

Town of Jefferson
Select Board Meeting
June 27, 2022
Jefferson Community Center

The meeting was called to order at 7:07 p.m. by Norman Brown (Selectman), Terri Larcomb (Selectman), and Amanda Simino, present.

The pledge of Allegiance was recited to salute the flag.

Selectman Norman Brown made a motion to approve the meeting minutes from June 13, 2022. Selectman Terri Larcomb seconded the motion, and with no further discussion the motion was passed unanimously.

Selectman Norman Brown made a motion to approve payroll for June 20 & June 27, 2022. Selectman Terri Larcomb seconded the motion, and with no further discussion the motion was passed unanimously.

Selectman Norman Brown made a motion to approve accounts payable for June 17, June 24, & June 27, 2022 (clean-up of uncleared transactions). Selectman Terri Larcomb seconded this motion, and with no further discussion the motion was passed unanimously.

JCC Building renovations update: Selectman Norman Brown gave an update on the building renovation. We are still waiting for the gym floor to be completed we have been told again 30 days out from June 15. We are having an issue with the ventilation on the Selectmen side of the building. Dan Hebert has been made aware and will be sending one of his guys over once they complete an emergency job that they are working on. C.N. Brown Co. came and hooked up the propane for the back up generator. Royal Electric will be back to finish the installation and exercise the system. Central Paving is ready to go once the underground oil tank has been removed. Mike Kenison has been here doing some dirty work and ditching to deter water from building up on the back side of the parking lot for when it gets paved. He also has been working with NH DOT about change out the culverts as well.

Discussion for Part-time Office Assistant: Selectman Norman Brown thinks that the hiring committee should be Terri Larcomb, Linda Cushman, and Amanda Simino. He would like that the three of them sit down and discuss job description and what the news paper ad will look like. Selectman Terri Larcomb feels that there isn't a need for another person in the office. Selectman Norman Brown asked that there be a further discussion at the next meeting where Selectman Chair Kevin Meehan was unable to attend tonight's meeting.

Public Input: There was no public input.

Other Business:

- Select Board reviewed and initialed Unpaid Bills for 6/24/22
- Select Board reviewed and initialed GL's (clean-up of uncleared transactions) 12/18/14, 10/15/18, 12/9/19, 3/9/20, 3/31/20, (2) 12/14/20, & 4/21/21
- Select Board reviewed and initialed corrected deposits (added in redeposits of drafts that were previously returned) for 5/25/22 (wasn't initialed at 6/13/22 meeting)

- Select Board reviewed and initialed bank deposits for 6/1, 6/7, 6/14, & 6/21/22 (6/1 & 6/7 wasn't initialed at 6/13/22 meeting)
- Select Board reviewed, motioned, and signed building permit G. Jesionka. **Selectman Norman Brown made a motion to approve building permit for G. Jesionka to build a 14'X20' deck. Selectman Terri Larcomb seconded the motion, and with no further discussion the motion was passed unanimously.**
- Select Board reviewed, motioned, and signed building permit R. Paquette. **Selectman Norman Brown made a motion to approve building permit for R. Paquette to build a 10'X22' screened in porch with a foundation. Selectman Terri Larcomb seconded the motion, and with no further discussion the motion was passed unanimously.**
- Select Board reviewed and signed Akerman letter
- Select Board reviewed and signed Ingersoll letter
- Select Board reviewed and signed NH DRA letter regarding use/non-use of PA-28 Inventory of Taxable property form.
- Select Board reviewed and discussed colors for the new chairs to go with the conference table.

Selectman Norman Brown made a motion to enter non-public session RSA 91-A:3, II (a) & (b) at 7:43 p.m. Selectman Terri Larcomb seconded the motion, and with no further discussion the motion was passed unanimously.


Selectman Norman Brown made a motion to enter public session at 7:58 p.m. Selectman Terri Larcomb seconded the motion, and with no further discussion the motion was passed unanimously.

Selectman Norman Brown made a motion to increase the wages for all town part-time hourly employees to \$15.00 per hour. Selectman Terri Larcomb seconded the motion, and with no further discussion the motion was passed unanimously.

Selectman Norman Brown made a motion to adjourn the meeting at 8:13 p.m. Selectman Terri Larcomb seconded the motion, with no discussion the motion was passed unanimously.

******Next Select Board meeting will be held on July 11, 2022 @ 7:00 p.m.******

Respectfully submitted



Amanda Simino

Administrative Assistant to the Select Board