

Town of Jefferson
Select Board Meeting
July 25, 2022
Jefferson Community Center

The meeting was called to order at 7:03 p.m. by Kevin Meehan (Select Board Chair) Norman Brown (Selectman), Terri Larcomb (Selectman), Belinda Morrison, Suzy Colt, Linda Kane, Michael Brooks (Zoom), and Amanda Simino, present.

The pledge of Allegiance was recited to salute the flag.

Selectman Norman Brown made a motion to enter non-public meeting RSA 91-A:3, II (b) at 7:05 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 back into public meeting at 7:20 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 hire Belinda Morrison for the part-time custodial position. Selectman Terri Larcomb seconded the motion, and with no further discussion the motion was passed unanimously.

Mary Gross presented an update to the Select Board of 4 residence that are facing deeding due to unpaid taxes. Kelly Crocker & Pedro Garcia property located on Jason Ave. has a shed on the property Kelly paid 2020 tax but has not paid 2019. If we deed the property, the 2020 payment must be returned to her. Cynthia Hakansson property located on Meadowbrook Rd. owes property taxes for years 2017 & 2019. Mary was not able to do anything about the delinquent years due to her filing for bankruptcy. However, in 2020 the bankruptcy court dismissed her case. Melissa Kidd, Anthony Hendry, & Peter Hendry property located on Pond of Safety Rd. owes 2019 property taxes. Jeffery Smith property located 15 Crow Rd. owes 2019 property taxes. The deadline to pay delinquent funds is August 8, 2022. After that, the Select Board would have to vote on moving forward with the deeding process.

Selectman Norman Brown made a motion to approve the meeting minutes from July 11, 2022. Selectman Terri Larcomb seconded the motion, with the condition that Amanda adds 0 to the start time of July 11th meeting, with no further discussion the motion was passed unanimously.

Selectman Norman Brown made a motion to approve payroll for July 18 & July 25, 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 July 15, July 18, & July 21, 2022. Selectman Terri Larcomb seconded this motion, and with no further discussion the motion was passed unanimously.

Selectman Norman Brown made a motion to approve building permit for Michael Brooks & Diane Donohue located at 22 Crystal Ave. to build a new construction of detached 30' X 30" metal garage. 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. Tanner Hill Milling Co. arrived today to start the process of removing the fuel from the underground oil tank and getting the soil evaluated around the tank. DG Roofing completed the necessary roof repairs that were needed to stop the water leaks. They also put together a 5-year plan for replacing the rest of the roof. The back portion of the roof is the worst section. Going to look at budget towards the end of July to see if it makes sense to do a portion of the roof in the near future. Central Paving is ready to go with the paving of the parking lot once the oil tank has been removed. Top Notch will be here next month to start on the front windows.

Roof, Window, & P&L discussion: The front half of the windows are scheduled for August. DG Roofing gave a 5-year plan (estimate) of repairs that need to be done, which comes with a 20-year warranty. The back portion of the roof will cost roughly \$73,338.00 and front portion of the roof will cost roughly \$44,610.00. Selectman Chair Kevin Meehan asked if the repairs would need to be done right away or could we hold off until next summer. Selectman Norman Brown stated that DG said that we could get by until next summer, but Selectman Norman Brown would like to see what the budget will be looking like towards the end of the year to at least repair the front half and then do the back half next year.

Earned time policy: Selectman Norman Brown made a motion to approve the Holiday/Vacation earned time policy for full-time employees starting next pay period. Selectman Terri Larcomb seconded the motion, and with no further discussion the motion was passed unanimously.

Public Input: No public input

Other Business:

- Select Board reviewed and initialed Unpaid Bills for 7/21/22
- Select Board reviewed and initialed corrected Deposit 6/07/22
- Select Board reviewed and initialed bank deposits for 7/6, 7/12, & 7/18/22
- Select Board reviewed, motioned, and signed building permit for P. & A Selfridge. **Selectman Norman Brown made a motion to approve building permit for Paul & Angela Selfridge located at 691 Meadows Road to build a new construction of a 12' x 20' woodshed. Selectman Terri Larcomb seconded the motion, and with no further discussion the motion was passed unanimously.**
- Select Board reviewed & initialed General Fund & ICS June bank statements.
- Select Board Chair Kevin Meehan reviewed and signed wage increases
- Select Board reviewed and signed an abatement for Mary Gross to clean up system of a camper that was removed from Jefferson Campground back in 2019.
- Select Board reviewed, motioned, and signed additional MRC charges to the Consolidated Communications phone/internet contract in the amount of \$51.05. **Selectman Norman Brown made a motion to approve the Consolidated Communication additional MRC in the amount of \$51.05. Selectman Terri Larcomb seconded the motion, and with no further discussion the motion was passed unanimously.**
- Select Board reviewed & signed Land Use Change Tax Bill Form & Original Warrant Land Use Change Tax Form for William & Laura Thomas.
- Select Board reviewed, motioned, & signed building permit for D. & K. Savage. **Selectman Norman Brown made a motion to approve building permit for David & Katherine Savage**

located at 232 Presidential Highway to build a new construction of a 30' X 48' barn. Selectman Terri Larcomb seconded the motion, and with no further discussion the motion was passed unanimously.

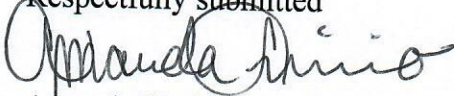
- Select Board reviewed, motioned, and signed building permit for M. Couture. **Selectman Norman Brown made a motion to approve building permit for Michael Couture located at 372 Turnpike Road to build an addition for an attached 30' X 32' garage. Selectman Terri Larcomb seconded the motion, and with no further discussion the motion was passed unanimously**

Select Board Chair Kevin Meehan asked about plans for trimming the sides of the town roads. Driving around he has seen some locations where the end of roads at least, needs to be trimmed back. He has also gotten a few comments from people regarding trimming. Selectman Norman Brown said that usually trimming is done later in the year, but if anyone needs Mike Kenison to do anything just bring it to his attention and he will schedule it to get done.

Selectman Norman Brown made a motion to adjourn the meeting at 8:51 p.m. Selectman Terri Larcomb seconded the motion, with no discussion the motion was passed unanimously.

******Next Select Board meeting will be held on August 8, 2022 @ 7:00 p.m.******

Respectfully submitted



Amanda Simino

Administrative Assistant to the Select Board