

TOWN OF JAFFREY
Jaffrey, New Hampshire
Select Board Meeting Minutes
February 2, 2022

Chairman: Franklin W. Sterling, Jr.
Selectmen: John E. Belletete, Kevin Chamberlain
Town Manager: Jon Frederick
Staff: Administrative Assistant Zola

A. Call to Order- 9:58am

B. Warrant Review

Town Moderator Tieger would like to hold Town Meeting at Pratt on the scheduled day, March 12, 2022 if possible. The Town will abide by the masking policy in effect at the time of Town Meeting.

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
Library Trustees -	two people for three-year terms
Moderator -	one person for two-year term

Art. 2. To see if the Town will vote to raise and appropriate the sum of \$1,522,100 (One Million, Five Hundred Twenty-Two Thousand, One Hundred Dollars) as a supplemental appropriation for the purpose of developing a new water source known as Cold Stone Springs previously approved at the 2020 Town Meeting. The total project costs increased \$4,300,000 (Four Million Three Hundred Thousand Dollars) and include acquisition of land, the installation of water mains to connect the new source to the water system, and to construct any related treatment facilities for the new water source, and any other costs related thereto, in collaboration with the Town of Peterborough. With total costs of the project to be shared, Jaffrey's share of the supplemental appropriation is \$1,522,100 (One Million, Five Hundred Twenty-Two Thousand, One Hundred Dollars). And further, the balance of the supplement appropriation is to come from grants and donations, and authorize the Selectmen to apply for, obtain and accept federal, state or other aid, if any, which may become available for said project, and to comply with all laws applicable to this project. Should this article be approved but the grants or donations not be awarded or received, this article shall be considered null and void. This is a special non-lapsing article and will not lapse until the project is completed or by December 31, 2027, whichever is sooner. Majority Vote Required

Discussion: This article has to be a supplemental. The financial commitments are accurate. The grants and donations will cover the cost. Current water rates will cover the debt.

Recommended by the Select Board (3-0) Sterling will present article

Art. 3. To see if the Town will vote to raise and appropriate the sum of \$1,500,000 (One Million, Five Hundred Thousand Dollars) for the purpose of replacement and rehabilitation of sewer lines, and any other costs related thereto, and to authorize the issuance of not more than \$910,000 (Nine Hundred Ten Thousand Dollars) of bonds and notes in accordance with the provisions of the Municipal Finance Act (RSA 33 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, the balance of \$590,000 (Five Hundred Ninety Thousand Dollars) is to come from grants and donations, and to authorize the Selectmen to apply for, obtain and accept federal, state or other aid, if any, which may become available for said project and to comply with all laws applicable to this project. And further, without impairing the status of this bond as a general obligation of the Town, it is intention and expectation of the Selectmen that debt service on this bond will be provided 100% from sewer user fees. 3/5 Ballot Vote Required

Discussion: Between the SRF, grants and town contribution, there will be \$300,00 net debt on the sewer users, that will result in a rate increase of 5% in 2023.

Recommended by the Select Board (3-0) Sterling will present article

Art. 4. To see if the Town will vote to raise and appropriate the sum of \$750,000 (Seven Hundred Fifty Thousand Dollars) for the purpose of purchasing a replacement for Fire Engine One, and to authorize the withdrawal of \$350,000 (Three Hundred Fifty Thousand Dollars) from the Fire Department Capital Reserve Fund created for that purpose, and to authorize the issuance of not more than \$400,000 (Four Hundred Thousand Dollars) of bonds, notes or leases in accordance with the provisions of the Municipal Finance Act (RSA 33 et.seq.), as amended, and to authorize the Board of Selectmen to issue, negotiate, sell and deliver such bonds, notes or leases, 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, notes or leases and to authorize the Selectmen to apply for, obtain and accept federal, state or other aid, if any, which may become available for said purchase. 2/3 Ballot Vote Required

Discussion: This will be a 10-year lease. Specs will be going out as it has to go out to bid. The quote now is for \$750,000. \$350,000 would be a down payment. Chamberlain's concern is that the truck can be operated by all staff.

Recommended by the Select Board (3-0) Chamberlain will present article

Art. 5. That all reports submitted by Town Officers be accepted as read and as printed in the Town Report.

Chamberlain will present article

Art. 6. 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	\$ 1,092,218
Sewer Department	<u>\$ 2,001,384</u>
	\$ 3,093,602

Recommended by the Select Board (3-0). Langevin will present article

Art. 7. To see if the Town will vote to raise and appropriate the following sums for the operation of the Tax Increment Finance Districts, to be funded entirely through tax increments:

Downtown TIF District	\$ 186,989
Stone Arch TIF District	<u>\$ 70,134</u>
	\$ 257,123

Recommended by the Select Board (3-0). Langevin will present article

Art. 8. To see if the Town will vote to raise and appropriate the sum of \$6,867,391 (Six Million, Eight Hundred Sixty-Seven Thousand, Three Hundred Ninety-One Dollars) for general municipal operations. ***Recommended by the Select Board (3-0). Langevin will present article***

Art. 9. To see if the Town will vote to raise and appropriate the sum of \$575,000 (Five Hundred Seventy-Five Thousand Dollars) to be deposited into the Road Paving Capital Reserve Fund, established in 2021 for the purpose of paving, reconstructing and rehabilitating town roads.

