

Town of Jefferson
Select Board Meeting
May 2, 2022
Jefferson Community Center

The meeting was called to order at 7:04 p.m. by Selectman Chair Kevin Meehan, Norman Brown (Selectman), Terri Larcomb (Selectman) Maura Annette Chappelle (Zoom), Cheri Marshall (Zoom), Joe Marshall, Aaron Davis, Alan Balog (Zoom), John Maher (Spectrum Broadband) & Amanda Simino present.

The pledge of Allegiance was recited to salute the flag.

Selectman Norman Brown made a motion to accept the April 18, 2022, draft meeting minutes as written. Selectman Terri Larcomb seconded this motion, with no discussion the motion was passed unanimously.

Selectman Norman Brown made a motion to approve payroll for the weeks of April 25, & May 2, 2022. Selectman Terri Larcomb seconded this motion, with no discussion the motion was passed unanimously.

Selectman Norman Brown made a motion to approve accounts payable for weeks of April 22, & April 29, 2022. Selectman Terri Larcomb seconded this motion, with no discussion the motion was passed unanimously.

Spectrum Broadband presentation: John Maher came to the Select Board meeting to present Spectrums Broadband. John gave an overview of Spectrum and their servicing areas. Currently there is limited coverage from Spectrum in Jefferson due to Spectrum's requirements of housing location and miles in between homes. Joe Marshall sits on the Coos County Broadband board and asked that Spectrum provide the County & Town with an RFI which is a report of their customers addresses and what speeds they offer so that the information can be used by the County & Town's to compare apples to apples. The County and Town's have asked all companies that service the Coos County to provide this information to help navigate the process going forward to bring broadband across the whole County. Due to Spectrums privacy policy is the reason they are reluctant to provide this information. John is going to e-mail Amanda contact information to forward to the Select Board and Joe Marshall.

JCC Building renovations update: Selectman Norman Brown gave an update on the building renovation. There are signs of leaking in the men's room that is not due to any pipes it is a roof issue. DG roofing will be back this week to take a look into it and get us a quote for the repairs that need t be made. Zizza was back today for more keying & updated locks around the building. The boiler room is now complete. **Change Order 13 lining of the gym floor and placing of the town seal on the gym floor.** Selectman Norman Brown made a motion to approve Change Order 13 in the amount of \$13,250.00. Selectman Terri Larcomb seconded this motion, with no discussion the motion was passed unanimously.

Public Input: Joe Marshall wanted to discuss some changes that the Historical Society would like in the lease agreement between the Town and Historical Society. Section 4 where it outlines Termination, the Historical Society would like to change the termination from 6 months to 18 months. The 6 months wouldn't allow them enough time to find a new location and pack up all of their displays. After discussion with their insurance company, they would like to reword a part of section 8 regarding maintenance and insurance, instead of keeping the wording as "The Society shall maintain property & liability insurance" The Society was questioning the fact of what is meant by "property" which was determined to be their "personal" property. The section will be reworded to "The Society shall maintain business personal property". Last change the Historical Society would like changed is under section 10 Breach section. They would like the seconded paragraph eliminated and insert in paragraph three of the lease a definition of Indemnified Parties. The Select Board would like to make these changes, have the Society look it over and once they are happy with it the Select Board will review and sign the lease.

Other Business:

- Select Board reviewed and initialed Unpaid Bills for 4/29/22
- Select Board reviewed and initialed bank deposits for 4/19 & 4/26/22
- Select Board reviewed and motioned on Ford F-600 XL highway department truck. **Selectman Norman Brown made a motion to purchase a Ford F-600 XL for the highway department from North Country Ford in the amount of \$71,421.00. Selectman Terri Larcomb seconded the motion, with no discussion the motion was passed unanimously.**
- Select Board reviewed exterior window quote from Portland Glass. **Holding off until we receive the other quote from Top Notch Glass.**
- Select Board reviewed, motioned, and signed Aaron Davis building permit. **Selectman Norman Brown made a motion to approve building permit for Aaron Davis to build a cabana. Selectman Terri Larcomb seconded the motion, with no discussion the motion was passed unanimously.**
- Select Board reviewed, motioned, and signed Richard Garabedian Driveway Permit. **Selectman Norman Brown made a motion to approve driveway permit for Richard Garabedian. Selectman Terri Larcomb seconded the motion, with no discussion the motion was passed unanimously.**
- Select Board reviewed and initialed Journal Entries for 3/31/2022 posting of quarterly payroll expenses.
- Select Board reviewed, motioned, and signed Michael & June Klicka's current use application. **Selectman Norman Brown made a motion to approve Michael & June Klicka's current use application with the following condition "upon review of current use application from the previous owner." Applicants will be notified after the review if any adjustments need to be made. Selectman Terri Larcomb seconded the motion, with no discussion the motion was passed unanimously.**
- Select Board reviewed and signed Richard Garabedian Intent to Cut
- Select Board reviewed and signed David Savage Intent to Cut
- Select Board reviewed and initialed Anderson Equipment Mower Head invoice for the remainder of the \$2,000.00.
- Amanda presented the line of credit that the town currently has outstanding. The balance currently is \$12,394.62. The Select Board would like to hold off in paying this off until there is a clear and better understanding of undesignated fund use. The Select Board would like to possibly pay of the tanker loan as well so that the town doesn't have any debt.
- Select Board reviewed and made decision of which letter head the town would use.
- Select Board reviewed and signed Fire Department wage increases.

Kevin Meehan asked Amanda to provide a current spreadsheet listing all the Firefighters/EMS and their wages.

Selectman Norman Brown made a motion to adjourn the meeting at 8:37 p.m., Selectman Terri Larcomb seconded the motion and with no discussion the motion passed unanimously.

******Next Select Board meeting will be held on May 16, 2022 @ 7:00 p.m.******

Respectfully submitted

A handwritten signature in cursive script that reads "Amanda Simino".

Amanda Simino

Administrative Assistant to the Select Board