

**TOWN OF JAFFREY**  
**Jaffrey, New Hampshire**  
**Select Board Meeting Minutes**  
**August 24, 2020**

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

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

**Town Manager:** Jon Frederick

**Staff:** Via Zoom: Planning & Economic Director Jo Anne Carr, Recreation Director Renee Sangermano,

In Person: Administrative Assistant Judy Zola

**Guests:** Via Zoom: Mike McCluskey, NH DES; Steven Rickerich, Ransom Consulting; Atty Tom Quarles, Devine Millimet

**Residents:** Via Zoom: Bud Taylor, John Stone

In Person: Ann Chamberlain, Aaron Abitz, Becky Newton, Sandi Stewart, Peter Chamberlain, John Vitello, Jared Vitello, Ann Marie Furnival

**AGENDA**

**A. Call to Order – 6:00pm**

**B. Non-Public – None**

**C. Appointments – Jo Anne Carr – WW Cross Updates –** TM Frederick explained that the BOS had questions and concerns about the WW Cross property and wanted to know the Town's liabilities and responsibilities. Jo Anne Carr had forwarded these questions along to the members present tonight from NH DES, Ransom Consulting and Devine Millimet. Atty. Quarles explained that these questions were legal in nature and should be answered in a non-public setting due to attorney-client rights. Since the meeting notice was posted as a public meeting, the Board could go into non-public and ask the residents present on Zoom and in person to leave the meeting or schedule a non-public for another time. It was decided to reschedule for the next Board meeting, September 14<sup>th</sup> for a non-public meeting prior to the public session.

**D. Public Hearings –6:00pm -** To amend the Town Code, Chapter 155, by adding parking by permit at Contoocook and Shattuck Beach parking lots.

Chairman Sterling opened the public hearing at 6:10pm.

Recreation Director Renee Sangermano explained that he has received many complaints from Jaffrey residents that many of the cars parked at the beaches are out of state and residents are unable to park and use the beaches. The proposal would be to limit the parking to Jaffrey residents for no cost by displaying their dump stickers and charging a fee of \$150 per season to non-resident for parking stickers that would be for the season. The fee of these stickers would off set the cost for a staff member to monitor compliance at the parking area. There would be 2 attendants at Contoocook and Shattuck from May 15<sup>th</sup> to

September 15<sup>th</sup> during the weekdays and police would enforce compliance on the weekends. Ann Marie Furnival stated the reason non-residents are using the beaches now is because they are free.

Peter Chamberlain felt that even though it was a new concept that the public would get used to the new procedure.

Bud Taylor commented that at the Cape in Massachusetts, there wasn't a need for an attendant to monitor stickers. The Town Hall would have the license plate numbers of the passes sold and the Police would tow the non-compliant vehicles causing revenue for the town. His concern was by doing this permit system at Contoocook, this may push people out to Gilmore Pond and Sandy Beach. He also suggested one permit that was used on one vehicle and was non-transferable.

Sandi Stewart did some research into a deed from the Stratton's who deeded the parking lot land to the Town. She thought there was wording in the deed that stated the parking lot was for Jaffrey residents and their guests only. Also, no fees were charged for parking also.

This will be investigated.

John Vitello felt this was a good idea to earn some money for beach maintenance and that he was tired of not being able to park at the beach and gain access because of non-residents. Jared Vitello agreed and thinks it's unfair that Jaffrey residents cannot use the beached their taxes pay for.

Deb Sumner had written a letter stating this may not be the year to decide due to Covid 19, since numbers of beach goers may be skewed.

Chairman Sterling noted that the deed for Contoocook would need to be reviewed and also to check on Thorndike Pond's Deed. A decision will not be voted on until more information is received and reviewed.

Chairman Sterling closed the meeting at 6:34pm.

#### **E. Approval of Meeting Minutes**

On a motion by Belletete, seconded by Chamberlain, the Public Minutes of August 10, 2020 as amended, were approved (3-0).

On a motion by Belletete, seconded by Chamberlain, the Non-Public Minutes of August 10, 2020 were approved and sealed (3-0).