Recommended by the Select Board (3-0). Belletete will present article

Art. 10. 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.

Recommended by the Select Board (3-0). Belletete will present article

Art. 11. To see if the Town will vote to raise and appropriate the sum of \$240,000 (Two Hundred Forty Thousand Dollars) to purchase a new Highway sweeper, and authorize the withdrawal of \$240,000 (Two Hundred Forty Thousand Dollars) from the Highway Equipment Capital Reserve Fund created for that purpose.

Recommended by the Select Board (3-0). Belletete will present article

Art. 12. 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.

Recommended by the Select Board (3-0). Chamberlain will present article

Art. 13. 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.

Recommended by the Select Board (3-0). Chamberlain will present article

Art. 14. To see if the Town will vote to raise and appropriate the sum of \$25,000 (Twenty-Five Thousand Dollars) to repair the Fire Tanker, including piping and tire replacement, and authorize the withdrawal of \$25,000 (Twenty-Five Thousand Dollars) from the Fire Department Capital Reserve Fund created for that purpose.

Recommended by the Select Board (3-0). Chamberlain will present article

Art. 15. To see if the Town will vote to raise and appropriate the sum of \$60,000 (Sixty Thousand Dollars) to be deposited into the Downtown 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.

Recommended by the Select Board (3-0). Sterling will present article

Art. 16. 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.

Recommended by the Select Board (3-0). Chamberlain will present article

Art. 17. 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.

Recommended by the Select Board (3-0). Chamberlain will present article

Art. 18. 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.

Recommended by the Select Board (3-0). Chamberlain will present article

Art. 19. 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.

Recommended by the Select Board (3-0). Sterling will present article

Art. 20. 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.

Recommended by the Select Board (3-0). Belletete will present article

Art. 21. 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.

Recommended by the Select Board (3-0). Belletete will present article

Art. 22. 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.

Recommended by the Select Board (3-0). Chamberlain will present article

Art. 23. 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 250th Celebration Reserve Fund, established in 2020 for the purpose of funding the Jaffrey 250th Celebration.

Recommended by the Select Board (3-0). Chamberlain will present article

Art. 24. To see if the Town will vote to raise and appropriate the sum of \$25,000 (Twenty-Five Thousand Dollars) to be deposited into the Recreation Equipment Capital Reserve Fund established in 2021 pursuant to RSA 35.

Recommended by the Select Board (3-0). Sterling will present article

Art. 25. To see if the Town will vote to raise and appropriate the sum of \$10,000 (Ten Thousand Dollars) to be deposited into the Retirement Buyout Expendable Trust Fund established in 2021 pursuant to RSA 31:19-a.

Recommended by the Select Board (3-0). Belletete will present article

Art. 26. To see if the Town will vote to establish a Capital Reserve Fund under the provisions of RSA 35 for the purpose of funding infrastructure enhancements to the Stone Arch Bridge Tax Increment Finance District, to raise and appropriate the sum of \$40,000 (Forty Thousand Dollars) from the Stone Arch Bridge Tax Increment Finance District to be placed in this fund, to be known as the Stone Arch Capital Reserve Fund, and to appoint the Select Board as agent to expend.

Recommended by the Select Board (3-0). Sterling will present article

Art. 27. To see if the Town will vote to accept the Stone Arch Bridge Tax Increment Finance District Financing Plan.

Recommended by the Select Board (3-0). Sterling will present article

Art. 28. To see if the Town will vote to authorize the Select Board and the Conservation Commission to place conservation easements on all present and future Jaffrey conservation properties and town forests (designated as such in accordance with RSA 31:110). These easements, which require approval by the Select Board, will assure permanent protection for all Jaffrey conservation properties and town forests.

Discussion: The Town will be executing easements per Monadnock Conservancy's request.

Recommended by the Select Board (3-0). Chamberlain will present article

Art. 29. To see if the Town will vote to discontinue the Recreation Department Equipment fund created in 2015 for the purpose of purchasing a tractor, and to authorize the transfer of all remaining funds to the general fund. The tractor was purchased and the fund is no longer utilized.

Recommended by the Select Board (3-0). Belletete will present article

Art. 30. To see if the town will vote to authorize the Select Board to enter into a long-term agreement with ReVision Energy Inc., or its successors or assigns, to lease land at the Jaffrey Landfill to facilitate the development of a solar array.

