

**TOWN OF JAFFREY**  
**Jaffrey, New Hampshire**  
**Select Board Meeting Minutes**  
**April 8, 2019**

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

**Selectmen:** James Weimann, Bonnie Mitchell

**Town Manager:** Jon Frederick

**Staff:** Jo Anne Carr, Director of Planning & Economic Development

**A. Call to Order – 6:00pm**

**B. Non-Public – None**

**C. Pledge of Allegiance**

**D. Appointments** – Jo Anne Carr came before the Board to discuss adopting Chapter 79E to create incentive to develop in the Downtown area. Chairman Sterling summarized the chapter as something that can be passed at Town Meeting and it authorizes the Select Board to grant tax incentives/relief/tax credits to the property owner who revitalizes or rebuilds an existing building in the downtown area on the increased value, not the entire value of the building. There are 2 structures could be designated, one being a historic structure, which the Town already has a historic district dedicated downtown, which extends to St. Patrick's school and church. The school wasn't considered historic in past studies. But now because of age, it can now be considered. Ms. Carr's recommendation is to designate all of the downtown business district as Jaffrey's Chapter 75E subject area to be consistent with boundaries. Chairman Sterling asked whether St. Patrick's Convent is current included, Ms. Carr stated that it is a qualifying structure, it is the only stone building in the district and there is an extensive narrative on it in the report.

If the BOS doesn't have any further questions, Ms. Carr will go ahead and start the research on this project. There are restrictions to work being done, it must be 15% of the building value or \$75,000, whichever is less. The area would include from Ridgecrest Auto (Gauthier Auto) to the 5-way, then down to the VFW Hall on Route 202. Chairman Sterling noted that after the roundabout goes in, if this is in place, it may give incentive to upgrade downtown buildings. By including housing in the renovations, would add additional years to the tax relief. The remainder of the area would extend from St. Patrick's up Turnpike road to Ellison Street and down to the intersection with Oak Street. Ms. Carr is looking forward to putting this on the Town Warrant next year. Chairman Sterling asked when the public hearing should be held, Ms. Carr would have the whole package put together for Town Meeting and as applicants come in, each one would have a public hearing specific to their property.

Ms. Carr will do an update to the downtown district and update the historic building list, working with the HDC.

TM Frederick added that this is a 5-year benefit, prior to any upgrade to a building, it would freeze the assessment where it is, for the town as well, would this count towards the MS-1. Ms. Carr will investigate this.

Environmental Revitalization Zone - Ms. Carr would like to see the Town adopt an expansion of the many revitalization zones in the town. She and TM Frederick met with a representative from Economic Affairs, who encouraged them to designate the whole downtown area. WW Cross and Elite Laundry sites are already designated as revitalization zones. If a business is investing in an expansion or new development in that zone to include adding employees, they can receive business profits or business enterprise tax credits. There have been a couple of businesses that have taken advantage of this program in town. Ms. Carr would like to designate the downtown business district. This would be a State allocation, no cost to the town. This application goes to the State for approval. No further question/comments from the Select Board.

**E. Public Hearings -None**

**F. Approval of Meeting Minutes**

On a motion by Weimann, seconded by Mitchell, the Public Minutes of 3/25/19 were approved (3-0).

On a motion by Weimann, seconded by Mitchell the Non-Public Minutes of 3/25/19 were approved and sealed (3-0).

**G. Consent Agenda**

1. Payroll and Vendor Manifests

2. Abatements

- a) #19-35 – Stephen or Noel Pierce – 384 Main Street- \$46.23 Water/\$60.24 Sewer
- b) #19-36 - Cadigan Gregory – 12 Parsons Lane - \$98.74 Water/\$128.57 Sewer
- c) #19-37- Forest Park Tenants Assoc.– Forest Park - \$ 207.10 Water/\$269.68 Sewer

3. Veteran's Exemptions

- a) Nathan Connor – 10 Brendan Lane – All Veteran's Tax Credit - \$500.00

4. Authorization to Expend from the Bridge Capital Reserve Fund

- a) Quantum Construction Consultants, LLC - \$15,445.80

5. Notice of Intent to Excavate

- a) #19-233-01-E – Richard & Ann Sawyer – Map 256/Lot 4
- b) #19-233-02-E – Jeffrey & Bonnie Cutter – Map235/Lot 30
- c) #19-233-03-E – Keith Dupuis – Map255/Lot 8.5.1 -

10. Tax Collector's Excavated Earth Tax Warrant

- a) \$256.50 – Richard & Ann Sawyer Map 256/Lot4
- b) \$151.20 – Jeffrey & Bonnie Cutter – Map 235/Lot 30

11. Raffle Request

- a) Jaffrey Woman's Club – Yearly Raffles 5/1/19 to 4/30/20

12. Meetinghouse Request

- a) #19-4 -Don Primrose/Emily Chin – Wedding – June 1, 2019

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

**H. Old Business - None**

**I. New Business**

- Resolution #2019-5 – Summer Learning Kickoff – Jaffrey Public Library – 6/8/19  
On a motion by Weimann, seconded by Mitchell, Resolution #2019-5 was approved (3-0).
- Resolution #2019-6 -The Select Board creates a Capital Reserve Fund for the Jaffrey Water Department and allocates not to exceed \$80,000 from the Water Surplus Fund to fund CRF. Select Board are the designated agents to expend.  
On a motion by Weimann, seconded by Mitchell, Resolution #2019-6 is approved (3-0).
- Scheduling of a public meeting to discuss traffic changes. Memorial Drive 7:30am to 9:00am during snow events there would be no parking in town spaces to allow for snow removal. At stop sign intersections- the DPW Director is requesting that all the stop sign intersections be designated as either Town or State. Also, to change Coolidge Road at Nutting Road from a yield to a stop intersection, Lehtinen Road at Town Farm Road from a yield to a stop intersection. On a motion by Weimann, seconded by Mitchell, April 22, 2019 @ 6pm was agreed upon for a Public Meeting Date at the Town Office (3-0).

**J. Reports to the Select Board**

**Selectmen's Reports**

Sterling- HDC did meet last night (4/7). VIS is raising money to shingle the horse sheds, Sam Greene came before the HDC for permission.

BUDCOM met and budget is 25% spent. Most departments are on track for spending.

Weimann- Planning Board meeting is tomorrow night with a long agenda.

Mitchell- Cemetery meeting is upcoming.

**Town Manager's Report**

- Route 202 is still in progress. There are some properties that have a 90-day notice requirement and with that, they are looking to schedule a public hearing for August 29<sup>th</sup>.
- Kelly Sawtelle has a week left as our Finance Assistant, we have hired Carole Singelais from Temple and she'll be starting 8/24.
- St. Patrick's walk-thru was done with David Lage from Hutter Construction. Estimate is expected in about 3 weeks.
- On vacation next week.

**K. Other Business –**

- Goodnow Street traffic pattern change – there will be cones present to make it a 90-degree intersection for better views while turning.
  - James Weimann Resignation read and accepted.

**L. Non-Public** – Per RSA 91-A:3(II)(J) a motion was made to enter non-public at 6:37pm by Weimann, seconded by Mitchell (Sterling-yay, Weimann-yay, Mitchell-yay).

On a motion by Mitchell, seconded by Weimann to exit non-public at 7:15pm (3-0)

**M. Adjournment**

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

Submitted:

Attest:

Judith A. Zola  
Administrative Assistant

Franklin W. Sterling, Jr.  
Chairman

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