

Town of Jefferson
Select Board Meeting
February 21, 2022
Jefferson Community Center

The meeting was called to order at 7:00 p.m. by Select Chairperson Cindy Silver, with Kevin Meehan (Selectman), Norman Brown (Selectman), Joy McCorkhill, Liz Milligan, Leslie Seppala, Jeanne Kenison, Bettie Bovio, & Amanda Simino present.

The pledge of Allegiance was recited to salute the flag.

Selectman Norman Brown made a motion to accept February 7, 2022, meeting minutes as written. Select Chairperson Cindy Silver seconded this motion, with no discussion the motion was passed unanimously.

Selectman Norman Brown made a motion to enter Non-Public session per RSA 91-A:3, II(i) discussion with Library Trustees. Selectman Kevin Meehan seconded the motion, with no discussion the motion was passed to enter Non-Public Session at 7:02 p.m. Select Board rolled into another Non-Public per RSA 91-A:3, II (j) session immediately following at 7:30 p.m.

Selectman Norman Brown made a motion to enter back into public session. Selectman Kevin Meehan seconded the motion, with no discussion the motion was passed to enter back into public session at 7:40 p.m.

Selectman Norman Brown made a motion to seal Non-Public meeting minutes RSA 91-A:3, II(j). Selectman Kevin Meehan seconded the motion, with no discussion the Non-Public meeting minutes were sealed.

Selectman Kevin Meehan made a motion to accept weeks 2/9-2/11, & 2/18/22 accounts payable and weeks 2/14 & 2/21/22 payroll expenditures. Selectman Norman Brown seconded this motion, with no discussion the motion was passed unanimously.

JCC Building renovations update: The Select Board took a tour of the building to look at the updates that have gone on in the building. There has been a lot of progress in the building. Flooring has been going down. The Library and Historical Society rooms flooring has been completed. Painters are finishing up and touching up areas of the building. Cameras were installed in the library. Items that have been in the gym area are getting moved out to be ready for Town Meeting.

Public Input: None

Other Business:

- Select Board reviewed and initialed corrected bank deposits for 1/3, 1/10, & 1/24/22
- Select Board reviewed and initialed bank deposits 2/1-2/8 & 2/14/22
- Select Board reviewed and initialed statement reconciliation for General Fund account & ICS account for January 2022.
- Select Board reviewed and signed Abatement for Mary Gross.
- Select Board reviewed Change Order 7 from Daniel Hebert, Inc **Selectman Norman Brown made a motion to approve the furnishing and installation of 22 Exit Light Combo Units, 7**

Remote Head for Exits, & 10 EBU Battery Back-up Lights. In the amount of \$9,938 for cost of Labor and Materials. Selectman Kevin Meehan seconded this motion, with no discussion the motion was passed unanimously.

- **Select Board reviewed Trust Fund accounts. Select Board asked that Amanda Simino check with Jason Call, Trustee of the Trust Funds to see if the accounts that can only expend interest, is the expended interest based on annual interest or accrued interest.**
- **Update on Souza building permit from Amanda Simino, Chis Souza brought to the Town Office paperwork he had found on the septic system. Select Board reviewed the documents finding no State Approval in the documents that were given. Select Board asked that Amanda contact Andrew Foss Co. that was on the documents to see if they submitted an Approval to the state for the septic system.**
- **Select Board discussed adding a second Authorized User for the Town's credit card. They feel that there should be two for back up or in an emergency. Currently Amanda is the only authorized user for the credit card. Selectman Norman Brown made a motion to appoint both Linda Cushman and Amanda Simino as Authorized Users for the Town's credit card. Selectman Kevin Meehan seconded this motion, with no discussion the motion was passed unanimously.**
- **Select Board reviewed an Abatement that was filed with the State against the assessing company. Selectman Norman Brown made a motion to deny the Abatement that was filed with the State against the assessing company. Selectman Kevin Meehan seconded this motion. Before passing the motion Selectman Norman Brown withdrew his motion no action was taken on this motion. The Select Board asked that Amanda send CNP the assessing company a copy of the Abatement to see what their thoughts are before making a motion or signing the Abatement Application.**
- **Select Board reviewed & signed W.B. Mason copier service contract.**
- **Amanda discussed two training opportunities that have sparked her interest provided through New Hampshire Municipal Association. Select Board did not have any issues with her registering for the two workshops. Select Chairperson Cindy Silver also stated to keep an eye out because NHMA also officers a workshop for newly elected Selectmen and Administrative Assistants.**
- **Select Board reviewed the following items to be ordered for the JCC building. Commercial rated vacuum, six paper towel dispensers, five toilet paper dispensers, and LED large clocks for various locations throughout the building. Select Board gave Amanda the go ahead to purchase these items.**

******Notice to the Public******

The Select Board would like to accept bids on a couple of items that the town is looking to sell. There is an Old Wood Stove and fourteen round folding tables. The Select Board have placed pictures of these items on the Town Website under Public Notices/Info. The Select Board are accepting bids until February 28, 2022. Please contact Amanda Simino at the Town Office Monday-Friday 8:00-3:00 to make an offer. Call 603-586-4553 during business hours or send an email any time to townofjefferson@myfairpoint.net

Selectman Norman Brown made a motion to adjourn the meeting at 9:02 p.m., Selectman Kevin Meehan seconded the motion and with no discussion the motion passed unanimously.

******Next Select Board meeting will be held on March 7, 2022 @ 7:00 p.m.******

Respectfully submitted

Amanda Simino