collector's 10th Cycle Water & Sewer Commitment Warrant
 - a) Water - \$125,983.87
 - b) Sewer - \$148,771.74
5. Land Use Change Tax
 - a) Klayton & Alicia Stenersen – Bryant Road Map 236/Lot 1-7 - \$13,000
6. Bridge Fund withdrawal of \$1,650.30 - Quantum Construction Consultants, LLC- Letourneau Drive
7. Sewer Fund withdrawal of \$26,168.87- GEA Mechanical Equipment, UC INC.- WWTP Centrifuge Major Service
8. Municipal Building Maintenance Fund withdrawal of \$9,050 – Precision Temperature Control, LLC – 2 New HVAC units for Town Office
9. Highway Equipment Fund withdrawal of \$75,000 – Grappone Automotive Group -2020 Ford Super Duty F-550
10. 2024 Boat Permit Fee Agent - Pelletier's Sport Shop

On a motion by Chamberlain, seconded by Turcotte, the Consent Agenda was approved as presented (3-0).

G. Old Business - None

H. New Business

SWRPC Board of Directors Opening – With Ed Merrell retiring, the position needs to be filled. The BOS can appoint whomever they choose. They will let TM Frederick know who they choose.

I. Reports to the Select Board

Selectmen's Reports

Sterling – Planning Board is discussing multi-family housing and will be working on a proposal for Town Meeting.

Chamberlain – Concom is drafting a baseline document for NEWT for review. They will redline any changes and give to TM and legal for review back to BOS in November for signature. There is about 11 acres off Lacy Road that is town owned, but NEWT has no interest in include that into the easement. It was questioned if that land should be sold for development. The Natural Resource Inventory will be shared with boards once received. Cheshire Pond area needs manpower to clean up the trails. Native/pollinator gardens were suggested for low maintenance in the downtown project area.

EDC met and TIFD budgets were recommended to increase from \$60,000 to \$100,000 to complete the “dress out” the remainder of the 202 project that is not covered by the State funds.

Turcotte – Budcom meets this week. As of last month, budget was tracking well.

Cemetery had its annual meeting last week. Tree removal was done at the Old Burial Ground using Willa Cather funds. Additional tree trimming needs to be done at Phillip Heil due to the delicate slate stones. Warrant articles were suggested for \$1,000 Gravestone Restoration and \$5,000 Tree Removal for the 2024 Town Meeting. Cemetery meetings will start back up in April 2024.

Town Manager's Report

- He will be attending a housing forum tomorrow.
- Veteran's Day parade will be on Saturday, November 11th and will be advertised on Facebook and the Jaffrey website.
- Social Services Committee will be meeting with agencies on Wednesday, November 8th.
Turcotte will be unable to serve as the BOS representative, so Selectman Chamberlain will fill the position.

J. Other Business

Social Services Appointments

- a) Bob Schaumann – Budget Committee Member – Term to expire 2024
- b) Charles Turcotte – Select Board Member – Term to expire 2024
- c) Ben Wheeler – Citizen - at – Large Member – Term to expire 2024

On a motion by Chamberlain, seconded by Turcotte, the Social Services appointments were approved (3-0).

K. Non-Public - None

L. Adjournment

On a motion by Chamberlain, seconded by Turcotte to adjourn at 7:17pm (3-0).

Submitted:

Attest:

Judith A. Zola
Administrative Assistant

Franklin W. Sterling, Jr.
Chairman

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