

**TOWN OF JAFFREY**  
**Jaffrey, New Hampshire**  
**Select Board Meeting Minutes**  
**June 13, 2022**

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

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

**Town Manager:** Jon Frederick

**Staff:** Administrative Assistant Zola (Excused), Administrative Assistant - Lyons

**A. Call to Order – 4:36 pm at Transfer Station**

**B. Appointments**

- Superintendent of Highways & Facilities Todd Croteau – Review of Proposed Transfer Station Reconfiguration

Town Manager Frederick and Superintendent Croteau presented their proposed plan to reconfigure the Transfer Station. Inside the Transfer Station building the cardboard compactor will be moved to the back wall. An access strip will be created in the middle of the floor for residents to dispose of their recyclables. Transfer Station needs to be repaved as well as reconfigured and proposal is based partially on plans drawn up in 1991 to change the pattern of the flow of vehicles. Currently the exit road needs repair. Due to the extent of materials and work needed to improve the road they proposed blocking off the existing exit and move the metal pile for easier access to residents inside the new flow pattern. The current road to enter is 24 feet wide leaving the opportunity to make this two-way traffic. The Swap Shop will remain in its current location. The trees located behind the building would be removed to allow for the new exit to go behind the Swap Shop. Parking would be provided for residents utilizing the Swap Shop. The Demo Dumpsters would be turned to a 90-degree angle allowing more vehicles to dispose of demo items at the same time. The Trash Compactor will remain the its current location. The guard shack would be moved closer to the dumpsters.

Select Board members concurred with the plan and requested a design be drawn for the plan.

**C. Resume Meeting – 5:45 at Town Office**

- D. Non-Public** –On a motion by Belletete, seconded by Chamberlain, In Accordance with RSA 91-A:3, II (C) Roll Call Vote to Enter Non-Public Session at 5:45pm (3-0) (Chamberlain-yay, Sterling-yay, Belletete yay). 5:45 pm at Town Office.

On a motion by Belletete, seconded by Chamberlain to exit non-public session and seal the minutes at 5:59pm (3-0).

- E. Public Hearing** - Sterling stated that that Judy Zola, Administrative Assistant was not present. She will be on bereavement leave for the next week due to the passing of her Mother. We extend our deepest sympathies and warm thoughts to her and her family.

## **F. Approval of Meeting Minutes**

On a motion by Belletete, seconded by Chamberlain, the Public Minutes of June 13, 2022 were approved (3-0)

On a motion by Belletete, seconded by Chamberlain the 5:00pm Non-Public Minutes of June 13, 2022 were approved and sealed (3-0)

On a motion by Belletete, seconded by Chamberlain the 6:33pm Non-Public Minutes of June 13, 2022 were approved sealed (3-0)

## **G. Consent Agenda**

1. Payroll and Vendor Manifests
2. Abatements
  - a) #2022-16 - Timothy Rose - 58 Prospect Street - \$94.53 - Sewer
  - b) #2022-17 - Lori MacDonald - 24 Prospect Street - \$94.92 - Sewer
  - c) #2022-18 - Hayley Guyette - 75 Highland Avenue - \$102.50 - Sewer
  - d) #2022-19 - Daniel & Sherry Pento - 12 Prospect Street - \$218.53 - Sewer
  - e) #2022-20 - Curtis & Maggie Brogan - 69 Prospect Street - \$130.20 - Sewer
3. Authorization to Expend Funds - Reclamation Fund
  - a) \$800.00 -Northeast Resource Recovery Association - Annual Tire Container Rental
4. Meeting House Request
  - a) #2022-5 - Jaffrey 250th - Town Anniversary Commemoration- August 15-17, 2023
  - b) #2022-6 - TEAM Jaffrey - Rain dates for Concerts on the Common - Various Dates
5. Raffle Request
  - a) Chamber of Commerce - 50/50 Raffle - Golf Tournament - July 11, 2022
6. Acceptance of Donations
  - a) Jaffrey 250<sup>th</sup> - Belletete's - \$15,000
7. Jaffrey Forest Park CDBG Close-out Certification and Close-out Agreement
8. Planning Board Appointments - **POSTPONED**
  - a) Donald MacIsaac - Alternate - Term to Expire July 31, 2022
  - b) Patricia Farmer - Alternate - Term to Expire July 31, 2022
  - c) Timothy Gordon - Alternate - Term to Expire July 31, 2022
9. Tax Collector's 6<sup>th</sup> Cycle 2022 Septic Hauler's Commitment Warrant
  - a) \$16,809.36

On a motion by Belletete, seconded by Chamberlain, the Consent Agenda items 1-7 & 9 were approved as presented (3-0). Item 8 was postponed.

