

TOWN OF JAFFREY
Jaffrey, New Hampshire

BOARD OF SELECTMEN
Meeting Minutes
April 8, 2013

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

Absent: None

CALL TO ORDER

MEETING MINUTES APPROVAL

On a motion by MacIsaac, seconded by Batchelder, public meeting minutes for March 25, 2013 were approved (3-0).

PUBLIC HEARING

None

APPOINTMENTS

Kristen Bernier came before the Board to ask permission to host a 5k Fundraiser for Saint Patrick School. This race was approved by the Board for March 17th but due to the weather, it was postponed. The proposed new date is Saturday, May 11th.

On a motion by Batchelder, seconded by Rothermel, the Board approved the request (3-0)but ask Bernier to check into getting a parade permit.

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

Signed up for a Webinar on April 19th.

Batchelder

None

Rothermel

None

TOWN OF JAFFREY
Jaffrey, New Hampshire

BOARD OF SELECTMEN
Meeting Minutes
April 8, 2013

3) Town Manager's Report

Building Inspector – The position has been advertised in the Ledger, on the LGC website and with the New Hampshire Building Officials Association; resumes will be accepted until April 22. We have received ten applications at this time.

Town Hall Structural Modifications – Structural modifications for the second floor were completed over the weekend of March 29th; many thanks to the DPW crew which moved furniture and files on April 2. The large room is now occupied by Jo Anne and Anita; Linda is in the office next to mine, and the Treasurer's Office is in the room outside of Sue's Office. The conference table and chairs are back in the room at the top of the stairs. Thanks to DPW Staff for doing such a great job helping with the move.

Town Offices Design – RFQ's were issued on March 28; an optional meeting with the architects is scheduled for April 9 @ 11:00 AM, with proposals due by April 22. During this interim period, staff is evaluating possible locations in preparation for the architect coming on board.

TIF District – Jo Anne and I are working with legal to develop a town position on the interaction of the BudCom with the TIF District budget, as well as formalizing the Town's position on Town Meeting's options to amend the recommended financing plan.

CY2012 Audit – We expect the new auditors to be on-site beginning on April 22; it is expected that their review will take longer than customary as they learn Jaffrey's financial history and policies. The new auditors will be coming to talk with the Board after the audit is finished.

4) Request for Abatements

a) #13-92 – Kenneth Gray – 149 Main Street – Map238/Lot111 – Water Abatement \$37.59 and Sewer Abatement \$45.38

On a motion by Batchelder, seconded by Rothermel, #13-91 – Kenneth Gray – 149 Main Street – Map238/Lot111 – Water Abatement \$37.59 and Sewer Abatement \$45.38 were Approved (3-0).

b) #13-93 – Kerry Tibbetts – 10 Oak Street – Map244/Lot90 – Water Abatement \$17.50 and Sewer Abatement \$21.13

On a motion by Batchelder, seconded by Rothermel, #13-93 – Kerry Tibbetts – 10 Oak Street – Map244/Lot90 – Water Abatement \$17.50 and Sewer Abatement \$21.13 were approved (3-0).

TOWN OF JAFFREY
Jaffrey, New Hampshire

BOARD OF SELECTMEN
Meeting Minutes
April 8, 2013

c) #13-94 – Peter Duncan – 11 Spruce Street – Map244/Lot58 – Water Abatement \$29.74 and Sewer Abatement \$35.90

On a motion by Batchelder, seconded by Rothermel, #13-94 – Peter Duncan – 11 Spruce Street – Map244/Lot58 – Water Abatement \$29.74 and Sewer Abatement \$35.90 was approved (3-0).

5) Request

a) Acceptance of Windy Fields Lane (*Motion/Vote*) – *Town Meeting approval of Article 23 authorizes the Board to accept the road.*

Motion to accept from Batchelder, seconded by Rothermel, of Windy Fields Lane was approved (3-0).

b) Contoocook Local River Advisory Committee – Town representative

Chair MacIsaac will take this to the Conservation Commission next meeting for discussion.

