

**TOWN OF JAFFREY**  
**Jaffrey, New Hampshire**  
**Select Board Meeting Minutes**  
**March 26, 2018**

**Chairman:** Franklin W. Sterling, Jr.

**Selectmen:** James Weimann, Bonnie Mitchell

**Town Manager:** Jon Frederick

**Staff:** Randy Heglin, DPW Director, Doug Starr, Town Engineer, Judy Zola, Administrative Assistant

**Guests:** John McClellan, Tighe & Bond, Luis Adorno, DES

**A. Call to Order 5:00pm**

**B. Elect Board Chair** – On a motion by Weimann, seconded by Mitchell, Frank Sterling was elected Chairman (2-0).

**C. Non-Public –**

On a motion by Weimann, seconded by Mitchell to enter Non-Public Session pursuant to RSA 91-A:3, II(j) at 4:57:pm (3-0)

On a motion by Weimann, second by Mitchell, per RSA 91-A:3, II (j) to exit non-public session at 5:50pm (3-0)

**D. Public Session, Pledge of Allegiance – 6:00 pm**

**E. Appointments**

Water Vertical Asset Study Presentation – John McClellan from Tighe and Bond and Luis Adorno from DES were present to discuss the Water Facilities Asset Management Plan for Jaffrey. John explained the objective of the project was to inventory and assess the condition of the town (water) buildings, pumps and wells and prioritize what needs to be done. They visited all facilities, assessed them and developed recommendations. It is a huge advantage to review all facilities before an emergency happens.

The high risks presently are the Turnpike Road Generator and the Contoocook Generator, along with the entire Contoocook facility. This building has gone the longest time without a major rehab. The estimated cost for repair is about \$ 800,000. The Squantum well could be used while this is being done. Winter time is a better time as the demand on the Contoocook well is less at that time. Squantum Road and School Street are also priorities as they service large amounts of customers. It would be good to coordinate the water projects along with any downtown road projects, so that only one paving has to happen. Luis explained that funding is based on Asset Management plans and it's great to be proactive and save up for projects before an emergency occurs. Funding is also based on "shovel ready" projects. Funds are also available thru the government trust funds. Chairman Sterling also mentioned that Jaffrey's water department is very proactive about testing water flow and hydrants regularly.

## **F. Public Hearings**

Public Hearing was opened by Chairman Sterling at 6:44pm

Chairman Sterling read the public hearing notice: Comcast Ascertainment Proceeding - To afford residents an opportunity to identify future cable-related needs and review performance under the current agreement.

- TM Frederick explained that in a letter dated 11-9-17 from Comcast, that our license with them expires in 2 years this opens renegotiation procedures.
- Cable in remote parts of Jaffrey is an issue. Comcast bases their providing services based on population density. This hearing refers to cable television only, not internet.
- Chairman Sterling mentioned that there are 2 Bills coming to the House that unlocks the issue that infrastructure can't cross the service areas and that allows Towns to become providers also

There were no comments from the public.

Public Hearing was closed by Chairman Sterling at 6:49pm.

## **G. Approval of Meeting Minutes**

On a motion by Weimann, seconded by Sterling, the Public Minutes of 03/12/18 were approved (2-0).

On a motion by Weimann, seconded by Sterling, the Non-Public Minutes of 03/12/18 were approved and sealed (2-0).

On a motion by Weimann, seconded by Sterling, the Public Minutes of 03/14/18 were approved (2-0).