## **H. Old Business**

- Amend Resolution #2022-15 to Include Concerts on the Common Signage

On a motion by Belletete, seconded by Chamberlain, Resolution #2022-15 amended was approved (3-0).

## **I. New Business**

Resolution #2022-21 - Special Event Permit - Monadnock Full Throttle Triathlon - Little Lambs International - Sept.10, 2022

On a motion by Belletete, seconded by Chamberlain, Resolution #2022-21 was approved (3-0).

Resolution #2022-22 - Special Event Permit - Riverfest - TEAM Jaffrey - July 30, 2022

On a motion by Belletete, seconded by Chamberlain, Resolution #2022-22 was approved, subject to the recommendations of the Fire Chief and Police Chief (3-0).

Resolution #2022-23 - Special Event Permit - Overdose Awareness Vigil - Reality Check Aug. 30, 2022.

On a motion by Belletete, seconded by Chamberlain, Resolution #2022-22 was approved as per recommendations (3-0).

Certification of the 2022 MS-535

Frederick recommended certify the MS-535 as presented by the Auditors, Belletete so moved, Chamberlain seconded the motion, approved (3-0).

Annual Review of the Finance Policy

On a motion by Belletete, certify the Annual Review of the Finance Policy for the Town of Jaffrey, seconded by Chamberlain (3-0).

Draft Resolution to Establish the Community Power Committee

Frederick and Chamberlain attended the Community Power Roundtable held in Keene last week. There were representatives from Walpole, Chesterfield, Dublin, Peterborough, Harrisville, Nelson, Swansey, Keene, Jaffrey and Rindge.

Several of these communities have spent quite a bit of time researching Community Power and brought it to their communities to get approval to move forward with it. Plans need to be submitted to the Public Utilities Commission (PUC). Unfortunately, every one of the plans submitted to the PUC have been rejected to date, due to the PUC not having made final determination of the rules as to how community power will be rolled out.

Chamberlain recommended to wait until Fall (September) to form a committee. This will be kept on the back burner and review it once a month to see where we stand.

Stony Brook Agreement - Belletete recused himself.

Sidewalks and grades have been agreed upon. The final piece was the sewer betterment, Jamie Van Dyke agreed. A petition to the Select Board asking for this subdivision to be considered a sewer betterment district. Town Manager requested the Selectmen's authorization to execute the Stony Brook agreement on their behalf.

On a motion by Chamberlain, seconded by Sterling the Selectmen authorized the Town Manager on their behalf to execute the agreement (2-0).

**J. Reports to the Select Board**

Selectmen's Reports

Sterling – Project at the Meeting House is moving along and is on schedule and on budget.

Belletete – EDC – Kennedy came down to give an update on the plan and it is in cement. There are no changes at this time.

Chamberlain – None

Town Manager's Report

- The Jaffrey 250<sup>th</sup> Anniversary License Plates have been received. They are to be attached to the front of the car. They are to only be used during 2023. They can be purchased now for \$25.00 at the Town Clerk's office.
- The Route 202 project revolves a lot around the lighting. If the Town has a policy stating what replacements lights would need to be to keep with the current lights. The State would recognize this and pay for all the lighting. Frederick will draft a policy in the name of the Selectmen stating any change outs of lights in the downtown district must adhere to the current period lights.

**K. Other Business - None**

**L. Non-Public-**

**M. Adjournment**

On a motion by Chamberlain, seconded by Sterling to adjourn at 6:43pm (3-0).

Submitted:

Attest:

Kathryn Lyons  
Administrative Assistant

Franklin W. Sterling, Jr.  
Chairman

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