

TOWN OF JAFFREY
Jaffrey, New Hampshire
Select Board Meeting Minutes
June 28, 2021

Chairman: Franklin W. Sterling, Jr.

Selectmen: John E. Belletete, Kevin Chamberlain

Town Manager: Jon Frederick

Staff: Superintendent of Highways & Facilities Croteau, Director of Planning & Economic Development Carr, Administrative Assistant Zola

Others: None

A. Call to Order - 6:02pm

B. Non-Public - None

C. Public Hearings – None

D. Appointments

Superintendent of Highways & Facilities Todd Croteau – Discussion on removal of construction and demolition waste; update of disposal fees. In reviewing the past years, the amount of bulky waste (demolition) has been increasing at the Transfer Station. This comes as an increased cost to Jaffrey to dispose of this waste. They have been actively checking stickers to ensure only Jaffrey Residents are dumping. The gray area is when a non-resident is doing work in Jaffrey. The suggestion was to issue a dumping permit along with the building permit, to monitor. The BOS has considered many options regarding the bulky waste problem which included charging for bulky waste and having it outsourced to MDS. After discussion, it was decided that Superintendent Croteau will track the trends this year, get information from surrounding towns who currently charge for bulky waste and continue policing stickers. It was suggested that he return in December with his findings.

E. Approval of Meeting Minutes

On a motion by Belletete, seconded by Chamberlain, the Public Minutes of June 14, 2021 were approved (3-0).

On a motion by Belletete, seconded by Chamberlain, the Non-Public Minutes of June 14, 2021 were approved and sealed (3-0).

F. Consent Agenda

1. Payroll and Vendor Manifests
2. Abatements
 - a) #2021-26 - Justin Grandy - 29 Nutting Road - \$85.50 - Sewer
3. Tax Collector's 6th Cycle Water & Sewer Warrant
 - a) Water - \$156,629.42
 - b) Sewer - \$159,679.39
4. Acceptance of Donation
 - a) Monadnock Monthly Meeting - \$400
5. Cemetery Plot
 - a) James Eddy and Michelle Plourde Eddy - Cutter Extension Lot 20-F - \$350

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

G. Old Business

Review, Comment and Approval of Finance Policy

The present policy was adopted in 2018. The new auditors suggested a yearly review. Chairman Sterling felt all was good, except the goal levels for the UFB needed some explanation. The DRA would like the balance to be 5-10% of the annual budget, while GFOA suggests 8-17%. DRA looks at all projects, but the Town takes out projects. The BOS has used the UFB in the past for emergencies or to offset taxes, which happens in November. The BOS asked to have the Fund Balances minus receivables provided. In addition, Chamberlain asked that going forward, the original date along with revision dates be provided on the document.

On a motion by Belletete, seconded by Chamberlain, the Finance Policy was approved (3-0).

H. New Business

Downtown Revitalization Committee- Jo Anne Carr was present to explain that the committee needs to be formed and members appointed. The makeup of the committee should be the following: 2 from EDC, 1 BOS, 2 Planning Board, 1 Chamber, 1 TEAM Jaffrey, 2 Business owners, 2 General Public. They will work on finalizing the mission of the committee and present it to the BOS with member suggestions. Funding in the TIFD will be directed by this group.

Resolution #2021-25 - Authorize withdrawal of an amount not to exceed \$3,500 from the Mary Kidd Monuments Trust Fund for repair of the Humiston Park monument base.

On a motion by Belletete, seconded by Chamberlain, Resolution #2021-25 was approved (3-0).

Resolution #2021-26- TEAM Jaffrey - Riverfest - July 31, 2021

On a motion by Belletete, seconded by Chamberlain, Resolution #2021-26 was approved (3-0).

Participation in 9-11 Observance at Cathedral of the Pines -

There has been a request by James Pelletier (Remember to Remember 9/11) for Jaffrey Police, Jaffrey Fire and Jaffrey/Rindge Memorial Ambulance to have representation at the 9/22 Memorial at Cathedral of the Pines this year. The BOS directed the TM to ask the Chiefs for volunteers and the contact information for the Ambulance will be provided.

I. Reports to the Select Board

Selectmen's Reports

Sterling- No meetings for the HDC.

Meetinghouse has been busy with rentals, now that Covid has eased up.

Belletete - The EDC is working on the Downtown Revitalization Committee. Planning Board hasn't met.

Chamberlain - Was unable to attend the Cemetery Committee meeting, but they did discuss a toppled gravestone and will be talking with Todd Croteau about 2 possible vendors to do the restoration. The access road to Philip Heil will also be addressed by Todd. Harrison Tweed Blain will be featured at an exhibit at the Civic Center as well as a graveside service. There will be tours of the cemetery on June 29th from 2-3:30pm.

ConCom has been working on the Cheshire Pond Conservation area getting lumber into the woods to build bridges. Grey Goose Farm had its annual review & management meeting, they have new ownership. They will also donate \$15,000 to offset the town's balance due for the Nutting Road bridge.

They are also working on educational programming.

Town Manager's Report

- Harry Young contacted TM Frederick regarding the special election that needs to happen to fill the vacancy left from Doug Ley's passing. After a brief discussion, more information is needed before proceeding.
- Solar Project - The lagoons are 50% filled with fill, not sludge. The engineer that was working on the project has left. Pre-applications with Eversource need to be done. It's better for the Town to handle the costs of the lagoons. Chamberlain noted that the WWTP has the biggest demand of electricity and would eliminate storing.

- This week is the last weekly payroll. The Town will be changing to bi-weekly pay periods.

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 (D) at 7:28pm (3-0) (Sterling-yay, Belletete-yay, Chamberlain-yay)

On a motion by Belletete, seconded by Chamberlain to exit Non-Public session at 7:48pm 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 7:48pm.

Submitted:

Attest:

Judith A. Zola
Administrative Assistant

Franklin W. Sterling, Jr.
Chairman

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