

**TOWN OF JAFFREY**  
**Jaffrey, New Hampshire**  
**Select Board Zoom Meeting Minutes**  
**February 2, 2021**

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

**Selectmen:** John E. Belletete, Kevin Chamberlain

**Town Manager:** Jon Frederick

**Staff:** Administrative Assistant Judy Zola

**A. Call to Order - 6:01pm**

Chairman Sterling read the Right-to-Know Law Meeting Checklist.

Roll Call attendance was taken:

Sterling -Present with no others in the room

Belletete – Present with no others in the room.

Chamberlain- Present with no others in the room

Frederick – Present with no others in the room

Zola - Present with no others in the room

**B. Resolution Approval**

- Resolution #2021-3 – Ratify the proposed Collective Bargaining Agreement for the Jaffrey Department of Public Works for July 1, 2021 - December 31, 2023

On a motion by Belletete, seconded by Chamberlain, Resolution #2021-3 was approved (3-0) Sterling -Yay, Belletete -Yay, Chamberlain -Yay

- Resolution #2021-4 – Ratify the proposed Collective Bargaining Agreement for the Jaffrey Police Department for July1, 2021 – December 2023

- On a motion by Belletete, seconded by Chamberlain, Resolution #2021-4 was approved (3-0) Sterling -Yay, Belletete -Yay, Chamberlain -Yay

The Board would like to re-evaluate the contract. Having an assessment done focusing on staffing as well as a zero-budget analysis.

### **C. Warrant Article Review**

The following warrant articles were presented by TM Frederick:

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

Selectman -	one person for three-year term
Trustee of Trust Funds -	one person for three-year term
Supervisor of the Checklist	one person for six-year term
Library Trustees -	two people for three-year terms
	one person for one-year term

*No comments/concerns by the Board.*

**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 II: Definitions, to add to the Definitions "Workforce Housing?"
2. Are you in favor of Amendment #2 to the Land Use Code to amend Section V: General Provisions that may apply to more than one Zoning District, 5.3.6 to remove the language "and commercial districts?"
3. Are you in favor of Amendment #3 to the Land Use Code to amend Section VI: Areas and Setbacks for Buildings – All Districts, to allow for two family dwellings on the minimum lot size where water and sewer are available?
4. Are you in favor of Amendment #4 to the Land Use Code to amend Section VI: Areas and Setbacks for Buildings – All Districts, to include "multi-family buildings" and include "rental" properties in minimum lot size calculations?
5. Are you in favor of Amendment # 5 to the Land Use Code to amend Section VI: Areas and Setbacks for Buildings – All Districts, to add the new Section 6.3.3, to allow for a maximum of 6 units per acre in the General Business A and Residential B District, and to allow for an additional 2 units per acre for qualified Workforce Housing, permitted by Conditional Use Permit?

*No comments/concerns by the Board.*

**Art. 3.** To see if the Town will vote to raise and appropriate the sum of up to \$2,500,000 (Two Million, Five Hundred Thousand Dollars) for the purpose of expanding broadband services to unserved areas in the Town of Jaffrey; and to authorize the issuance of not more than \$2,500,000 (Two Million, Five Hundred Thousand Dollars) of bonds and notes in accordance with the provisions of the Municipal Finance Act (RSA 33:1 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. And further, to authorize the Selectmen to apply for, obtain and accept federal, state or other aid, gifts and donations which may be available for said project and to comply with all laws applicable to this project. **3/5 Ballot Vote Required**

*Discussion: Since this is a Bond, it was confirmed with the Bond Council that the vote has to be 3/5 majority to pass. This margin was changed in September 2020.*

*No other comments/concerns by the Board.*

**Art. 4.** That all reports submitted by Town Officers be accepted as read and as printed in the Town Report.

*No comments/concerns by the Board.*

**Art. 5.** 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
2021	\$ 5,739
2022	\$ 18,160
2023	\$ 18,614

And further to raise and appropriate the total sum of \$5,739 (Five Thousand, Seven Hundred Thirty-Nine 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.

*No comments/concerns by the Board.*

**Art. 6.** Shall the Town, if Article 5 is defeated, authorize the governing body to call one special meeting, at its option, to address Article 5 cost items only.

*No comments/concerns by the Board.*

**Art. 7.** 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 2973, Department of Public Works employees, which calls for the following increases in salaries and benefits at the current staffing level:

Fiscal Year	Estimated Increase
2021	\$ 4,520
2022	\$ 13,393
2023	\$ 13,772

And further to raise and appropriate the total sum of \$4,520 (Four Thousand, Five Hundred Twenty 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.

