

# COMMUNITY FACILITIES

## INTRODUCTION

This Section of the Master Plan identifies public and semi-public facilities that serve the residents and property owners of Jaffrey. RSA 674:2:III.c recommends including a community facilities section which *“identifies facilities to support the future land use pattern..., meets the projected needs of the community, and coordinates with other local governments’ special districts and school districts, as well as with state and federal agencies that have multi-jurisdictional impacts.”*

An important function of town government is to provide residents and property owners with a level of service commensurate with taxes and fees paid that meet the current needs of the populace. In Jaffrey's case, these include public safety (police, fire, and ambulance), public works (water, sewer, roads, solid waste disposal, and cemetery maintenance), schools, recreation, cultural facilities, health and welfare services, and the town government operations (selectmen, property maintenance, and assessment).

The degree to which these facilities are developed has a significant impact on the quality of life and general character of a community. This Chapter of the Master Plan presents an inventory of such facilities and services, an assessment of the adequacy of the current level of service, and any plans or recommendations to expand, improve, or add to an existing facility or service.

## COMMUNITY FACILITIES

### Town Hall/Town Government

The Town Offices building was originally a lumber warehouse that was converted to offices for Town Government in 1995. The two-story, 2,000 sq.ft., wood-frame structure located at 10 Goodnow Street houses the offices of the Selectmen/Town Manager; Town Clerk; Tax Collector; Property Records, Building Inspector, Finance, and Economic Development; and, Welfare. The Selectmen/Town Manager, Property Records, Building Inspector, Finance, and Economic Development offices are open Monday through Friday 8:30 a.m. to 5:00 p.m. The Town Clerk and Tax Collector offices are open Monday through Thursday 8:30 a.m. to 3:30 p.m. and 6:00 p.m. to 8:00 p.m., and on Fridays from 8:30 a.m. to 12:00 p.m. Welfare is available by appointment in the evenings. The Selectmen meet at 7:30 p.m. on the second and fourth Monday of each month, and the Planning Board meets at 7:00 p.m. on the second Tuesday of each month.

The Town of Jaffrey provides funding support to: Home Health Care and Community Services in the amount of \$17,000 per year; Monadnock Family Services for \$6,966; Monadnock Community Early Learning Center for \$5,000; The Community Kitchen for \$5,000; and Southwest Community Services for \$3,500.

A large meeting room is located on the first floor and is available for use by all Town boards and committees. All departments are networked into a Windows-based server. The Town Office building is handicap accessible.

*Future Needs and Plans*

Lack of storage space for Town records may be a potential issue in the next five years.

**Meetinghouse**

The Meetinghouse in Jaffrey Center, built in 1775, was originally used for Town Meetings and church services. Today, the Meetinghouse is still publicly owned and continues to be used for meetings as well as entertainment and plays. The Meetinghouse is one of the community's historic treasures.

*Future Needs and Plans*

No future needs and/or plans anticipated at this time.

**Police Protection**

The Jaffrey Police Department, located at 26 Main Street, is housed in a two-story, brick building constructed in 1954. Police protection is under the direction of a full-time Chief with a force of ten full-time officers and one full-time administrator. The Police Department provides 24-hour coverage; two officers are on duty 24 hours a day, 7 days a week. Multiple training programs are available on a regular basis both within the Department and from outside agencies.

The Department has mutual aid agreements with all Cheshire County towns as well as Peterborough, New Ipswich, the New Hampshire State Police, and the Cheshire County Sheriff's Department. The Department has implemented an enhanced 911 system.

Police equipment includes four police cruisers: a 2005 in good condition, a 2004 in fair condition, a 2003 SUV in good condition, and a 2002 in poor condition. The Police Department also owns a 2005 Speed Radar Trailer in excellent condition.

Over the past five years, the Jaffrey Police Department has provided mutual aid assistance to other towns for approximately 200 incidents and has received mutual aid assistance for approximately 100 incidents. According to annual records, police activity has increased by almost 50% in the past ten years. The Police Chief indicates that this increase is due to recent growth in Town, while staffing has been reduced.

<u>Year</u>	<u>Total Accidents</u>	<u>Fatalities</u>
1998	127	0
1999	79	0
2000	150	0
2001	110	0
2002	115	0
2003	238	0
2004	221	1

There are two highly traveled state highways in Jaffrey, US 202 and NH 124, that have several locations of concern. The intersection of these two highways is especially problematic. Additional information regarding problem road areas is included in the Transportation Chapter.

### *Future Needs and Plans*

Many equipment items were upgraded through federal grants in 2000 and 2001. They are now outdated and approaching the need for replacement. There is no capital reserve fund in place so replacing these items will result in a significant impact on the budget when it occurs. Funds will need to be allocated in 2006 or 2007 to replace the equipment.

During the early 1990's, the Jaffrey Police Department averaged 4,000 to 4,500 calls for service annually. By 2000, annual calls for service had increased to more than 6,000. During that same period, police resources decreased. For example, in the early 1990's, the Department was staffed with twelve full-time officers, four part-time officers, two desk officers, and an animal control officer. Since 2000, the Department has handled police demands with eleven full-time officers, none or one part-time officer, one desk officer, and no one to handle animal complaints.

The Police Department has not been able to keep up with the amount of growth that has taken place over the past ten years. Calls for services have increased almost 50% while staffing has been reduced. Lack of adequate staffing is an immediate concern and needs to be corrected as soon as possible. Recognition also needs to be given to future growth of the Town, since police services must keep up with increased demand.

As much as 30% to 40% of the calls handled in Jaffrey relate to residents in their teens or younger. Oftentimes, when a juvenile is apprehended follow-up activities are warranted. Unfortunately, the attention needed cannot always be provided due to scheduling conflicts or other patrol duties assigned to the involved Officer. This not only shortchanges the community, but it results in lost opportunities to counsel youth and help redirect them toward more productive behaviors. The assignment of a Juvenile Police Officer will significantly improve these conditions.

### **Fire and Rescue Services**

Fire protection is provided by a full-time Fire Chief, part-time on-call Assistant Chief, and 24 on-call volunteers. On-call volunteers are compensated approximately \$11.50/hour. The Department holds monthly trainings for a minimum of two hours and Saturday trainings two to four times per year. Firefighters are encouraged to attend other classes available locally. The Jaffrey New Hampshire Fire Department, constructed in 1981, is located at 138 Turnpike Road in a 4,000 sq.ft., cement block and brick building with a steel roof structure. The facility includes several offices, a large meeting room for state and local meetings and trainings, bathrooms, a kitchen, 6 bays with overhead doors and room for a 7<sup>th</sup> vehicle.

