

**STATE OF NEW HAMPSHIRE
TOWN OF JAFFREY
LAYMAN’S WARRANT
2024**

**Elections – March 12, 2024 (7:00 a.m. to 7:00 p.m.)
Business Meeting – March 16, 2024 (9:00 a.m.)**

TO: The inhabitants of the Town of Jaffrey, in the County of Cheshire, in the State of New Hampshire, qualified to vote in Town affairs:

You are hereby notified to meet at the Conant High School Ernest J. Pratt Auditorium in said Jaffrey on Tuesday, the 12th of March, 2024 at seven o’clock in the forenoon (polls close at 7:00 p.m.) to vote for the town officers and to act on other questions as required by law to be decided by official ballot. Pursuant to RSA 39:2-a and the vote of the Town at the adjourned session of Town Meeting on March 13, 1979 and the Town Meeting on March 13, 1993, the business portion of the meeting recessed until nine o’clock in the forenoon, Saturday, March 16th, 2024 at the Pratt Auditorium in Jaffrey, at which time the Town will act on all subjects described in the following Warrant Articles except those requiring action by official ballot:

Art. 1. To choose the following Town Officers: (By Official Ballot)

Selectman	one person for three-year term
Trustee of the Trust Funds	one person for three-year term
Supervisor of the Checklist	one person for six-year term
Library Trustee	two people for three-year terms
Moderator	one person for three-year term

Art. 2. To see if the Town will vote to adopt the following amendments to the Jaffrey Zoning Land Use Code, as proposed by the Jaffrey Planning Board to be voted by Official Ballot: (The exact text of each of the proposed changes is available at the Town Clerk’s and Planning Offices and on the Town website on the Planning Board page).

1. Are you in favor of Amendment #1 to the Land use Code to amend Section VI – 6.4: Areas and Setbacks for Buildings, to clarify in the General Business, General Business A and Residential B Districts where town water and sewer are available, that multi-family is permitted?

YES

NO

LAYMAN’S LANGUAGE: The purpose of the proposed change is to clarify that

the intent is to allow multi-family in these districts, and as well as provide a bonus density for workforce and senior housing as previously approved by Town Meeting.

2. Are you in favor of Amendment #2 to the Land Use Code to add a paragraph to Section VI – 6.4: Areas and Setbacks for Buildings which allows for a Workforce or Senior Housing development to exceed the maximum number of units per building pending a financial statement from the developer indicating economic viability per RSA 674:58 (III)?

YES

NO

LAYMAN’S LANGUAGE: The purpose of this change is to allow a developer to increase the number of units allowed per building, currently limited to 8, to provide a reasonable and realistic opportunity to build workforce and senior housing which is economically viable for the developer and meets income guidelines for tenants and/or owners. This change provides compliance with state statute.

3. Are you in favor of Amendment #3 to the Land Use Code to amend Section VI 6.1: Dimensional Table, to correct a scrivener’s error in the Turnpike Road Industrial District “Tract A” should read Section 4.7.2 rather than 3.6.2?

YES

NO

LAYMAN’S LANGUAGE: The purpose of the proposed change is to correct the reference in the Dimensional Table.

4. Are you in favor of Amendment #4 to the Land Use Code to amend Section XII: Guide to the Zoning Districts, to correct reference to 12.13 Industrial District (Tack Shop), should read Industrial District (Knight Street) and clarify reference to 12.14 Industrial District (Northeast), should read Industrial District (Stone Arch Bridge)?

YES

NO

LAYMAN’S LANGUAGE: The purpose of this amendment is to clarify descriptions of the Industrial Districts.

Art. 3. To see if the Town will vote to raise and appropriate the sum of \$2,575,000 (Two Million Five Hundred Seventy-Five Thousand Dollars) for the purpose of designing, constructing, and replacing a watermain and associated water equipment, and any costs related thereto for the purpose of replacing the watermains on sections of Squantum Road and Prescott Road. And further, to authorize the issuance of not more than \$2,575,000 (Two Million Five Hundred Seventy-Five Thousand Dollars) of bonds and notes in accordance with the provisions of the Municipal Finance Act (RSA 33 et.seq.), as amended, and to authorize the Board of Selectmen to issue, negotiate, sell, and deliver such bonds or notes, and to determine the rate of interest thereon

and the maturity and other terms thereof, and to take any other action the Board deems appropriate to effectuate the sale and/or issuance of said bonds. It is anticipated that 70% of the total bond in the amount of \$1,802,500 (One Million Eight Hundred and Two Thousand Five Hundred Dollars) is to come from principle forgiveness. And further, to authorize the Selectmen to apply for, obtain and accept federal, state or other aid, if any, which may become available for said project, and to comply with all laws applicable to this project. And further, without impairing the status of this bond as a general obligation to the Town, it is the intention and expectation of the Selectmen that debt service on this bond will be supported 100% by Water User Fees.

