

TOWN OF JAFFREY
Jaffrey, New Hampshire

BOARD OF SELECTMEN
Meeting Minutes
May 28, 2013

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

CALL TO ORDER

NON-PUBLIC 6:30 P.M.

MEETING MINUTES APPROVAL

On a motion by Batchelder, seconded by Rothermel, public meeting minutes for May 13, 2013 and Non-Public Minutes for May 13, 2013 were approved (3-0).

PUBLIC HEARING

None

APPOINTMENTS

Senator Sanborn came before the Board to give them an update on State Aid Grant Funding for Wastewater Projects which Jaffrey could see \$200,000 in the calendar year 2014 if it is approved by the House and Governor Hassan

Frank Mieso presented the Carolyn and Gordon Merrill Scholarship Trust which entails a scholarship to a Jaffrey student graduating from Conant High School. This scholarship will start with the Class of 2014.

On a motion by Batchelder, seconded by Rothermel, the Board excepted the Carolyn and Merrill Scholarship Fund, approved (3-0).

Angela Beechum came before the Board to discuss her concerns regarding parking restrictions on Stratton Road. Chief Oswalt they will do a traffic and speed survey on Stratton Road and get back to the Board and Ms. Beechum with the results. Town Manager Caron will be checking into the parking situation at Rite Aid regarding extra parking spaces.

REGULAR BUSINESS

1) **Payroll and Vendor Manifests**

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

TOWN OF JAFFREY
Jaffrey, New Hampshire

BOARD OF SELECTMEN
Meeting Minutes
May 28, 2013

2) **Selectmen's Reports**

MacIsaac

MacIsaac will be the Selectmen's Representative for the Roundabout. Did a presentation for the Boy Scouts on Citizenship. We still do not have a candidate for the Contoocook River Association. MacIsaac will stay on the Cemetery Committee.

Batchelder

Will be at a workshop in June and will not be able to attend the June Budget Committee Meeting.

Rothermel

None

3) **Town Manager's Report**

Building Inspector – Six candidates were interviewed and Caron had follow-up interviews with two finalists. A Conditional offer of employment was made on May 22; Rob Deschenes accepted the full time position as of June 1st.

Town Offices Design – Staff developed a list of identifying twelve options to review; as it is important for the Board to stay engaged with this project, it is suggested that the Board appoint a liaison who can work with staff on this project. The Board appointed Kathy Batchelder. Next step is to conduct a white board exercise at which all twelve options will be reviewed and ranked.

Deputy Town Clerk – The Town has received twelve resumes for the position which are being reviewed by the Town Clerk and other elected officials. Interviews are scheduled for June 6th and June 7th.

Attached is a status report on the 2013 goals and objectives.

4) **Requests for Abatement**

a) #13-101 – Flanagan Family Trust – 8 Lake Road – Map045/Lot005 – Water Abatement \$1,385.96

On a motion by Batchelder, seconded by Rothermel, #13-101 – Flanagan Family Trust – 8 Lake Road – Map045/Lot005 – Water Abatement in the amount of \$1,385.96 was approved (3-0).

TOWN OF JAFFREY
Jaffrey, New Hampshire

BOARD OF SELECTMEN
Meeting Minutes
May 28, 2013

5) Timber Tax Levy

- a) Operation #12-233-04 – Map247/Lots37, 58, 59, 60 – Howard Eaves - \$1,028.33

On a motion by Batchelder, seconded by Rothermel, Timber Tax Levy Operation #12-233-04 – Map247/Lots37, 58, 59, 60 – Howard Eaves - \$1,028.33 was approved (3-0).

6) Land Use Change Tax

- a) Carl Querfurth – 8 Turner Road – Map251/Lot3.1 - \$3,170.00

On a motion by Batchelder, seconded by Rothermel, Land Use Change Tax for Carl Querfurth – 8 Turner Road – Map251/Lot3.1 - \$3,170.00 was approved (3-0).

7) Cemetery Deed

- a) Aylmer H. Given III – Cemetery Deed in Cutter Ext. – Double Grave Lot in the amount of \$700.00 – Lots #99 and #105 Block B

On a motion by Batchelder, seconded by Rothermel, Cemetery Deed for Aylmer H. Given III – Cemetery Deed in Cutter Ext. – Double Grave Lot in the amount of \$700.00 – Lots #99 and #105 Block B was approved (3-0).

