

Town of Jefferson
Select Board Meeting
March 7, 2022
Jefferson Community Center

The meeting was called to order at 7:01 p.m. by Select Chairperson Cindy Silver, with Kevin Meehan (Selectman), Norman Brown (Selectman), Lynne Holland, Jason & Amanda Simino present.

The pledge of Allegiance was recited to salute the flag.

Selectman Norman Brown made a motion to accept February 2, & February 21, 2022, meeting minutes as written. Selectman Kevin Meehan seconded this motion, with no discussion the motion was passed unanimously.

Selectman Norman Brown made a motion to approve Payroll for weeks February 28, & March 7, 2022. Selectman Kevin Meehan seconded this motion, with no discussion the motion was passed unanimously.

Selectman Norman Brown made a motion to approve Accounts Payable for February 25, & March 4, 2022. Selectman Kevin Meehan 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 over the last couple weeks in the building. The gym was all cleared out of the items that were still left in the gym from construction and set up for Town Meeting. Flooring has been completed throughout the whole building except the gym floor which will be completed by the end of the week. All emergency EXIT signs have been installed. Town Clerk's Office, Administrative Assistant's Office, Vault, and IT room all have been switched over to key code access locks.

DHI Change Order 8: Selectman Norman Brown made a motion to approve Change Order 8 for the repairs on the roof due to leaks for the amount of \$4,210.90. Selectman Kevin Meehan seconded this motion, with no discussion the motion was passed unanimously.

DHI Change Order 9: Selectman Norman Brown made a motion to approve Change Order 9 for the purchase and installation of new valves for all existing fixtures in the amount of \$1,230.00 Selectman Kevin Meehan seconded this motion, with no discussion the motion was passed unanimously.

DHI Change Order 10: Selectman Norman Brown made a motion to approve Change Order 10 for the 3 Handicap auto door openers. One will be for the library and the other two will be for the front entry doors for the amount of \$9,632.00. Selectman Kevin Meehan seconded this motion, with no discussion the motion was passed unanimously.

Conference Table: Amanda looked into the purchase of a new conference table and presented the Select Board information from Paul Downs custom furniture a company out of Pennsylvania. The Select Board is looking at the possibility of using insurance funds to cover the cost of the new table. The Select Board wants some quotes and go from there.

Storage Container: Amanda looked into the purchase of a steel storage container. She contacted Meadow Leasing where the Town is already renting a storage container from to see if the town could

purchase. Unfortunately, Meadow Leasing is not selling any of their containers because they have become hard to get. Amanda presented to the board a printout of some storage containers that are for sale from a company outside of Boston called Onsite Storage Solutions. She also let the board know that she contacted Presby Construction to see if they had anything for sale or if it was something that could be made. She is waiting to hear back from them. Jason Call suggested that Amanda reaches out to Dick Harris in Whitefield.

Public Input: Lynne Holland was at the meeting to see if the Select Board needed to let her know of anything for Town Meeting. Selectman Norman Brown let her know that he met with Liz Milligan Chair Trustee of Library the Trust Board Jason Call wanted to make sure the Select Boards questions about the Trust Fund accounts and how they worked as far as expending funds were answered. The Select Board was satisfied with Jason's answers to their questions. Jason Call wanted to get clarification about the abatement request that was discussed at the February 21, 2022, Select Board meeting. The Select Board stated the abatement was made by a landowner against the assessing company. The Select Board sent the abatement to the assessing company and will take the required steps once the assessing company gets back to us.

Other Business:

- Select Board reviewed and initialed Unpaid Bills 3/14/22 • Select Board reviewed and initialed bank deposits 2/16 & 2/22/22
- Select Board reviewed and signed Disbursement of Funds for DHI Invoice for Library
- Select Board reviewed and signed corrected Abatement for Mary Gross and review and signed new Abatement for Mary Gross
- Select Board signed Lancaster Ambulance Service Contract
- Select Board reviewed and signed 2022 Warrants
- Select Board reviewed Historical Society Lease Agreement
- Select Board review and discuss \$1,000,000 TAN Bid Letter from Passumpsic Bank
Selectman Kevin Meehan made a motion to approve the town to take out a \$1,000,000 TAN with a fixed rate of 1.93%. Selectman Norman Brown seconded this motion, with no discussion the motion was passed unanimously.
- Amanda presented to the board the interest rates for the town's long-term debt (\$99,000 line of credit & Tanker loan) The line of credit interest rate is 1.98% and the tanker loan has an interest rate of 2.50% with a current balance of \$118,998.40
- Select Board reviewed information that was left from Mascoma Bank
- Select Board reviewed the groundwater management permit report.
- Amanda let the board know that she received a phone call from Beattie Enterprises about having to charge a fuel surcharge due to the gas prices going up. They did state that they would be sending us a letter going over this increase.

Selectman Norman Brown made a motion to enter Non-Public session RSA 91-A:3, II(c) at 8:28 p.m. Selectman Kevin Meehan seconded this motion, with no discussion the motion was passed unanimously.

Selectman Norman Brown made a motion to come out of Non-Public session RSA 91-A:3, II (c) at 8:36 p.m. Selectman Kevin Meehan seconded this motion, with no discussion the motion was passed unanimously.

Selectman Norman Brown made a motion to seal the Non-Public session minutes RSA 91-A:3, II(c). Selectman Kevin Meehan seconded this motion, with no discussion the motion was passed unanimously.

Selectman Norman Brown made a motion to adjourn the meeting at 8:38 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 21, 2022 @ 7:00 p.m.******

Respectfully submitted

Amanda Simino
Administrative Assistant to the Select Board