*Recommended by the Select Board (3-0) and Budget Committee (7-0). **3/5 Ballot Vote Required***

LAYMAN’S LANGUAGE: Due to the total length of the water main on Squantum Road, the road has been broken up into segments for water main replacement. The current segments due for replacement are from the end of Stratton Road to the end of Howard Hill Road, and the from Prescott Road to Sherwin Hill Road. The Town intends to utilize a contractor to replace these two sections of water main utilizing funding from the New Hampshire Department of Environmental Services (NHDES) Drinking Water State Revolving Fund. Of the \$2,575,000 in funding, 70% may be forgiven as principle forgiveness. All Town funding would come from water user fees and will not impact property taxes.

Art. 4. To see if the Town will vote to raise and appropriate the sum of \$100,000 (One Hundred Thousand Dollars) for the purpose of designing the wastewater treatment lagoon closure and decommission plan for the three wastewater lagoons located at 2 Old Sharon Road in Jaffrey, NH. And further, to authorize the issuance of not more than \$100,000 (One Hundred Thousand Dollars) of bonds and notes in accordance with the provisions of the Municipal Finance Act (RSA 33 et.seq.), as amended, and to authorize the Board of Selectmen to issue, negotiate, sell, and deliver such bonds or notes, and to determine the rate of interest thereon and the maturity and other terms thereof, and to take any other action the Board deems appropriate to effectuate the sale and/or issuance of said bonds or notes. The total \$100,000 of the note is to come from principle forgiveness.

*Recommended by the Select Board (3-0) and Budget Committee (7-0). **3/5 Ballot Vote Required***

LAYMAN’S LANGUAGE: The Town of Jaffrey’s wastewater was treated using a lagoon style process before the new wastewater treatment plant was constructed over ten years ago. The outdated lagoon process is no longer utilized and is a liability to the Town. The lagoon system is a New Hampshire Department of Environmental Services (NHDES) registered dam that must be maintained by town and ultimately removed. The Town is seeking an engineering firm to design a “lagoon closure plan”, as required by NHDES, in order to declassify these three old lagoons as dams. Funding through the NHDES Clean Water State Revolving Fund is a 100% principle forgiveness style loan and no Town funds

are anticipated to be use for the project. Any Town funding for this project will be provided 100% from wastewater user fees and will have no impact on property taxes.

Art. 5. That all reports submitted by Town Officers be accepted as read and as printed in the Town Report.

LAYMAN’S LANGUAGE: The purpose of this article is to accept all reports as printed in the Town Report.

Art. 6. To see if the Town will vote to approve the cost items in the collective bargaining agreement reached between the Select Board and Teamsters 633, Jaffrey Department of Public Works employees, which calls for the following increases in salaries and benefits at the current staffing level:

Fiscal Year	Estimated Increase
2024	\$ 18,112

And further to raise and appropriate the total sum of \$18,112 (Eighteen Thousand, One Hundred Twelve Dollars) for the current fiscal year, such total sum representing the additional costs attributable to the increase in salaries and benefits required by the new agreement over those that would be paid at current staffing levels. *Recommended by the Select Board (3-0) and Budget Committee (7-0).*

LAYMAN’S LANGUAGE: This article approves a one-year agreement beginning January 1, 2024 with the DPW union and the payment of the cost items therein (3% step increase, \$15 call pay increase and \$100 clothing increase).

Art. 7. Shall the Town, if Article 6 is defeated, authorize the governing body to call one special meeting, at its option, to address Article 6 cost items only? *Recommended by the Select Board (3-0).*

LAYMAN’S LANGUAGE: This article is a requirement to allow the Town to delegate the authority to the Selectmen to call one Special Town Meeting to reconsider Article 6 should it fail. If Article 6 passes, this article is passed over.