*No comments/concerns by the Board.*

**Art. 8.** Shall the Town, if Article 7 is defeated, authorize the governing body to call one special meeting, at its option, to address Article 7 cost items only.

*No comments/concerns by the Board.*

**Art. 9.** 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	\$ 1,084,898
Sewer Department	<u>\$ 1,819,322</u>
	\$ 2,904,220.

*No comments/concerns by the Board.*

**Art. 10.** To see if the Town will vote to raise and appropriate the sum of \$6,494,493 (Six Million, Four Hundred Ninety-Four Thousand, Four Hundred Ninety-Three Dollars) for general municipal operations.

*No comments/concerns by the Board.*

**Art. 11.** To see if the Town will vote to raise and appropriate the sum of up to \$1,100,000

(One Million, One Hundred Thousand Dollars) for the purpose of municipally managing a New Hampshire Department of Transportation (NHDOT) State Aid Bridge grant for the design, engineering, permitting and rehabilitation of the Nutting Road Bridge. Of the appropriation, up to \$880,000 (Eight Hundred Eighty Thousand Dollars) will come from NHDOT State Bridge Aid and \$220,000 (Two Hundred Twenty Thousand Dollars) from the Town of Jaffrey, on an 80% grant, 20% match. And further, to authorize the withdrawal of up to \$220,000 (Two Hundred Twenty Thousand Dollars) from the Bridge Rehabilitation Capital Reserve Fund created for that purpose.

***Discussion: This is not a bond, so a majority vote is acceptable.***

***No other comments/concerns by the Board.***

**Art. 12.** To see if the Town will vote to establish a capital reserve fund under RSA 35 for the purpose of paving and road reconstruction, to raise and appropriate the sum of \$575,000 (Five Hundred Seventy-Five Thousand Dollars) to be deposited into this fund (to be known as the Road Paving Capital Reserve Fund), and to designate the Select Board as agent to expend.

***No comments/concerns by the Board.***

**Art. 13.** To see if the Town will vote to raise and appropriate the sum of \$200,000 (Two Hundred Thousand Dollars) to be deposited into the Highway Equipment Capital Reserve Fund established in 1997 for the purpose of purchasing new, or the refurbishment of existing highway equipment.

***No comments/concerns by the Board.***

**Art. 14.** To see if the Town will vote to raise and appropriate the sum of up to \$225,000 (Two Hundred Twenty-Five Thousand Dollars) to purchase a new Highway dump truck, plow and sander, and authorize the withdrawal of up to \$225,000 (Two Hundred Twenty-Five Thousand Dollars) from the Highway Equipment Capital Reserve Fund created for that purpose.

***Discussion: Todd Croteau will have firm numbers on this item as he will be going out to bid before Town Meeting.***

***No other comments/concerns by the Board.***

**Art. 15.** To see if the Town will vote to raise and appropriate the sum of up to \$20,000 (Twenty Thousand Dollars) to purchase a new portable air compressor, and authorize the withdrawal of up to \$20,000 (Twenty Thousand Dollars) from the Highway Equipment Capital Reserve Fund created for that purpose.

***Discussion: Todd Croteau will have firm numbers on this item as he will be going out to bid before Town Meeting.***

***No other comments/concerns by the Board.***

**Art. 16.** To see if the Town will vote to raise and appropriate the sum of \$50,000 (Fifty Thousand Dollars) to be deposited into the Town Office Capital Reserve Fund established in 2017 for the purpose of acquiring land, completing design and engineering and constructing a Town Office building.

***Discussion: Chamberlain asked if this article was open for comments from the floor. TM Frederick stated yes.***

***No other comments/concerns by the Board.***

**Art. 17.** To see if the Town will raise and appropriate \$60,000 (Sixty Thousand Dollars) to be deposited into the Fire Department Capital Reserve Fund established in 1996 for the purpose of purchasing new or refurbishing existing firefighting and/or rescue equipment.

***No comments/concerns by the Board.***

**Art. 18.** To see if the Town will vote to raise and appropriate the sum of \$60,000 (Sixty Thousand Dollars) to be deposited into the TIF District Capital Reserve Fund established in 2017 for the purpose of funding infrastructure enhancements to the Downtown area. Funds are to come from the Downtown Tax Increment Finance District.

***No comments/concerns by the Board.***

**Art. 19.** To see if the Town will vote to raise and appropriate the sum of \$5,000 (Five Thousand Dollars) to be deposited into the Land Acquisition Capital Reserve Fund established in 2008 under the provisions of RSA 35:1.

***No comments/concerns by the Board.***

**Art. 20.** To see if the Town will vote to raise and appropriate the sum of \$5,000 (Five Thousand Dollars) to be deposited into the Cemetery Trees Trust Fund established in 2007.

