

TOWN OF JAFFREY
Jaffrey, New Hampshire

BOARD OF SELECTMEN
Meeting Minutes
March 25, 2013

Present: Chairman MacIsaac, Selectmen Batchelder, Selectmen Rothermel, Town Manager Caron, Sue Richard, Adm. Assistant

Absent: None

CALL TO ORDER

Selectman MacIsaac called the meeting to order at 7:00 p.m.

First order of business was to appoint a Chairman.

Selectman Batchelder made a motion to appoint Donald MacIsaac as Chair, seconded by Rothermel (2-0).

MEETING MINUTES APPROVAL

On a motion by MacIsaac, seconded by Batchelder, public meeting minutes for March 11, 2013 were approved (2-0).

PUBLIC HEARING

Jo Anne Carr, Director of Planning and Economic Development distributed information on the Proposed Impact Fee Schedule. Carr continued to explain how the ordinance required a public hearing by the Planning Board and the Select Board. Need to change some administrative aspects of the ordinance but might want to consider whether we want it to come before the Selectmen or remain with the Planning Board. Impact Fees are now being charged to commercial and industrial as well as residential. The Fee Schedule is calculated from 2013 thru 2018.

APPOINTMENTS

Chris Bernier came before the Board to get permission to have the Half Marathon on August 10, 2013. Bernier distributed a map of the course to the Board. He will be meeting with Chief Oswalt as the Chief requests that there be a minimum of five detail officers assigned to work the event, signs regarding the upcoming event need to be posted in advance, the number of "confirmed" volunteers and also adequate signage for parking.

Bernier would like to check into the possibility of having a Farmer's Market on the Well lot. The Board instructed Bernier to discuss this with DPW Director Heglin before he proceeds and also if he would need a permit for a Farmer's Market. Bernier does realize that he needs a parade permit and certificate of insurance and will provide copies to Town Manager Caron. It might be an option to have the Farmer's Market at the Fire Department; Bernier to review with Chief Chamberlain.

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Matt Despres came before the Board with an application between Harland and Baird on Red Gate Road. Despres said that he is looking to construct a house on a Class VI Road on Red Gate. Despres explained where the land was on Red Gate. The Board told Despres that the next step is getting on the Planning Board Agenda in April regarding the Class VI Road. Planning Board will provide their recommendations to Select Board, who will decide approval.

REGULAR BUSINESS

1) **Payroll and Vendor Manifests**

On a motion by Batchelder, seconded by Rothermel, the payroll and vendor manifests were approved (3-0).

2) **Selectmen's Reports**

MacIsaac

None

Batchelder

None

Rothermel

None

3) **Town Manager's Report**

Town Manager Caron gave an update on the Town Office Structural Modifications with work starting March 29th. We have advertised for the position of Building Inspector. Chief Chamberlain has recommended a revised detail rate which will be implemented April 1, 2013. Electric Aggregation – surrounding towns have been involved to purchase electricity on a competitive basis. This is ongoing.

Caron will be visiting with the Department Heads to better understand their departments and to learn of the challenges and goals.

Need to move forward on the Town Offices Project. The Town has two primary alternatives. One is that the Town issues a Request for Qualifications from qualified design firms. Second is to negotiate a scope of work with the architectural firm that the

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town has worked with. Board of Selectmen recommended RFQ to qualified design firms.

4) Request for Abatements

a) #13-91 – Town of Jaffrey – Sander Hydrant at Hwy Garage – Water Abatement
\$11,697.00

On a motion by Batchelder, seconded by Rothermel, #13-91 – Town of Jaffrey – Sander Hydrant at Hwy Garage – Water Abatement \$11,697.00 was approved (3-0).

5) Request for Use of Jaffrey Meetinghouse

a) #13-09 Electric Earth Concerts – September 7, 2013 – Chamber Music Concert

On a motion by Batchelder, seconded by Rothermel, request for Use of Jaffrey Meetinghouse #13-09 Electric Earth Concerts – September 7, 2013 – Chamber Music Concert was approved (3-0).

b) #13-10 First Church in Jaffrey – June 22, 2013 – Swedish Midsummer Party

On a motion by Batchelder, seconded by Rothermel, request for Use of Jaffrey Meetinghouse #13- First Church in Jaffrey – June 22, 2013 – Swedish Midsummer Party was approved (3-0).

