

**TOWN OF JAFFREY**  
**Jaffrey, New Hampshire**  
**Select Board Meeting Minutes**  
**August 8, 2016**

**Chairman:** Donald MacIsaac

**Selectmen:** James Moore, Frank Sterling

**Town Manager:** David Caron

**Administrative Assistant:** Judith Zola

**A. Call to Order**

**Non-Public – None**

**B. Public Hearing – None**

**C. Approval of Meeting Minutes**

On a motion by Sterling, seconded by Moore, Public Minutes of 07/25/16 were approved. (2-0)

On a motion by Sterling, seconded by Moore, Non-Public Minutes of 07/25/16 to approve and seal the minutes. (2-0)

**D. Appointments-**

Wastewater Asset Management Study Presentation: John McClellan, VP Tighe & Bond. The objective of the project was to develop a prioritized capital improvement list for the sewer system and wastewater treatment plant infrastructure and to provide an overall asset management assessment. The study included all the pump stations except for Nelson Circle and River Street, which are being currently replaced. The study used a Risk Assessment Factor, defined as the probability of failure times the consequences of failure. Sewer Pipes: there have been some videotaping of pipes to determine age of pipes and quality; about half of the pipe in town have been videotaped. The impact of failed sewer pipes would have an economic and environmental impact. Pipes that are buried deeper cost more to repair. SRF funds may be available to offset the cost of repairs and maintenance, so that all repair costs would not necessarily impact sewer rates. The study will be posted on the Town's website.

Pavement Management Report Presentation: Dan Romero University of Maine Intern, began a study of all the roads in Jaffrey last summer consisting of paved and dirt roads. Using previous year's annual reports, he was able to able the age of roads. Using a 100 foot section of each road, he was able to determine the quality of Jaffrey roads and prioritize which repairs need to be done. It is more cost effective to keep up maintenance to keep the satisfactory roads in good condition. The currently budgeted amount of \$ 350,000 annually is not sufficient to maintain the paved roads at their current level. The question was raised if the CIP amount was raised to \$ 595,000, if that would be enough money. The road repair list should be prioritized and by fixing the less damaged roads first, that would save money. It was suggested to add 1 or 2 reconstruction projects to the regular maintenance to lessen the financial burden. It was also suggested to have the same person evaluate roads every year for consistency of results. The study will be posted on the Town's website.

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**E. Consent Agenda**

1. Payroll and Vendor Manifests
2. Abatements
  - a) # 16-73- Stephen & Diane Reder – 62 Monadnock View Drive - \$ 36.60 – Interest
  - b) # 16-74 – Frank Belfsky – 72 Hunt Road - \$ 891.13 – Water ***DENIED***
  - c) # 16-75 – Stephanie Kavouras – 15 Ellison St. - \$ 160.60 Water/ \$189.20 Sewer
3. Application for Reimbursement-Federal & State Forest Land 2016
4. Notice of Intent to Cut Wood or Timber
  - a) #16-233-09-T – Sheila Nagle- Parker Road
5. Meetinghouse Requests
  - a) Ellie McIntyre & Ben Von Reyn- Wedding- Sept. 9, 2017
6. Sign Request – Festival of Fireworks

On a motion by Moore, seconded by Sterling, consent agenda was approved with the exception of Abatement # 16-74, which was denied. (3-0)

**F. Select Board's Business**

Selectmen's Reports

MacIsaac:

- Reported that according to the Tax Collector, 99% of the 2015 taxes owed have been collected.
- EDC: There have been communication improvements. Social Media for the town will be considered after Town Clerk cross training has been completed with the Administrative Assistant.
- Possible addition of a column named "Selectmen's Corner" in the Monadnock Ledger. The column would be posted after each meeting. Nick Handy from the Ledger will check with his editors for more information and will return to the BOS with updates.

Moore: None

Sterling: Did follow up with the Park Owner's Board and found a park owner in another community that obtained a Writ of Possession that enabled them to take possession of the home and move it to the transfer station.