***No comments/concerns by the Board.***

**Art. 21.** To see if the Town will vote to raise and appropriate the sum of \$1,000 (One

Thousand Dollars) to be deposited into the Gravestone Restoration Trust Fund established in 2000.

*No comments/concerns by the Board.*

**Art. 22.** To see if the Town will vote to raise and appropriate the sum of \$3,000 (Three Thousand Dollars) to be deposited into the Meetinghouse Trust Fund established in 1991.

*No comments/concerns by the Board.*

**Art. 23.** To see if the Town will vote to raise and appropriate the sum of \$150,000 dollars (One Hundred Fifty Thousand Dollars) to be deposited into the Municipal Building Maintenance Capital Reserve Fund established in 2010 pursuant to RSA 35:1.

*No comments/concerns by the Board.*

**Art. 24.** To see if the Town will vote to raise and appropriate the sum of \$120,000 (One Hundred Twenty Thousand Dollars) to be deposited into the Bridge Rehabilitation Capital Reserve Fund established in 2017 to design, engineer and rehabilitate bridges throughout Jaffrey.

**Discussion:** *There are no other Red Listed bridges known at this time in Jaffrey.*

*No comments/concerns by the Board.*

**Art. 25.** To see if the Town will vote to raise and appropriate the sum of \$50,000 (Fifty Thousand Dollars) to be deposited into the Police Cruiser Replacement Capital Reserve Fund established in 2019 pursuant to RSA 35:1.

**Discussion:** *There are no purchases this year. The cruiser ordered last year is on back order.*

*No other comments/concerns by the Board.*

**Art. 26.** To see if the Town will vote to raise and appropriate the sum of \$7,500 (Seven Thousand Five Hundred Dollars) to be deposited into the Jaffrey 250<sup>th</sup> Celebration Reserve Fund, established in 2020 for the purpose of funding the Jaffrey 250<sup>th</sup> Celebration.

**Discussion:** *Chamberlain stated that the Committee would have a budget to present at Town Meeting.*

*No other comments/concerns by the Board.*

**Art. 27.** To see if the Town will vote to establish a capital reserve fund under RSA 35 for the purpose of purchasing new or refurbishing existing recreation vehicles and equipment,

and to raise and appropriate the sum of \$25,000 (Twenty-Five Thousand Dollars) to be deposited into this fund (to be known as the Recreation Equipment Capital Reserve Fund), and to designate the Select Board as agent to expend.

***Discussion: There is a \$60,000 estimate for the bus. They can make a request at Town Meeting to move funds from the 05 fund into this reserve fund.***

***No other comments/concerns by the Board.***

**Art. 28.** To see if the Town will vote to establish an expendable trust fund under RSA 31:19-a for the purpose of funding retirement leave buyouts, and to raise and appropriate the sum of \$10,000 (Ten Thousand Dollars) to be deposited into this fund (to be known as the Retirement Buyout Expendable Trust Fund), and to designate the Select Board as agent to expend.

***No comments/concerns by the Board.***

**Art. 29.** To see if the Town will vote to amend the exemption amounts for elderly, disabled and blind exemptions to the following amounts to be effective April 1, 2021.

<u>Exemptions</u>	<u>Current</u>	<u>Proposed</u>
Elderly (Age 65-74)	\$40,000	\$55,000
Elderly (Age 75-79)	\$60,000	\$75,000
Elderly (Age 80+)	\$75,000	\$90,000
Disabled	\$60,000	\$75,000
Blind	\$30,000	\$45,000

***Discussion: This would be effective as of April 1, 2021. This is due to the re-evaluation that took place resulting in increased property values. There will be in the 2020 Town Report a page indicating the total exemption dollar amounts and number of exemptions.***

***No other comments/concerns by the Board.***

**Art. 30.** To see if the Town will vote to reclassify Class VI Carey Road to a Class B trail, from 150 (One Hundred Fifty) feet from the edge of pavement on Carey Road westerly to the Contoocook River.

***Discussion: This would take place below the sewer easement to restrict vehicular access with the addition of two gates, one at the beginning of the trail and another further down the trail. Abutter letters will be sent out. Public Meeting will be March 8, 2021.***

***No other comments/concerns by the Board.***

**Art. 31.** To see if the Town will vote to reclassify Class VI Sherwin Hill Road to a Class A trail, from Squantum Road southwesterly to the Rindge town line.



