

Town of Jefferson
Select Board Meeting
May 6, 2024
Jefferson Community Center

The meeting was called to order at 7:01 p.m. by Select Board Chair Terri Larcomb, Selectman Kevin Meehan, Selectman Norman Brown, Nancy DeCoursey, Cheri Marshall, Chris Milligan, Jen Kenison, Mike Kenison, Brett Higgins, Emma Wotton, Kevin Conway (arrived @ 7:18 p.m.), and Amanda Simino present

The pledge of allegiance was recited.

Mike Kenison - Highway Dept. update: Roads are in good shape; all major roads have been graded once. Highway Dept. has been working on Ingerson Rd. doing ditch work. Purchased and installed the new cutting edges on the grader. Need to replace some runners on Chambers and Larcomb bridges. To replace all of them there would need to be at least 30 ordered for Larcomb bridge and at least 20 ordered for Chambers bridge. The Select Board thinks that it might be wise to replace all the runners so that they are all new. They would like to get a quote and provide it to the Select Board for approval. Mike asked the Select Board if they were okay with him moving forward with the paving of the railroad crossing on Turnpike Rd. The Select Board would like Mike to move forward so that it will get completed before the end of the year. Select Board Chair Terri Larcomb asked how Couture Field was coming along with the removal of brush and trees for the fireworks. Mike stated that he had all the underbrush is all cleared out. He wants Chris Milligan to come down and see what trees will have to come down as well. But that area will be cleared by July 5. Mike also stated that they need new rims for the F600 so that they have two sets for taking winter tires off and spring/summer tires on. The Select Board stated to get them a quote and go from there.

Jen Kenison - Tax Collector: Jen drafted a letter to go out to all taxpayers in town letting them know that next year the town will be going to semi-annual tax billing. She wanted them to review the letter before she sent them out. Selectman Norman Brown stated that the only thing he thought to add is where it states "The bill will be mailed around mid-May and" the year 2025 after mid-May. Other than that, the Select Board did not have any other additions to her letter. Jen also presented the Select Board with information regarding interest on property taxes to be forgiven. She stated that currently the town forgives up to \$5.00. RSA 76:13 states that interest can be forgiven up to \$25.00 but it is up to the Select Board to choose to change the amount. She stated that she recommends increasing from \$5.00 to \$15.00 where there is an 8% interest rate. The Select Board stated that they would like to think about this and discuss it at their next meeting before deciding. She also followed up with the Select Board regarding excepting credit cards for tax payments. She stated that she has had several property owners inquire about credit card payments, especially the taxes payers that are out of state. She stated that the platform would be through Avitar and that the vendor where the cards would be processed through is called Avenue.

She stated that many towns/cities in New Hampshire use both companies and have not had many issues. The Select Board asked Jen to provide more information on both companies and they will discuss.

Chris Milligan – Fire Dept., EMS, & Cemeteries: Chris Milligan let the Select Board that Mark Corrigan has been up at AVVRDD for dust control. Once the job has been completed Chris stated that he would bill H.B. Logging for reimbursement of wages and equipment. He also stated that they will be conducting the air pack testing on May 17. He updated the Board regarding the furnace repair which is scheduled for May 22. Chris asked the Select Board what they were thinking for types of energy efficient boiler system. Selectman Norman Brown stated to stick with propane or oil. Chris stated that call volume for both Fire and EMS is down from last year. He let the Select Board know that when they went around checking dry hydrants, they found an issue with the pipe at the Israel's River Rd. pond. He has sent a letter to Winnisette for permission to fix the pipe. The new mini pumper is having a problem with the interior charging. He reached out to Upstate and that will be getting fixed with no charge where it is covered under the warranty. He let the Select Board know that Santa's Village will be holding their First Responder night on June 12.

He reported that spring clean up is done at the cemeteries and that he will be starting to mow. Some stones at Hillside cemetery have bad foundations, he has been in contact with Nicoletti Memorials, and they stated that the foundations and stones that Nicoletti installed incorrectly, they will be fixed at no charge. Chris should have a proposal for restorations from Barry Normandeau. They have met a couple of times at Hillside and both Forrest Vales. As soon as he receives it, he will send it to the board. Chris reached out to Kim Perry regarding the Boy Scouts placing the flags and Veteran flag holders at the cemeteries. Kim stated that the Boy Scouts will do it again this year and plan to do it Wednesday the 15th weather permitting.