#### **F. Consent Agenda**

1. Payroll and Vendor Manifests
2. Notice of Intent to Cut Wood or Timber
  - a) William Jack – Shaker Farm Road – Map 202/Lot5
3. Tax Collector's Eighth Cycle 2020 Septic Hauler's Commitment Warrant
  - a) \$15,614.45

4. Tax Collector's Eighth Cycle 2020 Water & Sewer Commitment Warrant
  - a) Water - \$121,383.18
  - b) Sewer - \$117,723.53
5. Authorization to expend from the Meetinghouse Fund
  - a) Michael Petrovic Architects, PLLC – Historic Building Assessment - \$3,500.00
6. Authorization to expend from the Cemetery Trees Fund
  - a) Potter Tree Care – Tree Trimming - \$500.00
7. Authorization to expend from the Willa Cather Trust Fund
  - a) Potter Tree Care – Willa Cather Tree Trimming & Removal - \$700.00
8. Planning Board Appointment
  - a) John Peard – Alternate – Term Expires 2023
9. Camping on Town Property Request – Jaffrey Parks & Recreation – Humiston Park – Aug. 26-27
10. Acceptance of Donation for the Recreation Department
  - a) Gauthier Auto Service - \$100.00 for Playground Project

On a motion by Belletete, seconded by Chamberlain, the Consent Agenda was approved as presented with #9 camping permit not to include a fire pit (3-0).

#### **G. Old Business –**

Fence Request- James Norby – 20 Aetna Street- Chairman Sterling recused himself from discussion and voting on this matter. TM Frederick did stop by the property to see the location of proposed fencing. Chamberlain felt that the Town should not be setting a precedent by approving this. Belletete agreed and felt that this wasn't a hardship for the owner and the fence should not be put on town property.

On a motion by Belletete, seconded by Chamberlain, the request was denied (2-0) with Sterling abstaining.

#### **H. New Business**

Resolution #2020-15- Park Theatre Drive-In Movie Night (9-5-2020) – Silver Ranch  
Chairman Sterling read through the staff comments/concerns and there were no questions.  
On a motion by Belletete, seconded by Chamberlain, Resolution #2020-15 was approved (3-0).

Resolution #2020-16 – To authorize the use of \$4,500 from the Municipal Building Maintenance CRF for Fire Station Masonry Repairs. This would be for window sill replacement, pointing bricks and repointing and repairing the chimney.

On a motion by Belletete, seconded by Chamberlain, Resolution #2020-16 was approved (3-0).

Resolution #2020-17 – Accept the Unanticipated Revenue IAW RSA 21-P:43 in the amount of \$11,593.08 and designate Town Manager as signing authority on all documents. This amount was stimulus money from the State to cover the costs of absentee ballot materials and postage.

On a motion by Belletete, seconded by Chamberlain, Resolution #2020-17 was approved (3-0).

Resolution #2020-18 – Amend the Town Code Chapter 155 (Parks & Playgrounds)  
**TABLED**

Resolution #2020-19 – Accept \$430,000 in Grant Funds and Designate the Town Manager as Signing Authority.

On a motion by Belletete, seconded by Chamberlain, Resolution #2020-19 was approved (3-0).

## **I. Reports to the Select Board**

### Selectmen's Reports

Sterling- Budcom is meeting in 2 weeks. Meetinghouse Committee has not met.

Belletete- Planning Board met but he wasn't able to attend, but will update the BOS at the next meeting. There was a hearing for a 25-foot increase to a cell tower and there was a preliminary concept for the Crocker property.

Chamberlain – Cemetery Committee met on 8/12/2020. There is a great deal of tree trimming that needs to be done at all the cemeteries and the annual budget isn't large. The Committee may ask for a budget increase for the next budget cycle. Family members are trying to be located as well for regular lot maintenance.

ConCom met and Apollo Steel and DPW will be installing 2 gates that can be opened by the public. They will be presenting at town meeting to reclassify the area to a Class B Trail which would allow for a locked gate.

Pollinator gardens would benefit from signage. Private properties and town properties are permitted for signage.

There have been some complaints about the Conservation trail up at Cheshire Pond and they will be looking at the trail signs.

### Town Manager's Report

- There's a meeting about Cold Stone Springs with Senator Jeanne Shaheen at the Peterborough Town Office on Wednesday.
- Elections will be on September 8<sup>th</sup> at Pratt, there is a meeting tomorrow with the election staff.
- The town is working with the State on permitting regarding Letourneau Drive, we are unable to do an emergency plan.
- Tony is working on sewer rates.

**J. Other Business** – Peter Chamberlain had missed the public meeting and wanted an update on Ingalls Road. They will be adding gravel at the end of the year.

**K. Non-Public – None**

**L. Adjournment**

On a motion by Belletete, seconded by Chamberlain, the meeting was adjourned at 7:03pm (3-0).

Submitted:

Attest:

Judith A. Zola  
Administrative Assistant

Franklin W. Sterling, Jr.  
Chairman

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