

Town of Jefferson
Select Board Meeting
August 7, 2023
Jefferson Community Center

The meeting was called to order at 6:45 p.m. by Select Board Chair Norman Brown, Selectman Terri Larcomb, Selectman Kevin Meehan, Charlene Wheeler, and Amanda Simino were also present.

Select Board Chair Norman Brown made a motion to enter into Non-Public RSA 91-A:3, II (a) at 6:46 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 7:25 p.m. Selectman Terri Larcomb seconded the motion, and with no further discussion the motion passed unanimously.

The regular Select Board meeting started at 7:25 p.m. with the following present Select Board Chair Norman Brown, Selectman Terri Larcomb, Selectman Kevin Meehan, Mike Kenison, Jen Kenison, Maura Chappelle, Cheri Marshall, John Barr, Kyle Cormier, Bill Lauze, Lena Lauze, and Amanda Simino

The pledge of allegiance was recited.

Cheri Marshall- Cheri updated the Select Board regarding the Veterans Memorial. Currently she has mailed 75 donation letters to area businesses. The Veterans Memorial Committee received a donated Military Flag to fly at the Memorial.

Jen Kenison- Jen has 2 properties needing abatements due to no longer having seasonal campers at both of Jefferson's campgrounds. Jen also asked the Select Board if she could void out the deeded letters and resend them out so that she can follow the process and guidelines within the RSA. The Select Board had no issues with her doing that.

Public Input: Maura Chappelle: Wanted to know the Select Board's thoughts on the NH DOT RT 2 project. Select Board Chair Norman Brown stated that it was originally on the ten-year plan and got knocked off. He wanted it back onto the state's ten-year plan so that the Town has the option of voting. It is not a Board discussion it is a town discussion and there will be a hearing on October 5, 2023, so that the townspeople can do just that. Kyle Cormier: Had a request for the Select Board to look at the policy for the rental/use agreement for the JCC building. He suggested that the Administrator be able to approve them where the process could be lengthy for smaller events i.e.: birthday parties, anniversary parties, funerals, etc. Select Board Chair stated that the rental/use agreement was a long time in the making and that they were not going to change anything with it. He did state that even though the Select Board doesn't meet every week if they had something come up, they would meet.

Amanda stated that in this case the Select Board couldn't meet because two Board Members were out of state. Select Board Chair then stated that if that is the case in the future then the Administrator could send the Select Board an e-mail with the application, they would approve it and give the Administrator permission to sign for them. Secondly Kyle wanted the Select Board to know that starting 2025 the Cal Ripken league will be going away from a 60ft. baseline. If this happens then the league will be looking at dividing the age groups from a 9-12 yr. old league to a 9-10 yr. old league and 11-12 yr. old league. So, this could mean that Jefferson might not have the numbers to sustain a baseball team. More will be coming with this once the Cal Ripken Board meets and decides what they will do moving forward.

At this time Select Board Chair asked if there were individuals in attendance that had building permits and that the Board would look at those at this time.

Selectman Terri Larcomb made a motion to approve building permit for John Barr II for the construction of an addition to his home located at 742 Bailey Rd. Selectman Kevin Meehan seconded the motion, and with no further discussion the motion was passed unanimously.

Selectman Terri Larcomb made a motion to approve the building permit for William Lauze for the construction of a 32'x28' stick built home located at Map 18 Lot 3I Sunset Paradise. Selectman Kevin Meehan seconded the motion, and with no further discussion the motion was passed unanimously. Select Board Chair Norman Brown stated that he was shocked that Bill's previous building permit was approved without an approved septic system from the state. Bill stated that he submitted a letter of intent and that is as is explained in the building permit instructions. Select Board Chair Norman was shocked because he has never come across this. Bill gave Norman a copy of the town's building permit instructions where he had it outlined where it states, "you must have a copy of your approved septic system whether for black water or gray water system, or statement of your intentions as to how you will address these needs."

Mike Kenison- Mike stated that Mark Sodergren from Coos Wildlife Control submitted a new payment agreement and increased his fee from \$50.00 per beaver to \$80.00 per beaver.

Selectman Kevin Meehan made a motion to approve Coos Wildlife Control payment agreement increasing the amount per beaver to \$80.00. Selectman Terri Larcomb seconded the motion, and with no further discussion the motion passed unanimously.