Art. 8. To see if the Town will vote to approve the cost items in the collective bargaining agreement reached between the Select Board and AFSCME Local 3657, Police Department employees, which calls for the following increases in salaries and benefits at the current staffing level:

Fiscal Year	Estimated Increase
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2024	\$ 36,651
2025	\$ 42,677

And further to raise and appropriate the total sum of \$36,651 (Thirty-Six Thousand, Six Hundred Fifty-One Dollars) for the current fiscal year, such total sum representing the additional costs attributable to the increase in salaries and benefits required by the new agreement over those that would be paid at current staffing levels. *Recommended by the Select Board (3-0) and Budget Committee (7-0).*

LAYMAN’S LANGUAGE: This article approves a two-year agreement beginning January 1, 2024 with the Police union and the payment of the cost items therein (4.0% salary increase for 2024, COLA increase based on 10-year rolling average of CPI in 2025, 1% bonus in 2025 based on gross salary).

Art. 9. Shall the Town, if Article 8 is defeated, authorize the governing body to call one special meeting, at its option, to address Article 8 cost items only? *Recommended by the Select Board (3-0).*

LAYMAN’S LANGUAGE: This article is a requirement to allow the Town to delegate the authority to the Selectmen to call one Special Town Meeting to reconsider Article 8 should it fail. If Article 8 passes, this article is passed over.

Art. 10. To see if the Town will vote to raise and appropriate the following sums for the operation of the water and sewer systems, to be funded entirely through user fees and other non-property tax resources:

Water Department	\$ 1,146,884
Sewer Department	<u>\$ 2,185,085</u>
	\$ 3,331,969

Recommended by the Select Board (3-0) and Budget Committee (7-0).

LAYMAN’S LANGUAGE: This article provides the funds necessary to operate the Town’s Water and Sewer Departments on an annual basis.

Art. 11. To see if the Town will vote to raise and appropriate the following sums for the operation of the Tax Increment Finance Districts, to be funded entirely through tax increments:

Downtown TIF District	\$ 181,286
Stone Arch TIF District	<u>\$ 67,163</u>
	\$ 248,449

Recommended by the Select Board (3-0) and Budget Committee (7-0).

LAYMAN’S LANGUAGE: This article provides the funds necessary to operate the Town’s Tax Increment Finance Districts on an annual basis.

Art. 12. To see if the Town will vote to raise and appropriate the sum of \$ 7,299,920 (Seven Million, Two Hundred Ninety-Nine Thousand, Nine Hundred Twenty Dollars) for general municipal operations. *Recommended by the Select Board (3-0) and Budget Committee (7-0).*

LAYMAN’S LANGUAGE: This article provides the funds necessary to operate the Town on an annual basis. This includes all salaries, maintenance, supplies and programs which are funded and operated by the Town.

Art. 13. To see if the Town will vote to establish a capital reserve fund under RSA 35 for the purpose of paving and sidewalk reconstruction, to raise and appropriate the sum of \$100,000 (One Hundred Thousand Dollars) to be deposited into this fund (to be known as the Sidewalk Capital Reserve Fund), and to designate the Select Board as agent to expend. *Recommended by the Select Board (3-0) and Budget Committee (7-0).*

LAYMAN’S LANGUAGE: This article would create a sidewalk paving capital reserve fund that would permit the Town to reconstruct and repave its sidewalk system through the course of a 10-year plan. Utilizing funds from the State of NH in year one, we would repair all of Stratton Road sidewalks in conjunction the Peterborough Street – Stratton Road project. With continuous funding of \$100,000 on an annual basis, the Town would be able to address its failing sidewalks in a ten-year period.

Art. 14. To see if the town will vote to raise and appropriate the sum of \$1,185,000 (One Million, One Hundred Eighty-Five Thousand Dollars) to be deposited into in the following existing Capital Reserve Funds previously established for the listed purposes:

<u>Trust Name</u>	<u>Year Established</u>	<u>Amount</u>
1 Road Paving CRF	2021	\$ 575,000
2 Highway Equipment CRF	1997	\$ 200,000
3 Town Office CRF	2017	\$ 25,000
4 Fire Equipment CRF	1996	\$ 60,000
5 Land Acquisition CRF	2008	\$ 5,000
6 Municipal Building Maintenance CRF	2010	\$ 150,000
7 Bridge Rehabilitation CRF	2017	\$ 120,000
8 Police Cruiser Replacement CRF	2019	\$ 40,000
9 Recreation Equipment CRF	2021	\$ 10,000
		\$ 1,185,000

Recommended by the Select Board (3-0) and Budget Committee (7-0).