The facility presently houses the following pieces of equipment:

<u>Equipment</u>	<u>Year Purchased</u>	<u>Pump Capacity</u>	<u>Storage Capacity</u>	<u>Condition</u>
Class A Pumper	1993	1250 gal/min	1000 gal	good*
Tanker	2004	500 gal/min	2500 gal	very good
Hose Reel Pumper	1989	1250 gal/min	3400 ft hose	good
Rescue	1991	n/a	rescue equipment	overloaded <sup>+</sup>
Brush Truck	1942	500 gal/min	200 gal	good

\* needs preventative maintenance

<sup>+</sup> due to equipment

Jaffrey is a member of the Southwestern New Hampshire Fire Mutual Aid, which is headquartered in Keene. Fire Mutual Aid is a dispatch center for 125 member towns in Massachusetts, New Hampshire and Vermont, receiving all emergency calls for fire, police and ambulance service. In addition, Mutual Aid is tied into the Fish and Game Department and the Cheshire County Sheriff's Department communications bands, and can dispatch these services when necessary. The Mutual Aid system is under the direction of a Chief Coordinator, providing 24-hour service. When a call is received by Mutual Aid for Jaffrey, the alarm is activated for the Fire Station. This alarm can also be activated at the Fire Station itself. Additionally, the firemen can be summoned by pager, which they each have.

Dry hydrants and fire ponds are used by the Fire Department as supplements to the water supply carried by the tankers to fight fires. Tankers and pumpers are generally filled at the Fire Station from the municipal water supply unless the trucks are out of the station at which time other water sources are used. There is an existing 30,000 gallon cistern located on Old Sharon Road and a new fire pond is proposed for Fitch Road. Fixed dry hydrants that currently exist in Jaffrey include:

Main Street (2)	Sherwood Lane (1)	Woodbound Road (1)
Fitch Road (2)	Thorndike Pond Road (1)	Dublin Road (2)
Crestview Drive (1)	Hadley Road (1)	Gilmore Pond Road (1)

There are three proposed dry hydrant locations: Town Farm Road, Mountain Road and Squantum Road. The Fire Chief indicates that there is a need for municipal fire hydrants on Old Sharon Road to protect industrial sites.

Fire Department responses in the last five years were as follows:

<u>Year</u>	<u># of Calls</u>
2000	202
2001	203
2002	233
2003	228
2004	230

The Jaffrey Fire Department provided mutual aid assistance to other towns over the past five years for 124 incidents, and received mutual aid assistance for 18 incidents.

#### *Future Needs and Plans:*

There is a need for additional administrative personnel support to assist the Fire Chief with duties and clerical work. Additional personnel are needed to complete work that is currently not being accomplished due to lack of time and personnel including hose testing, equipment testing and maintenance, inspections, pre-planning, and pump testing.

The existing station is nearing capacity; all but one of the equipment bays are full, there is a need to install bathrooms with showers for the firefighters and a vent system in the bays to remove truck exhaust. A feasibility study is needed to determine if the Fire Department and the Ambulance Service should be combined in order to supply the best emergency services to the townspeople of Jaffrey without a significant tax increase.

There is a need to acquire additional land adjacent to the Fire Station for future expansion and the Rescue Truck will need to be replaced in the next three to five years.

To ensure funds are available for future big ticket equipment and fire apparatus purchases when such items are needed, the Department recommends increasing the amount of funds annually allocated to the Fire Department Capital Reserve Fund.

### **Ambulance Service**

Jaffrey-Rindge Memorial Ambulance, Inc. provides ambulance service for the Town of Jaffrey and surrounding communities. Jaffrey-Rindge Memorial Ambulance, Inc. is located at 109 Main Street in Jaffrey. The building, constructed in the 1983, is a two bay wood-frame, block garage with vinyl siding.

The Ambulance Service has a paid staff which includes one part-time Chief, 26 part-time EMT's and 9 part-time support staff. The service is funded through a combination of municipal and private contributions as well as grants and fees for service.

Equipment owned by Jaffrey-Rindge Memorial Service includes a used 2000 Ambulance in good condition and a 2005 Ambulance in excellent condition.

Ambulance service coverage area extends for eighty square miles. The Jaffrey-Rindge Memorial Ambulance, Inc. has been primarily funded through municipal and private contributions, grants and/or fees.

Ambulance Service responses in the last five years were as follows:

<u>Year</u>	<u># Service Calls</u>
2000	820
2001	789
2002	800
2003	801
2004	774

### *Future Needs and Plans*

The Jaffrey-Rindge Memorial Ambulance, Inc. keeps their equipment as up-to-date as possible within budgetary constraints. The Chief indicates that staffing is always an on-going problem. Daytime per-diem personnel are currently used to cover the hours of 6:00 a.m. to 3:00 p.m. These personnel are not part of the regular membership, but were hired to help with daytime responses only. Staffing to cover nights and weekends consists of regular members who also have full-time jobs. There is a need for additional staff, since many regular members cannot cover scheduled times, due to work or family commitments.

Staffing issues over the next few years will probably include finding a way to add full-time personnel to handle calls and office work. However, it is possible that the Ambulance Service and the Fire Department may be combined in the next few years; if this happens the Ambulance Service may have an increase in personnel which would allow coverage for all calls.

Facilities are considered a liability for the Jaffrey-Rindge Memorial Ambulance, Inc. The building space is much too small and has no office space for officers and clerks to work in without constant interruption. The garage is so small that the ambulances just barely fit into them with only an inch or two of space to park them without hitting doors or walls. There is no room to store equipment or extra supplies. This lack of space has caused damage to trucks and equipment when drivers have not been completely square

when backing in. The building has sustained damage to the door framework and the brick façade as well as damaged the bodies of both ambulances along with lights and bumpers.

Expansion of the existing building is not possible due to the size of the parcel on which the facility is located. Expansion would require acquisition of property from abutting property owners, though the building could be expanded up to create office and storage space.

As technology for patient care advances, Jaffrey-Rindge Memorial Ambulance Service, Inc. must stay current, which can be very expensive. Major equipment purchases will include buying new defibrillators and cardiac monitors, which are anticipated to cost several thousand dollars per unit.

