

**TOWN OF JAFFREY
Jaffrey, New Hampshire**

**BOARD OF SELECTMEN
Meeting Minutes
August 24, 2015**

Present: Selectman MacIsaac, Selectman Rothermel, Selectman Moore, Town Manager Caron, Administrative Assistant Richard

A. Call to Order

6:30pm Non-Public Session –

On a motion by Rothermel, seconded by Moore to enter Non-Public Session pursuant to RSA 91-A:3 II(e) at 6:40pm (3-0)

On a motion by Rothermel, seconded by Moore to exit Non-Public Session at 7:06pm (3-0)

B. Public Hearing

None

C. Approval of Meeting Minutes

MEETING MINUTES APPROVAL

On a motion by Rothermel, seconded by Moore, public meeting minutes for August 10, 2015 were approved (3-0).

D. Appointments

1) Resolution 2015-13 – Award of the Henry J. Belletete and Marie E. Belletete Memorial Fund Scholarship Awards

Chairman MacIsaac announced the Awards for the Henry J. and Marie E. Belletete Memorial Fund Scholarship to the following in the amount of \$1,500 each:

Hannah Duncan, Andrea Turgeon and Chasity Dupuis.

2) Paul McKenney, Assessor from Municipal Resources Inc. came to discuss the recommended property values and the process by which citizens can discuss the results with MRI representatives.

McKenney has prepared a letter which will be mailed out to all property owners this week which advises the taxpayer to set up an appointment if needed starting September 9th.

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- 3) Randall Heglin presented the Board with an eight week print out documenting the use of the Transfer Station. The Board initiated a discussion concerning options to manage the Town's solid waste, including transfer center operations. The Board concurred to give staff specific direction at its September 14th meeting.

E. Consent Agenda

- 1) Payroll and Vendor Manifests
- 2) Notice of Intent to Cut Wood or Timber
 - a) #15-233-04-T Paul Amato – Dublin Road – Map/Lot08/10
 - b) #154-2333-05-T Ann Hoyt – Mountain road – Map220/Lot18.1
- 3) Eight Cycle 2015 Water & Sewer Commitment Warrant
 - a) Water Commitment \$ 93,654.95
 - b) Sewer Commitment \$106,068.21

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

F. Select Board's Business

Selectmen's Reports

Rothermel

None

Moore

Meetinghouse roof repair needed. Attended Emergency Management Meeting last Friday and also the charrette at the Jaffrey Meetinghouse regarding the Hearse House. After taking a poll of the 60 to 70 people that attended, it seemed that 75% were against the proposed location.

MacIsaac

None

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Town Manager's Report

Town Office Project – Chip Krause and I met on August 18 to review project scheduling, status and expectations. By the end of September, CMK architects will develop floor plans to show spatial relationships which will allow for development of specific square foot needs; additionally conceptual schematics will be produced to share with the community. The preliminary financial plan will constantly be updated to ensure that the community is aware.

Need to develop a schedule to do an outreach effort to educate the voters about the combined town off/police station plan to build support for the project.

Administrative Assistant Search – The Town has received 65 resumes; ten candidates were interviewed and we are in the process of identifying the candidate(s) who is best suited to assist the Town.

Transfer Station – Randy Heglin will meet with the Board to discuss options/alternatives, from which the Board can provide direction to staff regarding further analysis.

DPW Garage Repairs – The Town has received bids to enhance the structure and replace the roof at DPW.

Revaluation – Representatives of MRI will be at the 8/24 meeting to discuss the recommended property values and the process by which citizens can discuss the results with MRI representatives.

G. Other Business

- **Resolution 2015-14 – Amended Request to Establish Capital Reserve Fund (CRF) Septage Receiving Facility Upgrade – Wastewater Treatment Plant**

On a motion by Rothermel, seconded by Moore, Resolution 2015-15 Establishing a Capital Reserve Fund (CRF) for the Septage Receiving Facility in the amount of \$26,000 was approved (3-0).

- **Resolution 2015-15 – Authorizing use of up to \$168,800 from the Municipal Building Trust for Structural and Rood Repairs at DPW Garage**

On a motion by Rothermel, seconded by Moore, Resolution 2015-15 – Authorizing use of up to \$168,800 from the Municipal Building Trust for Structural and Roof Repairs at DPW Garage was approved (3-0).

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On a motion by Moore, seconded by Rothermel to enter Non-Public at 9:00pm pursuant to RSA 91-A:3 II (a) (3-0).

On a motion by Rothermel, seconded by Moore, to return to Public Session at 9:17pm (3-0).

ADJOURNMENT

On a motion by Moore, seconded by MacIsaac, the meeting adjourned at 9:17pm (3-0).

Submitted:

Sue Richard
Administrative Assistant

Attest:

Donald MacIsaac
Chairman

