

TOWN OF JAFFREY
Jaffrey, New Hampshire
Select Board Meeting Minutes
September 11, 2023

Chairman: Franklin W. Sterling, Jr.

Selectmen: Charles Turcotte, Kevin Chamberlain

Town Manager: Jon Frederick

Staff: Administrative Assistant Zola

Others: None

A. Call to Order- 6:00pm

B. Non-Public - None

C. Public Hearings – None

D. Appointments – None

E. Approval of Meeting Minutes

On a motion by Turcotte, seconded by Sterling, the Public Minutes of August 28, 2023 were approved (2-0). Chamberlain recused as he didn't attend the meeting.

F. Consent Agenda

1. Payroll and Vendor Manifests
2. Abatements
 - a) #2023-22 – Hodges Management Corp. (FPTA) – 184 Scenic Drive - \$62.99 – Sewer
 - b) #2023-23 – John Esposito – 11 Jennifer Lane - \$36.95 - Sewer
3. Bridge Fund withdrawal of \$1,455 - Quantum Construction Consultants, LLC- Letourneau Drive
4. Raffle Request - Jaffrey Chamber of Commerce – Dozen Days of Dollars – Dec. 1-12, 2023

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

G. Old Business - None

H. New Business

Resolution #2023-32 – Special Event Permit- 2023-2024 Jaffrey Ice Racing Season-12/1-4/30
Staff comments/concerns were reviewed.

On a motion by Chamberlain, seconded by Turcotte Resolution #2023-32 was approved with the waiver of Resident Only parking at the beach parking lot for event dates. (3-0).

Town Office Repairs – The Town Office needs many repairs, to include new HVAC units, roofing, siding and windows. Since a new building is most likely not happening anytime soon, a list of repairs needed was compiled and a request for quotes were sent out electronically. 4 quotes were received, but 3 backed out because it's a commercial project. Chamberlain commented that the local vendors most likely don't do the electronic bidding and feels we should give them an opportunity to bid.

TM Frederick will put together a bid package for the repairs to the Town Office and submit it to the local papers.

Turcotte suggested using a project manager to coordinate the project as opposed to using town staff, who would may not have the time with their current job duties to take on such a large project. He also suggested to fund the repairs as well as still contributing to the new Town Office building project.

TM Frederick stated that the Meetinghouse and Transfer Station won't be needing funds from that account this year.

The HVAC quote was from Precision, who does the maintenance on the present units and TM Frederick will reach out to them to start the replacement process.

I. Reports to the Select Board

Selectmen's Reports

Sterling – Attended HDC on 9/7 for Turcotte. A request for a fence and a stone wall was approved,

Chamberlain – No meetings were attended.

Turcotte- Budget Committee met on 9/7 and the budget is in good shape. The Social Services sub-committee needs members for this year. The following members were chosen: Turcotte (BOS), Schaumann (Budcom), Frederick (TM) and TM Frederick will reach out to Ben Wheeler to be the citizen-at-large.

Town Manager's Report - None

J. Other Business - None

K. Non-Public –

In Accordance with RSA 91-A:3, II (J) Roll Call Vote to Enter Non-Public Session at 6:13pm (Sterling-yay, Chamberlain-yay, Turcotte-yay) (3-0)

On a motion by Chamberlain, seconded by Turcotte to exit non-public session and seal the minutes at 6:18pm (3-0).

L. Adjournment

On a motion by Chamberlain, seconded by Turcotte to adjourn at 6:18pm (3-0).

Submitted:

Attest:

Judith A. Zola
Administrative Assistant

Franklin W. Sterling, Jr.
Chairman

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