Jaffrey-Rindge Memorial Ambulance, Inc. educates the public about the need for adequate funding for emergency medical services. There is a strong group of personnel who actively educate the public about what the Ambulance Service does, and there is also a large group of CPR instructors who teach classes and inform the public about how the Ambulance Service responds and is trying to meet the demand for services.

Due to the way calls are recorded, the number of calls to which the Ambulance Service responds annually represents only the calls at which an ambulance was on the scene. The number does not reflect the actual number of times an ambulance was called and subsequently unable to respond due to crew shortages. In the last few years there were approximately one hundred or more calls each year that were not responded to due to inadequate staffing. As daytime staffing improves and a better system is established for accounting for the number of calls received, the actual number of annual calls and response incidents should be more accurately reported.

## **Highway Department**

The Jaffrey Highway Department is located at 23 Knight Street. The building occupies a one story, 6,040 square foot (4,400 square foot of storage/mechanic space) structure. The building was constructed in 1964 and includes concrete masonry unit garage bays and a wood-frame office space in the rear with asphalt shingles. The building is not handicap accessible.

The staff of the Highway Department consists of eight full-time employees. There is one seasonal (winter) per diem employee. A list of equipment maintained by the Department is included at the end of this section. Current equipment is reported to be in relatively good shape. The Town replaces equipment on a regular basis. Staffing is adequate for current demands at this time.

The Department maintains informal agreements with the NH DOT and several abutting communities for highway maintenance assistance.

Current traffic, transportation and roadway issues identified by the Department include the following:

- Traffic control and movement issues at the Route 124 / 202 / 137 intersection
- Limited level of service capabilities at various intersections (i.e. Old Sharon Roads and US 202, Prescott Road and Squantum Road, Witt Hill Road at Route 124)
- Development occurring along Class V and Class VI roadways which present a challenge for the Department, particularly Class V seasonally maintained roadways (i.e. Witt Hill Road); and,
- Gilsum Road and Thorndike Pond Road lack adequate width for winter maintenance

The Transportation Chapter included in the Master Plan as well as the Town's Hazard Mitigation Plan provide further detail on local traffic and roadway issues and recommended improvements to mitigate potential hazards.

DOT road projects in Jaffrey since 1990 have included the reconstruction and reconfiguration of the dogleg at Route 124 and US 202, resurfacing on US 202 to the Jaffrey/Peterborough Town Line, and a re-signalization project on US 202. At this time, there are no NH DOT projects scheduled for Jaffrey in the near future. Local road projects since 1990 have included the reconstruction of Ingalls Road, and upgrade of the following bridges: Pierce Crossing / Hadley Road, Chamberlain Road, Fitch Road. Local highway projects planned for 2006 include the reconstruction of Proctor Road and the reconstruction of the northerly portion off Thorndike Pond Road near Jaffrey center.

There is one designated scenic road in the Town of Jaffrey, Thorndike Pond Road (a two mile section of roadway from Gilsum Road to the Dublin Town line). Presently there is one Town road that can only be accessed through an abutting town, Shaker Road, which is accessed through Marlborough.

#### *Future Needs and Plans*

A schedule for equipment replacement has been prepared by the Town mechanic and the Department recommends carefully following this schedule.

The Town Highway Garage is 40 years old and in need of significant upgrades and/or replacement. Evaluation of the existing site needs to be completed in order to determine the feasibility of continuing operations at this site. If an evaluation determines that on-site reuse is most advantageous, a new building for administration and additional storage bays will be necessary. Presently, all equipment cannot be housed in the existing garage. Therefore, a new building should include a mechanic's bay and truck wash bay. Site improvements should include better site drainage control.

As noted above, staffing is adequate for current demands at this time. However, as the Town grows and demographics and community patterns change, public demands on the Department, particularly for snow and ice control, will require operational changes. For example, the Department presently commences for plowing when 4" accumulates and at 4:00am. As the impact and use of the Town's roads changes, earlier commencement for snow plowing operations should be expected.

Other suggested Department needs or changes include the development of a "pavement management program"; drainage system mapping using GPS and GIS to locate and map structures and outlets; development of an Official Town Map; and, town-wide GIS implementation for planning purposes.

<b>Town of Jaffrey Equipment Inventory</b>				
<b>Equipment</b>	<b>Department</b>		<b>Equipment</b>	<b>Department</b>
Clark Forklift	Dump		90 Sweepster Broom Attachment	Hwy
04 Cat Skidsteer	Dump		93 GMC 6wheel Dump T-1	Hwy
04 ExpeditionSUV 16-Comand-1	Fire		03 Freightliner Dump T-2	Hwy
00 Generator 16-EG	Fire		01 Freightliner 6Wheel Dump T-3	Hwy
93 Pumper 16-M1	Fire		05 Freightliner T-4	Hwy
87 Pumper 16-M2	Fire		72 Ford Tanker T-6	Hwy
89 Hose Reel 16-M4	Fire		97 Trackless Sidewalk TCR	Hwy
42 Brush Truck 16-M5	Fire		78 York Tow Rake	Hwy
38 Pumper 16-M9	Fire		99 Stone Compactor	Hwy
91 Rescue 16-R1	Fire		99 Generator E/G-1	Hwy
81 Tanker 16-T1	Fire		95 GMC 4WD Dump P-10	Parks
98 Cat Backhoe	Hwy		95 Fisher SP P-10	Parks
93 Morbark Chipper	Hwy		01 Crown Victoria Cruiser Unit 1	Police
81 Compactor	Hwy		00 Cruiser Crown Victoria Unit 2	Police
96 Sullivan Compressor	Hwy		02 Crown Victoria Cruiser Unit 3	Police
80 Grace Broom	Hwy		03 4WD SUV Unit 4	Police
86 Cat Grader	Hwy		98 GMC 1Ton Dump P-8	REC
68 Deere JD Trailer	Hwy		91 Ford Rec 4WD Tractor	REC
04 Cat Loader-L-1	Hwy		98 Ford Cutaway Rec Van	REC
86 Cat Loader L-2	Hwy		84 Katolight	Sewer
01 Chevy Pickup P-1	Hwy		04 Chevy Pickup P-4	Sewer
95 GMC 1Ton Utility P-5	Hwy		04 Fisher Plow SP P-4	Sewer
03 Chevy 1Ton Dump P-6	Hwy		95 Fisher P/A Plow SP P-5	Sewer
78 Western 1Ton Roller	Hwy		00 Generator E/G-10	Sewer
90 Rollertrailer(Homemade)	Hwy		99 Generator E/G-6	Sewer
95 Flink 10' Sander S-1	Hwy		86 Generator E/G-7	Sewer
94 Flink 10' Sander S-2	Hwy		00 Generator E/G-8	Sewer
96 Flink 10' Sander S-3	Hwy		00 Generator E/G-9	Sewer
01 Flink 13' Sander S-4	Hwy		03 Chevy Utility P-2	Water
02 LMC Snowblower	Hwy		95 GMC 4WD Utility P-3	Water
01 Fisher P/A Plow Xblade SP P-1	Hwy		95 Rammer-Compactor	Water
03 Fisher Snow Plow SP P-6	Hwy		95 Fisher Plow SP P-3	Water
98 Fisher P/A Plow SP P-8	Hwy		Trackstar Fusion Machine	Water
97 Larochelle Snow Plow SP-1	Hwy		01 Custom Watertrailer Van Trailer	Water
93 Larochelle Plow SP-2	Hwy		77 Lincoln Welder Trailer MTD	Water
93 Larochelle Plow SP-4	Hwy		97 Generator E/G-2	Water
94 Larochelle Plow SP-5	Hwy		94 Generator E/G-3	Water
81 Viking Snow Plow SP-7	Hwy		94 Generator E/G-4	Water
01 Larochelle 12' Snow Plow SP-8	Hwy		94 Generator E/G-5	Water
02 Johnston Sweeper	Hwy			

