

**TOWN OF JAFFREY**  
**Jaffrey, New Hampshire**  
**Select Board Meeting Minutes**  
**October 12, 2020**

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

**Selectmen:** John E. Belletete, Kevin Chamberlain (via phone)

**Town Manager:** Jon Frederick

**Staff:** Administrative Assistant Judy Zola

**Residents:** Rob Stephenson, Meetinghouse Committee

**A. Call to Order-** 6:00pm

**B. Non-Public** – None

**C. Appointments** - None

**D. Public Hearings** —Acceptance of \$10,000.00 from NH Department of Natural and Cultural Resources Moose Plate Grant Fund for the Meetinghouse.

Chairman Sterling opened the Public Hearing at 6:01pm

Rob Stephenson from the Meetinghouse Committee was present to explain that the Town ‘s request for the grant was successful and the grant maximum is \$10,000. The funds wouldn’t be used until September/October of 2021. The project includes replacing the clock faces, painting, replacing or restoring the clock tower baluster. The total project cost is estimated at \$150,000 with funding to come from this grant, possible LCHIP funds and fundraising. The architect who will be writing up the specs for bidding will be Mike Petrovick. TM Frederick and Todd Croteau, Superintendent of Highways & Facilities will be involved in the bidding process.

Selectman Belletete asked if the resolution should be amended to state “up to” an amount of \$10,000.

Seeing that there was no additional public input, Chairman Sterling closed the Public Hearing at 6:07pm

On a motion by Belletete, seconded by Chamberlain (via phone) Resolution #2020-22 Accept \$10,000 in Unanticipated Revenue from the Moose Plate Grant and to authorized TM Frederick as the Authorized signer for the Select Board was approved (3-0).

**E. Approval of Meeting Minutes**

On a motion by Belletete, seconded by Chamberlain (via phone) the Public Minutes of September 28, 2020 with amendments were approved (3-0).

On a motion by Belletete, seconded by Chamberlain (via phone) Non-Public Minutes of September 28, 2020 were approved and sealed (3-0).

On a motion by Belletete, seconded by Chamberlain (via phone) Non-Public Minutes of September 28, 2020 were approved and sealed (3-0).

**F. Consent Agenda**

1. Payroll and Vendor Manifests
2. Abatements
  - a) #2020-77 – James Moore – 18 Libby Court - \$15.68 Water/\$20.42 Sewer
  - b) #2020-78 – Judith Devlin – 11 Sunnyfield Drive - 10,247.08Water/\$13,343.31Sewer
3. Veteran Credit Transfer – Surviving Spouse - Sheila Devens
4. Acceptance of Donation – Jaffrey Chamber of Commerce
  - a) \$500.00 to the Jaffrey Parks & Recreation for the Humiston Playground Project
5. Jaffrey 250<sup>th</sup> Committee Appointment
  - a) Sarah Bergeron
6. Authorization to Expend from the Cemetery Trees Trust Fund - \$980.00 – Windblown Tree & Tractor

On a motion by Belletete, seconded by Chamberlain (via phone), the Consent Agenda was approved as presented (3-0).

**G. Old Business**

Letter of Support for Source Water Protection Grant – Tony Cavaliere amended his previous request to remove the, maintenance of the Class VI Road and is only seeking funds only for gates. The gates will not be locked until the road is reclassified as a trail, which will be presented at Town Meeting. There will be 2 gates, one at the town line, the other at Squantum Road.

On a motion by Belletete, seconded by Chamberlain (via phone), the letter of support was approved (3-0).

## **H. New Business**

Esri SAG Award – It is worthy of note that the Town and Tighe & Bond received this award as a joint effort. Town staff that worked intimately with GIS and should be acknowledged for their efforts in receiving this award are Randy Heglin, Jo Anne Carr and Andy Baranowski. The BOS and Town Manager congratulate those involved.

MS-1- This is a report of the Town's valuation. Mike Pelletier from MRI complied the results from the 2019-2020 overview of properties. The valuation is up 27.5%. Chamberlain stated that the \$113,000,000 on the tax base will be used to set the tax rate. Belletete commented on the amount of Jaffrey properties in Current Use. Chamberlain asked how Jaffrey compares with other towns. Chairman Sterling noted that much of the land in Current Use are properties in the Mount Monadnock, Gap Mountain and in Annett State Park areas. He has made this concern known to the State, however no changes have been made.

On a motion by Belletete, seconded by Chamberlain (via phone), the MS-1 was Accepted and Certified (3-0).

MS-535- This form is the State's version of the annual audit, showing the Funds, Revenue and Expenditures for 2020. There was a brief discussion regarding projects where the balances are carried over to the next year, if not completed. The Undesignated Fund Balance is used to make up for shortages.

On a motion by Belletete, seconded by Chamberlain (via phone), the MS-535 was Accepted and Certified (3-0).

Resolution #2020-23 – Disburse \$1,000 from the Jaffrey 250<sup>th</sup> Committee CRF- This request is being made so that funds can be used to establish a checking account at People's Bank. This will ensure that funds will not be comingled with other Town Accounts.

On a motion by Belletete, seconded by Chamberlain (via phone), Resolution #2020-23 was approved (3-0).

2021 Select Board Budget Guidance- The CPI is at .8%. Last year's budget involved many retirement buyouts and 53-week pay periods. The budget was also decreased by \$278,000 at Town Meeting. TM Frederick is recommending to establish a reserve fund for retirements to plan ahead. Belletete asked how revenues were doing and what are the outstanding revenues expected. Meals & Room revenue should be in by the end of the year. State Aid Grants run through June 2021, but if those funds become frozen, our budget will be in trouble. Belletete felt there wasn't a clear direction to head until the State determines their funding. Sterling added that if eliminate last year's variables, we may be able to increase some funds. DPW may be making a request for a smaller truck with a wing plow and they can retrofit with the old truck. Fire and Police requests are stable due to pre-planning, Municipal Building requests are on hold. The paving plan for this year will definitely have Stratton Road included. It was thought the best way to proceed for now is to get an overall view of projects and set a goal of a flat budget.

## **I. Reports to the Select Board**

### **Selectmen's Reports**

Sterling- Budcom has met and the budget is 4% under. They were interested in more detail about the Sewer budget.

HDC and the Meetinghouse Committees have not met.

Belletete- Planning Board meets tomorrow.

EDC meets next week.

Chamberlain- Cemetery Committee meets on Wednesday and will be discussing their budget for the upcoming year.

### **Town Manager's Report**

- The Jaffrey 250<sup>th</sup> Committee will be attending the BOS meeting on November 23<sup>rd</sup>.
- The Governor, Senators and entourage will be at the Peterborough Town Building on Friday (10/16) at 10am regarding the Cold Stone Springs Water Project. The BOS is invited.

**J. Other Business** – Belletete was concerned that the NH State Liquor store in the plaza has basically removed all inventory and fixtures. They continue paying the rent, but are no longer open. Sterling stated that there were 16 under-performing stores that were closed. Belletete hates to see another retail store leaving Jaffrey and wonders who the Town should/would contact. The EDC would be the appropriate authors of the letter and it can be sent to our congressional team of Ames, Ley and Thompson.

## **K. Non-Public – None**

## **L. Adjournment**

On a motion by Belletete, seconded by Chamberlain (via phone), the meeting was adjourned at 6:58pm (3-0).

Submitted:

Attest:

Judith A. Zola  
Administrative Assistant

Franklin W. Sterling, Jr.  
Chairman

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