LAYMAN’S LANGUAGE: This article funds the appropriations for the Town’s Capital Improvement Plan.

1. The Road Paving CRF permits the Town to fund a ten-year paving plan to bring our road system from grade D grade to grade B by 2030, with steady funding of \$575,000 per year. Consistent annual contributions to the fund will permit the town to pave \$650,000 annually for the life of the plan through the capital reserve fund.
2. The Highway Equipment CRF funds the repair or replacement of Highway equipment. The equipment replacement schedule requires funding at \$200,000 for the duration of the 20-year plan to purchase equipment without incurring debt.
3. The Town Office CRF funds the design, engineering, construction and land acquisition for a new Town Office.
4. The Fire Department CRF funds the repair or replacement of firefighting and/or rescue equipment. Annual funding levels have been \$60,000. The equipment replacement schedule requires funding at \$180,000 for the duration of the 20-year plan to purchase equipment without incurring debt. The ability to increase funding for this plan will be evaluated on an annual basis.
5. The Land Acquisition CRF funds the acquisition of land and conservation easements to conserve strategic open space for the Town, help maintain scenic views, wildlife habitat and water quality.
6. The Municipal Building Maintenance CRF funds major maintenance on existing Town buildings. The Capital Improvement Plan requires funding at \$150,000 annually.
7. The Bridge Rehabilitation CRF funds design and engineering to rehabilitate or replace bridges throughout Jaffrey. The Capital Improvement Plan requires funding at \$120,000 annually.
8. The Police Cruiser Replacement CRF, funded at \$40,000 annually, permits replacement of police cruisers two out of every three years. The typical life span of a police cruiser is five years due to their intensive use and extensive idling hours. The next cruiser slated for replacement is in 2025.

9. The Recreation Equipment CRF, was created to fund the purchase of the department's van that was ordered in 2023 and will be delivered in 2024. Continuing funding at \$10,000 will prepare the town to replace the new van after its ten-year life expectancy is reached.

Trust Name	Trust Balance as of 12/31/2023	2023 Appropriation	2024 Increase/ (Decrease)
1 Road Paving CRF	\$ 529,757	\$ 575,000	\$ -
2 Highway Equipment CRF	\$ 405,617	\$ 200,000	\$ -
3 Town Office CRF	\$ 275,001	\$ 25,000	\$ -
4 Fire Department CRF	\$ 185,728	\$ 60,000	\$ -
5 Land Acquisition CRF	\$ 69,981	\$ 5,000	\$ -
6 Municipal Building Maintenance CRF	\$ 600,062	\$ 150,000	\$ -
7 Bridge Rehabilitation CRF	\$ 201,715	\$ 120,000	\$ -
8 Police Cruiser Replacement CRF	\$ 63,972	\$ 40,000	\$ -
9 Recreation Equipment CRF	\$ 100,027	\$ 50,000	\$ (40,000)
		\$ 1,225,000	\$ (40,000)

Art. 15. To see if the town will vote to raise and appropriate the sum of \$210,000 (Two Hundred Ten Thousand Dollars) to be deposited into the following existing Capital Reserve Funds previously established for the listed purposes, with the sum of \$150,000 (One Hundred Fifty Thousand Dollars) to come from Downtown Tax Increment Finance District and the sum of \$60,000 (Sixty Thousand Dollars) to come from Stone Bridge Tax Increment Finance District:

Trust Name	Year Established	Amount
1 Downtown TIF District CRF	2017	\$ 150,000
2 Stone Bridge TIF District CRF	2022	\$ 60,000
		\$ 210,000

Recommended by the Select Board (3-0) and Budget Committee (7-0).

