

**TOWN OF JAFFREY**  
**Jaffrey, New Hampshire**  
**Select Board Meeting Minutes**  
**May 24, 2021**

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

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

**Town Manager:** Jon Frederick

**Staff:** Police Chief Muilenberg, Superintendent of Highways and Facilities Croteau,  
Administrative Assistant Zola

**Others:** Via Zoom- Ann & Robert Scorzelli, Larry Jadlocki, Joanne & Bruce Buck, Hamilton  
In person- Joanna Zambella, Otto Busher

**A. Call to Order - 6:08 pm**

**B. Non-Public** – In Accordance with RSA 91-A:3, II (J) Roll Call Vote to Enter Non-Public Session at 5:51pm (Sterling - yay, Belletete - yay, Chamberlain - yay).

On a motion by Belletete, seconded by Chamberlain to exit Non-Public session at 6:08pm and to seal the minutes (3-0). (Sterling-yay, Belletete-yay, Chamberlain-yay)

**C. Public Hearings – 6:00pm** - Reviewing the impact/outcome of adding a Stop Intersection at the three legs of Proctor Road at Harkness Road.

Chairman Sterling opened the Public Hearing at 6:08pm.

Police Chief Muilenberg and Superintendent Croteau reported that they have not received any complaints from residents regarding the stop sign trial. Ann Scorzelli thanked the Town for the improved snow plowing in the area this winter. Robert Scorzelli noted that he's seen cars drive thru the stop sign. Chief Muilenberg will alert the officers to look into this. The suggestion of a "Stop Ahead" or a flashing sign similar to the one used at Millipore be used to warn of the stop signs ahead. The Buck's from Proctor Road would like to see the signs stay. It was mentioned that some brush removal as well as the "Stop Ahead" signs would possibly improve compliance. Chief Muilenberg will increase enforcement in the area.

Seeing no more public comments,

Chairman Sterling closed the public hearing at 6:19pm.

#### **D. Appointments – Superintendent of Highways & Facilities Todd Croteau**

Nutting Road Bridge- This process has been a battle of mitigation dealing with the Monadnock Conservancy. Carey Park land is on hold and no other properties have been considered. If the Town shows due diligence in researching, there may be a possibility of being reimbursed later for the \$11,000 penalty that would be incurred.

Letourneau Drive Culvert- DES has stated that corrugated piping cannot be used. They will have to complete a full channel width and restoring the screen bed. Pricing would be anywhere from \$200,000 to \$1 million. Estimates were included in the packet. He will be looking into funding sources. While under construction, they will try to have one lane of traffic over the bridge. There may have to be unavoidable detours with use of a temporary bridge or through conservation land. The possibility of making the bridge 3 lanes during construction may be another option. Todd will follow up with Quantum Construction regarding the urgency of this project and delaying it would cause added expenses and cause more damage.

Demo at Transfer Station - Construction demolition materials are considered to be anything affixed to a house/building. There is a fee schedule in place for bulkier items, but not for construction debris. The cost is increasing for bulky waste and the Town is losing funds due to having to ship these out of town. Todd will look into cost savings. The idea of having a graduate student doing the research as a Capstone project was mentioned.

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

On a motion by Belletete, seconded by Chamberlain, the Public Minutes of May 10, 2021 10:00am were approved (3-0).

On a motion by Belletete, seconded by Chamberlain, the Public Minutes of May 10, 2021 6:00pm were approved (3-0).

On a motion by Belletete, seconded by Chamberlain, the Non-Public Minutes of May 10, 2021 were approved and sealed (3-0).

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

1. Payroll and Vendor Manifests
2. Abatements
  - a) None
3. Acceptance of Donations - Humiston Playground Fund
  - a) Brenda Breen -\$5, Joanne Buck -\$5, Maria Carbone - \$5, Marilyn Richardson- \$5, Patricia Targett - \$5, Andria Dion - \$5, Sarah Bergeron - \$5, Logan Thorner - \$5.

