

Town of Jefferson
Select Board Meeting
July 10, 2023
Jefferson Community Center

The meeting was called to order at 7:04p.m. by Select Board Chair Norman Brown, Selectman Terri Larcomb(Zoom), Selectman Kevin Meehan, Maura Chappelle, Andrea Gendron, and Amanda Simino were also present.

The pledge of allegiance was recited.

Public Input: Andrea Gendron: wanted to let the Select Board know that at the Jefferson Inn starting November 1st, they will be offering long-term rentals. She stated that she has already been in contact with Weeks Medical to offer housing for traveling staff. She also stated that she will be meeting with management at PAK 2000 for housing for staff there. Select Board Chair Norman Brown suggested that she reach out to State Police where they are constantly looking for housing for new State Troopers to the area. Maura Chappelle: wanted to know where the town of Jefferson stands with regulations on short term rentals "Air BnB's". She stated that the town of Shelburne has put some laws into place to protect them where the town of Conway has had some law suits regarding short-term rentals. Selectman Kevin Meehan stated currently the town has been discussing some options but where the town of Jefferson is a small town, the town doesn't have the resources or engineering at our finger tips and the town is leaning on some of the bigger towns/cities to see which direction they go. The town of Jefferson is in its early stages. Select Board Chair Norman Brown asked if there is any more public input, Maura stated she had one more question, she wanted to know why the part-time Office Assistant position went away. Select Board Chair Norman Brown stated that there isn't enough work to keep someone going on a weekly basis.

Selectman Kevin Meehan made a motion to approve drafted meeting minutes from June 19, 2023, Select Board meeting. Select Board Chair Norman Brown seconded the motion, and with no further discussion the motion passed unanimously.

Selectman Kevin Meehan made a motion to approve Payroll for June 26, July 1-3, & 10, 2023. Select Board Chair Norman Brown seconded the motion, and with no further discussion the motion passed unanimously.

Selectman Kevin Meehan made a motion to approve Accounts Payable for June 23, 27, 29, & July 10, 2023. Select Board Chair Norman Brown seconded the motion, and with no further discussion the motion passed unanimously.

Assessing Discussion: Select Board Chair Norman Brown just wanted to let Selectmen Terri & Kevin know to keep in the back of their minds for long term for when/if Linda wants to be done doing the Assessing piece what should that look like going forward.

WMRSD January 2024 School Board meeting: WMRSD reached out to all of the district towns and would like to hold a School Board meeting in each town next calendar year. They asked if the town would allow them to hold their January 11, 2024, School Board meeting at JCC. 2 . The Select Board thinks that is a great idea and told Amanda to let them know the town is good with them holding their meeting in Jefferson.

Cemetery plot sale: Lorraine Dziegelewski contacted the office regarding the purchase of a cemetery plot next to her existing. She stated that she purchased the original plot at a town resident amount. She lives just over the town line in Lancaster. Both Select Board members that were present at the meeting stated that she is not at own resident and that she would have to purchase at the non-resident fee.

Other Business:

- Select Board reviewed & initialed Unpaid Bills for 7/10/23
- Select Board reviewed & initialed Deposits & GL's 6/15, 6/20 & 6/27/23.
- Select Board reviewed, motioned, & initialed Littleton Office Supply Quote for 10 lateral file cabinets in the amount of \$689.45 each. Select Board Chair Norman Brown asked Amanda if she had received a quote from W.B. Mason for the other 2 that are needed right off. Amanda stated that she had not. Select Board Chair Norman Brown asked what the delivery time would be, Amanda stated that in the e-mail from Janet at Littleton Office Supply just about a week/week and a half. Select Board Chair Norman Brown stated that since we didn't get a quote from W.B. Mason and the delivery time isn't long why don't we order all 12 through Littleton Office Supply. He also stated that 10 of them will be put through to Primex as part of the fire claim. **Selectman Kevin Meehan made a motion to approve the purchase of 12 lateral file cabinets in the amount of \$689.45 each. 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 S. Wheeler. **Selectman Kevin Meehan made a motion to approve the building permit for Steven Wheeler for the installation of a 9.72 kW DC roof-mounted solar array consisting of 24 Q-Cells 405-Watt solar modules and 24 Enphase IQ 8+ micro inverters located at 73 Panorama Dr. 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 K.& S. Callinan. **Selectman Kevin Meehan made a motion to approve the construction of a 24'x32'garage located at 131 Couture 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 M. Figg. **Selectman Kevin Meehan made a motion to approve the construction of a 10'x8'Sugar Shack with a lean to on the side located at 48 Rockwood Ave. Select Board Chair Norman Brown seconded the motion, and with no further discussion the motion passed unanimously.**
- Select Board reviewed & signed Intent to Cut for Deborah & Adam Beck located at Map 13 Lot 18B.
- Select Board reviewed & signed Driveway Permit for Jeffrey Heyliger located at Map 18 Lot 3D. **Selectman Kevin Meehan made a motion to adjourn the meeting at 7:52p.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, July 17, 2023 @ 7:00 p.m.*****

Respectfully Submitted by:



Amanda Simino

Administrative Assistant to the Select Board