

SELECT BOARD MEETING MINUTES

Monday, July 19, 2021

PRESENT: Cindy Silver: Select Board Chair and Kevin Meehan and Norman Brown: Select Board members, all comprising a quorum of the board.

ALSO PRESENT: Kathi Marshall: Assistant to the Select Board, Nancy DeCoursey: Conservation Commission Member, Terri Larcomb: Deputy Town Treasurer, and Linda Cushman: Town Clerk

Cindy Silver called the meeting to order at 7:00 p.m.

ACCOUNTS PAYABLE/PAYROLL

Norm made a motion to approve Accounts Payable and Payroll items for the week ending July 17, 2021 and to authorize Kathi to pay invoices and payroll. Cindy seconded the motion. The motion passed, and accounts payable and payroll were approved.

APPROVAL OF MINUTES FOR 7.12.2021

Norm made a motion to approve the meeting minutes from 7.12.2021 as recorded. Cindy seconded the motion. The motion passed, and the minutes were approved.

NON-PUBLIC RSA 91-A: 3 (None)

PUBLIC INPUT

Nancy DeCoursey asked if the board had secured a health officer for the town. Norm said they had not, but they were working on it. He assured Nancy that if anything came up that was considered a health hazard that needed state approval, then the state would deal with the situation. Nancy asked about the property that abutted hers with a trailer and septic system that did not seem to have approval. Norm told her there was concern there that the resident on the property may have encroached on the wetland portion of the land and David Govatski, Conservation Commission Chair, filed a report with the Wetlands Bureau. Norm said the response to that report has not yet been received.

REPORT OF DEPARTMENTS AND/OR BOARDS

Board members read and accepted the Highway and Business Office reports for the week.

NEW BUSINESS

DRA Notice for Signatures: Kathi presented a notice that specified which of two different forms Linda would be using this year for reporting to DRA. Linda had filled out the form and it was presented for board signatures.

Request to purchase town owned property: The tax collector had submitted a request to purchase a small parcel of town owned property. Norm asked how the people came to know about the property, and Cindy told him they were abutters to the land. Kevin said the property is very small and can't really be used for anything else, so it would almost help if it was adjoined to the parcel next to it. It's a non-conforming lot so the abutter has more use for it.

Norm said the couple who are interested need to submit an offer for what they would like to offer for the property. He also mentioned he does not want to get into the habit of "giving" property away for free, as that could lead to complications down the road. This type of property is of more use to an abutter than it is to anyone else.

Conservation Commission: David Govatski has asked the board if the Conservation Commission could have permission to hold their monthly meetings in the Jefferson Community Center on the third Tuesday of each month. Board members are fine with that, but asked Kathi to be sure there were no conflicts with Scouts or other board meetings. Kathi said currently the Select Board meets weekly on Mondays. The Planning Board twice a month, on the second and four Tuesdays of the month. The Historical Society will be meeting monthly on the first Tuesday of the month. And the Library Trustees have asked to meet twice monthly on the first and third Thursday of the month.

UNFINISHED BUSINESS

GOFFER Funds Application: Norm had taken the paperwork for the application and filled it out. He uploaded the information to the government website. Kathi said she had problems trying to upload the rest of the file to complete the process. Cindy asked about the deadline and Kathi told her it was August 16. Norm mentioned however, that the money is already in New Hampshire's possession, so if we could submit the application as soon as possible, we could begin serious work on the renovations to the old school.

War Veterans' Memorial Update: Cheri Marshall turned in a deposit in the amount of \$1,050.00 which brought the total amount in the account to \$9,285.86. The town should receive a donation from Passumpsic Bank this week in the amount of \$2,500.00. Cheri had seven names for the new memorial. She continues to write letters to VFWs and businesses, and has also submitted a fundraising article to the Democrat which should appear in that week's or the coming week's edition of the paper.

Norm said in the not-too-distant future it would be a good idea to have someone who has artistic skills lay out a design of what the new memorial will look like once it is restored.

Audit Update: Kathi received an e-mail from the auditing team that day informing her they would be on-site the following day. She said she knows a good portion of what they will need is in the "fire" trailer. She did tell the board that Linda would be in the office as well and together they will find what is being asked for by the auditors.

ANY OTHER BUSINESS

Chambers Road: Norm mentioned he had spent over an hour on Chambers Road looking into the situation where Eversource is putting power poles in on someone's property, and the landowner felt they were not in the town's right-of-way. Norm said the situation needs a little more research. The road is traveled by one resident and the center of the road seems to move from one place to another. The only reference to the width of the road to determine the right-of-way is a subdivision that was done a number of years ago. On a plot plan it showed a right-of-way of 50-feet. This was not confirmed. The property owner seemed to accept the 50-foot right-of-way, however the situation raises a new concern.

Norm said there is a camper on the adjoining property where the power is supposed to connect service. There also appears to be a home-built septic system. There are also concrete poles that appear to be there to support a future home, and those poles are standing in a foot of water. Basically wetland. So that situation will have to be looked into otherwise the possibility exists that the owner may just carry on building without the necessary permits and licenses. Norm will pass along the information about Chambers Road to the Conservation Commission to investigate.

Assessing Contract: The board members had Linda look over the assessing contract in order to make sure she felt the contract was in order before the board members signed off on it. Linda said this copy was the approved version from the state, and that their company was already out in town doing the revaluation work. Board members signed the contract.

Linda's position: Linda asked the board why she was no longer Deputy Tax Collector. She said according to the minutes of June 28, it stated that was the case. Kevin made a motion to have the words "Deputy Tax Collector" changed to "Deputy Town Clerk" in the minutes. Norm seconded the motion, and the motion carried. Kathi said she would take care of that.

Linda also mentioned that Jean Olsen, who used to be the town clerk in Lancaster, was still doing town clerk work on a request basis. Linda thought in case something ever happened, or if Linda took vacation time, that Jean would be a good substitute. If the board approved, Linda will speak with her to see if she would cover when needed if she was available. The board agreed.

PUBLIC INPUT

NON-PUBLIC RSA 91-A:3 II (None)

ADJOURNMENT

Norm made a motion to adjourn the weekly Select Board meeting. Kevin seconded the motion. The motion passed, and the meeting was adjourned at 8:49 p.m.

The next meeting of the Select Board will be Monday, July 26, 2021 at 7:00 p.m. in person at the Jefferson Community Center.

Respectfully submitted,

