

TOWN OF JAFFREY
Jaffrey, New Hampshire

BOARD OF SELECTMEN
Meeting Minutes
April 22, 2013

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

CALL TO ORDER

MEETING MINUTES APPROVAL

On a motion by Batchelder, seconded by Rothermel, public meeting minutes for April 8, 2013 were approved (3-0).

PUBLIC HEARING

A Public Hearing was held for Acceptance of Grant Funds from New Hampshire Department Environmental Services for Asset Management & Financial Planning. After much discussion Batchelder made a motion, seconded by Rothermel to accept \$15,000 matching grant (3-0).

A Public Hearing was held for Acceptance of Grant Funds from New Hampshire Department Environmental Service for CWSRF Capitalization Grant. After much discussion Batchelder made a motion, seconded by Rothermel to accept \$262,000 Clean Water State Resolving Fund Grant (3-0).

APPOINTMENTS

Jo Anne Carr, J.B. Mack from SWRPC and Frank Sterling provided an update of the Jaffrey dogleg project and the State's 10 year plan. Preliminary engineering in Jaffrey is scheduled to start in 2017 with construction beginning in the fiscal year 2022. The plan is up for review this fall and the dates could change.

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

TOWN OF JAFFREY
Jaffrey, New Hampshire

BOARD OF SELECTMEN
Meeting Minutes
April 22, 2013

Rothermel

None

3) **Town Manager's Report**

Building Inspector – As of April 22, the Town has received 19 resumes from interested citizens. We are reviewing the resumes as they are received, therefore we should be positioned to narrow the pool rather quickly. I will be seeking staff and municipal building officials' input into the selection process.

Town Offices Design – We received four RFQ's. I would ask the Select Board to check their calendars for convenient times to meet with proposers, prior to a final selection.

Downtown Lighting Project – Removal of the older lights began last Wednesday and installation may continue through this week; the project length is determinant upon subsurface conditions with conduit and the effort required to remove the old lights, which are not surviving the removal process very well.

Bond Sale – Staff met with bond counsel last week to review information necessary to convert the Bond Anticipation Notes to long-term financing; the sale will occur in June, and the Select Board will need to act upon several loan documents at your May 13 meeting.

Pets on Town Fields – Walt has been receiving a number of complaints regarding dogs on both Humiston and Community Fields; evidently owners have not been cleaning up after their animals. We would like to present an ordinance for the Select Board's consideration to ban pets from the recreation fields.

Deputy Health Officer – I am recommending that the Select Board appoint David Chamberlain as Deputy Health Officer by signing the attached appointment form; the Health Officer responsibilities will be delegated to the Code Enforcement Officer/Building Inspector once that position is filled. This structure should provide the Town with continuity for health inspections and response to complaints moving forward.

4) Request

a) Destination Imagination Fundraiser – Permission to sell tickets at the Jaffrey Transfer Station on April 27, 2013.

On a motion by Batchelder, seconded by Rothermel, request for Destination Imagination Fundraiser for permission to sell tickets at the Jaffrey Transfer Station on April 27, 2013 was approved (3-0).

TOWN OF JAFFREY
Jaffrey, New Hampshire

BOARD OF SELECTMEN
Meeting Minutes
April 22, 2013

b) Shelter From The Storm – Permission to run a Raffle to raise money for SFTS. Sale of tickets will begin immediately and end October 4, 2013.

On a motion by Batchelder, seconded by Rothermel, request from Shelter From The Storm for permission to run a Raffle to raise money for SFTS. Sale of tickets will begin immediately and end October 4, 2013 was approved (3-0).

c) Agreement between Saint Patrick School and the Town of Jaffrey for use of field

On a motion by Batchelder, seconded by Rothermel, Agreement between Saint Patrick School and the Town of Jaffrey for use of field was approved (3-0).

5) Notice of Intent to Excavate

a) #13-233-04-E – Jeffrey Cutter – Woodbury Hill Road – Map235/Lot30 – 9,000 cubic yards – signed

6) Excavated Earth Tax Warrant 2012/2013

a) #12-233-05 – Steven J. Walker – Map255/Lot7 - \$133.48

On a motion by Batchelder, seconded by Rothermel, Excavated Earth Tax Warrant 2012/2013, #12-233-05 – Steven J. Walker – Map255/Lot7 - \$133.48 was approved (3-0).

b) #12-233-04 – Jeffrey E. and Bonnie A. Cutter – Map235/Lot30 - \$30.00

On a motion by Batchelder, seconded by Rothermel, Excavated Earth Tax Warrant 2012/2013, #12-233-04 – Jeffrey E. and Bonnie A. Cutter – Map235/Lot30 - \$30.00 was approved (3-0).

7) Application for Current Use

a) Jessica Bradley – 27 Sandy Lane – Map227/Lot24 – signed

b) Wa-Klo, Inc. – 35 Franklin Court – Map234/Lot29.1 – signed

8) Appointments

a) Carolyn Garretson – Conservation Commission Member- term to expire 2016

TOWN OF JAFFREY
Jaffrey, New Hampshire

BOARD OF SELECTMEN
Meeting Minutes
April 22, 2013

On a motion by Batchelder, second by Rothermel, appointment of Carolyn Garretson – Conservation Commission Member- term to expire 2016 was approved (3-0).

b) Michael George – Conservation Commission Member – term to expire 2015

On a motion by Batchelder, second by Rothermel, appointment of Michael George – Conservation Commission Member – term to expire 2015 was approved (3-0).

c) Nora Bryant – Conservation Commission Member – term to expire 2015

On a motion by Batchelder, second by Rothermel, appointment of Nora Bryant – Conservation Commission Member – term to expire 2015 was approved (3-0).

d) Tammy Cummings – Jaffrey Public Library Trustee Member – term to expire 2014

On a motion by Batchelder, second by Rothermel, appointment of Tammy Cummings – Jaffrey Public Library Trustee Member – term to expire 2014 was approved (3-0).

9) 2013 Fourth Water & Sewer Commitment Warrant

a) Fourth Cycle 2013 Water Commitment Warrant - \$79,177.63

On a motion by Batchelder, seconded by Rothermel, Fourth Cycle 2013 Water Commitment Warrant in the amount of \$79,177.63 was approved (3-0).

b) Fourth Cycle 2013 Sewer Commitment Warrant - \$102,885.05

On a motion by Batchelder, seconded by Rothermel, Fourth Cycle 2013 Sewer Commitment Warrant in the amount of \$102,885.05 was approved (3-0).

10) Veterans' Tax Exemption

a) Robert Duchaine – 9 Forest Park – Veteran's Tax Exemption - \$300.00

On a motion by Batchelder, seconded by Rothermel, Robert Duchaine – 9 Forest Park – Veteran's Tax Exemption in the amount of \$300.00 was approved (3-0).

OTHER BUSINESS

None

TOWN OF JAFFREY
Jaffrey, New Hampshire

BOARD OF SELECTMEN
Meeting Minutes
April 22, 2013

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 8:15 p.m. (3-0).

After discussing non-public items, on a motion by MacIsaac, seconded by Batchelder, they returned to public session at 8:45 p.m. (3-0).

Veteran's Tax Exemption – June LaRou – 80 Heath Road – Veteran's Tax Exemption - \$300.00

On a motion by Batchelder, seconded by Rothermel, June LaRou Veteran's Tax Exemption in the amount of \$300.00 was denied (3-0).

ADJOURNMENT

On a motion by MacIsaac, seconded by Batchelder, the meeting adjourned at 7:46 p.m. (3-0).

Submitted:

Attest:

Sue Richard
Administrative Assistant

Chairman MacIsaac
Board of Selectmen

