

TOWN OF JAFFREY
Jaffrey, New Hampshire

BOARD OF SELECTMEN
Meeting Minutes
September 14, 2015

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

A. Call to Order

6:00pm 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 6:00pm (3-0)

On a motion by Rothermel, seconded by Moore to exit Non-Public Session at 7:08pm (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 24, 2015 were approved (3-0).

D. Appointments

Diane McDonald came to the board with a request for sidewalk to be altered at the Jaffrey Mills Apartments because she has a disability with walking and has to use a walker to get around. She would like the sidewalk on North Street to be alternated with another handicapped ramp and possibly a new crosswalk.

Chairman MacIsaac listened to Ms. McDonald but stated that he didn't think that he would be able to help her with her request because it would cause other problems with handicap ramp, needing ADA approval, new crosswalk or removal of curbing would require State approval and could introduce safety issues for other citizens.

E. Consent Agenda

- 1) Payroll and Vendor Manifests
- 2) Abatement Request
 - a) #15-84 Frank Belfsky – 72 Hunt Road – Water Abatement
 - b) #15-85 Christopher Martin – 23 Windy Fields – Water \$88.99 & Sewer \$106.41

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- 3) Cemetery Deed
 - a) Martha W. Gilroy – Cutter Ext. Cemetery – Block F/Lot19 \$350
- 4) Request
 - a) Jaffrey Chamber of Commerce Dance on 9/18 request a 50/50 raffle

On a motion by MacIsaac, seconded by Rothermel, to pull both abatement requests 2)a & b for discussion (3-0).

On a motion by Rothermel, seconded by Moore, to approve the Consent Agenda with the exception of item two (3-0).

On a motion by Rothermel, seconded by Moore, Abatement Request #15-84 Frank Belfsky water abatement was denied (3-0).

On a motion by Rothermel, seconded by Moore, Abatement Request #15-85 Christopher Martin water abatement in the amount of \$88.99 and sewer abatement in the amount of \$106.41 was approved (3-0).

F. Select Board's Business

Selectmen's Reports

Rothermel

Attended NRRA Meeting last week about recycling programs. Will be stopping into a transfer station up in Maine next Tuesday to observe how the process works.

Moore

On August 28th the board went to Peterborough and Winchendon to look at their transfer stations to get ideas on their process.

MacIsaac

Attended a public presentation on the Jaffrey Meetinghouse Documentation project. Very impressed by some of the photographs that were displayed relating to the Jaffrey Meetinghouse.

In the process of preparing an Outreach Schedule for the Town Office Presentations.

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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 of the implementations plan.

Administrative Assistant Search – Judy Zola has been selected and will begin working with the Town on September 30; A Rindge resident, Judy is currently employed at Crotched Mountain Rehab Center and has extensive experience supporting business functions.

Transfer Station – The Board is scheduled to continue discussions at the September 14th meeting to provide direction to staff identifying options for further analysis.

DPW Garage Repairs – Construction began on 8/26 to reinforce the building's structural integrity and replace the roof at DPW.

Revaluation – An information meeting has been scheduled on September 21 @ 7PM at the Jaffrey Fire Station to share information with property owners on the revaluation process: impacts of a reval, formal appeals process and other relevant information.

Water System – Voters at the 2015 Town Meeting approved the Water Division budget which included \$200,000 to begin design work on replacing water mains and other facilities in Jaffrey. Customarily, the most effective funding mechanism for the construction is to use State Revolving Funds through NHDES. To that end, staff has applied and the Town has been approved for \$3.084M loan in funding for FY16. This award is simply a placeholder in the event town voters decide to proceed with projects in 2016. Interest rates range from 0.99% for a five year loan to 3.168% for a 20 year loan. As part of the 2016 budget proposal, staff will be presenting information on options available and identify any impact on rates.

Elite Laundry Redevelopment – In an effort to stimulate economic development in the community, staff has developed an Request for Proposals for the redevelopment of the Elite Laundry site. JoAnne Carr will be coordinating a committee review of proposals to allow the Board to establish direction on the project.

Sewer Division Regulations – EPA is requiring Jaffrey to establish local limits on various types of wastewater entering the plant, such as TSS and BOD. Staff is concurrently working with engineers representing the Town and those representing

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Millipore to determine any impacts to Millipore regarding those limits in an attempt to arrive at limits which are acceptable to both parties.

G. Other Business

Discussion of Transfer Station Options will be continued at the next BOS Meeting which is October 12th

Chairman MacIsaac recused himself for the discussion on Stony Brook development.

Town Manager Caron explained that the Amended Development Agreement – Stony Brook satisfies one of the conditions of approval by the Town of Jaffrey’s Planning Board to approve the Owner’s amended application to that Board for an Open Space Development Plan for a 28 unit condominium plan, as originally filed with the Planning Board on October 22, 2004.

On a motion by Rothermel, seconded by Moore, to give Town Manager Caron the Authority to sign the agreement between Robert Van Dyke and the Town of Jaffrey (2-0).

ADJOURNMENT

On a motion by Rothermel, seconded by Moore, the meeting adjourned at 8:16pm (3-0).

Submitted:

Sue Richard
Administrative Assistant

Attest:

Donald MacIsaac
Chairman