8) Fifth Cycle 2013 Water & Sewer Commitment Warrant

- a) Fifth Cycle 2013 Water Commitment Warrant \$128,086

On a motion by Batchelder, seconded by Rothermel, Fifth Cycle 2013 Water Commitment Warrant in the amount of \$128,086 was approved (3-0).

- b) Fifth Cycle 2013 Sewer Commitment Warrant \$121,571.66

On a motion by Batchelder, seconded by Rothermel, Fifth Cycle 2013 Sewer Commitment Warrant in the amount of \$121,571.66 was approved (3-0).

9) Requests

- a) Norman Langevin – Appointed to Budget Committee – term to expire 2014

Board approved Marc Tieger's appointment of Norman Langevin for the Budget Committee with term to expire 2014.

TOWN OF JAFFREY
Jaffrey, New Hampshire

BOARD OF SELECTMEN
Meeting Minutes
May 28, 2013

b) Monadnock Community Early Learning Center – June Jubilee with a 5K Road Race on June 15, 2013

On a motion by Batchelder, seconded by Rothermel, Monadnock Community Early Learning Center – June Jubilee with a 5K Road Race on June 15, 2013 was approved (3-0).

c) TEAM Jaffrey - Riverfest

TEAM Jaffrey, in partnership with civic organizations, churches and downtown merchants, is holding our award winning event “Riverfest: A Community event” this year on Saturday, July 27, 2013. Events planned Musical Chairs on Main Street, craft fair, children’s art and games, library book sale, as well as entertainment, food and fun. Many other community organizations will be setting up and inviting event goers to learn about their mission. This event serves to connect Jaffrey residents, local businesses, and visitors while strengthening and celebrating our community.

We ask the Board to consider the following:

- 1) Permission to use the bandstand and common the day and evening of the event
- 2) Permission to block off the Blake Street Parking lot to vehicles the day of the event.
- 3) Permission to erect a temporary sign on the common to advertise the event (with fee waived)
- 4) That a vendor’s license be granted to TEAM Jaffrey for the day with fee waived
- 5) Permission to block the entrance to the town parking lot (at Main Street) the same day of the event. (With bank approval)
- 6) Permission to set up a craft fair on the library lawn the day of the event. (With Joan Knight’s approval)
- 7) Permission to close Memorial Drive (directly in front of the Police Station) from 7 am Saturday until 9 pm Saturday to facilitate the event. (With Chief Oswalt’s approval)
- 8) Permission to close Main Street between Rt 202 and School Street from 8 am to 4 pm (with DOT approval)

On a motion by Batchelder, seconded by Rothermel, TEAM Jaffrey’s Riverfest requests were approved (3-0).

d) Jaffrey Parks & Recreation request road closing at Lake Contocook Beach effective Monday, June 10th and anticipate the road will be reopened Tuesday, September 3rd.

On a motion by Batchelder, seconded by Rothermel, Jaffrey Parks & Recreation request road closing at Lake Contocook Beach effective Monday, June 10th and anticipate the road will be reopened Tuesday, September 3rd was approved (3-0).

TOWN OF JAFFREY
Jaffrey, New Hampshire

BOARD OF SELECTMEN
Meeting Minutes
May 28, 2013

e) Holiday Schedule – The 4th of July falls on a Thursday in 2013; historically this time period (after tax bills are due and over this 4th holiday period) is very quiet in terms of citizens conducting town business. I am seeking consensus to keep the office closed on July 5th. All employees have agreed to take vacation time for July 5th was approved (3-0).

9) Class VI Road

Class VI Upgrade specifications to permit issuance of building permit was adopted by the Board (3-0).

Board approved issuance of a building permit for a single family residence for Harland & Joyce Baird on Red Gate Road Map210/Lot5.

ADJOURNMENT

On a motion by MacIsaac, seconded by Batchelder, the meeting adjourned at 8:53 p.m. (3-0).

Submitted:

Attest:

Sue Richard
Administrative Assistant

Chairman MacIsaac
Board of Selectmen

