

**TOWN OF JAFFREY**  
**Jaffrey, New Hampshire**  
**Select Board Meeting Minutes**  
**May 22, 2023**

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

**Selectmen:** Kevin Chamberlain, Charles Turcotte

**Town Manager:** Jon Frederick

**Staff:** Police Chief Muilenberg, Fire Chief Chamberlain, Recreation Director Kohlmorgen,  
Administrative Assistant Zola

**Others:** Steve Pelkey, Los Amigos, Inc. Owners

**A. Call to Order - 6:00pm**

**B. Non-Public - None**

**C. Appointments – Jaffrey 250<sup>th</sup> Committee - August 19<sup>th</sup> Event Plan**

Steve Pelkey was present to discuss the plan. Chairman Sterling reviewed the Police and Fire Departments plans. The revised plan would include low level fireworks (store bought strength) and no skydiver.

DPW would need 2.5 hours from the parade end to tear down and set up detours. 5pm would be the concert entrance time with concert and fireworks ending about 9:30pm. Chamberlain has a concern of ending in darkness, but TM Frederick stated that there are 4 rented light stands that can be used. ½ mile walking radius around the park with one-way traffic on Howard Hill and Squantum roads.

Major concerns are parking, safety at the end of the event and limiting attendance. 3,000 attendees would generate about 1,000 parking spaces needed. The businesses on Fitzgerald and surrounding area should be contacted to ask if they would provide spaces.

Regarding attendance size, Steve has talked with the performers and they will limit their advertising and “tone-down” the concert size by selling buttons for admittance to Jaffrey residents first and then opening up to others if maximum numbers aren’t reached. Parking cannot be limited on town roads. Concerns of people without tickets “crashing” the event or parking on the roads to listen was mentioned. Costs of the public safety personnel and the need for outside mutual aid to cover the event were discussed and Steve said his budget has accounted for all the “what if” possibilities. Chairman Sterling is not comfortable with the amount of police available if there are non-ticketed patrons who try to get in and feels the parking alone would be a huge concern. Steven mentioned he can change the performers to decrease the numbers.

The consensus of the BOS and safety personnel was ending the event in the daylight would be the best option.

Chairman Sterling stated that a decision will be made this week.

**D. Public Hearings - None**

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

On a motion by Chamberlain, seconded by Turcotte, the Public Minutes of May 8, 2023 were approved (3-0).

On a motion by Chamberlain, seconded by Turcotte, the Non-Public Minutes of May 8, 2023 were approved and sealed (3-0).

## **F. Consent Agenda**

1. Payroll and Vendor Manifests
2. Solar Exemptions
  - a) Douglas Clayton & Kyung Kim - 50 Bullard Road
3. Veteran's Credits
  - a) Richard de Clercq Zubli - 60 Webster Street - All Veterans' Tax Credit
4. Current Use Application
  - a) Jeffrey & Bonnie Cutter - Woodbury Hill Road
5. Cemetery Deeds
  - a) Joann Bartlett - Cutter Extension - Lot 19-A - \$450
  - b) Lisa Plaisted - Cutter Extension - Lot 17-F - \$450
6. Meetinghouse Requests
  - a) #2023-6 - Monadnock Music - Concert - June 18, 2023
  - b) #2023-8 - Michael Gier - Andy Card Interview - May 17, 2023
7. Willa Cather Trust Fund withdrawal of \$3,500 - Potter Tree Care, LLC- Tree Removal at Old Burying Ground
8. Tax Collector's 5<sup>th</sup> Cycle 2023 Water & Sewer Commitment Warrant
  - a) Water - \$125,293.26
  - b) Sewer - \$145,615.41
9. Tax Collector's 5<sup>th</sup> Cycle 2023 Septic Hauler's Commitment Warrant - \$10,440
10. Tax Collector's First Issue 2023 Taxes
  - a) Property Taxes - \$7,826,099
  - b) Stone Bridge Industrial District - \$309,709
  - c) Downtown Development District - \$428,895
11. Tax Collector's Excavated Earth Tax Warrant 2022/2023
  - a) DPD Properties, LLC - Map 255/Lot 8.5.3 - \$165.38
  - b) DPD Properties, LLC - Map 255/Lot 8.5.4 - \$165.38
  - c) DPD Properties, LLC - Map 255/Lot 8.5.5 - \$165.38

