

TOWN OF JAFFREY
Jaffrey, New Hampshire
Select Board Meeting Minutes
March 30, 2020

Chairman: Franklin W. Sterling, Jr.

Selectmen: Kevin Chamberlain, John E. Belletete

Town Manager: Jon Frederick

A. Call to Order – 6:00pm

Chairman Sterling explained the “Right-to-Know” meeting checklist that is required by the Governor’s Executive order 202-04 authorizing the Board to meet electronically. The public can attend via Zoom or Livestream. Instructions on how to access both of these were explained prior to the meeting and now during the meeting. If there are any problems, they can contact TM Frederick during the meeting.

B. Non-Public – None Scheduled

C. Public Hearings – Proposed Amendment to Pole Licenses – Chairman Sterling opened the hearing at 6:05pm.

This meeting is to discuss the public good of changing the wording on the Town Ordinance that makes the owner of the pole responsible for paying the taxes on said pole. Licenses will be of note, many towns have differing prices for the pole taxes. This would make a uniform tax for all poles and individual pole owners would be responsible for paying said taxes.

The Board agrees with this wording change and had no issues.

Selectman Chamberlain will not be taking participate in this hearing or the voting due to his employment with Eversource, an owner of poles in town.

See that there are no comments from Selectman Belletete and no comments from the online viewers, Chairman Sterling closed the hearing at 6:11pm

D. Appointments - None

E. Approval of Meeting Minutes

On a motion by Belletete, seconded by Chamberlain, the Public Minutes of 3/9/2020 were approved (3-0). (Sterling-yay, Belletete-yay, Chamberlain-yay)

On a motion by Belletete, seconded by Chamberlain, the Non-Public Minutes of 3/9/2020 were approved and sealed (3-0). (Sterling-yay, Belletete-yay, Chamberlain-yay)

On a motion by Belletete, seconded by Chamberlain, the Public Minutes of 3/11/2020 were approved (3-0). (Sterling-yay, Belletete-yay, Chamberlain-yay)

F. Consent Agenda

1. Payroll and Vendor Manifests
2. Abatements
 - a) #2020-14 – David LaFrance – 34 Peterborough Street - \$249.12 Water/\$324.39 Sewer
 - b) #2020-15 – Eric McLaughlin – 74 Squantum Road - \$90.02 Water/\$117.22 Sewer
 - c) #2020-16- Linda Dubuis – 17 Cross Street - \$88.76 Water/\$115.57 Sewer
 - d) #2020-17 – Brian Rohde – Annett Road - \$793.44 - Taxes
 - e) #2020-18 – Flyex Housing Associates – 18 Gilmore Pond Road - \$3,734.74 – Taxes
3. Elderly Exemptions
 - a) Michele Lavoie – 130 Mountain Road - \$40,000
4. Blind Exemptions
 - a) Kent Royce – 154 Great Road - \$30,000
5. Veteran Exemptions
 - a) Jacob Seeley – 27 Pine Street – All Veteran’s Tax Credit - \$500.00
6. Removal of Veteran’s Exemption
 - a) Shawn Jalbert – 130 Mountain Road
7. Yield Tax Levy
 - a) #19-233-04 – Travis & Daniel Shattuck – Map 211/Lot 17 &20 - \$1,062.86
8. Budget Committee Appointments
 - a) Norman Langevin - Member – Term Expires 2021
 - b) Peter Maki - Member – Term Expires 2023
 - c) Bob Schaumann – Member – Term Expires 2022
 - d) Charlie Turcotte – Member – Term Expires 2023
9. EDC Appointments
 - a) Tim Gordon – Member – Term Expires 2023
 - b) Mike Shea – Member – Term Expires 2023
10. Tax Collector’s 3rd Cycle 2020 Water & Sewer Commitment Warrant
 - a) \$100,096.94 - Water
 - b) \$100,979.83 - Sewer
11. Tax Collector’s 3rd Cycle 2020 Septic Hauler’s Commitment Warrant
 - a) \$1,928.75
12. Authorization to Expend from the Town Clocks Fund
 - a) D’Avanza Clock Repair, LLC - Service of Town Clocks - \$ 198.00

13. Ratification of Delegation of Deposit Authority from Jaffrey Town Treasurer Sandra Stewart to Jaffrey Tax Collector Chelsie Snow.
14. Notice of Intent to Cut Wood or Timber Extension- #19-233-18-T – Birgit Johanson –
(On hold awaiting date of extension)

On a motion by Bellete, seconded by Chamberlain, the Consent Agenda items 1-13 were approved (3-0).