## Solid Waste Disposal

The Town of Jaffrey operates a Transfer Station on Old Sharon Road operated by the Highway Department. The facility includes an uninsulated, unheated 4,000 sq.ft. metal utility structure, an addition to the original structure having been added in 1987. The facility is handicap accessible. The facility employs three full-time and one part-time staff. Hours of operation are Tuesdays, Wednesdays and Fridays 9:00am – 4:00pm and Saturdays 8:00am – 3:00pm.

The Town accepts municipal solid waste (MSW) and recyclables from Jaffrey residents only through an individual drop-off process. Commercial concerns can use the recycling portion only. Recyclables are sorted and baled by type. In addition, the facility maintains a compactor for non-recyclable MSW. The Town maintains an agreement with Monadnock Disposal for the removal and disposal of MSW collected on-site; the MSW is believed to be landfilled. Recyclables are marketed through the Northeast Resource Recovery Association.

The Town's most pressing problem with MSW disposal today is the disposal cost per tonnage which is high compared to similar sized communities. The cost for MSW disposal in 2004 was \$215,879. In the same year, revenues for recyclable materials totaled \$20,744. Annual MSW tonnage collected for the past several years, which shows a 26% increase from 2002 to 2004 was as follows:

<u>Year</u>	<u>Tonnage MSW</u>
2004	1017
2003	997
2002	750

Equipment maintained by the Department for waste operations includes the following:

<u>Equipment</u>	<u>Year Purchased</u>	<u>Condition</u>
Vertical Baler	not available	Fair
Vertical Baler	2004	Excellent
Caterpillar Skid Steer	2004	Excellent

### *Future Needs and Plans*

Rising disposal costs will require greater scrutiny and control over materials brought into the facility. Staff needs to develop creative methods for reducing disposal costs and increasing recycling revenues.

Facility upgrades needed include heating of work areas, roof replacement, installation of roofing over the bulky waste roll-offs (which would help reduce weighted costs by eliminating collection of rain and snow among the disposal material), access road reconstruction, traffic flow improvements, and availability of potable water on-site. Equipment replacement should follow the scheduled developed by the Town's mechanic.

Other needs or plans for the Transfer Station include the development of a closed-landfill reuse plan and facility design/setup to improve monitoring of users and materials collection.

## Water System

The Water Department is presently located at 104 Turnpike Road. The Department occupies a single-floor, 1,200 sq.ft. building used for administrative office space with a number of concrete masonry unit well houses. The Department is staffed by two full-time employees.

The water system for the Town of Jaffrey consists of two gravel packed wells (Turnpike Well and Contoocook Lake Well), two finish water storage tanks having a total capacity of 1,250,000 gallons, a booster pumping station, and associated distribution system, piping and appurtenances. The water system serves the village area of Jaffrey, west along NH 124 through Jaffrey Center, north to Harkness Road, east along NH 124 to Squantum Village, and south along Hunt Road to the Woodmere and Little Michigan area in Rindge. The system serves approximately 177 residences in the Town of Rindge. The distribution system pressure is 30-145 pounds per square inch. The Town's water system has approximately 1,500 connections serving approximately 3,600 current users in Jaffrey and Rindge including the Jaffrey/Rindge Regional Conant High School, Jaffrey/Rindge Middle School, Jaffrey Grade School, and the private St. Patrick's School. In addition, the Department supplies the potable and fire protection needs of numerous industries, including Millipore and DD Bean among others. The average daily demand for the system was 343,000 gallons in 2004.

The Contoocook Lake Well is located off of Hunt Road. Contoocook Lake Well is a gravel packed well having a reported capacity of 350 gallons per minute (gpm) at a depth of 48 feet. The well was installed in 1978 and is used as a primary source of supply. The well is housed in a single story concrete structure that includes a vertical turbine pump with variable frequency drive, associated piping and a chemical feed system. At the present time, the water system uses calcium hypochlorite for disinfection, potassium hydroxide for pH adjustment, and a polyphosphate for corrosion control. The chemical storage and feed systems are housed in a separate room. Bulk chemical storage includes a 1,100 gallon tank for potassium hydroxide. The calcium hypochlorite uses a tablet feed system. Polyphosphate is added for iron and manganese sequestration. A back-up generator is available to provide power to this station. The well has been throttled back to 250gpm due to the presence of contamination in the wellfield. The production volume of the well is 180,000 gallons per day.

The Turnpike Well is located on the south side of NH 124, west of Fitzgerald Drive. The well has an estimated capacity of 325 gallons per minute at a depth of 46 feet based on a pumping report dated June 1996. The well, also used as a primary water supply, was installed in 1966. The well is housed in a single story brick building that includes a vertical turbine pump and motor, associated piping, and chemical feed system. Currently, the water system injects potassium hydroxide for pH adjustment and calcium hypochlorite for disinfection. The chemical feed system and storage are housed in a separate room. Bulk storage includes two 550-gallon tanks for potassium hydroxide. Calcium hypochlorite is added via a table system; polyphosphate is added for iron and manganese sequestration. A back-up generator can provide power to operate this well during a power outage. The generator is exercised once a week. The well is currently pumped at 250gpm.

