

TOWN OF JAFFREY
Jaffrey, New Hampshire
Select Board Meeting Minutes
November 28, 2023

Chairman: Franklin W. Sterling, Jr.

Selectmen: Kevin Chamberlain, Charles Turcotte

Town Manager: Jon Frederick

Staff: Town Clerk Rollins, Administrative Assistant Zola

Residents: Nathan Flowers

A. Call to Order- 6:00pm

B. Non-Public – None

C. Appointments – 2024 Dog License Fees – Kelly Rollins, Town Clerk

Town Clerk Rollins came before the Board to request an addition of \$1.00 to the dog licensing fees. This would generate \$800 in revenue for the Town. In researching, Jaffrey was low in their charges compared to surrounding towns. There is a fine for late registrations and non-compliance that can also be collected.

This request is only for dog licenses, not car registrations.

D. Public Hearings – Acceptance of NH State Block Grant Aid for Maintenance, Construction, and Reconstruction of Class IV and V Highways in the amount of \$45,291.79

Chairman Sterling opened the Public Hearing at 6:05pm

TM Frederick explained that this funding is allocated for maintenance, construction and reconstruction of Class IV and V highways and would be added to the paving fund to be expended in 2024. Turcotte asked if sidewalks could also be included, however, TM Frederick stated that sidewalks are not considered “roads”, they are their own entity.

Seeing that there were no public comments/questions, Chairman Sterling closed the Public Hearing at 6:07pm.

E. Approval of Meeting Minutes

On a motion by Chamberlain, seconded by Sterling, the Public Minutes of November 13, 2023 were approved (2-0) Turcotte abstained because of not attending the 11/13/23 meeting.

F. Consent Agenda

1. Payroll and Vendor Manifests

2. Veteran Tax Credit

a) Wali Mohammad – 72 Michigan Road – Veterans Tax Credit - \$500

3. Tax Collector's 11th Cycle 2023 Septic Haulers Commitment Warrant
 - a) \$9,844.32
4. Tax Collector's 11th Cycle Water and Sewer Commitment Warrant
 - a) Water - \$150,518.34
 - b) Sewer - \$179,959.86

On a motion by Chamberlain, seconded by Sterling, the Consent Agenda was approved as presented (2-0).

G. Old Business- None

H. New Business

Authorize Dog License Fees increase as of January 2, 2024-

On a motion by Chamberlain, seconded by Turcotte, authorization of Town Clerk Rollins to assess an additional \$1 to dog licenses in accordance with RSA 466:39, effective 1/2/2024 was approved (3-0).

Resolution #2023-34 – 2024 St. Patrick's Day Parade – March 17, 2024 at 2pm

Staff comments were reviewed and approval is contingent upon a planning meeting before the event, which will be relayed to the organizers. On a motion by Chamberlain, seconded by Turcotte, Resolution #2023-34 was approved (3-0).

Resolution #2023-36 – Acceptance of NH Block Grant Aid - \$45,291.79

On a motion by Chamberlain, seconded by Turcotte, Resolution #2023-36 was approved (3-0).

DRA Sales Ratio Survey Certification

Per our Assessor, the draft analysis of the house sales in 2023 indicates the median ratio to be 57.6%, which is a 9% change from last year. Many houses are being sold for way more than their assessed value. Unfortunately, the re-evaluation isn't until 2025, which will bring the numbers back to a more consistent/accurate level.

On a motion by Chamberlain, seconded by Turcotte, the DRA Sales Ratio Survey was certified (3-0).

I. Reports to the Select Board

Selectmen's Reports

Sterling- HDC will be meeting the 2nd Thursday of December.

Planning Board – They had a site walk up on Rte. 124 to view a proposed driveway for a new subdivision. The State will have the final say, since 124 is a State road. No decisions were made.

Chamberlain – Concom met. The management plan for NEWT needs to be drafted by the Concom within 12 months of the easement. The Natural Resource Inventory is continuing. Late January/February should be when it should be able to be presented to the Town Boards, which will be great for understanding the geological makeup of the town. They also discussed the driveway on Route 124.

Turcotte – Cemetery Committee doesn't meet until April. Budcom met and all is well with the budget.

Town Manager's Report

- Budcom meets on December 7th.
- Closing on the NEWT easement is on November 29th.
- Budget IT numbers are in and are looking good due to the repair/replace plan. Hardware is current. Department Heads are doing well with their proposed budgets.
- BOS Non-public meeting is scheduled for Thursday, 11/30 at 10am.

J. Other Business - None

K. Non-Public – On a motion by Chamberlain, seconded by Sterling, In Accordance with RSA 91-A:3, II (J) Roll Call Vote to Enter Non-Public Session at 6:30pm. (Sterling-yay, Chamberlain-yay, Turcotte-yay)

On a motion by Chamberlain, seconded by Sterling to exit non-public session at pm (3-0).

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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