

Town of Jefferson  
Select Board Meeting  
May 8, 2023  
Jefferson Community Center

The meeting was called to order at 7:03p.m. by Select Board Chair Norman Brown, Selectman Teri Larcomb, and Amanda Simino present.

The pledge of allegiance was recited.

**Public Input:** None

**Selectman Terri Larcomb made a motion to approve drafted meeting minutes from May 1, 2023, Select Board meeting. Select Board Chair Norman Brown seconded the motion, and with no further discussion the motion passed unanimously.**

**Selectman Terri Larcomb made a motion to approve Payroll for May 1, & May 8, 2023. Select Board Chair Norman Brown seconded the motion, and with no further discussion the motion passed unanimously.**

**Selectman Terri Larcomb made a motion to approve Accounts Payable for May 5, 2023. Select Board Chair Norman Brown seconded the motion, and with no further discussion the motion passed unanimously.**

**Hwy. Dept. 2009 International Discussion:** The town had advertised to receive bids on the 2009 International Dump Truck. Receiving no bids for the dump truck. Select Board Chair is proposing to give the poorly conditioned Dump Truck to Bert Gilbert in exchange for labor and parts on other Town vehicles. **Select Board Chair Norman Brown made a motion to dispose of the 2009 International Dump Truck to Bert Gilbert in exchange for labor and parts on other Town vehicles. Selectman Terri Larcomb seconded the motion, and with no further discussion the motion passed unanimously.**

**Other Business:**

- Select Board reviewed & initialed Unpaid Bills for 5/5/23
- Select Board reviewed & initialed Deposits & GL's 4/20 & 4/25/23
- Select Board reviewed, motioned, & signed building permit for Chris & Liz Souza. **Selectman Terri Larcomb made a motion to approve the building permit for Chris & Liz Souza for the construction of a 12'x32' addition to existing cabin located at 449 Ingerson Rd. Select Board Chair Norman Brown seconded the motion, and with no further discussion the motion passed unanimously.**
- Select Board reviewed, motioned, & signed building permit for Waumbek Partners LLC.

**Selectman Terri Larcomb made a motion to approve a building permit for Waumbek Partners LLC the construction of a 42'x87'+/-Club House with bar, lounge, & pro shop. Select Board Chair Norman Brown seconded the motion, with the condition that states "Subject to approval by DES conditions to be met prior to occupancy or operation. DES letter dated 4 May 2023 work number 202301684" and with no further discussion the motion passed unanimously.**

- **Select Board reviewed, motioned, & signed building permit for Heartwood Public Charter School. Selectman Terri Larcomb made a motion to approve the construction of 2 20'yurts. Select Board Chair Norman Brown seconded the motion, and with no further discussion the motion passed unanimously.**

**Select Board Chair Norman Brown made a motion to enter into Non-Public Session RSA 91-A:3, II(b) at 7:30 p.m. Selectman Terri Larcomb seconded the motion, and with no further discussion the motion passed unanimously.**

**Select Board Chair Norman Brown made a motion to enter back into Public Session at 7:52 p.m. Selectman Terri Larcomb seconded the motions, and with no further discussion the motion passed unanimously.**

**Select Board Chair Norman Brown made a motion to set parameters of the Tax Collectors position as follows: 3 hours a month on a Monday evening from 4:00-7:00 p.m., billing hours approximately 60 hours annually, collecting tax payments approximately 160 hours annually, and misc. hours (liens, notices, phone calls, e-mails, etc.) approximately 250 hours annually, 7 year appointment, give a town owned laptop, and allow the Tax Collector to utilize the towns state of the art voice over phone system which will give the ability to flow calls from home. Selectman Terri Larcomb seconded the motion, and with no further discussion the motion passed unanimously.**

**Selectman Terri Larcomb made a motion to adjourn the meeting at 7:55p.m. Select Board Chair Norman Brown seconded the motion, and with no further discussion the motion passed unanimously.**

**\*\*\*\*Next Select Board meeting is scheduled for Monday, May 22, 2023 @ 7:00 p.m.\*\*\*\***

Respectfully Submitted by:



Amanda Simino  
Administrative Assistant to the Select Board