

TOWN OF JAFFREY
Jaffrey, New Hampshire
Select Board Meeting Minutes
February 6, 2024

Chairman: Franklin W. Sterling, Jr.
Selectmen: Kevin Chamberlain, Charles Turcotte
Town Manager: Jon Frederick
Staff: Administrative Assistant Zola
Others: None

A. Call to Order – 3:30pm

B. Consent

1. Notice of Intent to Cut Wood or Timber
 - a) #23-233-06-T – Glenn Bare/Sheryl Webster – Map 253/Lot 12 – Evergreen Lane

On a motion by Chamberlain, seconded by Turcotte, Notice of Intent #23-233-06-T was approved (3-0).

C. New Business

Resolution #2024-7 – Ratification of the Police Department Collective Bargaining Agreement
Discussion of the contract terms was discussed. This contract reflects all the changes that both the Police and BOS agreed upon.

On a motion by Chamberlain, seconded by Turcotte, Resolution #2024-7 was approved (3-0).

Warrant Review

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

Selectman	one person for three-year term
Trustee of the Trust Funds	one person for three-year term
Supervisor of the Checklistone	person for six-year term
Library Trustee	two people for three-year terms
Moderator	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 and Planning Offices and on the Town website on the Planning Board page).

1. Are you in favor of Amendment #1 to the Land use Code to amend Section VI – 6.4: Areas and Setbacks for Buildings, to clarify in the General Business, General Business A and Residential B Districts where town water and sewer are available, that multi-family is permitted?
2. Are you in favor of Amendment #2 to the Land Use Code to add a paragraph to Section VI – 6.4: Areas and Setbacks for Buildings which allows for a Workforce or Senior Housing

development to exceed the maximum number of units per building pending a financial statement from the developer indicating economic viability per RSA 674:58 (III)?

3. Are you in favor of Amendment #3 to the Land Use Code to amend Section VI 6.1: Dimensional Table, to correct a scrivener's error in the Turnpike Road Industrial District "Tract A" should read Section 4.7.2 rather than 3.6.2?
4. Are you in favor of Amendment #4 to the Land Use Code to amend Section XII: Guide to the Zoning Districts, to correct reference to 12.13 Industrial District (Tack Shop), should read Industrial District (Knight Street) and clarify reference to 12.14 Industrial District (Northeast), should read Industrial District (Stone Arch Bridge)?

Articles 1& 2 are not voted on by the BOS.

Art. 3. To see if the Town will vote to raise and appropriate the sum of \$2,575,000 (Two Million Five Hundred Seventy-Five Thousand Dollars) for the purpose of designing, constructing, and replacing a water main and associated water equipment, and any costs related thereto for the purpose of replacing the water mains on sections of Squantum Road and Prescott Road. And further, to authorize the issuance of not more than \$2,575,000 (Two Million Five Hundred Seventy-Five Thousand Dollars) of bonds and notes in accordance with the provisions of the Municipal Finance Act (RSA 33 et.seq.), as amended, and to authorize the Board of Selectmen to issue, negotiate, sell, and deliver such bonds or notes, and to determine the rate of interest thereon and the maturity and other terms thereof, and to take any other action the Board deems appropriate to effectuate the sale and/or issuance of said bonds. It is anticipated that 70% of the total bond in the amount of \$1,802,500 (One Million Eight Hundred and Two Thousand Five Hundred Dollars) is to come from principal forgiveness. And further, to authorize the Selectmen to apply for, obtain and accept federal, state or other aid, if any, which may become available for said project, and to comply with all laws applicable to this project. And further, without impairing the status of this bond as a general obligation to the Town, it is the intention and expectation of the Selectmen that debt service on this bond will be supported 100% by Water User Fees.

Recommended by the Select Board (3-0). 3/5 Ballot Vote Required FRANK WILL PRESENT

Art. 4. To see if the Town will vote to raise and appropriate the sum of \$100,000 (One Hundred Thousand Dollars) for the purpose of designing the wastewater treatment lagoon closure and decommission plan for the three wastewater lagoons located at 2 Old Sharon Road in Jaffrey, NH. And further, to authorize the issuance of not more than \$100,000 (One Hundred Thousand Dollars) of bonds and notes in accordance with the provisions of the Municipal Finance Act (RSA 33 et.seq.), as amended, and to authorize the Board of Selectmen to issue, negotiate, sell, and deliver such bonds or notes, and to determine the rate of interest thereon and the maturity and other terms thereof, and to take any other action the Board deems appropriate to effectuate the sale and/or issuance of said bonds or notes. The total \$100,000 of the note is to come from principal forgiveness.

Recommended by the Select Board (3-0) 3/5 Ballot Vote Required KEVIN WILL PRESENT

Art. 5. That all reports submitted by Town Officers be accepted as read and as printed in the Town Report. **CHARLIE WILL PRESENT**

Art. 6. To see if the Town will vote to approve the cost items in the collective bargaining agreement reached between the Select Board and Teamsters 633, Jaffrey Department of Public Works employees, which calls for the following increases in salaries and benefits at the current staffing level:

Fiscal Year	Estimated Increase
2024	\$ 18,112

And further to raise and appropriate the total sum of \$18,112 (Eighteen Thousand, One Hundred Twelve Dollars) for the current fiscal year, such total sum representing the additional costs attributable to the increase in salaries and benefits required by the new agreement over those that would be paid at current staffing levels.

Recommended by the Select Board (3-0) **KEVIN WILL PRESENT**

Art. 7. Shall the Town, if Article 6 is defeated, authorize the governing body to call one special meeting, at its option, to address Article 6 cost items only.

