

**TOWN OF JAFFREY  
Jaffrey, New Hampshire**

**BOARD OF SELECTMEN  
Meeting Minutes  
August 26, 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 August 12, 2013 were approved (3-0).

**PUBLIC HEARING**

None

**APPOINTMENTS**

***Resolution 2013-01 – Award of the Henry J. and Marie E. Belletete Memorial Fund Scholarship Awards***

Chairman MacIsaac presented Awards for the Henry J. and Marie E. Belletete Memorial Fund Scholarship to the following:

<u>Name</u>	<u>College</u>
Richard Emberley	University of Queensland in Australia
Amanda Lawrence	Keene State College
Rebecca J. Myott	Mount Wachusett Community College
Matthew St. Laurent	Plymouth State University
Andrea Turgeon	Keene State College

Awarded \$1,280 each

***Resolution 2013-02 – Caroline Hollister - Community Support for The Park Theatre's application to the USDA Rural Development for grant funding***

On a motion by Batchelder, seconded by Rothermel, for Community Support for The Park Theatre's application to the USDA Rural Development for grant funding was approved (3-0).

***Resolution 2013-03 – Marge Andrews - To Support Forest Park's application for CDBG Feasibility Funds to Review Water and Wastewater Systems.***

On a motion by Batchelder, seconded by Rothermel, to Support Forest Park's application for

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CDBG Feasibility Funds to Review Water and Wastewater Systems was approved (3-0).

**REGULAR BUSINESS**

1) **Payroll and Vendor Manifests**

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

*Consent Agenda – (These items shall be approved under a single motion unless a Select Board member requests that an item be removed for discussion and separate action.)*

2) Request for Abatements

a) #253-20 – Estate of Felix Cloutier – 58 Lehtinen Road – 2012 Levy – Town Assessor Steve Allen recommends reduction in assessment from \$351,830 to \$184,644 to reflect the discontinuation of gravel operations at that location.

b) #244-31 – Steven E. Krook Rev. Trust – 2012 Levy – Town Assessor Steve Allen recommends denial of abatement as the property is disproportionately assessed.

c) #47-45 – Edwin Pierce – 11 Sharon Place – Tax Collector Dawn Oswalt recommends abating \$126.50 which represents billings made in error (property has been disconnected from municipal water supply).

d) #246-114 - Thomas & Charlene Picucci – Crestview Drive – Tax Collector Dawn Oswalt recommends abating \$836 to correct a computer error (previous abatement request was approved after 2013 Part A tax bill had already been processed).

e) #230-49 - Jamie Hamilton – 43 McCoy Road – Tax Collector Dawn Oswalt recommends abating interest costs of \$44.69.

3) PSNH Pole Application – 70/2 Off Howard Hill Road/Forest Park MHP

4) Request to Conduct Fundraiser -

a) Cub Scout Pack 33 – Oct. 5 & 12, 2013, 10 AM – 2 PM – Popcorn Sale (Rain Date Oct. 19, 2013) Fundraiser at Jaffrey Transfer Station

5) Water and Sewer Commitment Warrant –

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- a) Eighth Cycle 2013 Water Commitment in the amount of \$126,666.25
- b) Eighth Cycle 2013 Sewer Commitment in the amount of \$135,499.47

On a motion by Batchelder, seconded by Rothermel, the Consent Agenda was approved (3-0).

**Select Board's Business**

- 1) Selectmen's Reports

MacIsaac

On September 10<sup>th</sup> is the Annual Meeting of the Granite State Rural Water Association. Chairman MacIsaac will be presented with the first ever Municipal Official Award.

Batchelder

Participated in a meeting last week regarding the Town Office and had a discussion with the Department Heads to go over what the next steps were going to be. We will be continuing our conversation with TD Bank. We will also be revisiting Blake Street proposal and have information available regarding that footprint.

Rothermel

On Red Gate Road there is 84 acres of land that is owned by George Duncan. Mr. Duncan has passed away and the land has been given to the Society for Protection of New Hampshire Forest.

- 2) Town Manager's Report

Town Offices Design – Meeting on August 22<sup>nd</sup> to review public input from August 12<sup>th</sup> meeting. We will be have a discussion with TD Bank to explore options.

Downtown Sidewalks – The TIF-funded project to repair sections of sidewalks downtown has been completed.

Water Main Break – The Water Department repaired a water main break on Mountain Road last Tuesday.

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Tax Rate – Finalizing the MS form which will allow DRA to set Jaffrey’s tax rate. Once the auditor gives us an undesignated fund balance number, the Board can determine what amount, if any, should be applied against the town portion of the tax rate.

FEMA Reimbursement – Clay Hollister informed us that reimbursement for expenses incurred in Feb., 2013 (anticipated reimbursement +/- \$30K) is working its way through the state approval process and should be released towards the end of September.

Elite Laundry ERZ – The State has approved the Town’s request to designate the Elite Laundry as an Economic Revitalization Zone, which may allow for certain State tax credits for job creation activities.

- 3) ***Resolution 2013-04 - TEAM Jaffrey – Scarecrows on the Common – Oct. 6, 2012, 1 AM – 4 PM.*** Request includes:
- a. Permission to use the Town Common, Library lawn and bandstand for the day of the event;
  - b. Permission to display the scarecrows throughout the town for two weeks following the event (10/12 to 10/26 with removal 10/27);
  - c. Permission to erect a temporary sign on the Town Common to advertise the event with the fee waived;
  - d. That a vendor’s permit be issued to TEAM Jaffrey that day for the entire event with fee waived;
  - e. That permission for temporary parking and directional signs is given so that they may be displayed on the day of the event (if needed);
  - f. That TEAM Jaffrey be given permission to run a 50/50 raffle;
  - g. That TEAM Jaffrey be allowed to close Memorial Drive (directly in front of the Police Station) from 6 PM Friday until 6PM Saturday to facilitate the event (with Chief Oswald’s permission);
  - h. That TEAM Jaffrey be given permission to block the entrance to the town parking lot (at Main Street) the same day of the event (with TD Bank’s permission).

On a motion by Batchelder, seconded by Rothermel, TEAM Jaffrey’s request – Scarecrows on the Common – Oct. 6, 2012, 11 AM – 4 PM. was approved (3-0).

- 4) ***Resolution #2013-05 – Veterans of Foreign Wars - To allow a temporary extension of the on-premise liquor license to an outdoor area on September***

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*28, 2013 from 2 – 10 PM.*

On a motion by Batchelder, seconded by Rothermel, request from Veterans of Foreign Wars to allow a temporary extension of the on-premise liquor license to an outdoor area on September 28, 2013 from 2-10 PM was approved (3-0).

5) Resignation

a) Maria Chamberlain resigning as Jaffrey Town Clerk with last day as October 4, 2013.

On a motion by Batchelder, seconded by Rothermel, Maria Chamberlain's resignation as of October 4, 2013 was accepted (3-0).

**OTHER BUSINESS**

None

**ADJOURNMENT**

On a motion by Batchelder, seconded by Rothermel, the meeting adjourned at 8:00 p.m. (3-0).

Submitted:

Attest:

Sue Richard  
Administrative Assistant

Selectman MacIsaac  
Board of Selectmen

