

**TOWN OF JAFFREY**  
**Jaffrey, New Hampshire**  
**Select Board Meeting Minutes**  
**November 5, 2018**

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

**Selectmen:** James Weimann, (Bonnie Mitchell – Excused)

**Town Manager:** Jon Frederick

**Staff:** Chief Bill Oswalt, Chief David Chamberlain, Lieutenant Todd Muilenberg, Judith Zola, Administrative Assistant

**Others:** Jaffrey Chamber of Commerce Members- Cathy Furze, Travis Kumpf, Matt McCarthy; Atlas Pyrotechnics -Steve Pelkey, Sarah Bergeron, Silver Ranch - Harvey Sawyer

**A. Call to Order/Pledge of Allegiance: 6:00pm**

**B. Non-Public – None**

**C. Appointments – None**

**D. Public Hearings – None**

**E. Approval of Meeting Minutes**

- Approval of the Public Minutes and Non-Public Minutes of 10-08-18 was tabled due to lack of a quorum for approval.
- On a motion by Weimann, seconded by Sterling, the Public Minutes of 10/22/18 were approved (2-0).
- On a motion by Weimann, seconded by Sterling, the Non-Public Minutes of 10/22/18 were approved and sealed (2-0).

**F. Consent Agenda**

1. Payroll and Vendor Manifests
2. Abatements
  - a) #18-53– Laurie Ordway – 35 Charlonne Street – Water \$ 27.80/Sewer \$ 36.20
3. Authorize the Expenditure of \$ 820.00 from the Reclamation Trust Fund for Tire Collection/Disposal.
4. Yield Tax Levy
  - a) #18-233-10T – Pamela White – 75 Emery Road - \$ 955.56
5. Tax Collector's Second Issue 2018
  - a) Stone Bridge Industrial District - \$ 255,619.00
  - b) Downtown Development District - \$ 371,849.00
  - c) Property Taxes - \$ 6,312,901.00

6. Tax Collector's Tenth Cycle 2018 Septic Haulers Commitment Warrant
  - a) \$ 15,795.00
7. Raffle Request
  - a) Jaffrey Parks & Recreation – Playground Fund raffle tickets to be sold at the Annual Holiday Craft Fair on December 8, 2018.
8. Acceptance & Approval of Grant
  - a) 2019 Volunteer Fire Assistance Grant \$ 2,000.00 from NH Dept. of Natural & Cultural Resources Division of Forests and Lands

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

#### **G. Old Business -**

- Fire & Police Details for Festival of Fireworks – Chief Chamberlain, Chief Oswalt and Lieutenant Todd Muilenberg were present to make recommendations to decrease the detail cost of the Festival of Fireworks. Lieutenant Muilenberg did an analysis for the Police Details. The difficulty is in determining the crowd size. The Police need to plan on the highest number of attendees and plan accordingly. This year, crowd numbers were down possibly due to the weather. Outside officers are hired as the Jaffrey department isn't large enough to cover both inside the park and traffic control. Since many of the officers are not from Jaffrey, there is a training time involved also. Once the event begins, some of the officers are re-assigned outside the park for traffic control. Cost savings may result if the Chamber hires a private security detail for inside of the park. The suggestion of a later gate opening was also mentioned. Cutting the number of officers was not a favored solution for safety reasons. Chief Chamberlain also did an analysis for cost reductions for the Fire Details. He stated that the Fireworks is a private event that requires his entire force to cover and they are still responsible for the town as well. He uses the lowest detail rate available for billing and there are many outside firefighters that are hired to supplement the Jaffrey staff. Savings could result from a later start time. There are Homeland Security requirements for Fire staffing when fireworks are on the site, which cannot reduce staffing. Ambulance coverage is paid by the Chamber. In the past 2 years, there has only been one ambulance call. Chairman Sterling commented that the Town has been very lucky with crowd control so far, but with more non-residents attending, that increases the risk factors. He also said that he doesn't want the Jaffrey Police and Fire departments put in harm's way by sending them into an under-staffed situation. He is willing to have the Police and Fire chiefs work with the Chamber to find savings while having adequate services but is unwilling to ask residents to use Town money to fund a private event. Steve Pelkey from Atlas Pyrotechnics stated it was never the intention of the Chamber to have the Town pay for this event. They wanted to investigate a combination of savings by asking the Police & Fire what cost savings they could suggest. The Fireworks have always been an attractive fundraiser, however, lately it hasn't been cost effective. Both the BOS and Chamber agree that this is a cornerstone event and great for Jaffrey. It was suggested that the Chamber work with the Police and Fire chiefs to determine cost saving ideas without compromising safety. The Chamber members thanked the Fire and Police Chiefs for their time and effort.