Several years ago, the water system had monitoring wells installed around the Turnpike Well to monitor the static and drawdown level of the ground water. Operators measure water levels several times per year. Continuous monitoring of the aquifer will provide more data.

A SCADA system monitors tank levels, chemical feed systems, flow, and all alarm conditions. This system also activates each well when the storage tanks drop to set levels. It is anticipate that with improvements the SCADA monitoring system can monitor water levels in the wells surrounding the Turnpike well.

Treated water is discharged directly into the distribution system from both of these wells. The water flows through the distribution system as needed and into the Bullet Pond storage tank. The tank is located off of Cathedral Road adjacent to Bullet Pond. The tank is a precast concrete tank having a capacity of 750,000 gallons. The Bullet Pond tank level triggers both wells.

The Prospect Street booster station located along NH 124 provides water to Jaffrey Center and areas west of the Center. This high service area serves approximately 250 people. This station is a single story concrete building housing two 20 HP centrifugal pumps, piping, motor controls, and a back-up generator. Also, the water system is pumped up to the Poole storage tank. The tank is located adjacent to Monadnock State Park. The tank is a concrete tank with 500,000 gallon capacity. A level sensor in this tank calls for water from the booster station. The booster station triggers the Turnpike Well.

The distribution system is comprised of approximately 35 miles of piping ranging in size from 1-inch to 12-inch diameter with 217 hydrants. The type of piping includes ductile iron, HDPE and cast iron. A map and hydraulic model have provided the tools for the water operators to identify and prioritize water main replacement projects. In the last ten years, the water system has replaced over ten miles of piping. The water system is fully metered with backflow devices.

<u>Material of Construction</u>	<u>Length (miles)</u>
Galvanized Iron	0.27
PVC	0.5
Cast Iron	22.2
Ductile Iron	11.0
HDPE	2.0

The existing facilities and staff are adequate and the equipment at the wellheads is well maintained.

*Future Needs and Plans:*

There is an imminent need to continue to investigate and develop additional supply to meet present and future demands. In the coming years, the Department plans to add 2<sup>nd</sup> or redundant wells at the Turnpike and Contoocook Wells to provide additional capacity. In addition, the Department will evaluate the need for iron and/or manganese at both locations, continue monitoring potential contaminants (cyanide at the Contoocook Well and MtBE and perchlorate at both wells) and evaluate the need for additional treatment.

Other projects anticipated in the next five years include continued efforts to optimize the corrosion control system in order to meet stringent copper discharge limits at the wastewater treatment plant. Completion of one project every year is anticipated. The Department plans to continue the replacement of older water mains to improve quality and quantity, particularly for fire flow. Specifically, the design of the water main replacement project on River Street is anticipated to be completed in 2006.

In addition, much of the cast iron piping is anticipated to need replacement. Although much of the historical information cannot be located, it is believed that much of the cast iron piping consists of unlined cast iron pipe. Due to the age and condition of the cast iron pipe, there are areas of town that experience deficient fire flows and pressures as evidenced by previously completed flow tests. The cast iron pipe, being unlined, has experienced corrosion over the years resulting in tuberculation reducing the available flows and pressures.

Other needs and plans anticipated by the Department include: continued replacement of customer water meters; hydrant maintenance, testing, flushing, and repair/replacement (annually); effective implementation of a cross connection and backflow program; development of a water system map with GPS data collection of water structures; and, development of a gate valve exercising program including raising gate boxes to grade.

## **Wastewater System**

The Wastewater Department is presently located on Old Sharon Road. The treatment facility, constructed in 1986, consists of a 1,500 sq.ft. administrative building constructed of concrete masonry units and containing a laboratory, office and garages. The facility also includes three aerated lagoons with UV disinfection prior to discharge to the Contoocook River, as well as 15 miles of collection sewers and six pump stations including the Hadley Road headworks facility. The Wastewater Department is staffed by one full-time and one part-time employee retained through a contract with Aquarion Operating Services (AOS).

The system services 800 connections. The system is designed to treat approximately 2,085 pounds of total suspended solids, and has a total capacity of 1.25 million gallons with an average daily flow of approximately 500,000 gallons.

### *Future Needs and Plans*

Existing facilities and staffing are adequate at this time to collect and treat wastewater to secondary standards. However, the Town is under an Administrative Order from the U.S. Environmental Protection Agency (EPA) to upgrade the treatment plant to meet stringent discharge limitations.

The Town of Jaffrey contracted with Wright-Pierce Engineers to design an upgraded (advanced) treatment facility. The design, which is nearing completion, is anticipated to be implemented beginning in 2006 pending the authorization of necessary funds at the 2006 Town Meeting. The cost of the constructing the facility is expected to exceed \$11 million.

Additional projects anticipated in the next five years include: continuation of the Infiltration/Inflow program which involves a lining or reconstruction project each year, continuation of the sewer collection system inspection and cleaning which is conducted on 1/3 of the system each year, updating the sewer system mapping, development of a sewer system facilities plan to investigate expansion of the collection system, preparing a GIS map of the system including locating all wastewater system structures, and revising or updating the current Sewer Use Ordinance to ensure it includes defensible local limits.

Future needs and plans include an assessment of staffing needs with the current contractor (AOS) once the new treatment facility is constructed and on-line as well as pump station rehab (River Street and Hillcrest Road pump stations).

## **Library**

The Jaffrey Public Library, located at 38 Main Street near the Town Center, is a three-story, 14,190 sq.ft. brick structure constructed in 1896. Library hours of operation are Mondays, Wednesdays, Fridays 11:00am – 5:30pm, Tuesdays and Thursdays 1:00pm – 8:00pm, and Saturdays 9:00am – 1:00pm. Library staff consists of two full-time and three part-time employees and four to five volunteers. Administration is carried out by a five-member Board of Trustees, who set the policy and serve as a link between the library and the community. The facility is used for presentation of a film series, book discussion groups, story hours, special programs, internet access, school visits, and a meeting room for community use.

Library resources include 30,366 books, 859 audio books, 114 puppets, 640 DVDs/videos, and 59 magazines. Special collections include the Amos Fortune Papers which are the original papers of freed slave Amos Fortune, which are displayed in an exhibit. Equipment available for public use includes nine

computers, one copier, three printers, and one microfilm reader with printer. Equipment available for use by Library staff includes five computers, one projector for use with computers and/or DVD/VHS, fax machine, scanner, and two printers.

