

Town of Jefferson
Select Board Meeting
October 3, 2022
Jefferson Community Center

The meeting was called to order at 7:04 p.m. by Kevin Meehan (Select Board Chair) Norman Brown (Selectman), Terri Larcomb (Selectman), Kate McMann, Andy Gendrian, George Cook, Suzy Colt (Zoom), Mike Kenison, and Amanda Simino, present.

The pledge of Allegiance was recited to salute the flag.

Public Input: Kate McMann is a new member of the Jefferson Festival Committee who was accompanied by Andy Gendrian. They asked the Select Board if it would be ok to use the gym space at the JCC building to hold part of their craft fair for the Christmas Festival. The Select Board granted them the ability to hold the craft fair as long as the gym floor is completed. The Christmas Festival is scheduled for Saturday December 10.

Selectman Norman Brown made a motion to approve the September 19, 2022, meeting minutes. 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 September 26 & October 3, 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 September 23, September 26 & September 30, 2022. Selectman Terri Larcomb seconded the motion, and with no further discussion the motion was passed unanimously.

JCC Building renovations update: Selectman Norman Brown gave an update on the JCC building. Selectman Norman Brown has been in contact with Ed Stanley from Central Paving to discuss the dimensions of parking lot to make sure enough room for the parking that is wanted is there. There needs to be two right of ways for traffic to be able to back in and out of the parking spaces. Selectman Norman Brown did let him know about the Library Open House that is scheduled for Saturday October 8 so that paving will not be going on during that event.

Rental of JCC gym & kitchen: Kate McMann presented to the Select Board her research on area rental halls. She gathered information from the Town of Carroll, Colonel Town in Lancaster, and the Opera House in Littleton. All of them varied across the board with payments and contract agreements. Also discussed in the Town of Carroll they have a key phobe system that they use for access into the building so that someone doesn't have to be at the building to let people in and out. The Select Board discussed possible fees for those choosing to rent the space. Kate has been asked to look further into being able to have alcohol on the property. Selectmen Kevin Meehan and Norman Brown stated that the town has already discussed with the town's attorney and insurance company and that the insurance company does not want to give out additional

insurance for alcohol due to the liability. More discussion will be had once agreements on fees & cleaning can be worked out.

George Cook- Animal Control: George is an appointed member of the Governors Commission of Animal Cruelty. All members of the commission were asked to meet with their various towns to discuss animal control and how the towns handle the subject. Currently if there is an animal lost, found or in roadways Jefferson residents can call the NH State Police or Selectman Norman Brown to handle the situation. Selectman Norman Brown stated currently with the closing of Whitefield Animal Hospital Jefferson doesn't have a contract with area vets or rescues to bring animals to that their owners can't be found but this is mainly for dogs or cats. The town is looking at going under contract with Riverside Rescue just over the border in Vermont. For the most part the calls are for a few local dogs that stray from their homes and the State Police and or Selectman Norman Brown know where they live, and the animal is returned. George Cook asked about how many animal cruelty calls does the town get. Selectman Norman Brown stated very little to non.

Public Input: None

Other Business:

- Select Board reviewed and initialed Unpaid Bills for 9/30/2022
- Select Board reviewed and initialed bank deposits for 9/21/2022
- Select Board reviewed and motioned Drafting/Map table received two quotes one from W.B. Mason & North Woods Manufacturing. The quotes for two drafting/map table from North Woods Manufacturing totaled \$6,780.00 and W.B. Mason totaled \$1,600.00. **Selectman Norman Brown made a motion to approve the purchase of two drafting/map tables from W.B. Mason in the amount of \$1,600.00. Selectman Terri Larcomb seconded the motion, and with no further discussion the motion was passed unanimously.**
- Select Board reviewed, motioned, and signed the Audit Engagement Letter from Roberts and Greene. **Selectman Norman Brown made a motion to approve and sign the Audit Engagement Letter from Roberts & Greene for the next three years. Selectman Terri Larcomb seconded the motion. The Select Board asked Amanda to provide them with the last Audit Engagement Letter from them to compare rates. With no further discussion the motion was passed unanimously.**
- Select Board reviewed, motioned, and signed Current Use Application S. Raymond. Amanda let the Select Board know that this was the Current Use Application that was submitted back on March 25, 2022, however the original map that was submitted did not show a driveway/roadway to access the land that is being put into Current Use. Scott just sent the updated map for the Select Boards approval. **Selectman Norman Brown made a motion to approve the Current Use Application for Scott Raymond located at 8 Setter Run. Selectman Terri Larcomb seconded the motion, and with no further discussion the motion was passed unanimously.**
- Select Board reviewed and signed two Timber Yield Tax Forms for Stephen Powers & David Savage.

- Select Board Chair Kevin Meehan reviewed and signed new hire wage forms.
- Select Board reviewed DRA Education Tax Warrant for 2023.
- Select Board reviewed letter from Town of Randolph letter re: turn around permission on north side of Valley Road.
- Select Board reviewed and motioned the two bids for the old woodstove. The Select Board received two bids in the amount of \$250.00 from Kim Perry & \$500.00 from Michael & Pamela O'Neill. **Selectman Norman Brown made a motion to except the bid in the amount of \$500.00 from Michael and Pamela O'Neill for the old wood stove. Selectman Terri Larcomb seconded the motion, and with no further discussion the motion was passed unanimously.**

Selectman Norman Brown wanted to let the Select Board know that the Whitefield VFW has taken some of the light bulbs and fixtures from the barn at the JCC building. There are still a lot more left, and Selectman Norman Brown has been taking some little by little to the Transfer Station to put in the free pile.

Selectman Norman Brown made a motion to adjourn the meeting at 8:27 p.m. Selectman Terri Larcomb seconded the motion, with no discussion the motion was passed unanimously.

*****Next Select Board meeting will be held on Monday October 17, 2022 @ 7:00 p.m.*****

Respectfully submitted



Amanda Simino

Administrative Assistant to the Select Board