Recommended by the Select Board (3-0). Chamberlain will present article

Art. 31. To see if the Town will vote to 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 nurses, hospice services, and meals on wheels to the residents of Jaffrey. (Submitted by petition). ***Recommended by the Select Board (3-0).***

Art. 32. 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 Child Care and Early Learning Services. (Submitted by petition). ***Recommended by the Select Board (3-0).***

Art. 33. To see if the Town will vote to raise and appropriate the sum of \$5,000 in support of The Community Kitchen, a non-profit agency, for their weekly food pantry service. (Submitted by petition). ***Recommended by the Select Board (3-0).***

Art. 34. To see if the Town will raise and appropriate the sum of \$6,650 for the support of the Monadnock Family Services, a non-profit agency for mental health and related services. (Submitted by petition). ***Recommended by the Select Board (3-0).***

Art. 35. To see if the town will appropriate the sum of \$6,637 for support of the Southwestern Community Services, a non-profit agency, for housing, energy, educational, nutritional as well as other human and social services. (Submitted by petition). ***Recommended by the Select Board (3-0).***

Art. 36. To see if the Town will vote to raise and appropriate the sum of \$4,000 for support of the Jaffrey Civic Center, a non-profit agency, for providing services and space to the Town and its civic organizations, or take any action relating thereto. (Submitted by petition). ***Recommended by the Select Board (3-0).***

Art. 37. To see if the Town of Jaffrey will vote to raise and appropriate the sum of \$5,000 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, NH. (Submitted by petition). ***Recommended by the Select Board (3-0).***

Art. 38. To see if the Town will vote to raise and appropriate the sum of \$2,000 in support of The River Center Family and Community Resource Center, a nonprofit agency providing family and community resources. (Submitted by petition). ***Recommended by the Select Board (3-0).***

Art. 39. 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 providing emergency shelter and related services to Jaffrey residents experiencing homelessness. (Submitted by petition). ***Recommended by the Select Board (3-0).***

Art. 40. To see if the town will vote to raise and appropriate the sum of \$2.50 per person, a level funding request for a total of \$13,193 to help support Reality Check, a non-profit agency providing drug and alcohol prevention activities to schools, and addiction treatment, recovery and education services to residents. (Submitted by petition).

Discussion- Chamberlain feels this request is too large for Jaffrey to bear, as Mary doesn't ask the same from other towns. Financials will be pulled to review and data will be asked for in cost savings in police service. The BOS are not against the article, just the amount, which will be requested to be amended at Town Meeting.

Not recommended by the Select Board (1-2).

Art. 41. To see if the Town of Jaffrey will vote to request that our Town Officials, Select Board and Department of Public Works support and encourage our schools, the Recreation Department and the community-at-large to collaborate in creating Community Food Production gardens and perennial Pollinator gardens. (Submitted by petition).

C. Other Business

- Transfer Station Activity sheet was reviewed.
- Chamberlain revised his letter to the Editor regarding the school budget. Belletete stated that the request for warrant articles had been decreased.

D. BOS Goals for 2022

2021 Goals Reviewed

Transfer Station - Reconfiguration remains, but since the station is in the Stone Arch Bridge TIFD district, TIFD funds can be used.

Water & Sewer -

- Closing up the loop cannot be done at this time due to pricing. TM Frederick will get data on the frequency of the valve opening for the BOS.
- Turnpike Wells- Manganese is now considered a contaminant. Cold Stone Springs can make up the difference if that well is taken off line.
- Lagoon Closure is presently being studied.

Sidewalks need a more solid plan.

Downtown Revitalization Committee is formed with Belletete being the BOS rep.

Route 202 update meeting is February 15th at the Fire Station.

Personnel Policy

- Needs leadership buy in
- Evaluations are still being done
- Union- steps occur automatically due to tenure

2022 Goals

Fire Department

Chamberlain would like to see Jaffrey integrated with outside assistance for future manpower. Belletete will ask his employees if any would consider volunteering as they work in town. It was mentioned to ask Chief Chamberlain for reasons of trained staff leaving.

Transfer Station

Changes in fees are still in progress. There will have to be advanced notices of fee changes and some education regarding proper material disposal made available to residents.

WW Cross

Once EPA is done then an assessment can be done.

Paving

Plan is in place until 2027.

DPW Facility

This facility is needed more than the Town Office replacement as of now. The suggestion of tying the work of a new DPW facility to the lagoon closure and relocate it down at the WWTP was mentioned as a possibility.

The BOS feels that the TM has a good plan in place that should be maintained.

E. Adjournment

On a motion by Belletete, seconded by Chamberlain, the meeting was adjourned at 12:03pm.

Submitted:

Attest:

Judith A. Zola
Administrative Assistant

Franklin W. Sterling, Jr.
Chairman

The Town of Jaffrey prohibits discrimination on the basis of race, color, national origin, sex, sexual orientation, religion, age, disability, marital or family status.

The Town of Jaffrey is an equal opportunity employer.