***Discussion: By doing this, forestry and the Water Dept. can access the road to access the well field. The Concom has approved this request. All the land abutting is protected, so there are no property owners.***

***No other comments/concerns by the Board.***

**Art. 32.** To see if the Town will raise and appropriate the sum of Seventeen Thousand Dollars (\$17,000) for the support of Home Healthcare, Hospice and Community Services, a non-profit agency, for visiting nurse, hospice services, and meals on wheels being provided to the residents of Jaffrey. (Submitted by petition).

**Art. 33.** To see if the Town will vote to raise and appropriate the sum of \$8,000 for the support of the Monadnock Community Early Learning Center, a non-profit agency, for quality childcare programming. (Submitted by petition).

**Art. 34.** To see if the Town will vote to raise and appropriate the sum of \$7,500 in support of The Community Kitchen, a non-profit agency, to provide supplementary food boxes to the residents of Jaffrey. (Submitted by petition).

***This is decreased by \$2,250.00 from last year's request***

**Art. 35.** To see if the Town will raise and appropriate the sum of \$6,821 for the support of Monadnock Family Services, a non-profit agency providing services to the Town, or take any other action relating thereto. (Submitted by petition).

**Art. 36.** To see if the town will vote to raise and appropriate the sum of \$5,413 in support of Southwestern Community Services, a non-profit agency, to provide basic human services to residents of Jaffrey. (Submitted by petition).

**Art. 37.** To see if the Town will raise and appropriate the sum of \$4,000 for support of the Jaffrey Civic Center, a non-profit agency providing services and space to the Town and its civic organizations, or take any action relating thereto. (Submitted by petition).

**Art. 38.** To see if the Town of Jaffrey will vote to raise and appropriate the sum of \$2,000 in support of Community Volunteer Transportation Company – CVTC, a nonprofit agency, to provide transportation services for those who don't drive because of their age, ability, economic situation, and/or life circumstances to the residents of Jaffrey. (Submitted by petition).

**Art. 39.** To see if the Town will vote to raise and appropriate the sum of \$1,500 in support of The River Center Family and Community Resource Center, a nonprofit agency to

provide parent support and education, free tax program, money coaching, and referral to community resources to the residents of Jaffrey. (Submitted by petition).

**Art. 40.** To see if the Town will vote to raise and appropriate the sum of \$5,000 for support Hundred Nights, Inc., a non-profit agency, for shelter and resource center services provided to Jaffrey residents. (Submitted by petition).

**Art. 41.** To see if the town will vote to raise and appropriate the sum of \$2.25 per person for a total of \$12,278 in support of Reality Check Inc, a non-profit agency, to provide drug and alcohol prevention education to schools, and treatment and recovery services to residents of Jaffrey. (Submitted by petition).

***This is increased from last year. The census numbers used should be lower now than the census year Mary used.***

**Art. 42.** In keeping with the Resolution, Article 39, which passed in 2020: To see if the Town of Jaffrey will vote to request that Town Officials and the Department of Public Works develop strategies to make the Transfer Station more efficient, environmentally responsible and economically self-supporting. Two short terms goals would be to eliminate the burn pile by January 1, 2022 and to be a zero-waste community by 2025.

By reducing the volume of recyclable materials entering the waste stream, and by utilizing materials that are currently incinerated and landfilled as sources of revenue, the Town of Jaffrey will reduce taxpayer-funded disposal costs.

Also, in keeping with Article 39, to see if the Town of Jaffrey will vote to urge Town Officials to develop and include a Sustainability Chapter into the Jaffrey Master Plan by 2022. The Chapter would include sections on Energy Efficiency and Renewable Sources, a Climate Action Plan, and Farmland Protection to promote local, organic, food production. (Submitted by petition).

***Atty. Dowd was consulted regarding this article and it's not binding.***

***Petition Discussion: The question was raised if the BOS is required to vote on and recommend petition articles. It was thought having their recommendation noted, it may influence voters' decisions. It was also noted the lack of Petitioners involvement at the Budget Hearing and Town Meeting. It is noted in their correspondence with the Budget Committee that they are required to attend or have a representative at all meetings. TM Frederick noted that both the Budget Committee and Select Board have to weigh in on Petition requests.***

On a motion by Belletete, seconded by Chamberlain, Articles 1 through 31 were recommended by the Select Board (3-0) Sterling-Yay, Belletete-Yay, Chamberlain-Yay.

The warrant will be ratified and signed at the next Select Board meeting on February 8, 2021.

**D. Adjournment**

On a motion by Belletete, seconded by Chamberlain, the meeting was adjourned at 6:45pm (3-0) Sterling-Yay, Belletete-Yay, Chamberlain-Yay.

Submitted:

Attest:

Judith A. Zola  
Administrative Assistant

Franklin W. Sterling, Jr.  
Chairman