Recent renovations include a reconfiguration of the third floor space for set-up of a computer lab for GIS training. The library also recently added wireless access for internet users in addition to internet access already provided by four public computers.

Trustee funds are held by the Trustee of the Trust Funds and the Library Trustees and used to offset the Library operating budget.

#### *Future Needs and Plans*

As the Library's circulation of materials increases and services are expanded, the most serious issue will be insufficient staffing. Over the next few years, Library staff plan to assess current hours of operation to determine whether an increase or change is warranted to serve the community better. As part of that effort, staff hopes to increase staffing to provide consistent service during all hours of operation.

In addition, machines and software are in need of being upgraded on an annual basis to remain current with expanding technology. The Town has an IT plan in place and Library staff are hopeful that funding will be made available to allow for the implementation of this plan.

## **Recreation**

Jaffrey's Parks & Recreation Department, located at 31 Howard Hill Road, provides a number of year-round recreation programs and services. The Department is staffed by a Recreation Department Director, Program Director, Administrative Assistant, Maintenance Supervisor, Senior Program Coordinator, and A.F.T.E.R. Coordinator, as well as a number of seasonal staff to support programs offered by the Department.

Recreation facilities include the following:

### Contoocook Lake Beach

The Contoocook Lake Beach has approximately 4,000 youth and adult users annually. The facility includes a swimming area, changing rooms, rest rooms, concession stand, swimming lessons, volleyball court, horseshoe pit, and covered picnic pavilion. The facility is open seasonally, at which time it is staffed by a number of part-time lifeguards and concession stand operators. Recent renovations include the addition of the Concession stand and covered pavilion in 1998, and the volleyball court and horseshoe pit in 2001. The facility is publicly funded at a cost of \$22,000 annually. Facility and staff are reported to be adequate at this time.

### Shattuck Park at Thorndike Pond

The Shattuck Park at Thorndike Pond has approximately 2,000 youth and adult users annually. The facility includes a swimming area, grills, picnic pavilion and tables, boat landing, and portable toilets (seasonal). The facility is open from dawn to dusk seasonally, and is staffed by part-time lifeguards. Recent renovations include improvements to the access road in 1997 and renovation of the covered picnic pavilion in 2005. The facility is publicly funded at a cost of \$7,500 annually. Facility needs include the addition of permanent restroom facilities.

### Humiston Field

Humiston Field has approximately 3,900 youth and adult users annually. The facility includes a playing field (multi-sport), playground, basketball courts, skating rink, office, youth center, and parking lot. The facility is open from dawn to dusk seasonally with some evening events, and is staffed by a full-time Director, part-time Assistant Director, full-time maintenance support, and part-time clerical support. Recent renovations include the addition of a covered pavilion and picnic tables in 1998, parking lot addition and repaving of the court surface in 1999, and addition of an irrigation well in 2003. The facility is publicly funded at a cost of \$30,000 annually. Facility needs include the addition of new baseball and softball fields.

### Rails to Trails

Rails to Trails is a relatively new recreation opportunity available in the Town of Jaffrey. Trails meant for multiple forms of recreation including walking, biking and snowmobiling are available for use by youth and adults, from dawn to dusk year-round. The initial trail construction phase completed in 2003 includes 1.5 miles of hard-packed trail from the Rindge town-line to Jaffrey Center. The initial project was funded through Transportation Enhancement funds from the NH Department of Transportation. The trail is planned to expand from the Jaffrey Center towards the Town of Peterborough.

In addition to those facilities outlined above, the Recreation Department offers a number of programs, some of which are seasonal, including youth sports (i.e. basketball, ski club, baseball, swim lessons, etc), summer camps, spring break and winter day programs, and special events (such as a bus trip to a holiday show in Boston).

### *Future Needs and Plans*

Shattuck Park at Thorndike Pond: Addition of permanent restroom facilities.

Humiston Field: Addition of new baseball and softball fields.

Rails to Trails: Expand the trail from Jaffrey Center towards Peterborough.

In addition, the Town of Jaffrey recently purchased a site located in downtown Jaffrey for use as a future Community Center. The area, approximately 9 acres in size, borders the Rails to Trails path and the Contoocook River. The site is also in close proximity to Children's Woods. Immediate plans include the construction of a ball field. A \$40,000 Land and Water Conservation Funds grant from the New Hampshire Division of Parks and Recreation was secured in 2004-2005 for that purpose. Construction of the field is expected to be completed in the Spring of 2006. Another grant application for completion of a feasibility study, estimated to cost \$12,000, will be submitted in 2006. Future plans for the site include the addition of a Community Center for use by all Jaffrey residents.

## **Education**

Jaffrey is a member of the Jaffrey-Rindge Cooperative School District which serves the towns of Jaffrey and Rindge. The District is administered by School Administrative Unit (SAU) #47 located at 10 Main Street in Jaffrey.

The Jaffrey-Rindge Cooperative School District offers a comprehensive program for preschool through grade 12. The facilities serving Jaffrey residents include the Jaffrey Rindge Preschool, Jaffrey Grade School, Jaffrey-Rindge Middle School, and Conant High School, all of which are located in Jaffrey. A second middle school, Rindge Middle School is located in Rindge.

### Jaffrey-Rindge Inclusive Preschool

The Jaffrey-Rindge Inclusive Preschool, located at the High School at 3 Conant Way in Jaffrey, serves children three and four years of age. The school had 19 children attending as of December 21, 2005, of which 14 are Jaffrey residents while the remaining children are residents of the Town of Rindge.

The Preschool is staffed by one full-time teacher and four part-time teacher's aides. Additional support is provided by the nurse employed by the High School as well as therapists, assistants, and consultants.

The two-story schoolhouse was originally constructed in 1973. The facility consists of 31 full-size classrooms and two modulars which create six classrooms. As noted above, the Preschool is located within the High School, and therefore has access to equipment and facilities owned and operated by the High School. In addition, the Preschool has one computer for use by the children and one for the teacher.

### *Future Needs and Plans*

See Conant High School *Future Needs and Plans* section below.

### Jaffrey Grade School

The Jaffrey Grade School, located at 18 School Street in Jaffrey, serves children in kindergarten through grade 5. The school had 409 pupils attending as of October 3, 2005, of which 397 are Jaffrey residents while the remaining students are residents of the Town of Rindge. (Note: Students in the "Little Michigan" section of Rindge attend the Jaffrey Grade School due to bus routes.)