Recommended by the Select Board (3-0). **KEVIN WILL PRESENT**

Art. 8. To see if the Town will vote to approve the cost items in the collective bargaining agreement reached between the Select Board and AFSCME Local 3657, Police Department employees, which calls for the following increases in salaries and benefits at the current staffing level:

Fiscal Year	Estimated Increase
2024	\$ 36,651
2025	\$ 42,677

And further to raise and appropriate the total sum of \$36,651 (Thirty-Six Thousand, Six Hundred Fifty-One Dollars) for the current fiscal year, such total sum representing the additional costs attributable to the increase in salaries and benefits required by the new agreement over those that would be paid at current staffing levels.

Recommended by the Select Board (3-0) **FRANK WILL PRESENT**

Art. 9. Shall the Town, if Article 8 is defeated, authorize the governing body to call one special meeting, at its option, to address Article 8 cost items only?

Recommended by the Select Board (3-0). **FRANK WILL PRESENT**

Art. 10. 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	\$ 1,146,884
Sewer Department	<u>\$ 2,185,085</u>
	\$ 3,331,969

Recommended by the Select Board (3-0). NORM WILL PRESENT

Art. 11. To see if the Town will vote to raise and appropriate the following sums for the operation of the Tax Increment Finance Districts, to be funded entirely through tax increments:

Downtown TIF District	\$ 181,286
Stone Arch TIF District	<u>\$ 67,163</u>
	\$ 248,449

Recommended by the Select Board (3-0). NORM WILL PRESENT

Art. 12. To see if the Town will vote to raise and appropriate the sum of \$ 7,299,920 (Seven Million, Two Hundred Ninety-Nine Thousand, Nine Hundred Twenty Dollars) for general municipal operations.

Recommended by the Select Board (3-0) NORM WILL PRESENT

Art. 13. To see if the Town will vote to establish a capital reserve fund under RSA 35 for the purpose of paving and sidewalk reconstruction, to raise and appropriate the sum of \$100,000 (One Hundred Thousand Dollars) to be deposited into this fund (to be known as the Sidewalk Capital Reserve Fund), and to designate the Select Board as agent to expend.

Recommended by the Select Board (3-0) CHARLIE WILL PRESENT

Art. 14. To see if the town will vote to raise and appropriate the sum of \$1,185,000 (One Million, One Hundred Eighty-Five Thousand Dollars) to be deposited into in the following existing Capital Reserve Funds previously established for the listed purposes:

<u>Trust Name</u>	<u>Year Established</u>	<u>Amount</u>
1 Road Paving CRF	2021	\$ 575,000
2 Highway Equipment CRF	1997	\$ 200,000
3 Town Office CRF	2017	\$ 25,000
4 Fire Equipment CRF	1996	\$ 60,000
5 Land Acquisition CRF	2008	\$ 5,000
6 Municipal Building Maintenance CRF	2010	\$ 150,000
7 Bridge Rehabilitation CRF	2017	\$ 120,000
8 Police Cruiser Replacement CRF	2019	\$ 40,000
9 Recreation Equipment CRF	2021	<u>\$ 10,000</u>
		<u>\$ 1,185,000</u>

Recommended by the Select Board (3-0) JON WILL PRESENT

Art. 15. To see if the town will vote to raise and appropriate the sum of \$210,000 (Two Hundred Ten Thousand Dollars) to be deposited into the following existing Capital Reserve Funds previously established for the listed purposes, with the sum of \$150,000 (One Hundred Fifty Thousand Dollars) to come from Downtown Tax Increment Finance District and the sum of \$60,000 (Sixty Thousand Dollars) to come from Stone Bridge Tax Increment Finance District:

<u>Trust Name</u>	<u>Year Established</u>	<u>Amount</u>
1 Downtown TIF District CRF	2017	\$ 150,000
2 Stone Bridge TIF District CRF	2022	\$ 60,000
		<u><u>\$ 210,000</u></u>

Recommended by the Select Board (3-0) KEVIN WILL PRESENT

Art. 16. To see if the town will vote to raise and appropriate the sum of \$26,525 (Twenty-Six Thousand, Five Hundred Twenty-Five Dollars) to be deposited into in the following existing Expendable Trust Funds previously established for the listed purposes:

<u>Trust Name</u>	<u>Year Established</u>	<u>Amount</u>
1 Cemetery Trees TF	2007	\$ 5,000
2 Gravestone Restoration TF	2000	\$ 1,000
3 Meetinghouse TF	1991	\$ 5,525
4 Retirement Buyout TF	2021	\$ 15,000
		<u><u>\$ 26,525</u></u>

Recommended by the Select Board (3-0) CHARLIE WILL PRESENT

Art. 17. To see if the town will vote to change the purpose of the existing Jaffrey 250th Celebration Reserve Fund to the Jaffrey 300th Celebration Reserve Fund for the purpose of providing the initial funding required to plan Jaffrey's Tricentennial celebration. The Select Board is designated as the agent to expend.

Recommended by the Select Board (3-0). 2/3 Vote Required FRANK WILL PRESENT.

D. Non- Public – On a motion by Chamberlain, seconded by Turcotte, In Accordance with RSA 91-A:3, II (J) Roll Call Vote to enter Non-Public Session at 4:03pm (Sterling-yay, Chamberlain-yay, Turcotte-yay).

On a motion by Chamberlain, seconded by Turcotte, to exit non-public session at 4:30pm (3-0).

E. Adjournment

On a motion by Chamberlain, seconded by Turcotte to adjourn at 4:30pm (3-0).

Submitted:

Attest:

Judith A. Zola

Administrative Assistant

Franklin W. Sterling, Jr.

Chairman

Town of Jaffrey prohibits discrimination on the basis of race, color, national origin, sex, sexual orientation, religion, age, disability, marital or family status.

The Town of Jaffrey is an equal opportunity employer.