LAYMAN'S LANGUAGE: This article will place \$150,000 into the Downtown TIF District Capital Reserve Fund to fund future infrastructure enhancements in the Downtown area. It will also place \$60,000 into the Stone Bridge TIF District Capital Reserve Fund to fund future infrastructure enhancements in the Stone Bridge district. All funds will come from their respective TIF District and have no impact on the tax rate.

Trust Name	Trust Balance as of 12/31/2023	2023 Appropriation	2024 Increase/ (Decrease)
1 Downtown TIF District CRF	\$ 336,179	\$ 60,000	\$ 90,000
2 Stone Bridge TIF District CRF	\$ 80,027	\$ 40,000	\$ 20,000
		\$ 100,000	\$ 110,000

Art. 16. To see if the town will vote to raise and appropriate the sum of \$26,525 (Twenty-Six Thousand, Five Hundred Twenty-Five Dollars) to be deposited into in the following existing Expendable Trust Funds previously established for the listed purposes:

Trust Name	Year Established	Amount
1 Cemetery Trees TF	2007	\$ 5,000
2 Gravestone Restoration TF	2000	\$ 1,000
3 Meetinghouse TF	1991	\$ 5,525
4 Retirement Buyout TF	2021	\$ 15,000
		\$ 26,525

Recommended by the Select Board (3-0) and Budget Committee (7-0).

LAYMAN’S LANGUAGE:

1. The Cemetery Trees Trust funds the care and removal of trees in the Town's cemeteries. Older trees are of concern as falling branches can cause expensive and sometimes irreparable damage to historic gravestones.
2. The Gravestone Restoration Trust is used to repair and maintain stones that have been damaged or vandalized, specifically in those cases where a family member can't be found to assume the responsibility.
3. The Meetinghouse Trust supports major capital costs associated with Jaffrey's most historic building, the town-owned 1775 Meetinghouse. Annual appropriations have been \$3,000. Donations and rentals totaled \$2,525 in 2023 and is added to this appropriation.
4. The Retirement Buyout Trust funded at \$15,000 annually eliminates the direct tax burden associated with retirement buyouts due to their impact on the operational budget. There are six employees within six years of retirement eligibility, with a liability of \$90,000.

Trust Name	Trust Balance as of 12/31/2023	2023 Appropriation	2024 Increase/ (Decrease)
1 Cemetery Trees TF	\$ 17,717	\$ 5,000	\$ -
2 Gravestone Restoration TF	\$ 7,456	\$ 1,000	\$ -
3 Meetinghouse TF	\$ 17,128	\$ 3,000	\$ 2,525
4 Retirement Buyout TF	\$ 19,933	\$ 15,000	\$ -
		\$ 19,000	\$ 2,525

Art. 17. To see if the town will vote to change the purpose of the existing Jaffrey 250th Celebration Reserve Fund to the Jaffrey 300th Celebration Reserve Fund for the purpose of providing the initial funding required to plan Jaffrey's Tricentennial celebration. The Select Board is designated as the agent to expend. *Recommended by the Select Board (3-0).* **2/3 Vote Required**


LAYMAN'S LANGUAGE: This article will change the purpose of the Jaffrey 250th fund to provide seed money for the Jaffrey's tricentennial celebration. The Jaffrey 250th Jubilee Committee started with no money and had to fundraise for the celebration. The committee's slogan was, "Honoring the past, celebrating the present, and envisioning the future." Part of envisioning the future was to leave the Jaffrey 300th committee remaining funds in the capital reserve fund to get their celebration off the ground. We want them to know we were thinking of them so they could properly honor the past as they celebrate their present. The remaining balance in the CRF is \$5,009. A 2/3 vote is required to change the purpose of a capital reserve fund.

Given under our hands, February 12, 2024.

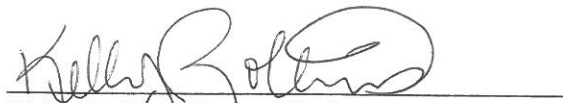
We certify and attest that on or before February 26, 2024, we posted a true and attested copy of the within Warrant at the place of meeting, Ernest J. Pratt Auditorium, and like copies at the Town Office and the Town Library, and delivered the original to the Town Clerk.

Jaffrey Board of Selectmen


Franklin W. Sterling, Jr., Chairman


Kevin Chamberlain

True Copy of the Layman's Warrant Attest:


Kelly Rollins, Town Clerk


Charles Turcotte