

**Jaffrey Economic Development Council  
Draft Minutes 08/16/23**

**8:00 am Jaffrey Town Office**

Present: Peter Chamberlain, Chair, Kelly Bergeron, Dominique Caissie, Bill Schofield, Mike Shea, Kevin Chamberlain, Ex.O.

Staff: Jo Anne Carr, Director

1. Traffic Project Update

- a. Rights of Way: Several property owners have reached out regarding contact by DOT rights of Way staff. Contact Dena Rae Chief R.O.W. Agent with NHDOT at 603-271-3222 with any concerns. Jo Anne will post the contact info to the town website.
- b. Communications: Lawn signs went up prior to Riverfest and will stay until early November. The DOT will have a project meeting in the fall, now scheduled for October 23 at 6pm at the fire station.
- c. Contracting: A contract amendment was approved by the Select Board to Toole Design for details construction drawings for the streetscape.

2. WW Cross Environmental Report

Credero, the Town's environmental consultant presented at the August 14 Select Board meeting on the supplemental Phase II Assessment. Some of the work could not be completed as they drill operators found the condition of the building unsafe to enter. They do have sufficient data to characterize the site in support of a brownfields cleanup grant application. As the Town would need to have title to the property for the grant, the Select Board moved to take the property by tax lien, which should be complete by early October. Jo Anne has proposed a phased approach to the site clean-up. The Town can secure funding assistance for the demolition through the DES and Monadnock Economic Development Corporation, future funding for the long term cleanup is anticipated through the EPA Brownfields Program. The report can be found here <https://www.townofjaffrey.com/planning-economic-development/pages/ww-cross39-webster-street>. Mike questioned the zoning for the site, which is in the General Business District which allows for mixed use development, residential and general commercial operations.

3. St Patrick School site

MJ & MJ Realty Ventures is a partnership of local investors who bought the property. Mike, as one of the partners, explained that the school needs to be demo'd and they are hoping to access some available grant opportunities. They are planning to work with a non-profit to develop a workforce housing program of between 36 and 48 units along with 24 +/- market rates townhouse style condominiums. They plan to keep the convent described as "the best house on the turnpike from Keene to Boston."

4. Other Business

- The question of control on Main Street once the downtown project is complete, is not resolved, though it is likely to remain in state DOT control with flexibility to the Town for annual events.
- Kevin asked about the intersection of Old Sharon Road and 202. Jo Anne reminded the committee that there is a Road Safety Audit completed by DOT and expected to be presented to the Select Board sometime in the future. That report can be found here [https://www.townofjaffrey.com/sites/g/files/vyh1if4561/f/uploads/jaffrey\\_old\\_sharon\\_road\\_saftey\\_audit.pdf](https://www.townofjaffrey.com/sites/g/files/vyh1if4561/f/uploads/jaffrey_old_sharon_road_saftey_audit.pdf)
- Kevin also asked about lighting on the rail trail between Rite Aide and Webster St. That item is on the draft CIP plan for the DT-TIFD
- Kelly said the new Chamber electronic sign should be delivered in October. They are having a fundraiser to help cover the cost.