The School is staffed by 37 full-time teachers, one part-time teacher, ten full-time teacher's aides, and four other staff including District special education staff who maintain a work space in the building. In addition, the School has three full-time administrative staff including the Principal, one full-time nurse, three full-time custodial staff, and one full-time and three part-time kitchen staff. None of the teachers are shared with other schools.

The two-story schoolhouse was originally constructed in 1938 with additions in 1987 and 2003, the latter of which was the addition of four classrooms. The facility consists of 26 full-size classrooms, two split classrooms, nine smaller spaces for uses such as offices, tutoring, nurse's office, and a teacher's room. In addition, the facility includes a gym, cafeteria, bathrooms, and playground. School equipment includes five televisions, four VCR's, one DVD/VHS player, 69 computers (PC, Mac, laptops, iBooks), and four laser projectors. All classrooms and offices have internet access.

### *Future Needs and Plans*

Current equipment and facilities are used to capacity. Classes are generally of an acceptable size, with some variation year-to-year based on the enrollment at a specific grade level. Should the overall student population grown, additional classrooms would be needed. Also, due to the small parcel of land on which the school sits, parking and playing field size are inadequate. Should an addition be needed, there is not enough land area for an expansion. The School District should consider the acquisition of adjoining properties.

Staff and programs are frequently displaced to make room for other uses, for example music and art teachers cannot use their rooms at the same time as school-wide testing or book fairs. Some areas of the school are overcrowded or inadequate for the population including the cafeteria, shared offices spaces and the media center and computer lab. The two split classrooms provide space for four programs, two special education Learning Centers, the Behavior Support Center, and instructional space for two Title I teachers. Ideally, each of these programs would have a somewhat larger space. Consideration of new or

expanded programs is limited by current space factors. For example, students with intensive special education needs currently attend Rindge Memorial School, yet many of these students are Jaffrey residents. Should the special needs population outgrow the space in Rindge, the Jaffrey Grade School would have a difficult time accommodating the overflow of students.

Traffic patterns around the school are a concern at this time, an issue which will become increasingly significant as traffic flow in the downtown area increases.

#### Jaffrey-Rindge Middle School

The Jaffrey-Rindge Middle School, located at 1 Conant Way in Jaffrey, serves students in grades 6, 7, and 8. The school had 412 pupils attending as of October 3, 2005, of which 205 are Jaffrey residents while the remaining students are residents of the Town of Rindge.

The School is staffed by 34 full-time teachers, one part-time teacher, 12 full-time teacher's aides, and four other staff. In addition, the School has one full-time and one part-time administrative staff, and one full-time nurse. At least one of the teachers is shared with other schools.

The three-story schoolhouse was originally constructed in 1915 with renovations completed in 1980 and an addition constructed in 1986. The facility consists of 23 full-size classrooms, eight modular classrooms, and an Industrial Arts Room and gym/exercise room (Pratt Auditorium) both of which are shared with the High School. The music teacher and room are also shared with the High School. School equipment includes 70 computers and approximately 20 VCR's and televisions.

#### *Future Needs and Plans*

The building is crowded and does not have adequate fire protection, electrical system or HVAC.

Discussions are underway for renovations that would include the addition of one or more classrooms.

#### Conant High School

Conant High School, located at 3 Conant Way in Jaffrey, serves students in grades 9, 10, 11, and 12. The school had 500 pupils attending as of October 1, 2005, of which 242 are Jaffrey residents while the remaining students are residents of the Town of Rindge.

The School is staffed by 42 full-time teachers and four full-time teacher's aides. In addition, the School has three full-time administrative support staff including the Principal and one full-time nurse. At least one of the teachers is shared with other schools.

The two-story schoolhouse was originally constructed in 1973. The facility consists of 31 full-size classrooms and two modulares which create six classrooms. In addition, the facility includes an Industrial Arts room and gym/exercise room (Pratt Auditorium) which are shared with the Jaffrey-Rindge Middle School. The music teacher and room are also shared with the Middle School.

#### *Future Needs and Plans*

Overall, the existing equipment and facilities are poor for the needs of the students and staff. The school was built to accommodate 400-420 students, though current student population is at 500+ and projections estimate 530 students or more. Specifically, program space has been in demand for special education needs since 1973 while current technology requires additional space for storing equipment. Handicap accessibility improvements are also required.

Additional needs and plans projected for the next five to ten years include:

- Space for alternative programs for “at-risk” students;
- Modern science labs (presently have 3 labs for 7 teachers);
- High school regulation gym;
- Modern auditorium;
- Athletic fields/track and physical education storage space;
- Storage space for all departments;
- Classrooms to accommodate all staff
- Modern family consumer science, health, and food and nutrition programs;
- Art, music, and industrial arts space, storage and staffing; and,
- Vocational programming space, storage and staffing.

More than \$600,000 is currently being spent on renovations to the High School. In addition, the School District is proposing district-wide renovations totaling more than \$8.5 million dollars for 2006 appropriations. Details pertaining to the proposed renovations are available from the School District offices.

Information on school enrollments and costs per pupil for the Jaffrey-Rindge Cooperative School District and its neighboring school districts is presented below:

#### School District Enrollments, Fall 2004 – 2005

*As of October 1, 2005*

GRADE LEVEL:	School Districts			
	Jaffrey-Rindge	ConVal	Monadnock	Keene
Pre-Kindergarten	20	10	56	84
Kindergarten	132	185	157	153
Elementary	665	802	968	1,032
Middle School	387	973	407	798
High School	500	1,145	891	1,776
<b>TOTAL</b>	<b>1,704</b>	<b>3,115</b>	<b>2,479</b>	<b>3,843</b>

SOURCE: NH DEPARTMENT OF EDUCATION

Within the immediate region, Keene is the largest school district, with more than 3,800 students. On the eastern side of the region, ConVal Regional is the second largest with more than 3,100 students. In the Connecticut Valley School District, the largest group of students is in the elementary schools, followed by the high school. The Jaffrey-Rindge Cooperative School District has the smallest number of students at 1,704 for the 2004-2005 school year.

**Cost Per Pupil, 2003-2004***As of February 25, 2005*

GRADE LEVEL	School districts				
	Jaffrey-Rindge	ConVal	Monadnock Regional	Keene	State
Elementary	\$8,503	\$10,762	\$9,905	\$11,844	\$8,742
Middle School	\$9,340	\$9,570	\$9,462	\$9,397	\$7,907
High School	\$9,235	\$8,294	\$10,265	\$8,360	\$8,503
<b>Total</b>	<b>\$8,900</b>	<b>\$9,449</b>	<b>\$9,954</b>	<b>\$9,731</b>	<b>\$8,497</b>

SOURCE: NH DEPARTMENT OF EDUCATION

Total annual per pupil costs for education by grade level within this selected sub-region range from \$8,900 to just under \$10,000. All of the regional totals are above the state average.

