

Town of Jefferson

Select Board Meeting

August 27, 2024

Jefferson Community Center

The meeting was called to order at 7:04 p.m. by Select Board Chair Terri Larcomb, Selectman Kevin Meehan, Selectman Norman Brown, Mike Kenison, Shawn White (Whitefield Selectman), Todd Ferland (Whitefield Road Agent), David Passios, and Amanda Simino present

The pledge of allegiance was recited.

Airport Road Discussion- There have been several complaints regarding Airport Road specifically on the Jefferson side. There is a huge hole that people are damaging their vehicles on. Shawn White gave a history of the road back to when he was the Town of Whitefield's Road Agent. Whitefield was maintaining the whole road but now has gone back to Jefferson to maintain. Both the Jefferson Select Board and Shawn White are in agreement that something needs to be done to fix the road. Selectman Norman Brown stated that the last agreement that was in place with the Town of Jefferson and the Town of Whitefield for repairing/refurbishing the road was a 60% Whitefield and 40% Jefferson. Selectman Norman Brown also stated that Fish and Wildlife has a cycle on giving grants for access road repairs. The last time the towns were trying to get the road fixed we had missed the opportunity through them due to their cycle. Selectman Norman Brown stated that he would talk with David Govatski about contacting Fish and Wildlife grant. Shawn White stated that he would agree and knows that the Whitefield Select Board would agree to post the road on the Whitefield side by the power plant in the spring if Jefferson is willing to do that. There are still trucks coming through there a lot. Shawn White stated that the town of Whitefield is working with Google Maps where it shows that as a short cut. If Jefferson is worried about the trucks stated that if Jefferson can post a weight limit year around, however if Jefferson does go that route, then the Town of Jefferson would have to have a special town meeting to do so. Shawn White stated that the other route the town could go is turning that part of the road back to a gravel road. Todd Ferland Whitefield Road Agent stated that he would not be in favor of that. The road is paved, why do we want to go backwards. Mike Kenison Highway Foreman stated that something needed to be done before winter. Shawn White stated that Whitefield would not be able to do anything this year where they would have to raise the money. At the end of the discussion, it was agreed that Jefferson would look into posting a temporary weight limit and possibly a permanent one if approved by the towns. At that point the Jefferson Select Board thanked Shawn and Todd for attending the meeting. Shawn asked that any correspondence and plans be communicated with the Town of Whitefield, and they left the meeting.

Amanda asked the Select Board how they wanted to do regarding the two complaints the Town of Jefferson has received regarding vehicle damage from Airport Rd. They stated that they have sent letters in the past. Selectman Norman Brown will look for the template used for the letter. Selectman Norman Brown asked Mike Kenison about the RxR on Turnpike Rd. that paved last year, and it was paved to the correct specs. Mike stated that he is hoping by fall it will be fixed.

Public Input- David Passios: He wanted to first give a shout out to Troop F. He stated that he saw a state police officer at the pull over on Turnpike Rd. running radar. Second wanted to give the Select Board an update regarding the playground equipment. The town that the equipment is coming from in Massachusetts is in a transition period with Town Managers. David is currently working on getting all of the equipment out of the ground and transported up here before winter. He asked the Select Board if Mike would have somewhere at the highway garage to store them until Spring where they will be getting installed at Couture Field. The Select Board stated that there should be some space at the highway garage for storage.

Selectman Kevin Meehan made a motion to approve Meeting Minutes as written from August 12, 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 August 19 & 26, 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 August 19 & 26, 2024. Selectman Norman Brown seconded the motion, and with no further discussion the motion passed unanimously.

Stewart Sign discussion- Selectman Norman Brown presented a quote from Stewart Signs for an electronic sign for the Jefferson Community Center. Selectman Kevin Meehan and Select Board Chair stated that they didn't put money into the budget for this item. Selectman Norman Brown thought that they did. Due to not having the funds in the budget the discussion ended.

Kussmaul Charger discussion- Amanda presented the Select Board with the e-mail Chris Milligan received when trying to move forward with the purchase of the charger. NEVU stated in the e-mail and that there was a mix-up with the original price that was quoted. Chris asked that you review the change in price for approval. The original quote was in the amount of \$825 new quote is \$1017.00. The Select Board agreed to the new price where it is a needed item.

Jen Kenison Tax Collector/Town Clerk Certification program compensation discussion- Amanda presented the Select Board with Jen's certificate where it shows both roles, the layout of the certification program, and a timecard that Jen prepared. Amanda stated that the whole training program was 35 hours and half of that would be 17.5 hours paid as hourly Deputy Town Clerk. The Select Board agreed to pay her the 17.5 hourly wage hours.

Library coverage Sept. 14- Joy reached out to see if the Select Board would be okay with giving Leslie Seppala a temporary code for the building to be able to fill in at the library on September 14. The Select Board agreed that they are fine with Leslie filling in and obtaining a temporary code.

Quote for Transfer Station Roof: Amanda presented the Select Board with a quote she received from Fregeau. They felt the price quoted was too high. They ask that Amanda post a notice for more quotes and go from there.

Arrow Quote for Highway Dept.- Mike wanted to let the Select Board know that he has 2 like new culverts that are the same size as the ones needed for Chambers Rd. At the last meeting he presented the Select Board with a quote from Arrow Central in the amount of \$938.94. He said that he would be willing to sell them to the town for \$800.00. The Select Board all agreed to have Mike move forward with the purchase through Arrow where they would like brand new culverts. Also, Mike stated that he does not feel that he will be able to get to replacing the culvert on Valley Rd until next year. However, he wasn't sure if the Select Board would like to purchase with the quoted price of \$2834.09 from Arrow. He thought that was a decent price for the culvert and wasn't sure how much they would be next year. The Select Board stated that if he isn't going to be able to get to it this year the board will put the money into next year's budget.