G. Old Business

H. New Business

Resolution # 2020-6 – Amend All Existing Pole Licenses- On a motion by Belletete, seconded by Sterling, Resolution #2020-6 was approved (2-0) (Sterling-yay, Belletete-yay, Chamberlain-abstain).

Use of Revolving Loan Funds- The town has received \$35,000 from the USDA a number of years ago that can be used to aid/help local businesses starting up or that are in need. TM Frederick has spoken with USDA and NH BEA and they have determined that what the town has for funds would be good to use at the present time. What the Town is proposing to do is to distribute these funds at 0% interest for a total of 60 months repayment period. The amount isn't a great deal of money but may be a lifesaver to help out some businesses in town. One applicant, Ashworth Mountainside, LLC doing business as Shattuck Golf and Dublin Road Taproom. This business was established by Doni Ash, III who submitted his application to the Town on March 26, 2020, the purpose of the loan is to provide interim stabilization, fixed debts and operating costs for a much-reduced scale of operations. TEAM Jaffrey Director Stephanie Porter and Jo Anne Carr, Planning & Economic Development Director reached out to local business to determine their needs and Joanne then reached out to USDA and NH BEA to see if these were suitable use of these funds. It was determined that our focus should be on food, water and shelter. Food is the driving issue now. Jo Anne via Zoom does have one more applicant. Payments will be deferred to January, but the second applicant noted that they would repay as soon as possible. After the food business are handles, the focus would then me on retail business. Payment guidelines is following the federal guidelines. Selectman Belletete asked how many other businesses applied, which Ms. Carr answered there is one immediate and 2 potential. He wonders if we should give 1/3 right away or space it out. Ms. Carr stated that the Shattuck didn't even get a chance to open, so his need was greater. Chamberlain- is there is any more funding coming. She has been looking for more funding. Belletete was concerned about giving 40% away right away. Joanne commented how grateful the businesses are for the town to look into funding for them and their future. Chamberlain asked in Ms. Carr was directing her efforts into finding what resources are now available and helping facilitate for the local businesses. She replied that she is definitely looking into all sources available and has applied and is being very proactive.

On a motion by Belletete, seconded by Chamberlain, the request from Ashworth Mountainside, LLC for \$15,000 from the USDA Revolving Loan Fund was approved (3-0).

I. Reports to the Select Board

Selectmen's Reports

Chamberlain- There was a Conservation Commission meeting held this morning in the Town Office Parking lot to ensure proper social distancing that he was unable to attend.

Sterling & Belletete have not had any meetings. The only Boards that are required to meet monthly are the Select Board and Planning Board. Both of which will be broadcasted remotely.

Town Manager's Report

- Covid 19- TM Frederick is awaiting word from the State and NHMA on how to address the rescheduling of Town Meeting, Public Hearings dealing with Bonds and the installation of new officers elected. Because of conflicting statutes, the State needs to direct Towns on the Public Hearing issue. The Bond has a specific timeframe that is an issue making it different than Town Meeting or Budget Hearing. Bond Council is looking into it. Also, the SB2 issue needs to be addressed. Chamberlain had heard that if this is prolonged that defaulting to last year's budget would be an option. TM Frederick would not like that to happen because last year's budget is higher than this year. TM Frederick explained that the guidance is to try to spend within the previous parameters. The police contract still needs to be ratified as well as swearing in of officials.

J. Other Business

- Chairman Sterling wanted to publicly mention that Randy Heglin, who has been the Director of Public Works for 16 years is leaving. A proclamation to thank him for his service was read.
- Chairman Sterling also wanted to recognize Brue Hautenen's retirement with 42 years of service and a proclamation thanking him for his service was read.

The Select Board Thanks them both for their service and wishes them well in their future endeavors.

K. Non-Public – Per RSA 91-A:3, II (J) On a motion by Belletete, seconded by Chamberlain Roll Call Vote to Enter Non-public (Sterling-yay, Belletete-yay, Chamberlain-yay) at 6:37pm

On a motion by Belletete, seconded by Chamberlain to exit Non-Public session at 7:03 pm and to seal the minutes (3-0).

L. Adjournment

The meeting adjourned at 7:03pm on a motion by Belletete, seconded by Chamberlain (3-0).

Submitted:

Attest:

Judith A. Zola
Administrative Assistant

Franklin W. Sterling, Jr.
Chairman

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The Town of Jaffrey is an equal opportunity employer.