

Town of Jefferson

Select Board Meeting

Budget Workshop

December 16, 2024

Jefferson Community Center

The meeting was called to order at 7:00p.m. by Select Board Chair Terri Larcomb, Selectman Kevin Meehan, Selectman Norman Brown, Chris Milligan, Mark Corrigan, Maura Chappelle, Joe Marshall, David Passios, David Savage, Kyle Cormier (arrived @ 7:24), and Amanda Simino present.

The pledge of allegiance was recited.

**Joe Marshall- Smithsonian Exhibit Update:** Joe wanted to give the Select Board an update on the Smithsonian Exhibit. He stated that it is still on track to arrive around March 24-25 to be up and going by March 29. They have a number of guest speakers throughout the 6-week period of March 29-May 11, 2025. Originally the exhibit was thought to be in the overflow room off of the gym, however he would like to have it along the wall of the gym on the meeting room side. The Select Board was fine with the change. He also wanted to see if the Select Board did not mind him putting a temporary cover over the windows that are overhead in the gym, where they will be having some daytime presentations. The Select Board was okay with him doing that as well.

**Cardboard Container & C&D Container:** Selectman Norman Brown wanted to update the Select Board that Santa's Village is going to purchase their own cardboard container. However, the town has an opportunity to purchase a C&D container that could be rented out to residents that are doing bigger renovations. Beattie's is going to get a price over to the town for that container.

**Finalize 2025 Proposed Budget:** The Select Board reviewed the 2025 Proposed Budget. Amanda let the Select Board know that Kyle Cormier sent her the numbers for basketball, soccer, & wrestling to be added to Athletic Association budget. The new total of the Athletic Association budget with those figures is \$13,150.00. Amanda also stated that David Savage gave her the estimate for the backboards in the amount of \$4967.00 which she added to the JCC building maintenance line item under General Government Buildings account bringing that total line-item amount to \$16,967.00. Amanda also stated that she had the quotes for the fire station camera/fire alarm system and highway garage fire alarm system totaling \$13,170 for a new total for line-item General Government Grounds \$19170.00. While on the General Government Grounds account the Select Board asked why such an increase in the Building Maintenance Payroll?

Amanda stated that she did the COLA increase times 20 hours per week to total \$24212.00. The Select Board felt that looking back at this year and years past that the amount to be budgeted could be brought down to \$18,000.00. Overall, with the additions and subtraction the new total for the General Government is \$109,187.00. Amanda let the Select Board know that Chief Chris Milligan and Deputy Chief Mark Corrigan were here to move some money around keeping the same bottom line. Chris and Mark felt that the payroll line-item was too high and that some of those funds could be utilized for other equipment maintenance such as the UTV, pumps, and any other equipment that does not have a line item. They would like to remove \$5,000.00 from the payroll line-item and add it to line-item other equipment maintenance which is taking the place of the miscellaneous line-item. The new payroll line amount is \$61,000.00 and the other equipment maintenance line is \$5,200.00. Outside of those changes Amanda wanted to bring up the proposals for fencing around the solar array and both Forest Vale Cemeteries. The Select Board would like to hold off on those. Amanda asked what they wanted to do with the proposal for the raised beds for the Jefferson Community Center for Green Up Jefferson. The Select Board agreed that when the time comes money can be used from the buildings and grounds CRF. David Passios asked the Select Board why they decided to lower the building maintenance payroll line item. Selectman Norman Brown stated that they felt it was too high and if payroll goes over by law the town will still have to pay them. Due to the cost of the new basketball backboards the Select Board would like that to remain in the 2025 proposed budget. Gave Kyle Cormier the authorization to purchase one outdoor basketball hoops for up at the ice rink for public use. They asked Kyle to order them and get the invoices over to Amanda before January 10, 2025, to be paid out of the 2024 budget.

**Finalize 2025 Proposed Warrant Articles:** The Select Board went over the CRF Warrant Articles. They decided that due to the rising cost of vehicles for both Fire Department and Highway Department that they raised the Fire Truck CRF to \$75,000 totaling \$90,000 for the Fire Department CRF's and raised the Highway Dept. Vehicle CRF to \$75,000 totaling \$80,000 for the Highway Department CRF's. They wanted to add a Cemetery Repairs CRF in the amount of \$50,000 where the cemeteries are in need of repair. They are also doing two Warrant Articles to raise the salaries of both the Select Board and Treasurer to \$3000.00. They would like Amanda to check with the assessing company to see what the financial impact the town would have if they were to put through a solar exemption warrant article.

**Selectman Kevin Meehan made a motion to approve Meeting Minutes as written 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 the Payroll for December 10 & 16, 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, 10, & 16, 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 23, 2024
- Reviewed and initialed November 2024 General Fund Statement
- Reviewed and initialed November 2024 ICS Statement
- Reviewed and initialed December 3-6, 2024, Deposit & GL
- Reviewed and initialed Corrected GL's November 13, 2024
- Reviewed and initialed GL December 6, 2024
- Reviewed and signed Disbursement of Funds to dissolve Broadband CRF
- Reviewed and signed abatement E. Milasauakaite
- Reviewed, motioned and signed Affinity Contract for streetlights **Selectman Norman Brown made a motion to approve Affinity Contract in the amount of \$21,939.36 to switch the streetlights over to LED and add additional street lights with a reimbursement of \$3,000.00 Selectman Kevin Meehan seconded the motion, and with no further discussion the motion passed unanimously.**
- Reviewed and signed Roberts & Green 2023 Financial Report Letter
- Reviewed letters for Airport Road businesses. **Selectman Norman Brown stated that he would use what Amanda had written and add to it for final draft. The Select Board agreed to allow him to do so.**

Amanda asked the Select Board if they wanted to keep the December 30, 2024 meeting or cancel where Selectman Norman Brown and Amanda would be in attendance. The Select Board agreed to cancel the December 30, 2024, meeting.

**Selectman Kevin Meehan made a motion to adjourn the meeting at 8:50 p.m. Selectman Norman Brown seconded the motion, and with no further discussion the motion passed unanimously.**

**Next Select Board Meeting is scheduled for Monday January 6, 2025 @ 7:00 p.m.**

Respectfully Submitted by:

  
Amanda Simino