

TOWN OF JAFFREY
Jaffrey, New Hampshire
Select Board Meeting Minutes
May 26, 2020

Chairman: Franklin W. Sterling, Jr.

Selectmen: Kevin Chamberlain, John E. Belletete

Town Manager: Jon Frederick

Staff: Administrative Assistant Judy Zola

Others: Marc Tieger

A. Call to Order

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

C. Appointments - None

D. Public Hearings – None

E. Approval of Meeting Minutes

On a motion by Chamberlain, seconded by Belletete, the Public Minutes of 4/27/2020 were approved (3-0). (Sterling-yay; Belletete-yay; Chamberlain-yay)

On a motion by Chamberlain, seconded by Belletete, the Public Minutes of 5/11/2020 were approved (3-0). (Sterling-yay; Belletete-yay; Chamberlain-yay)

On a motion by Chamberlain, seconded by Belletete, the Non-Public Minutes of 5/11/2020 were approved and sealed (3-0). (Sterling-yay; Belletete-yay; Chamberlain-yay)

F. Consent Agenda

1. Payroll and Vendor Manifests

2. Abatements

- a) #2020-24 – Sam Slome – 80 Peterborough Street - \$167.78 – Sewer **DENIED**
- b) #2020-25 – Iatrou Enterprises, LLC – 35 Turnpike Road - \$59.50 - Taxes

3. Cemetery Deed

- a) Nancy Quick – Double Lot Philip Heil Cemetery - \$700.00
- b) Kenneth B. Lorden St. – Single Lot – Cutter Extension Cemetery - \$350.00

4. Veteran Exemption
 - a) John Ilg – 439 Gilmore Pond Road – Veteran’s Tax Credit - \$500.00
5. Notice of Intent to Excavate
 - a) #20-2233-01-E – Richard & Ann Sawyer – Map 256/Lot 4.1
6. Acceptance of LCHIP Funds - \$200.00 – Meetinghouse Trust Fund
7. Tax Collector’s First Issue 2020 Stone Bridge Industrial District
 - a) \$269,500.00
8. Tax Collector’s First Issue 2020 Downtown Development District
 - a) \$396,022.00
9. Tax Collector’s First Issue 2020 Property Tax
 - a) \$6,727,587.00
10. Tax Collector’s Fifth Cycle 2020 Water & Sewer Commitment Warrant
 - a) \$100,458.96 Water
 - b) \$101,011.99 Sewer
11. Tax Collector’s Fourth Cycle 2020 Septic Hauler’s Commitment Warrant
 - a) \$14,017.50
12. Authorization to Expend from the Jaffrey Water Department Fund
 - a) Tighe & Bond – Water Main Replacement - \$9,966.54
 - b) Tighe & Bond – Generator Replacement - \$7,958.36
 - c) Ewing Electrical – Generator Replacement – \$152,995.00

On a motion by Chamberlain, seconded by Belletete, the Consent Agenda was approved as presented with item #2-A being denied.

G. Old Business -None

H. New Business

Resolution #2020-08- Conant High School Graduation – Silver Ranch Airpark (6-12-2020)
The school district has spoken with NH DOE, Jaffrey PD and Jaffrey Fire and there were no issues as long as they adhere to the DOE social distance guidelines. Traffic control will be handled inside the park and the DOE doesn’t have a number restriction if social distancing is in place. A fireworks permit will be obtained.

On a motion by Belletete, seconded by Chamberlain, Resolution #2020-08 was approved (3-0) (Sterling-yay; Belletete-yay; Chamberlain-yay)

Resolution #2020-09 – Acceptance of Governor’s First Responder Stipends- This covers First Responders only. JRMA will get their own stipend. Our first submission of expenses is still being reviewed.

On a motion by Belletete, seconded by Chamberlain, Resolution #2020-08 was approved (3-0) (Sterling-yay; Belletete-yay; Chamberlain-yay)

Camping on Town Property Request – Jaffrey Parks & Recreation – Humiston Park – June 17-18. This would be held at Humiston Park with members bringing their own camping gear and observing social distancing rules. There will not be more than 10 gathering, which includes staff. They will be obtaining a burn permit from the Jaffrey FD for the fire ring.

On a motion by Belletete, seconded by Chamberlain, this request was approved (3-0) (Sterling-yay; Belletete-yay; Chamberlain-yay)

Town Meeting Procedure – June 6, 2020 – On Monday, TM Frederick heard from NHMA stating that they are not offering any guidance toward Town Meeting. Sam Greene, from DRA, provided links to the Winnisquam School District outdoor meeting and Town Atty. has approved the plan.

Silver Ranch Airport was a consideration but found to be unsuitable. Hope Fellowship Church parking lot has enough space and the set-up would work. 141 cars can fit into the spaces with adequate spacing of the cars to observe social distancing. Supervisors of the checklist will be checking in cars and then cars will be directed to Resident, Non-resident, and Staff parking areas. 3 stationary microphones will be provided along with remote ones, which will be sanitized between use. Voting will be done with colored paper and ballot votes will be collected in bins and brought to the Supervisors for counting. Ballot voting will be concurrent to save time with time limit reminders to voters. Department Heads, along with staff will be present. Head table will be the BOS, TM, Moderator and Town Clerk. Residents will be urged to wear masks when leaving their vehicles and the mailer will explain the procedures for parking and voting.

Town Meeting Warrant Review- The BOS will suggest amendments to the warrant to cover the revenues lost due to the Rooms & Meal tax and gas tax due to Covid 19 travelling restrictions and closures. Since there are 3 ballot votes that require one hour for voting each, it was also suggested to move #23 (SB2) after article 8 to allow more time for discussion.

I. Reports to the Select Board

Selectmen’s Reports

Sterling- No Meetings. There have been some emails for HDC matters.

Belletete- EDC met, but he was unable to attend. Planning Board has not met.

Chamberlain – ConCom did a Zoom meeting on 5/20. Trees will be planted for Arbor Day at Howard Park. The Memorial Bench for Nora Bryant will be put in front of the Library soon. Charity Square (by the Post Office) may be changed into a community garden area, which is in the early stages of discussion.

Cemetery Committee met twice at Conant and the Old Burial Ground. Todd has been attending meetings and has been very responsive.

Debris is being picked up and there is still more to do. The Willa Cather fund will be funding tree work and plantings around the Willa Cather gravesite.

Town Manager's Report

- Memorial Day- Observance went well and was livestreamed. DPW was thanked for their cleanup work at the common.
- Livestream for Town Meeting was suggested.
- DPW truck driver interviews were held today.

J. Other Business – Chamberlain asked if the school district has been saving money by not opening the schools, he wondered if the BOS should send a letter asking them to reduce their request for funding from the town. Belletete stated they are going through contractual issues now and spending monies to get ready for the restrictions and distancing issues that are happening in September. No letter will be sent.

K. Non-Public – None

L. Adjournment

The meeting adjourned at 7:12pm on a motion by Chamberlain, seconded by Belletete (3-0). (Sterling-yay; Chamberlain-yay, Belletete-yay).

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.