The Select Board asked Mike if he was ready to post the open Highway Department position. Mike said yes and to have a qualification for CDL and Medical Card. The open Hwy. Dept. position will get posted. Lastly Mike Kenison and Select Board Chair Norman Brown met with a John Deere rep regarding a grader. The one that the town currently has is on its way out and in the near future one would have to be purchased there is roughly \$150,000 in the Highway Dept Vehicle CRF with the contribution at the end of the year it will be up to \$200,000. They asked the rep to be on the lookout for used graders and to get the town a quote.

Selectman Terri Larcomb made a motion to approve drafted safety meeting minutes from June 19 and meeting minutes from July 17, 2023, Select Board meeting. Selectman Kevin Meehan seconded the motion, and with no further discussion the motion passed unanimously.

Selectman Terri Larcomb made a motion to approve Payroll for July 24, 31, & August 7, 2023. Selectman Kevin Meehan seconded the motion, and with no further discussion the motion passed unanimously.

Selectman Terri Larcomb made a motion to approve Accounts Payable for July 21, 28, August 4, & 7, 2023. Selectman Kevin Meehan seconded the motion, and with no further discussion the motion passed unanimously.

Primex Funds: Amanda let the Select Board know that the town has received the Primex check in the amount of \$440,603.34. She stated that she already talked with Select Board Chair about parking the money in the town's ICS until they can create a Warrant creating a CRF account until the fire claim is agreed upon.

- **Other Business:**
- • Select Board reviewed & initialed Unpaid Bills August 4, 2023
- • Select Board reviewed & initialed June 2023 ICS Statement
- • Select Board reviewed & initialed corrected Deposits July 3, 11, & 18, 2023
- • Select Board reviewed & initialed corrected GL June 30, 2023
- • Select Board reviewed, motioned & signed building permit for A. Davis. **Selectman Terri Larcomb made a motion to approve the building permit for Aaron Davis to construct a 28'x36' 3-bay garage located at 603 Meadows Rd. Selectman Kevin Meehan seconded the motion, and with no further discussion the motion passed unanimously.**
- • Select Board reviewed, motioned & signed building permit for M. & K. Ingerson. **Selectman Terri Larcomb made a motion to approve the construction of a 24'x28' addition located at 298 Whipple Rd. Selectman Kevin Meehan seconded the motion, and with no further discussion the motion passed unanimously.**
- • Select Board reviewed & signed Application for Reimbursement for Fed & State Forest Land
- • Select Board reviewed & signed Intent to Cut Billing for Waumbek, LLC
- • Select Board reviewed & signed Intent to Cut Billing for Mike Malasky
- • Select Board reviewed Tri-County Cap Jefferson stats
- • Select Board Chair reviewed & signed wage increase forms

Select Board Chair Norman Brown made a motion to enter into Non-Public RSA 91-A:3, II (b) at 8:20 p.m. Selectman Terri Larcomb seconded the motion. A roll call vote was made Terri Larcomb "I", Kevin Meehan "I", Norman Brown "I", and with no further discussion the motion passed unanimously.

Selectman Kevin Meehan made a motion to enter back into Public Session at 8:25 p.m. Selectman Terri Larcomb seconded the motion, and with no further discussion the motion passed unanimously.

Selectman Terri Larcomb made a motion to hire Deborah Dubois & Nichol Jones as the Temporary Office Assistants for the vault project. Selectman Kevin Meehan seconded the motion, and with no further discussion the motion passed unanimously.

Select Board Chair wanted to update the other Select Board members on the container. The trash that was in there has been taken to the transfer station. SecurShred will be picking up the items that need to be shredded and Belfor will be picking up the rest of the documents to be cleaned. This way when the town's attorney comes up, she will be able to look through cleaned documents.

Selectman Kevin Meehan made a motion to adjourn the meeting at 8:27 p.m. Selectman Terri Larcomb seconded the motion, and with no further discussion the motion passed unanimously.

******Next Select Board meeting is scheduled for Monday, August 14, 2023 @ 7:00 p.m.******

Respectfully Submitted by:



Amanda Simino

Administrative Assistant to the Select Board