

TOWN OF JAFFREY
Jaffrey, New Hampshire
Select Board Meeting Minutes
May 15, 2019

Chairman: Franklin W. Sterling, Jr.

Selectmen: John E. Belletete

Town Manager: Jon Frederick

Staff: Administrative Assistant Zola

Others: Kevin Chamberlain, Ashley Saari, Carolyn Garretson

A. Call to Order – 6:00pm

B. Pledge of Allegiance

C. Appointments – None

D. Public Hearings – None

E. Approval of Meeting Minutes

Public Minutes of 4/8/19, Public Minutes of 4/10/19, Public Minutes of 4/22/19 and Non-Public Minutes of 4/22/19 were attested and approved by Chairman Sterling. Non-public of 4/22 were sealed.

F. Consent Agenda

1. Payroll and Vendor Manifests

2. Abatements

- a) #19-38 -Dennis & Patricia Campbell – 85 Scenic Drive - \$ 146.34 – Sewer
- b) #19-39 – JMP Real Estate LLC- 64 Loop Road - \$163.16 Water
- c) #19-40 – Walter/Anna Dower – 36 Prospect Street - \$42.82 Water/\$55.75 Sewer
- d) #19-41 – Hope Fellowship Church – 16 Prescott Road - \$20,671.00 Taxes

3. Elderly Exemption

- a) Gloria Blair – 15 Nelson Circle

4. Contoocook Beach Road Closure Request from 5/24/19 to 9/3/19

5. Notice of Intent to Cut Wood or Timber

- a) #19-233-02-T – Patrick O’Neil -19 Baldwin Road (Map 246/Lot 35)

6. Meetinghouse Requests
 - a) #19-5 – Nathaniel Sandoval & Olivia Hunt – Wedding – 10/12/19
 - b) #19-6 – SAU 47 – Shakespeare Festival – 5/24/19
 - c) #19-7 – Jaffrey Historical Society – Lecture/Book Launch – 7/27/19
7. Yield Tax Levy
 - a) New England Forestry Foundation – Map227/Lot18 - \$2,313.68
8. Conservation Commission Appointment
 - a) James Bearce – Alternate Member – Term Expires
9. Veteran's Exemption
 - a) Jean Secovich – Veteran's Tax Credit - \$500.00

On a motion by Belletete, seconded by Sterling, the Consent Agenda was approved as presented (2-0).

G. Old Business - None

H. New Business

- Resolution # 2019-10 – Special Event Permit – TEAM Jaffrey- Farmer's Market (6/19-8/28)

On a motion by Belletete, seconded by Sterling, Resolution #2019-10 was approved (2-0).

- Resolution #2019-11- Special Event Permit – TEAM Jaffrey – Concerts on the Common (7/3,7/10,7/17,7/24,7/31)

On a motion by Belletete, seconded by Sterling, Resolution #2019-11 was approved (2-0).

- Resolution #2019-12- Special Event Permit – Jaffrey Firefighters Co., Inc. – Run for the Rescue (7/27/19)

On a motion by Belletete, seconded by Sterling, Resolution #2019-12 was approved (2-0).

- Resolution #2019-13 – Special Event Permit – Memorial Day Parade (5/27/19)

On a motion by Belletete, seconded by Sterling, Resolution #2019-13 was approved (2-0).

- Resolution #2019-14 – Authorize Town Manager to expend an amount not to exceed \$13,695 from the Municipal Building Maintenance Capital Reserve Fund. Discussion: This is for paving at the Library. Kevin Chamberlain asked if this was to repair the undermining that happened. This will be an overlay on the driveway and the parking lot will be a totally new paving. The Town is responsible for the outside grounds of the Library. The Select Board are the agents to expend from this fund.

On a motion by Belletete, seconded by Sterling, Resolution #2019-14 was approved (2-0).