6) Notice of Intent to Excavate

a) #13-233-02-E – Richard Sawyer – Old Sharon Road – Map256/Lot4 – 100,000 cubic yards – signed

7) Notice of Intent to Cut Wood or Timber

a) #12-233-09-T – David Press – 262 Hadley Road – Map231/Lot25 – signed

8) Excavated Earth Tax Warrant 2012/2013

a) #12-233-02 – Richard P. and Ann F. Sawyer – Map256/Lot1.4 - \$207.48

On a motion by Batchelder, seconded by Rothermel, Excavated Earth Tax Warrant 2012/2013 #12-233-02 – Richard P. and Ann F. Sawyer – Map256/Lot1.4 - \$207.48 was approved (3-0).

b) #12-233-03 – DPD Properties LLC – Map255/Lot8.5 - \$471.06

On a motion by Batchelder, seconded by Rothermel, Excavated Earth Tax Warrant 2012/2013 #12-233-03 – DPD Properties LLC – Map255/Lot8.5 - \$471.06 was approved (3-0).

TOWN OF JAFFREY
Jaffrey, New Hampshire

BOARD OF SELECTMEN
Meeting Minutes
April 8, 2013

- 9) Timber Tax Levy
- a) Operation #10-233-05 – Map256/Lot4.1 – Richard P. Sawyer - \$147.59 – signed
 - b) Operation # 10-233-05 – Map253/Lot25 – David Press - \$1,030.33 – signed
- 10) Appointments
- a) Barbara Alix – Conservation Commission Member
- On a motion by Batchelder, seconded by Rothermel, appointment of Barbara Alix as Conservation Commission Member was approved (3-0).
- b) Karen Morris – Alternate Conservation Commission Member
- On a motion by Batchelder, seconded by Rothermel, appointment of Karen Morris as an Alternate Conservation Commission Member was approved (3-0).
- c) Candra Bergeron – Alternate Planning Board Member
- On a motion by Batchelder, seconded by Rothermel, appointment of Candra Bergeron as an Alternate Planning Board Member was approved (3-0).
- 11) Veterans' Tax Exemption
- a) Jaime S. Landry – 47 Letourneau Drive – Veteran's Tax Exemption - \$300.00
- On a motion by Batchelder, seconded by Rothermel, Jaime S. Landry – 47 Letourneau Drive – Veteran's Tax Exemption - \$300.00 was approved (3-0).
- 12) Excavated Earth Tax Warrant 2012/2013
- a) #12-233-05 – Richard P. and Ann F. Sawyer – Map255/Lot7 - \$133.48
- On a motion by Batchelder, seconded by Rothermel, Excavated Earth Tax Warrant 2012/2013 #12-233-05 – Richard P. and Ann F. Sawyer – Map255/Lot7 - \$133.48 was approved (3-0).
- 13) Award of XTS 3000 Radio to EMD
- On a motion by Batchelder, seconded by Rothermel, Award of XTS 3000 Radio to EMD was approved (3-0).

TOWN OF JAFFREY
Jaffrey, New Hampshire

BOARD OF SELECTMEN
Meeting Minutes
April 8, 2013

14) Tax Lien Listing for 2013

On a motion by Batchelder, seconded by Rothermel to accept the Tax Lien Listing for 2013 was approved (3-0).

F. Other Business

1) Goals and Objectives – Town Manager, Dave Caron – Attached is a summary list of goals as discussed on March 25th along with draft objectives attached to each goal. (see attached)

2) Petition to support General Aviation – The Select Board has been asked to endorse a petition supporting General Aviation.

After much discussion the Board decided that this was not applicable to them at this time.

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 7:37 p.m. (3-0).

After discussing non-public items, on a motion by MacIsaac, seconded by Batchelder, they returned to public session at 7:46 p.m. (3-0).

ADJOURNMENT

On a motion by MacIsaac, seconded by Batchelder, the meeting adjourned at 7:47 p.m. (3-0).

Submitted:

Attest:

Sue Richard
Administrative Assistant

Chairman MacIsaac
Board of Selectmen

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