

Town of Jefferson

Select Board Meeting

October 21, 2024

Jefferson Community Center

The meeting was called to order at 7:07 p.m. by Select Board Chair Terri Larcomb, Selectman Kevin Meehan, Selectman Norman Brown(absent), David Passios, David Savage, and Amanda Simino present.

The pledge of allegiance was recited.

**Public Input:** David Savage Athletic Association- He stated that he has received an updated quote from Hoops for in the amount of \$2,778.68 each for backboards. He has a couple other e-mails out to some other vendors. Once he has those, he will send them to Amanda. He stated that with adjustable backboards, which is highly recommended due to the variety of age groups playing in the gym, we would also need to change the mounts. The mounts that we currently have will not work. Also, when he came to measure he is running into issues with the pipes on the walls. Where those are not going away, he stated that we would need something custom. He asked if the Select Board would be okay with him talking to Wilco to make steal mounts that will work for what we need. Select Board is okay with him talking to Wilco and getting a quote for new mounts. Selectman Kevin Meehan stated that even if nothing gets purchased this year as long as we have the quotes, we can put it back into the budget for 2025 and come March everything can be ordered.

**Selectman Kevin Meehan made a motion to approve Meeting Minutes as written from October 7, 2024. Select Board Chair Terri Larcomb seconded the motion, and with no further discussion the motion passed unanimously.**

**Selectman Kevin Meehan made a motion to approve Payroll for October 14, & 21, 2024. Select Board Chair Terri Larcomb seconded the motion, and with no further discussion the motion passed unanimously.**

**Selectman Kevin Meehan made a motion to approve Accounts Payable for October 14, 15, 18, & 21, 2024. Select Board Chair Terri Larcomb seconded the motion, and with no further discussion the motion passed unanimously.**

**Procurement Policy-** Amanda stated that this is a policy that FEMA is asking for which is also a state required policy. Amanda stated that she had already been looking at some different ones from different towns/cities and asked if the Board is okay with her drafting one up and sending it to them before the next meeting to make any changes if necessary and then have a hard copy for them to approve and sign at the November 4th meeting. The Select Board is okay with Amanda moving forward with the draft of the Procurement Policy.



**Group Home e-mail L. Savage-** Amanda presented the Select Board with the e-mail that was sent by Lisa Savage voicing her concerns with a potential Group Home possibly coming to the town of Jefferson.

She stated that the Town of Lancaster has a proposal in front of them for one and she is concerned that if it doesn't get approved in Lancaster that they might try and open one here in Jefferson. The Select Board asked that Amanda reply back to Lisa thanking her and letting her know that if a proposal comes to Jefferson, they will keep her concerns under advisement.

**147 Stag Hollow Rd. Complaint-** Amanda presented a complaint she received from a resident on Stag Hollow Rd. concerned with the amount of people living on the property. The resident stated that there are roughly 7-9 people living in the home and a camper that is on the property. The resident also stated that there are several buildings built on the property as well. Amanda stated that Linda told her there is a building permit on file regarding an outhouse. Amanda stated that she had not had a chance to look into the building permits but will do so before the next meeting to see what she can find. She will also draft a letter to send to them as well.

**Access to electricity along Rt. 115-** Amanda presented the Select Board with a letter she received from a property owner who has property off of Rt. 115 with no electricity. The e-mail stated that a couple of years ago they contacted Eversource about extending electricity to their property but it was going to cost them roughly \$80,000.00. The e-mail stated that they heard out the Town of Jefferson's new solar array designed to improve access to affordable electricity in the township. The Select Board discussed that there is a lot of confusion going around regarding the Town's new solar array. Where this array is solely for Town buildings and streetlights. They would like Amanda to draft a letter to send to the property owner.

**Liz Milligan EMT training course approval-** Liz Milligan would like to advance from EMR to EMT. The training is \$1200.00. EMS department has available funds in their budget to cover the cost of her training. The Select Board is okay with paying the invoice for her training.