Town Manager's Report

- The Town Manager authorized a change order to the Water Main Replacement Contract with Haluch Construction which would extend the project an additional 1,270 l.f. within the appropriation approved by the voters at the 2016 Town Meeting.
- The issue of trucks exiting the Woodbury Hill Road pit was discussed; the Board concurred with the Town Manager's recommendations on the following:

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- Determine the exact legal status of the excavation;
- If appropriate, direct traffic onto Proctor Road northeasterly to Rte. 137;
- Investigate the current and recommended bonding requirements to haul on Proctor/Bryant;
- Make recommendations on the current weight limit on Proctor and Bryan, including an analysis of road conditions by DPW;
- Any other options including restricting truck sizes and capacity.
- Information was shared on an entity providing grave maintenance services in Jaffrey, which was authorized to proceed upon receipt of the proper insurance certificates.

**G. New Business**

**H. Other Business**

- After School Program Review- Laurel McKenzie returned to present her plan to the full Board. She again stressed the community benefit of an afterschool program to working parents of Jaffrey. If the program is not grant funded, there are no educational or staffing requirements. The School Board chose not to fund this program due to a financial risk. The Extended Day program in Rindge has always been funded by either a grant or self-supporting from fees charged to the participants. Don MacIsaac stated that he believes the school is better positioned to continue offering the program, particularly when Laurel's proposal intends the program to be self-funding. Laurel replied that it would be difficult to offer a program for Jaffrey students only in a multi-town school district, and there are some risks that the program may indeed not be self-funding. The Board then discussed the impact of such a program on the Town's Recreation Department staff and any fiscal shortfalls on the town budget, which is much smaller than the SAU budget. There was also discussion of reduced rates for families receiving reduced lunches and the question of accommodating students with Special Needs was also brought up. It was suggested that a meeting should take place with the BOS and Renee to get her input on this subject before the next BOS meeting on 8/22/16.
- Resolution # 2016-32 – Lease of Monadnock Property with NHDRED  
On a motion by Sterling, seconded by Moore, Resolution # 2016-32 was approved (3-0) It was noted that the lease requires Governor and Executive Council approval, as well as Town Meeting ratification.
- NHMA Legislative Policy Conference – The Select Board reviewed NHMA's policy agenda as developed by three committees consisting of local officials from throughout the State, asked questions on several initiatives and raised no objections to the agenda.
- Economic Development Committee Charge – The Board reviewed the revised charge which would create two subcommittees to act on matters pertaining to the Town's two TIF Districts, thus bringing the Town into full compliance with the statutes and Town Meeting authorization.
- Resolution # 2016-33 – Special Events Permit – BSA Troop 8- Fireworks Parking(8/20)  
On a motion by Sterling, seconded by Moore, Resolution # 2016-33 was approved (3-0)

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- Resolution # 2016-34 – Special Events Permit – Jaff Jam – (8/13)  
On a motion by Sterling, seconded by Moore, Resolution # 2016-34 was approved (3-0)

**I. Non-public Session**

On a motion by Sterling, seconded by Moore to enter Non-Public Session pursuant to RSA 91-A:3 II (c&d) at 8:17pm (3-0)

On a motion by Sterling, seconded by Moore to exit Non-Public Session pursuant to RSA 91-A:3 II (c&d) at 8:40pm (3-0)

- Resolution #2106-35 – Sale of Elite Laundry Site - Motion made by Sterling, seconded by Moore, to accept the high bid submitted by John Peard, Jr. to purchase the four lots comprising the Elite Laundry site in the amount of \$72,500.00. Motion approved (3-0).

**J. Adjournment**

Meeting adjourned at 8:41 pm on a motion by Sterling, seconded by Moore (3-0).

Submitted:

Attest:

Judith A. Zola  
Administrative Assistant

Donald MacIsaac  
Chairman