

TOWN OF JAFFREY
Jaffrey, New Hampshire
Select Board Meeting Minutes
November 13, 2023

Chairman: Franklin W. Sterling, Jr.

Selectmen: Kevin Chamberlain

Excused: Charles Turcotte

Town Manager: Jon Frederick

Staff: Superintendent of Utilities Cavaliere, Administrative Assistant Zola

Residents: Carolyn Garretson, Tim Coll

A. Call to Order – 6:00pm

B. Non-Public – None

C. Public Hearings – None

D. Appointments – Tim Coll accidentally went through the closed gate at the Transfer Station on Saturday afternoon due to the sun glare. He headed home after and was going to notify authorities, but the Jaffrey Police came to his home. He gave them his car insurance information. He stopped by the Town Office this morning and talked with the Town Manager and he is here to notify the BOS and pay for any damages. Todd Croteau inspected the fence and there is no damage. Chairman Sterling thanked Mr. Coll for his honesty and integrity for coming in. There are no damages to be paid.

E. Approval of Meeting Minutes

On a motion by Chamberlain, seconded by Sterling, the Public Minutes of October 23, 2023 were approved (2-0).

On a motion by Chamberlain, seconded by Sterling, Non-Public Minutes of October 23, 2023 were approved and sealed (2-0).

On a motion by Chamberlain, seconded by Sterling, Non-Public Minutes of October 30, 2023 were approved and sealed (2-0).

On a motion by Chamberlain, seconded by Sterling, Non-Public Minutes of November 2, 2023 were approved and sealed.

F. Consent Agenda

1. Payroll and Vendor Manifests

2. Cemetery Deed

a) Donald & Linda Cramb – Cutter Extension - Lot#94 & 100-B - \$900

3. Meetinghouse Request

a) #2023-11 – Monadnock & Dublin Garden Club Joint Meeting – July 23, 2024

4. Bridge Fund withdrawal of \$742.50 - Quantum Construction Consultants, LLC- Letourneau Drive
5. Municipal Building Maintenance Fund withdrawal of \$9,050 – Precision Temperature Control, LLC – 2 New HVAC units for Town Office
6. Sewer Fund withdrawal of \$27,532.50- Scherbon Consolidated, Inc.- Hadley Pump Repair
7. Tax Collector's 2nd Issue 2023 Tax Bills
 - a) Stone Arch Bridge Industrial District - \$357,085.00
 - b) Downtown Development District - \$494,053.00
 - c) Property Tax - \$9,021,803.00
8. 2024 Select Board Meeting Dates – *Chairman Sterling would like to hold off on this item until the full board is in attendance.*

On a motion by Chamberlain, seconded by Sterling, the Consent agenda was approved items 1-7 with 8 on hold for a future meeting (2-0).

G. Old Business - None

H. New Business

2024 Water and Sewer Rates – Tony Cavaliere was present the water and sewer rates. The water rates will remain steady with no increase.

The sewer rates will need to increase 5%, which is in line with the 10-year plan to restore fund balances. The rate will increase from \$2.16 to \$2.27 per gallon causing a \$51 per year increase to the average sewer user.

Chamberlain asked about project funding, to which the Wheeler Street project is 100% funded and will be going out to bid now for completion next year.

Squantum Road is 70% funded with a completion date of 2025.

Infiltration is still a factor and sump pump use is unknown, since there are only a few pumps registered.

On a motion by Chamberlain, seconded by Sterling, the Water and Sewer rates suggested by Superintendent Cavaliere were approved (2-0).

Resolution # 2023-35 - Conservation Easement – Northeast Wilderness Trust Corp. – Carey Park/Children's Woods

Carolyn Garretson was present to explain that there are 23 acres that don't conform to the wishes of Mr. Annett's will and upon researching, it was attempted to combine these acres with Carey Park and Children's Woods through the NH Department of Environmental Services. They were unable to do that, but suggested NEWT. They have developed this new program to develop the first wilderness observation area with proximity to a population. The Town will still manage dangers and the trails only. NEWT has raised \$50,000 and they have conducted the studies. Chamberlain noted that the Concom has been discussing this and any questions have been sent to the legal counsel. Closing on this would be October 29, 2023.

On a motion by Chamberlain, seconded by Sterling, Resolution #2023-35 with TM Frederick having the designated authority to sign documents on behalf of the BOS was approved (2-0).

I. Reports to the Select Board

Selectmen's Reports

Sterling -

Meetinghouse Committee met last week. Work completed this year was reviewed. Next year the East Facade, last painted in 2018 may need some touchups and the North Facade was painted in 2014 may need some painting in the spring. 2024 annual events will be booked. The July 4th bunting is faded as it was up longer and used more with the Jaffrey 250th festivities, it may need to be replaced. Rob Stephenson will be retiring at the end of the year, so a replacement will need to be found. He's moving his Meetinghouse files to the locked area at the Meetinghouse. May 10, 2024 is the Spring Meeting.

Planning Board meets tomorrow night with one subdivision on the agenda.

Chamberlain -

None of his committees/boards have met. The Social Service Committee met with the agencies and it went well. This is the 2nd year and he feels the process is working well and would like to see it continue.

Town Manager's Report

- Social Services – Holding the line with requests.
- Veterans Day activities were a success.
- Has been conducting budget review meetings with department heads.
- BOS Budget review will be on December 20th.

J. Other Business

#2023-12 - Meetinghouse Request – Castlevue Agency – Andy Card Interview – Nov. 16, 2023

On a motion by Chamberlain, seconded by Sterling, Meetinghouse Request #2023-12 was approved (2-0).

K. Non-Public - None

L. Adjournment

On a motion by Chamberlain, seconded by Sterling to adjourn at 6:30pm (2-0).

Submitted:

Attest:

Judith A. Zola
Administrative Assistant

Franklin W. Sterling, Jr.
Chairman

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