Emergency Operations Plan (EOP) & Hazard Mitigation Plan (HMP) discussion- Amanda stated that she had already sent both EOP & HMP's to the Select Board to review. She stated that she reached out to June Garneau who the town has used in the past for both plans. Amanda stated that both plans are due to the state every 5 years. The HMP is currently expired as of March of this year. June sent three options for the EOP for the Select Board to decide. The three options are

“Option 1 - Work with HSEM and a private contractor, such as MAPS. Submit a grant (EMPG) to HSEM and wait for them to grant it. This option would allow you to get reimbursed for what you pay for the project. The downside is that this will take a considerable amount of time and will also require a "match", therefore, 4-6 meetings. The **reimbursable** contractor fee is \$4,000, based on population and the HSEM fee schedule. **The match amount would also be \$4,000.**”

“Option 2—Complete the plan entirely on your own. This option is okay if you have the time and ability to correct and update the plan. It would not require a match, and no one will be reimbursed for work.”

“Option 3 - Hire MAPS to update the plan WITHOUT a grant. This option would mean that you would pay MAPS directly for the EOP update. Because no grant would be involved, the Town would not have to worry about making the match, but it would also **not get "reimbursed" for monies spent.** This approach generally involves a few people and few or no meetings; the EMD and our staff do most of the work. It is clean, concise, and completed quickly. MAPS has

managed a few projects as "updates" to the EOP using **Option 3**, and the process has gone swiftly and smoothly. Option 3 works particularly well with communities like Jefferson, which we have previously worked with. The **non-reimbursable** contractor fee is \$2,400 (40% discount).”

The Select Board chose to go with option 3 where the town has worked with MAPS for these two plans in the past. Amanda stated that she would let June know and also will follow up with the state regarding the HMP and how to proceed.

Wifi booster for solar- Amanda stated that Celesta from Smart Energy stated that the wifi connection to the 3 panels is not strong enough due to where the towns router is located to where the panels are located. She stated that we could just buy one off of Amazon and plug it in and she would be able to get everything connected. Selectman Norman Brown replied to her e-mail stating that we would have to contact our internet provider for the boost. Amanda also let the Select Board know that Ken Valerie NH Electrical Inspector was here regarding the solar. He met with Smart Energy to go over the electrical work that had been done and found minimal issues that Smart Energy was able to address at the meeting. Both Smart Energy & Ken Valerie strongly suggest that a fence be put up around the arrays. The Select Board stated that they would look into fencing and put it into next years budget.

Other Business:

- Reviewed and initialed Unpaid Bills for September 2, 2024
- Reviewed and initialed Deposits & GLs for August 6, 13, & 20, 2024
- Reviewed and initialed GL for August 14, 2024
- Reviewed, motioned, and signed building permit for Eric & Martha Hanson. **Selectman Kevin Meehan made a motion to approve the building permit for Eric & Martha Hanson to construct a new 2-story 3-bedroom log home with attached garage located at Map 15 Lot 1C. Selectman Norman Brown seconded the motion, and with no further discussion the motion passed unanimously.**
- Reviewed, motioned, and signed building permit for Douglas Chirichiello. **Selectman Kevin Meehan made a motion to approve the building permit for Douglas Chirichiello to construct a 22' x 42' 2-story barn with 2-bedrooms on second floor located at Map 6 Lot 17. Selectman Norman Brown seconded the motion, and with no further discussion the motion passed unanimously.**
- Reviewed, motion, and signed building permit for Kyle Cramsey. **Selectman Kevin Meehan made a motion to approve the building permit for Kyle Cramsey to install a 23 solar panel roof-top array located at 36 Couture Rd. Selectman Norman Brown seconded the motion, and with no further discussion the motion passed unanimously.**
- Reviewed and signed Veteran Tax Credit.
- Reviewed and signed JCC Rental/Use Application for Liz Milligan.

- Reviewed letter from Scott Raymond re: interest in property on Belle Hunt Rd.

Selectman Norman Brown made a motion to enter into Non-Public Session RSA 91A:3, II (a) at 8:52 p.m. Selectman Kevin Meehan seconded the motion, and with no further discussion the motion passed unanimously.

Selectman Kevin Meehan made a motion to enter back into Public Session at 9:25 p.m. Selectman Norman Brown seconded the motion and with no further discussion the motion passed unanimously.

Select Board Chair Terri Larcomb made a motion to increase Chief Chris Milligan's Fire Department/EMS wage to \$30.00 per hour starting next payroll. Selectman Kevin Meehan seconded the motion, and with no further discussion the motion passed unanimously.

Selectman Kevin Meehan made a motion to seal the Non-Public minutes for August 27, 2024, due to the reason of "Affect adversely the reputation of any person other than a member of this board". Selectman Norman Brown seconded the motion, and with no further discussion the motion passed unanimously.

Selectman Norman Brown made a motion to adjourn the meeting at 9:29 p.m. Select Board Chair Terri Larcomb seconded the motion, and with no further discussion the motion passed unanimously.

****Next Select Board Meeting is scheduled for Monday September 9, 2024 @ 7:00 p.m.****

Respectfully Submitted by:



Amanda Simino

Administrative Assistant to the Select Board