## **H. Consent Agenda**

1. Payroll and Vendor Manifests

2. Abatements

- a) #18-19- Forest Park Tenants Assoc.- 17 Forest Park - \$ 1,533.18 – Sewer
- b) Derek Shea – Ingalls Road - \$ 4,250.00 – Tax Penalty Correction

3. Veteran's Exemptions

- a) Christopher Bonzagni- 30 North Street - Veteran's Tax Credit - \$ 500.00
- b) Bette Korpi – 25 Charlonne Street – Veteran's Tax Credit - \$ 500.00
- c) Samuel Loudin – 305 Squantum Road - Veteran's Tax Credit- \$ 500.00
- d) David Nye – 55 Red Gate Lane- Veteran's Tax Credit - \$ 500.00
- e) Michael Thomas – 67 Monadnock View Drive – Disabled Veteran's Tax Credit - \$ 1,800.00

4. Elderly Exemptions
  - a) Kirk Sebastian – 25 River Street
5. Notice of Intent to Cut Wood or Timber
  - a) #18-233-02-T – Lloyd Dunning – Map 253/Lot 19
  - b) #18-233-03-T – Craig Chamberlain – Map 252/Lot 8 & 9
6. Yield Tax Levy
  - a) Richard & Lorraine Knight – Map 210/ Lots 1, 2, 6 - \$ 457.40
  - b) Richard & Ann Sawyer – Map 255/Lot 1 - \$ 1,452.37
7. Land Use Change Tax
  - a) Derek Shea – Ingalls Road- Map 223/Lot 12-4- \$ 4,250.00
8. Meetinghouse Request
  - a) Diane Bush – October 5, 2019 – Wedding
9. Board Appointments
  - a) Library Trustees - Tammy Cummings – Alternate – Term expires 2019
  - b) Planning Board - Tarah Castiglioni – Alternate – Term Expires 2021
  - c) ZBA - Andy Webber – Alternate
  - d) Conservation Commission- Pamela Armstrong – Term Expires 2020
  - e) Conservation Commission – Bill Graff – Term Expires 2020
  - f) Conservation Commission - Fran McBride – Term Expires 2020
  - g) Conservation Commission – Elizabeth Webster – Term Expires 2020
10. Cemetery Deed
  - a) Peter Hamblen – Cutter Extension – Block A/Lots 7 & 10
11. Notice of Intent to Excavate
  - a) Keith Dupuis – Map 255/Lot 8.5.1
12. Tax Collectors 3<sup>rd</sup> Cycle 2018 Water & Sewer Commitment
  - a) \$ 95,277.80- Water
  - b) \$ 96,686.26 -Sewer
13. Tax Collectors 3<sup>rd</sup> Cycle 2018 Septic Hauler's Commitment
  - a) \$ 4,143.75
14. Extension Request -Notice of Intent to Cut Wood or Timber
  - a) # 17-233-07-T - Birgit Johanson
  - b)

On a motion by Weimann, seconded by Mitchell, the consent agenda was approved as presented (3-0).

**I. Old Business - None**

**J. New Business**

- Resolution # 2018-10 – Authorize the Town Manager to expend an amount not to exceed \$ 5,020 from the Police Special Details Revolving Fund for the purchase of the new police cruiser's camera system.  
On a motion by Weimann, seconded by Mitchell, Resolution #2018-10 was approved (3-0).

**K. Reports to the Select Board**

Selectmen's Reports

Weimann- Planning Board met on 3/24 and are reviewing the Downtown and Master Plan. Are moving to suspend impact fees for 4 years, will need a public hearing to proceed. Tarah Castiglioni approached the board and would like to be an alternate.

Sterling- There are no HDC meetings for March and April.

Mitchell- None

Town Manager's Report-

- Jaffrey's 250<sup>th</sup> celebration will be in 2023, Steve Pelkey has offered his services. It was decided that an ad hoc committee should be formed.
- TM Frederick will be away on 4/2, 4/3 and 4/25 to 5/9.
- DRA Assessment data is in for review.
- BOS Goal setting meeting will be made for Thursday 3/29 at 9am.

**L. Other Business**

**M. Non-public Session**

**N. Adjournment**

Meeting adjourned at 7:01pm on a motion by Weimann, seconded by Mitchell (3-0).

Submitted:

Attest:

Judith A. Zola  
Administrative Assistant

Franklin W. Sterling, Jr.  
Chairman

*The 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.*