**CRF discussion-** Amanda wanted to discuss with the Select Board about cash flow. We are still waiting on our MS-1 from the assessors for our Tax Rate to be set. She wanted to see if the Board would be okay with taking out \$25,000.00 out of the Road Maintenance CRF. She stated with the paving on Airport Road and the money the town has already spent out for gravel due to the July storm. The Select Board is okay with the withdrawal out of the Road Maintenance CRF account. Amanda also brought up temporarily using the Primex funds that have been being held in the ICS account to help with cash flow until the tax rate is set and tax revenue starts coming in. Once tax revenue starts coming in the principal amount of \$440,603.34 would be obtained and held again in the ICS account. The Select Board is okay with utilizing those funds for cash flow should the town need to do so.

**Belle Hunt Properties-** Amanda updated the Select Board with the response from Nicholas, the previous owner of the property.



He stated that he would pay each year more money than the property taxes to make up for the owed back taxes. The Select Board stated that the back taxes would need to be paid prior to the town deeding the property back to the individual. The Select Board asked Amanda to reply to him for a time frame and payment plan and that there would be interest due to the term.

**Ben Ingerson access findings-** At the October 7th Select Board Meeting Selectman Kevin Meehan asked Amanda to go back to the 2018-2019 Select Board meeting minutes to see what was discussed regarding Ben Ingerson accessing his landlocked property. Amanda stated that on June 11, 2018, Mo Ingerson Ben's mother came to that Select Board meeting on behalf of her son Ben asking if the town would allow him to purchase a right of way from the town to access his landlocked property. At the June 11, 2018 the Select Board was willing to work with him and Mark Dubois was supposed to look into access and let the Select Board know. Reading the rest of the 2018 and 2019 meeting minutes nothing more ever came of the discussion.

Selectman Kevin Meehan stated that he would discuss this with Ben and come up with some type of plan to move this forward.

#### **Other Business:**

- Reviewed and initialed Unpaid Bills for October 28, 2024
- Reviewed and initialed Deposits & GLs for October 2 & 8, 2024
- Reviewed and initialed September 2024 General Fund Statement
- Reviewed and initialed September 2024 ICS Statement
- Reviewed, motioned, and signed building permit for John and Susan Openhowski.  
**Selectman Kevin Meehan made a motion to approve the building permit for John & Susan Openhowski to construct a 16'x34' roofed carport and a 13'x15 roofed shed covering BBQ area. Select Board Chair Terri Larcomb seconded the motion, and with no further discussion the motion passed unanimously.**
- Reviewed and signed 3 Jefferson Community Center Rental/Use Applications.
- Reviewed and signed Health Trust 2025 Employee Health Care Rate
- Reviewed, motioned, and signed CN Brown Oil & Propane contract. **Selectman Kevin Meehan made a motion to approve the CN Brown Oil & Propane contract stating for oil price per gallon will be \$2.96 for up to 1500 gallons and for propane price per gallon will be \$1.94 for up to 3500 gallons. Select Board Chair Terri Larcomb seconded the motion, and with no further discussion the motion passed unanimously.**
- Reviewed and signed Nobis 2024 total cost.
- Reviewed and signed Transfer Station complaint letter
- Reviewed, motioned, and signed Fence Quote for Solar Array & both Forest Vale Cemeteries. The Select Board reviewed the quotes but would like to hold off until next meeting before making a decision.
- Reviewed Transfer Station employment applications.

**Selectman Kevin Meehan made a motion to adjourn the meeting at 8:44p.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 November 4, 2024 @ 7:00 p.m.\*\*\***

Respectfully Submitted by:

A handwritten signature in blue ink, appearing to read "Amanda Simino". The signature is fluid and cursive, with the first name "Amanda" being more prominent than the last name "Simino".

Amanda Simino

Administrative Assistant to the Select Board