

Town of Jefferson

Select Board Meeting

Budget Workshop

December 9, 2024

Jefferson Community Center

The meeting was called to order at 7:02p.m. by Select Board Chair Terri Larcomb, Selectman Kevin Meehan (came at 7:10), Selectman Norman Brown, Chris Milligan, Mark Corrigan, Maura Chappelle, Liz Milligan, John Heavy (came at 7:15) and Amanda Simino present.

The pledge of allegiance was recited.

Cemeteries: Chris Milligan presented the Select Board with the Cemeteries 2025 Budget. The Select Board asked why there was an increase in the cemetery supplies line. The town needs to order more 6"x6" corner markers plus the price in flags and veteran holders have gone up and those will need to be purchased as well. Amanda stated that there is a little extra in that line item for Rodney as well to get gas, oil and line for trimmer. Select Board Chair Terri Larcomb asked Chris why he decreased the Forrest Vale line item, where 2024 budget amount was \$3,200 and as of the report the amount expended was \$3,144. He stated that not knowing the grass growth year to year he thought that it could go down. Select Board Chair Terri Larcomb thinks that it should be increased back up to \$3,200 from the \$2,700 that was proposed for 2025. The Select Board agreed to the increase. The total budget amount for Chris's portion of the cemetery budget is now \$16,100.00.

Fire Department: Chief Chris Milligan and Deputy Chief Mark Corrigan presented the Select Board with the Fire Department 2025 Budget. Amanda stated that there were two-line items added after the worksheet was put in place. The line items are for the generator that was hooked up at the fire station, one is for maintenance in the amount of \$1200 and the other is for propane in the amount of \$1000. She stated total increase of what was presented is \$2200, making the bottom line \$115,209. The Select Board reviewed line item by line item. The Select Board asked about the increase in the Equipment line item. Chris stated that he will need to replace 2 gas meters at \$800 each, 6 5-gallon pails Class A foam at \$124 each, 6 pairs of fire boots at \$460 a pair, Selectman Norman Brown stated that he thought Chris ordered boots this year. Chris stated yes, however, with all equipment and gear there are expiration dates and in order to be compliant they need to purchase what has expired. Chris stated that he is looking into a grant for the replacement of the air packs that are needed. Selectman Norman Brown stated he feels that they should add \$3500 to the air system line item so that if they don't get approved for the grant then they are still able to replace 2 of them. Air system line item was increased by \$3500 to make it a total of \$5000. Mark asked the Select Board about putting the older ladders that they are

replacing out to bid as an as is purchase. The Select Board is okay with putting those out to bid. Chris gave an update for year-to-date calls 2024 total calls as of December 16, 2024, is 93, 45 Fire calls and 48 EMS calls. Last year they ended the year 2023 with 145 total calls. Chris mentioned that they will have to start looking into replacing the mobile radios. The Select Board told him to make a replacement plan of all items that will be expiring and get it to them for a replacement schedule. Mark Corrigan also wanted the Select Board to know that he will be starting to look at replacing Engine 1 within the next 4 years. It is a 1993 and will be approaching 35 years old.

EMS: Liz Milligan presented the Select Board with the proposed 2025 EMS budget. The Select Board noticed that there was not much change and that the budget went down \$130 from last year. The Select Board went through line by line and were okay with the proposed budget. They did ask Liz about the Supplies and Equipment list. She stated that supplies will always have to be bought due to use or expiration dates. The Select Board told her to move the AED pads and AED batteries from the equipment side to the supplies side. The Select Board asked her if everything was purchased that was requested for the year 2024. She stated that most everything was but just needed to find some spare time to order the remainder of what was requested. They stated that they would like her to do so before the end of the year.

Selectman Kevin Meehan made a motion to approve Meeting Minutes as written for December 2, 2024. Selectman Norman Brown seconded the motion, and with no further discussion the motion passed unanimously.

Selectman Kevin Meehan made a motion to approve the Payroll for December 9, 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 December 9, 2024. Selectman Norman Brown seconded the motion, and with no further discussion the motion passed unanimously.

Other Business:

- Reviewed and initialed Unpaid Bills for December 16, 2024
- Reviewed and discussed 3-year waste hauling proposals. The Select Board reviewed Normandeau Trucking proposal and Great North Woods proposal. **Selectman Norman Brown made a motion to approve the 3-year proposal from Great North Woods Container. Selectman Kevin Meehan seconded the motion, and with no further discussion the motion passed unanimously.**

- Reviewed, motioned, and signed building permit for Patricia Lovely. **Selectman Kevin Meehan made a motion to approve the building permit for Patricia Lovely for a 30'x8' camper with a 32'x16' roof located at 1369 Presidential Hwy. Selectman Norman Brown seconded the motion, and with no further discussion the motion passed unanimously.**
- Reviewed, motioned, and signed building permit for Colin Larcomb. At this time Select Board Chair Terri Larcomb recused herself from voting on the approval of the building permit. **Selectman Kevin Meehan made a motion to approve the building permit for Colin Larcomb to construct a 13'x20'x12' carport located at 12 Casey Ln. Selectman Norman Brown seconded the motion, and with no further discussion the motion passed unanimously.**
- Reviewed and signed JCC Rental/Use Application for Heartwood
- Reviewed a note from the town assessing company regarding the town adopting a solar exemption. The Select Board stated that they will hold off until they discuss Warrant's at their next meeting.
- Discussed cancellation of the Select Board meeting scheduled for December 30, 2024. The Select Board decided to cancel the December 30, 2024, meeting where Amanda and Norman will be out of town.

Dupont Road Discussion: Amanda stated that John Heavey from 42 Dupont Rd. came to the office today regarding the plowing situation and his neighbor blocking the road where the Town can't come through to plow. John Heavey was at the meeting and at this time he asked if he could speak. John stated that he talked to Mike from the Highway Department regarding the plowing on Dupont Road. Mike told him that if he can't make it up to his house because the road isn't plowed then call the State Police because he isn't plowing the road because of the items blocking the road. John is concerned that if nothing gets done and the town gets more snow, that emergency vehicles wouldn't be able to make it through. The Select Board would like Amanda to reach out to the town's attorney to see what legal action the town can take with getting things removed from the road to be able to plow.

Amanda let the Select Board know that the certified letter that had been sent to James Glidden was returned due to the letter being unclaimed and unable to forward. Selectman Norman Brown stated that he moved to Bethlehem, so he suggested that Amanda contact the Bethlehem Post Office for a forwarding address for him.

Select Board Chair Terri Larcomb wanted to bring up that the Town of Whitefield sent a letter stating that they were not going to pay their 75% of the invoice to Central Paving for patching the Airport Road so she stated that Plan B will have to be implemented. The Select Board agreed for a letter to be drafted and sent to the power company, plastic company, transportation company, and the towns attorney along with copies of the Central Invoice, letter from the Town of Whitefield, and a copy of the agreement that the two towns have in place for the maintenance of Airport Rd.

**Selectman Norman Brown made a motion to adjourn the meeting at 8:30 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 December 16, 2024 @ 7:00 p.m.**

Respectfully Submitted by:



Amanda Simino
Administrative Assistant to the Select Board