Money to fund education in New Hampshire comes primarily from local property taxes. Costs for education are currently at the center of a major state-wide debate, in the Court as well as in the Legislature. The Legislature has authorized a state education tax that collects money in the form of a surcharge on property tax and disburses it to towns that meet the criteria for need. This tax has been in place for several years, but is the subject of challenge, and it is unclear at this time what the result will be.

Schools serving Jaffrey students include the Jaffrey-Rindge Inclusive Preschool, Jaffrey Grade School, Jaffrey-Rindge Middle School, and Conant High School. In addition, residents of Jaffrey have access to dozens of childcare/learning centers in the area; private schools in Dublin, Jaffrey, Peterborough, and Wilton; and post-secondary education offered by two colleges in Keene (Antioch New England and Keene State College), one in Rindge (Franklin Pierce College), and branches of the New Hampshire Technical College at ConVal High School in Peterborough, Conant High School in Jaffrey, and Mascenic High School in New Ipswich.

**Cemeteries**

Cemeteries in the Town of Jaffrey include:

Cemetery	Date Established	Location	Size (acres)	# Burial Plots	Plots Remaining
Village Cemetery	1829	NH 124	4	363	none remaining
Cutter Cemetery	1858	Harkness Rd.	6	72	none remaining
Old Burial Ground	1784	Blackberry Ln.	8	1,100	none remaining
Phillips Cemetery	1789	Fitzwilliam Rd.	6	300	19
Phillips Heil Cemetery	1985	Fitzwilliam Rd.	6	135	116
Conant Cemetery	1860	Conant Rd.	20	1,418	368

A new section of the Cutter Cemetery was being designed as of 2005. The cemeteries are maintained by a contractor.

*Future Needs and Plans*

None identified at this time.

## **Postal Service**

The Post Office, located at 30 Turnpike Road, occupies approximately a 4,500 sq.ft., single-story, brick structure. The facility is handicap accessible. Staff consists of ten full-time and three part-time employees including the Postmaster. The Post Office hours of operation are 9:00am to 5:30pm, Monday through Friday, and 9:00am to 12:00pm on Saturdays.

The facility has available approximately 670 post boxes, 280 of which are presently rented. There are currently 5 general delivery customers and the rural route serves 1,236 households.

### *Future Needs & Plans*

Substantial growth of the Town may require reconfiguration of the interior of the Post Office to accommodate an additional route. The Postmaster indicates that no additional space will be needed inside the current facility in the near future. Parking for employees is somewhat limited but can likely be worked out with the Town.

## **COMMUNITY COMMITTEES AND ORGANIZATIONS**

### **Historic District Commission**

The Historic District Commission, established in accordance with RSA 673:4, has regulatory responsibilities pertaining to the Jaffrey Center Historic District. In particular, the Commission is concerned with maintaining the District's rural setting and protection of land, viewsheds and open space. Additional responsibilities of the Commission include 1) concern for historical, architectural and cultural resources of the entire town, 2) studying, recording and publicizing such resources, and 3) advocating for their protection and enhancement.

The Commission meets on the first Thursday of every month. During the months of November – May the Commission meets in an office at the Town Offices; from June – October the Commission meets at the Meetinghouse located in the historic district of Jaffrey Center. The Commission is comprised of 5 members, 3 alternates, and a representative from the Planning Board and Board of Selectmen; the Commission has no staff.

### **TEAM Jaffrey**

TEAM Jaffrey is chartered under the state and national "Main Street Programs" under the sponsorship of the National Trust for Historic Preservation. Main Street's four-point, eight-principle approach methodology addresses the following four areas of concern and combines activities in these areas to develop a community's individual strategy for redeveloping the downtown. The four points are organization, promotion, design, and economic restructuring and the eight principles are comprehensive, incremental, self-help, public/private partnership, identifying and capitalizing on existing assets, quality, change, and action-oriented. TEAM Jaffrey's mission is "to enhance, revitalize, and aesthetically improve the downtown area of Jaffrey, NH; to promote tourism, support the existing commercial establishments and encourage new business opportunities".

TEAM Jaffrey leases approximately 1,000 sq.ft. of the lower floor in the TD Bank North building located at 28 Main Street in Jaffrey. The program has 250 members of which 200 are residents of Jaffrey and 50 reside in other communities. TEAM Jaffrey's Board of Directors meets the third Thursday of each month. The program has one full-time employee, the Executive Director. TEAM Jaffrey is a 501.c.3 not-

for-profit organization. Financial support for the program maintenance and development is funded through a combination of sources including the municipal Tax Increment Finance District (TIF) funds, fundraising, donations, and investments. Projects are typically funded through grants. Members are not required to pay a membership fee.

#### *Future Needs & Plans*

The current facility is adequate, though additional storage space is needed. Ideally the facility would be more visible located in an office that fronts on Main Street.

Funding is needed to implement several projects desired to be completed in the next five years including reconfiguration of the traffic pattern in the downtown on NH 124 and US 202, pedestrian crossing improvements and increased retail/office space available in the downtown. Additional plans include the renovation and reopening of the Park Theater, Inc., establishment of a housing trust organization, and development of a facade improvement program for businesses.

### **Jaffrey Civic Center**

The Jaffrey Civic Center is located at 40 Main Street in a 7,500 sq.ft., brick building designed by architect John Bradford Abbott and constructed in 1965. First opened in 1966, the Civic Center offers programs and activities to support the artistic, cultural and civic needs of the Monadnock Region. The Center's hours of operation are Tuesdays 10:00am – 6:00pm, Wednesdays, Thursdays and Fridays 1:00pm – 5:00pm, and Saturdays 10:00am – 2:00pm. The Civic Center employs a full-time Director, part-time assistant and many part-time volunteers. The Civic Center is funded through private sources.

The Center has a variety of mechanisms through which it supports local artistic, cultural and civic needs including hosting art displays, poetry readings and meetings, providing youth activities such as historical lectures, scout meetings and art classes, and maintaining an auditorium which holds up to 125 people.

#### *Future Needs and Plans*

Potential issues for the Center over the next five years include the need for additional funding and staff. In addition, the facility may be renovated to become fully handicap accessible, including installation of an elevator.