

**TOWN OF JAFFREY**  
**Jaffrey, New Hampshire**

**BOARD OF SELECTMEN**  
**Meeting Minutes**  
March 10, 2014

**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 Rothermel, seconded by MacIsaac, public meeting minutes for February 10, 2014 were approved (2-0).

**PUBLIC HEARING**

None

**APPOINTMENTS**

None

**REGULAR BUSINESS**

***Consent Agenda***

- 1) Payroll and Vendor Manifests
- 2) Request for Abatement
  - a) #14-14 – Steven D. Ascani – Water and Sewer Abatement
  - b) #14-26 – Elliott Leaf – Water Abatement in the amount of \$28.41
  - c) #14-27 – Jaffrey Parks & Recreation Department – Sewer \$621.97
- 3) Appointment
  - a) Sam Hackler – Appointment to Economic Development Council

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- 4) Timber Tax Levy
  - a) #13-233-07 – Andrew & Rachel Schwartz – Map236/1.8 & 1.9 – \$86.91
- 5) Jaffrey Meetinghouse Application for Use
  - a) #14-06 –Monadnock Garden Club – August 20, 2014
  - b) #14-07 – Sadie Mackillop & Michael Faber – wedding – August 2, 2014
- 6) Second Cycle 2014 Water & Sewer Commitment Warrant
  - a) Second Cycle 2014 Water Commitment Warrant \$80,076.07
  - b) Second Cycle 2014 Sewer Commitment Warrant \$97,752.57
- 7) Notice of Intent to Cut Wood or Timber
  - a) #14-233-01-T Craig Chamberlain – Sanders Road – Map 252/Lots 8 & 9
  - b) #14-233-02-T Susan Shapiro (Cold Stone Springs, c/o The Old Mountain Co. Inc.) – Old Sharon Road – Map 254/Lot 20
  - c) #14-233-03-T Susan Shapiro – (Cold Stone Springs, c/o The Old Mountain Co. Inc.) Old Sharon Road – Map 254/Lot 26
  - d) #13-233-08-T (Supplemental) Society for the Protection of NH Forests – Thorndike Pond Road – (Supplement #13-233-06-T) Map 234/Lot 27
- 8) Application of Current Use
  - a) Stephen Meyers – 398 Mountain Road – Map212/Lot23
  - b) SCM Associates, Inc – Mountain Road – Map212/Lots 19 & 20
  - c) Fiesher Trustee – 179 Dublin Road – Map229/Lots 9.2 & 9.3
- 9) Cemetery Deed
  - a) Wendy E. Elliott – Conant Cemetery – Single Grave Lot #1335 - \$350.00

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On a motion by Batchelder, seconded by Rothermel, Consent Agenda was approved (3-0) with the exception of 2 b) Abatement #14-26 which was denied (3-0).

**F. Select Board's Business**

1) Selectmen's Reports

MacIsaac

None

Batchelder

Will look into volunteering at the Jaffrey Food Pantry.

Rothermel

None

2) Town Manager's Report

State Aid Grant – The Governor and Executive Council has now approved 38 of the 103 SAG funding applications; most of the requests approved are in numerical order. The G&C approved request #55 on February 26, expect that Jaffrey's application #56 to be approved at the March 12<sup>th</sup> G&C meeting.

Recreational Trails Program – The ConsCom submitted an application to assist with trails maintenance at Children's Woods to the NH Trails Bureau. The work will consist of bridge reconstruction, erosion control and general maintenance. The grant request is for \$10,471, with the ConsCom funding 20%, or \$2,095.

Dental Insurance Surplus Funds Disbursement – The Town recently received disbursement of excess funds from Health Trust for 2011-2012 in the aggregate amount of approximately \$1,850. Linda will be calculating the amount due the employees, with the balance to be deposited into the General Fund.

2013 Audit – The audit for our fiscal year ending 12/31/13 is almost complete; which is significantly ahead of schedule from last year and also ahead of schedule from what typically can be anticipated. The auditors are very pleased with the completeness of the financial records, which is encouraging to see after our transition year in 2012.

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Computer Transition Plan – As you know, we had planned to transition to a program of replacing approximately nine desktops per year under a purchase arrangement. Recently, Windows confirmed that it will no longer support the XP operating system, which impacts 17 of the Town’s desktops currently in use. We are looking to modify our plans by lease-purchasing replacements for these machines through a local bank for a two year period (2014-2015); the cost impact will be minimal and it will address impending security concerns.

3) Goals and Objectives

Reviewed with Board:

1. Develop specific timeline for Town Offices project with significant opportunities for public input.
2. Maintain a current Capital Improvements Plan which identifies all planned capital improvement for the next six years.
3. Enhance opportunities to engage the community in town affairs
4. Execute the budget plan, including staffing authorized positions, by ensuring that projects approved at Town Meeting are completed.
5. Enhance the town’s financial position by maximizing opportunities to refinance long-term debt.
6. Review efficiencies at the Transfer Station to ensure the Town is maximizing its revenue opportunities.

4) Town Meeting Review

The Board reviewed the slide presentation for the Town Meeting on Saturday, March 15<sup>th</sup> along with Norm Langevin, Marc Tieger and Kelly Dowd.

**NON-PUBLIC**

None

**ADJOURNMENT**

On a motion by Batchelder seconded by MacIsaac, the meeting adjourned at 8:40 p.m. (3-0).

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Submitted:

Attest:

Sue Richard  
Administrative Assistant

Donald MacIsaac  
Chairman

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