

TOWN OF JAFFREY
Jaffrey, New Hampshire

BOARD OF SELECTMEN
Meeting Minutes
September 30, 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 September 9, 2013 were approved (3-0).

PUBLIC HEARING

None

APPOINTMENTS

Jessamyn Evans came before the Board regarding parking on North Street and Nutting Road.

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

2) Request for Abatements

a) #13-113 – DG Strategic II LLC – Dollar General Store – 95 Peterborough Street – Tax Collector Dawn Oswalt recommends we rebate the amount of \$841.89 off of the July Water bill and \$1,035.55 off of the August water bill.

b) #13-115 – Michele Christian – 23 Squantum Road – Tax Collector Dawn Oswalt recommends abating \$158.19 off of the sewer portion of the bill.

c) #13-116 – Stephanie Minter – 194 Mountain Road – Tax Collector Dawn Oswalt recommends abating \$10.49 off of water portion of the bill.

d) #13-117 – EMD Millipore – Old Sharon Road Sewer Meter – Tax Collector Dawn Oswalt recommends abating \$1,943.50 to correct the amount they were over billed by.

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- e) #13-118 – Ruth Ravidou – 320 Woodbound Road – Tax Collector Dawn Oswalt recommends abating \$11.50 to correct an error.
- f) #13-119 – John Taft – 22 Taft Road – Tax Collector Dawn Oswalt recommends abating \$40.00 for water turn on.
- 3) Meetinghouse Use Request
- a) #13-14 – Elizabeth Sullivan – Memorial Service (David Sullivan) October 13, 2013
- 4) Water & Sewer Commitment Warrant
- a) Ninth Cycle 2013 Water Commitment in the amount of \$90,745.43
b) Ninth Cycle 2013 Sewer Commitment in the amount of \$108,284.44
- 5) Notice of Intent to Cut Wood or Timber
- a) #13-233-05-T – Map235/Lot35 – Fiske Road
- 6) Request
- a) Sign Permit Application for three temporary signs – Jaffrey Fire Department – 138 Turnpike Road and 10 Turnpike Road – Jaffrey Firefighters Company Inc. Breakfast – October 6th – fee waived
- 7) Nominee for Local River Management Advisory Committee
- a) Carolyn D. Garretson would like to be Jaffrey’s representative

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

Select Board’s Business

- 1) Selectmen’s Reports

MacIsaac

Carolynn Garretson has volunteered to be the representative for Local River Management Advisory Committee.

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JRCSD is looking for someone to represent Jaffrey on the Advisory Budget Committee. It was said that call John Stone is interested in representing the committee. We will call him to confirm.

Batchelder

Will be attending the first scheduled Budget Committee Meeting on Wednesday, October 9th @ 7:00 p.m. at the Town Offices.

Rothermel

None

2) Town Manager's Report

Town Offices Design – Staff is continuing to investigate various options in response to suggestions offered by the public in August; the Town should be positioned to narrow the list of viable alternatives by the end of October.

Tax Rate – Staff is in the final stages of finalizing MS forms which will allow DRA to set Jaffrey's tax rate. We are completing an estimate of the 2013 tax rate and awaiting school district information to complete this task

General Code Update – Formatting has been completed and will be distributed to Department Heads this weekend for review prior to presentation to the Board for approval. Land use regulations will be incorporated by reference only, and other significant ordinances such as the sewer ordinance are currently being rewritten and will be included upon completion and adoption by the Board.

Lightning Strike – The area around the Town Offices/Police Station suffered a lightning strike on September 12; the Town suffered moderate to severe damage to its electronic systems with the most significant damage to the radio system at the Police Department. The Town has been working with its insurer PRIMEX to quantify the extent of the damage and restore services.

Public Access Television – Met with Peter Pijoan, worked with him to develop the Lakes Region Community Television Consortium 1990's. He is looking to relocate to Jaffrey and is interested in assisting the Town with developing public access television. Peter is working on both capital and operating budgets that we can share with the Board to determine whether the Town ought to consider directing some franchise fee revenues to this purpose in future budget years.

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IT Plan – I’ve been working with staff and Sequoya to develop a “laymen’s” IT Business Plan which hopefully will be devoid of overbearing technical jargon but will present a picture of what the Town’s IT needs are, what the plan is to meet those needs, and how we propose to fund those needs. I envision this plan as serving as the basis for the 2014 IT budget.

ADA Improvements – DPW has secured the services of a vendor to install automatic door openers at the Town Office to bring the structure closer to compliance with ADA requirements. There is a significant lead time to ordering equipment; therefore I anticipate the work being accomplished in 60 days or so.

Sale of Town Property – The Town has advertised the sale of 635 Gilmore Pond Road with the due date for sealed bids scheduled for October 10th @ 1:00 PM.

- 3) ***Resolution #2013-08 - Radio Recipient and Certification*** - Chief Oswalt was successful obtaining a grant from the Department of Safety for a replacement radio valued at \$3,537.84. Pursuant to RSA 31:95(b) the Board should formally vote to accept this gift.

On a motion by Batchelder, seconded by Rothermel, Resolution 2013-08 Radio Recipient and Certification 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 7:33 p.m. (3-0).

After discussing non-public items, on a motion by MacIsaac, seconded by Batchelder, they returned to public session at 7:51 p.m. (3-0).

ADJOURNMENT

On a motion by MacIsaac, seconded by Batchelder, the meeting adjourned at 7:51 p.m. (3-0).

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Submitted:

Attest:

Sue Richard
Administrative Assistant

Chairman MacIsaac
Board of Selectmen

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