6) Request

a) Authorize Town Manager David Caron to act on behalf of the Town of Jaffrey in negotiating for the accepting any and all State Aid payments and Wastewater payments in connection with sewerage disposal facilities in said Town of Jaffrey

On a motion by Batchelder, seconded by Rothermel, Authorization for Town Manager David Caron to act on behalf of the Town of Jaffrey in negotiating for the accepting any and all State Aid payments and Wastewater payments in connection with sewerage disposal facilities in said Town of Jaffrey was approved (3-0).

7) Timber Tax Levy

a) Operation #10-233-05 – Map230/3.5 & 3.6 – Paul & Elaine Swenson – \$110.00

On a motion by Batchelder, seconded by Rothermel, Operation #10-233-05 – Map230/3.5 & 3.6 – Paul & Elaine Swenson – \$110.00 was approved (3-0).

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- 8) Notice of Intent to Excavate
- a) #13-233-01 – Keith Dupuis – Map255/Lot8.5 – 108,000 cubic yards – signed

- 9) 2013 Third Water & Sewer Commitment Warrant

- a) Third Cycle 2013 Water Commitment Warrant – \$92,908.45

On a motion by Batchelder, seconded by Rothermel, Third Cycle 2013 Water Commitment Warrant in the amount of \$92,908.45 was approved (3-0).

- b) Third Cycle 2013 Sewer Commitment Warrant – \$98,719.75

On a motion by Batchelder, seconded by Rothermel, Third Cycle 2013 Sewer Commitment Warrant in the amount of \$98,719.75 was amount (3-0).

- 10) Petition and Pole License

- a) Petition and Pole License #2099476 – 1 new pole (5/20-1) on Dublin Road

On a motion by Batchelder, seconded by Rothermel, Petition and Pole License #2099476 – 1 new pole (5/20-1) on Dublin Road was approved (3-0).

- (11) Appointments

On a motion by Batchelder, seconded by Rothermel, the following appointments were all approved (3-0).

- a) Patricia Weiner – Alternate Conservation Commission

- b) Ernie Belletete – Zoning Board of Adjustment

- c) Raymond Dodge – Zoning Board of Adjustment

- d) Lee Sawyer – Zoning Board of Adjustment

- e) Richard Grodin – Planning Board

- f) Robert Deschenes – Planning Board

- g) Shirley Despres – Planning Board

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- h) James Moore – Planning Board
- i) Kevin Chamberlain – Budget Committee
- 12) Board of Selectmen Appointments to Committees 2013-2014
 - Budget Committee – Batchelder
 - Cemetery Committee – MacIsaac
 - Conservation Commission – MacIsaac
 - Economic Development Council – MacIsaac
 - Historic District Commission – Rothermel
 - Meetinghouse Committee – Batchelder
 - Planning Board – MacIsaac
 - Planning Board Alternate - Rothermel
- 13) Town Office Project
 - Town Manager Caron stated that we would be sending for RFQ for design services.
- 14) Notice of Intent to Cut Wood or Timber
 - a) #113-233-01-T – Map247/Lot54 – Proctor Road – Steven Liebman – signed
- 15) Appointment
 - a) Kevin Chamberlain appointment to Budget Committee for one year term to replace Bill Gilson was approved (3-0).

OTHER BUSINESS

None

NON-PUBLIC

On a motion by MacIsaac, seconded by Batchelder, the Board of Selectmen adjourned to Non-Public per – (RSA 91:A (II) sections a and c) at 8:23 p.m. (3-0).

After discussing non-public items, on a motion by MacIsaac, seconded by Batchelder, they returned to public session (3-0).

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ADJOURNMENT

On a motion by MacIsaac, seconded by Batchelder, the meeting adjourned at 9:04 p.m. (3-0).

Submitted:

Attest:

Sue Richard
Administrative Assistant

Chairman MacIsaac
Board of Selectmen