4. Tax Collector's 5<sup>th</sup> Cycle 2021 Water and Sewer Commitment Warrant
  - a) Water - \$114,329.63
  - b) Sewer - \$120,222.72
5. Tax Collector's 5<sup>th</sup> Cycle 2021 Septic Hauler's Warrant
  - a) \$15,298.56
6. Tax Collector's First Issue 2021 Property Tax Warrant - Property
  - a) \$6,852,657.00
7. Tax Collector's First Issue 2021 Property Tax Warrant - Stonebridge
  - a) \$266,933.00
8. Tax Collector's First Issue 2021 Property Tax Warrant - Downtown
  - a) \$382,810.00

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

**G. Old Business- None**

**H. New Business**

Roads Scholar I Award - Jim Eddy- Congratulations was extended to Jim for earning this certification/award. Due to Covid many trainings were not available in 2020. This training will be an asset to the department.

License to Sell Pistols & Revolvers - Joanna Zambella - The BOS was informed by Ms. Zambella and Chief Muilenberg that all background checks through the State have been completed and that this is not a retail site, sales will be done online. There is a business permit and federal license in place.

On a motion by Belletete, seconded by Chamberlain, the request for a License to sell Pistols and Revolvers by Joanna Zambella was approved (3-0).

Resolution #2021-10 - Jaff Jam - August 14, 2021 -Community Field

On a motion by Belletete, seconded by Chamberlain, Resolution #2021-10 was approved (3-0).

Resolution #2021-21 - Pig Roast Fundraiser for Jaffrey Ice Racing - August 28, 2021 -VFW

On a motion by Belletete, seconded by Chamberlain, Resolution #2021-21 was approved (3-0).

Resolution #2021-22 - Authorization for the BOS to amend Chapter 185 (Vehicles & Traffic)

On a motion by Belletete, seconded by Chamberlain, Resolution #2021-22 was approved (2-1) Sterling-Nay

**I. Reports to the Select Board**

Selectmen's Reports

Sterling- There was a Zoom call with Toby from the State regarding the 202 Project. Both properties have been sold to the State and tenants will be relocated.

Belletete- Planning Board approved a small subdivision on Gilmore Pond that was within regulations. Foundations will be surveyed and certified that they are outside of the wetlands. They will be having a workshop in June due to no applications.

Chamberlain- Cemetery Committee met last week at Cutter Hill Cemetery. There is a lack of lawn care in all cemeteries. There will be plantings around the flagpole at Conant Cemetery. Maple trees at Cutter on the border of private property need some watering, which the neighbors offered to do. There's a tour of Cutter on 6/27 at 3pm that is open to the public. There will be discussion about laying out of plots, which is currently being worked on.

ConCom has decided to move Nora Bryant's bench from the Library to the Common. Cheshire Pond foot bridges are being worked on as well as trail markers in Carey Woods. There is an outdoor program on June 12<sup>th</sup> from 9am to noon that has a link on their website page. There was a site visit to Grey Goose Farm that was recently sold to review plantings with the new owners.

Town Manager's Report

- Cold Stone Springs- Design is underway. Nitrate & Chlorate levels are good so far and are within State standards. The question was raised as to have the engineers design treatment into the budget in case the State levels change, so we will be prepared if treatment needs to be done in the future.
- War Veteran Memorials - Full-time Residents who had Jaffrey listed as their residence on their DD214 will be considered for inclusion on war memorials. This will need to be added to the Town Code for clarification.
- The Finance Policy needs to be updated annually. The updated version will be shared for comments/suggestions.
- TM Frederick will be off this Friday, but will be back for the Memorial Day parade. He will be out the week before the June 14<sup>th</sup> BOS meeting, so Chairman Sterling will review materials with Admin Zola.

- Discussion of going paperless and using tablets for BOS meetings was discussed.
- July 12<sup>th</sup> BOS meeting will be at the Meetinghouse.

**J. Other Business - None**

**K. Non-Public** - On a motion by Belletete, seconded by Chamberlain to enter Non-Public Session pursuant to RSA 91-A:3, II (J) at 6:49pm (3-0) (Sterling-yay, Belletete-yay, Chamberlain-yay)

On a motion by Belletete, seconded by Chamberlain to exit Non-Public session at 7:17pm and to seal the minutes (3-0). (Sterling-yay, Belletete-yay, Chamberlain-yay)

**L. Adjournment**

On a motion by Belletete, seconded by Chamberlain, the meeting was adjourned at 7:18pm

Submitted:

Attest:

Judith A. Zola  
Administrative Assistant

Franklin W. Sterling, Jr.  
Chairman

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