## H. New Business

- Resolution #2018-42 – Authorize TM To expend \$1,224.89 from Sewer Lagoon Closure Fund. On a motion by Weimann, seconded by Sterling, Resolution #2018-42 was approved (2-0).
- Resolution #2018-43- Authorize TM to expend \$11,879.08 from the Water Department Capital Reserve Fund. On a motion by Weimann, seconded by Sterling, Resolution #2018-43 was approved (2-0).
- Emily Preston Letter- The Board reviewed a letter by Ms. Preston requesting that lines, either middle or fog lines be painted on Prescott Road. She had approached the Board a few years back as this is a heavily travelled road by trucks and cars between Route 124 and 119. It's become dangerous navigating the road without lines and has seen some near-misses with truck traffic nearing the hill. She is asking the town to reconsider the option of painting the lines. TM Frederick found that painting the middle lines would cost \$.50/linear foot which would be approximately \$ 4,400. This issue could be evaluated and be something to consider for future budgets. He will draft a letter of response to Ms. Preston.
- 2018 Equalization Municipal Assessment Data Certificate – Approval and signatures needed to turn into the NH DRA. This year's ratio is 80% compared to 87.3% last year. On a motion by Weimann, seconded by Sterling, the certificate was approved and signed (2-0).

## I. Reports to the Select Board

### Selectmen's Reports

Sterling- Attended Drinking Water Groundwater Trust Fund Presentation with TM Frederick. The acquisition of Cold Stone Springs as a municipal water source was well received. This would be a great help with the Millipore expansion that will require more water than Jaffrey can presently supply.

SWRPC- Transportation Advisory Committee met. Town has submitted a request for funding from the TAP program to request funding for sidewalks on Stratton Road and Peterborough Street to narrow/slow traffic down. The proposal was ranked #2 by TAP and will be submitted to the commission. The work will be done in conjunction with roundabout project.

Age Focused Planning Study Survey- While at SWRPC it was announced that they are doing an online survey/ age-based focus study that is a planning effort with Cheshire Medical Center to better understand the needs of all ages regarding age, gender, health, housing, transportation and civic engagement. There will be a link posted on the Town website to complete the survey on Survey Monkey

Weimann- Planning Board meets next week. Wanted to urge voters to get out to the polls tomorrow for the mid-term elections. Jaffrey VFW 8am to 7pm. If rides are needed residents can call the Jaffrey Town Office.

Town Manager's Report

- Shared the response letter to Bob Aho.
- Veteran's Day parade will be on Sunday, November 11<sup>th</sup>. They will gather at 10:15am at Blake Street, step-off at 10:30pm. Ceremony at the Buddy Monument will take place at 11am.
- The Route 202 DOT/VHB meeting will be November 15<sup>th</sup> 6:00pm at the Jaffrey VFW.
- Capital Improvement Committee met last Friday and will be having one more meeting this Friday 10/9 to conclude the work prior to the presentation to the Planning Board on 11/13. The public hearing will be on December 11<sup>th</sup>

**J. Other Business –None**

**K. Non-Public- None**

**L. Adjournment**

Meeting adjourned at 7:10pm on a motion by Weimann, seconded by Sterling (2-0).

Submitted:

Attest:

Judith A. Zola  
Administrative Assistant

Franklin W. Sterling, Jr.  
Chairman

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