Emma Wotton – Jefferson Festival Committee: Emma was attending the meeting on behalf of the Jefferson Festival Committee. The Festival Committee is looking to hold a Memorial Day Dance at the Jefferson Community Center on Sunday May 26. Selectman Norman Brown stated that he does have some concerns about allowing the Festival Committee to use the JCC due to their last event. Emma apologized for the miscommunication. She thought that when she filled out the use application, she checked off all three rooms and that she wasn't aware that food couldn't be done in the meeting room but now she knows that, and it won't happen again. The Select Board stressed to Emma that where she is the chair and the one signing the use application that she is responsible for the event and that she needs to be on site with all events. For the use application for the dance, they checked off the meeting room, the Select Board asked why they would need to use the meeting room. She stated that it would be used for anyone that wanted to sit away from the music. Select Board stated that they will approve the use of the gym and overflow room but not the meeting room where they feel the use of the meeting room is not for a dance event. The Select Board asked Emma what ages would be allowed at the dance? She stated that it was going to be 18 years old and older. There was another question regarding the amount of the proceeds raised going to the Veterans Memorial. Emma stated that she knows misinformation went out to the Veterans Memorial Committee, but the Festival Committee as a whole had not met yet to discuss, they having a meeting scheduled for May 8 to discuss the proceeds.

Public Input – Kyle Cormier Jefferson Athletic Association: Kyle wanted to let the Select Board know that they would like to purchase the rubber mulch for Hicks Field. She stated that the cheapest he could find was through Home Depot. They would purchase a pallet for \$609. He asked if it would be ok to have it delivered to the Jefferson Community Center. The Select Board didn't have any issues as long as he made sure it was delivered during office hours or if it would be done after hours a member from the athletic association be present so that they can drop it next to the red barn. He also wanted to discuss the Rotary 12U team out of Colonel Town utilizing Hicks Field for practices. Kyle stated that the coach of the Rotary team was one of his coaches for Santa's last year. The Jefferson kids that would be playing for Santa's are on the Rotary team. Kyle does not see the issue of use for practices where Hicks Field is set up for the 12U league. Kyle also stated that the field needs to be used to stay in good condition. The Select Board does not have any issues with the use of Hicks Field for practices as long as it is supervised by the Jefferson Athletic Association. Selectman Norman Brown stated that Forrest Hicks is willing to expand Hicks Field for the new requirement of 70'. Selectman Norman Brown asked Kyle to get the specs over to Forrest.

Brett Higgins – White Mountain Wrath AAU Basketball: Brett attended the Select Board meeting to introduce himself to the Board and let them know about his AAU basketball teams that are of various ages and kids from all over the north country. He is looking to use the JCC gym to hold group sessions and one on one sessions with his kids throughout the year. The north country struggles with having the use of indoor gym space overall. He stated that he would be charging for his services and does not mind paying a fee to the town for the usage, however he wanted to know what that would look like so that he is charging adequately. The Select Board would like Brett to get them over a proposal of use and they could go from there.

Selectman Kevin Meehan made a motion to approve Meeting Minutes as written from April 22, 2024. Selectman Norman Brown seconded the motion, and with no further discussion the motion passed unanimously.

Selectman Kevin Meehan made a motion to approve Payroll for April 29 & May 6, 2024. Selectman 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 April 29 & May 6, 2024. Selectman Norman Brown seconded the motion, and with no further discussion the motion passed unanimously.

Boston Cane Update: Amanda reported to the Select Board that she received contact information for Marjorie Doan's granddaughter Thane Joyal Gibbs. The Select Board would like Amanda to contact her to set up a presentation and picture.

Transfer Station Monday hours all year: Select Board Chair Terri Larcomb wanted to discuss with the Board opening the Transfer Station all year Monday, Wednesday, & Saturday. She stated that Jimmy talked with her about it and how it would benefit a lot of people in town.

She stated that if the Board agreed to it that the Town would wait until January 2025 so that it could properly be budgeted for. Selectman Norman Brown asked Amanda to see if Jimmey could count cars on Monday's once the Transfer switches to summer hours.

Approval of Short-Term Rental Permit: Amanda stated that she did not hear any feedback from the Board regarding the Short-Term Rental Permit, so she asked that the Board approve the permit. Selectman Norman Brown stated that everything looked good but thought that the application fee and renewal fee should be increased from \$100 to \$250. **Selectman Norman Brown made a motion to approve the Short-Term Rental Permit with the change of application and renewal fee from \$100 to \$250. Selectman Kevin Meehan seconded the motion, and with no further discussion the motion passed unanimously.**

Reach the Beach discussion: Amanda presented the Select Board with information from Amber with the Reach the Beach Road race. Amber stated that they are not able to use their typical starting spot at Attitash and that this year they will be starting from Lancaster and coming through Jefferson. She wanted to get permission from the Board for the use of the JCC parking lot for a water station and relay swap. The Select Board asked Amanda to get more information regarding the timing that they would be utilizing the parking lot and State permitting.