- Bonnie Mitchell resignation from the Select Board – Chairman Sterling read Mitchell's resignation letter, stating that she's resigning due to health issues, but enjoyed being a selectman. Sterling thanked Mitchell for her service and added that she will be missed. The Resignation was accepted by Chairman Sterling.
- Appoint Select Board replacement- On a motion by Belletete, seconded by Sterling, Kevin Chamberlain was appointed to the Select Board (2-0). Both positions, Belletete and Chamberlain, will be up for election in March. Belletete is a 3-year term and Chamberlain would be a 1-year term.
- Chairman Sterling would like to hold the June 24th, July 8th and July 22nd Select Board meetings at the Meetinghouse. Administrative Assistant Zola will check the Meetinghouse Schedule for availability and confirm.
- Ratification of Select Board Chairman's approval of the following letters for Doni Ash & Ashworth Mountainside, LLC at Shattuck Golf Club:
 - I. Liquor License
 - II. Live Music, Events and Bands
 - III. Patio & Deck Alcohol Sales and Consumption

These letters were all regarding the transfer of the existing licenses into the new owner's names only. There were no changes to the existing licenses.

On a motion by Belletete, seconded by Sterling, the Liquor License, Live Music, Events and Bands, Patio & Deck Alcohol Sales and Consumption letters were ratified. (2-0)

I. Reports to the Select Board

Selectmen's Reports

Belletete – Attended the Planning Board meeting yesterday. Tori McCagg presented the idea of asking for the Planning Board's support and asking the BOS making a resolution to embrace protecting the environment, encourage farming and recycling.

Sterling- Budget Committee met and budget is on track.

Meetinghouse Committee met for their Spring meeting. There is some painting to be done and next year they will be looking into Bell Tower repairs.

Town Manager's Report

- Water Main Bids- Bids came in higher than expected. The main project will be done and hopefully there will be funds remaining to address Aetna Street.
- Earth Day 2020- Carolyn Garretson and Lou Casagrande met with TM to discuss Earth Day 2020, the 50th anniversary of the first Earth Day. They would like to come before the Board to talk about a collaboration for celebrating the day. TEAM Jaffrey and Jaffrey Chamber are on board already. They will be scheduled for July 8's BOS meeting.
- BOS Meeting Dates- The next Select Board meeting date falls on Memorial Day, making the next meeting date June 10th. TM Frederick wanted to know if any addition date would be needed or continue with the June 10th date. Chairman Sterling said to keep June 10th as the next meeting date, unless there were issues that come up to warrant a sooner meeting.
- Kevin Chamberlain – TM met with Kevin today about the indoctrination. He will be attending the NHMA Local Officials workshop on June 8th in Concord.
- CIP- Committee is forming up, BUDCOM has 2 members, Planning Board has 2 members, EDC will be having 2 members also.
- TM Intern – Is having an interview with a perspective intern for the TM tomorrow. He's a poly-sci student at FPU. Is looking to use him with the CIP process this summer, as it is very staff intensive.
- Jaffrey 250th – They will be meeting every other month for the next year. The next meeting is May 30th.
- He will be out of the office on Monday and Tuesday for his son's graduation.

J. Other Business –

- Cemetery Deed – Joanne Cuzzi – Cutter Ext. Lot 25F - \$ 350.00

On a motion by Belletete, seconded by Sterling, Cemetery deed approved (2-0).

- Carolyn Garretson has a picnic table donated to the ConCom from the Middle School that she would like to put on the Town Common. Chairman Sterling will take it under advisement. Staff will coordinate.

K. Non-Public - On a motion by Belletete, seconded by Sterling to enter Non-Public Session pursuant to RSA 91-A:3, II (J) at 6:41pm (Sterling-yay, Belletete-yay)

On a motion by Belletete seconded by Sterling to exit Non-Public session at 7:01pm and to seal the minutes (2-0).

L. Adjournment

The meeting adjourned at 7:05pm on a motion by Belletete, seconded by Sterling (2-0).

Submitted:

Attest:

Judith A. Zola
Administrative Assistant

Franklin W. Sterling, Jr.
Chairman

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