12. Notice of Intent to Excavate

- a) #23-233-02-E - Keith Dupuis - Maria Drive - Map 255/ Lot 8-5-3
- b) #23-233-03-E - Keith Dupuis - Maria Drive - Map 255/ Lot 8-5-4
- c) #23-233-04-E - Keith Dupuis - Maria Drive - Map 255/ Lot 8-5-5

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

**G. Old Business - None**

**H. New Business**

Fire Department Request to Use Turner Trust Funds for Proposed Addition Design

Phase one of the Fire Station addition is the getting the site plans done. The addition will be on the tree/hill side of the building and would be approximately 3500 sf with additional bays, office/dispatch space and a 2<sup>nd</sup> floor dormitory space. The funding would be made up of grants, donations and the Turner Trust Fund. This request is authorization to use the Turner Trust Fund.

On a motion by Chamberlain, seconded by Turcotte, authorization to use \$10,700 from the Turner Trust Fund was approved (3-0).

Schedule Public Information Meeting – Nutting Road Closure – June 1, 2023

Meeting will be scheduled for June 1<sup>st</sup> 7pm at the Jaffrey Fire Station. Mailings will be sent to all residents in the area and local delivery companies, JRMA, Belletete's. Closure will be from July 5<sup>th</sup> through November. There will be no access over the bridge, but both sides can be accessed from each side.

Resolution #2023-11 - Jaff Jam - Harvest Christian Fellowship - August 12, 2023

On a motion by Chamberlain, seconded by Turcotte, Resolution #2023-11 was approved (3-0). Jaff Jam was notified of the concern over the number of signs and were asked to limit them.

Contoocook Beach - Annual Road Closure Request - May 26 to September 5, 2023

The road will be closed, but sand will not be put over the road to allow for bikes, runners and walkers to access the road. Local trucking/delivery companies along with EMS services and the bussing company will be notified of the closure.

On a motion by Chamberlain, seconded by Turcotte, the annual beach road closure was approved (3-0).

Liquor License Request - Los Amigos, Inc. - 79 Hadley Road

The new owners would like to have the same type of license as the former Café 532. Since there are no changes and as long as final safety/fire inspections are satisfactory, there are no BOS objections.

On a motion by Chamberlain, seconded by Turcotte, the Liquor License request from Los Amigos, Inc. was approved (3-0). A copy of the BOS approval was given to the owners to submit with their application to the NH Liquor Commission.

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

### Selectmen's Reports

Sterling- The Memorial Day Parade will be on Monday the 29<sup>th</sup> 10:45am is step off on Blake Street on to the Library Lawn, River Street and ending at the Common.  
Planning Board met and approved 13 units on Squantum Road.

Chamberlain - ConCom met last week and continued discussion on trail conditions at Carey Park, Children's Woods and Cheshire Pond. June 4<sup>th</sup> at 9am is cleanup at Cheshire Pond and will be advertised for volunteers. DES applications from Thorndike were discussed at the Planning Board meeting.

PUC approved our plan with the addition of an opt in/opt out timeline educational piece. It's customary for 2 billing cycles for changes to appear. Jon will also reach out to Bob Hayden (Community Power) for a meeting.

Turcotte - Cemetery Committee met and there's a large ash tree in Cutter that needs to be removed. 11 Gravestones in the Village Cemetery needed repairs from last year, with 8 more that are repairable. 864 flags were put out by the Legion, VFW and Town Staff. There are a lot of markers at the Catholic Cemetery.

HDC met last Thursday with Steve Brackett taking over the chairman position from Ron Reid. They will be meeting once a month and will be flexible if application come in at non-meeting times.

### Town Manager's Report

- There was a meeting with NH DOT and VHB regarding maintenance responsibilities after the roundabout is done.
- A Nutting Road Bridge pre-construction meeting was attended.
- Heath Road Bridge estimates came in very high, so staff is working on that.
- We received reimbursement from the State for Nutting Road Bridge.
- Discussion about the War Memorial lot line/property transfer took place with VHB and Rick Lambert. The riverbank land will remain the same

## **J. Other Business - None**

## **K. Non-Public - None**

## **L. Adjournment**

On a motion by Chamberlain, seconded by Turcotte to adjourn at 7:11pm (3-0).

Submitted:

Attest:

Judith A. Zola  
Administrative Assistant

Franklin W. Sterling, Jr.  
Chairman

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