Solar Contract: Selectman Norman Brown proposed to the Select Board a quote from SmartEnergy for the installation of the town's solar array. This proposal is much less than the one that was presented at town meeting. **Selectman Norman Brown made a motion to approve the SmartEnergy quote in the amount of \$118,900 and approve the expenditure of \$59,950 for down payment to start the project. Selectman Kevin Meehan seconded the motion, with no further discussion the motion passed by a 2 to 1 vote. Kevin Meehan "Aye," Norman Brown "Aye," Terri Larcomb "Nay"**

Other Business:

- Reviewed and initialed Unpaid Bills for May 13, 2024
- Reviewed and initialed Deposits and GLs for April 16, & 23, 2024
- Reviewed, motioned, and signed Veteran Tax Credit. **Selectman Norman Brown made a motion to approve the Veteran Tax Credit for Matthew Girouard. Selectman Kevin Meehan seconded the motion, and with no further discussion the motion passed unanimously.**
- Reviewed, motioned, and signed building permit. **Selectman Norman Brown made a motion to approve the building permit for James Goulet for the construction of 41 x 61' timber frame home located at Map 6 Lot 2-B Turnpike Rd. Selectman Kevin Meehan seconded the motion, and with no further discussion the motion passed unanimously.**
- Reviewed, motioned, and signed building permit. **Selectman Norman Brown made a motion to approve the building permit for Lewis Marsh Jr. for a porta potty being placed at Map 15 Lot 1A Brody Ln. Selectman Kevin Meehan seconded the motion, and with no further discussion the motion passed unanimously.**

- Reviewed, motioned, and signed building permit. **Selectman Norman Brown made a motion to approve the building permit for Judith Friend for the construction of a 10' x 16' shed located at 453 Presidential Hwy. Selectman Kevin Meehan seconded the motion, and with no further discussion the motion passed unanimously.**
- Reviewed, motioned, and signed building permit. **Selectman Norman Brown made a motion to approve the building permit for Albert Paquette for the construction of a 24' x 23' car port located at 33 Abigail Circle. Selectman Kevin Meehan seconded the motion, and with no further discussion the motion passed unanimously.**
- Reviewed, motioned, and signed building permit. **Selectman Norman Brown made a motion to approve the building permit for Jordan Weaknecht for the approval to construct a 30' x 36' pole barn located at 553 Meadows Rd. Selectman Kevin Meehan seconded the motion, and with no further discussion the motion passed unanimously.**
- Reviewed, motioned, and signed building permit. **Selectman Norman Brown made a motion to approve the building permit for Joan Desorda for the approval to construct a 10' x 38' deck located at 107 Meadows Rd. Selectman Kevin Meehan seconded the motion, and with no further discussion the motion passed unanimously.**
- Reviewed change to location of the storage container that was approved April 22. Amanda stated that all setbacks will be the same he is just swapping the storage container and travel trailer. The Select Board was ok with the change and asked that Amanda attach the new sketch to the building permit.
- Reviewed, motioned, and signed JCC rental agreement for the Heartwood Public Charter School's end of year celebration. **Selectman Norman Brown made a motion to approve the JCC rental agreement for the Heartwood Public Charter School's end of year celebration charging the \$100 cleaning fee and the \$250 non-resident fee. Selectman Kevin Meehan seconded the motion, and with no further discussion the motion passed unanimously.**
- Reviewed invite for Coos Economic Development Annual Meeting
- Reviewed invite for Northern Gateway Chamber Annual Meeting
- Reviewed DRA 2023 Total Equalized Valuations- Selectman Norman Brown would like Amanda to send the Board 2022's Total Equalized Valuations for comparison.

Selectman Norman Brown made a motion to adjourn the meeting at 9:10 p.m. Selectman Kevin Meehan seconded the motion, and with no further discussion the motion passed unanimously.

******Next Select Board Meeting is scheduled for Monday May 20, 2024 @ 7:00 p.m.******

Respectfully Submitted by:



Amanda Simino

Administrative Assistant to the Select Board