

Town of Jefferson

Select Board Meeting

March 31, 2025

Jefferson Community Center

The hearing was called to order at 7:01 p.m. by Select Board Chair Kevin Meehan, Selectman Norman Brown, Selectman Terri Larcomb, Thomas Ladd, Sondra Brekke, Scott Burns, Pete Russo, Shawn White, Abigail Querrard, Scott Black, Executive Councilor Joseph Kenney, David Passios, Mike Kenison, & Amanda Simino present.

The pledge of allegiance was recited.

Airport/Hazen Road discussion w/Whitefield Select Board: Both the Whitefield and Jefferson Select Boards came together to come up with a solution regarding the maintenance/refurbishing of the Airport Road. There was a lot of back-and-forth discussion as to who is responsible for what maintenance and the agreement that was made between the two town's back at the end of 2015 beginning of 2016 which was for the maintenance/refurbishment of that road be a 75% Whitefield 25% Jefferson split. The current Whitefield Select Board is no longer in favor of that ratio. The Town of Jefferson had to do an emergency fix to Jefferson's part of the road before winter that totaled the amount of \$13,200.00. By the end of the discussion, the two towns agreed on working together on a new agreement that will be re-evaluated a couple times a year and the Whitefield Select Board agreed to pay 50% of the \$13,200.00 bill for the patching of Airport Rd. Executive Councilor Joseph Kenney offered the towns different resources to contact for help with the reconstruction of the Airport Road such as North Country Council for ratio studies & travel counts, Business Economic Affairs of the state for opportunities for future funding, and he stated that he would happy to write a letter of support for Fish and Wildlife grant.

Public Input: Mike Kenison Highway Dept. update- Selectman Norman Brown told Mike to post the Jefferson side of Airport Road to 6-ton limit until road bands are lifted. Mike stated that things have been going well now that the snow is going away. He stated that they will be starting roadside clean up real soon and also will be doing some sweeping. Selectman Terri Larcomb stated that Whipple Rd. has been in good shape. Mike stated that due to the ditching he has done has helped a lot with the drainage.

David Passios- He asked the Select Board why hasn't Airport Rd. been posted every year? Selectman Norman Brown stated that it has been posted but not every year and that decision has been up to the Highway Department Foreman.

Selectman Norman Brown made a motion to approve Meeting Minutes as written for March 17, 2025. Selectman Terri Larcomb seconded the motion, and with no further discussion the motion passed unanimously.

Selectman Terri Larcomb made a motion to approve the Payroll for March 17, 24, & 31, 2025. Selectman Norman Brown seconded the motion, and with no further discussion the motion passed unanimously.

Selectman Norman Brown made a motion to approve Accounts Payable for March 18, 21, & 31, 2025. Selectman Terri Larcomb seconded the motion, and with no further discussion the motion passed unanimously.

Fire Department Air Compressor Bid: Amanda presented the only bid received for the Fire Department's 2019 Upright Ingersoll Rand Air Compressor single stage 60-gallon tank. **Selectman Norman Brown made a motion to accept the bid for the 2019 upright Ingersoll Rand Air Compressor being sold by the Jefferson Fire Department from Daniel Corrigan in the amount of \$400.00. Selectman Terri Larcomb seconded the motion, and with no further discussion the motion passed unanimously.**

Interested Party for Old Library Property follow-up: Amanda stated that she followed up with the interested party of the old Library property. They wanted to know what the process would be if the Warrant Article regarding RSA 41:14-a didn't get passed again at the 2026 Town Meeting.

The Select Board discussed and agreed that they would put through the RSA 41:14-a Warrant Article and a Warrant Article to sell that property. They did state that if neither Warrant Article passed then they would not be able to sell that property.

Street Light CRF Distribution discussion: Amanda let the Select Board know that the Trustees of the Trust Funds questioned the Street Light project being funded by the Buildings CRF and stated that it would fit under the Highway repair and maintenance CRF. The Select Board thought that the Buildings CRF was Buildings and Grounds, however looking back at the 1996 Warrant Articles the CRF was only for buildings. Amanda stated that they could take it out of the Highway Repair and Maintenance CRF because there was enough money to fund the project. She stated that they could do an amendment to the Buildings CRF at the 2026 Town Meeting, adding Grounds or create a new CRF just for grounds. The Select Board was fine with the switch but wants to replace the monies being spent out of the Highway Repair and Maintenance at the end of the year with either surplus money or transfer money from the Buildings CRF where they were not anticipating taking the money out of there. Amanda also stated that she heard back from Affinity regarding the project meeting. They stated that they didn't want to have to send their representatives where the travel is 2.5 hours one way. Amanda did let them know that the board was adamant that at least one representative would be in person. The Select Board was okay with one representative being in person for the meeting on April 14th.

Other Business:

- Reviewed Unpaid Bills for April 7, 2025
- Reviewed and initialed February 2025 General Fund Statement – **Amanda explained to the Select Board that the reason the General Fund was showing in the negative ending balance is due to bank error. Cheryl Meehan made a transfer from the ICS account to the General Fund account on February 25 which should have been posted to the General Fund within an hour of the transfer. The bank never made the Transfer until March 3. The bank paid the checks that came through and overdrew the General Fund account, rebated the fees associated with the overdrafts, and will be writing a letter stating that this was bank error.**
- Reviewed and initialed February 2025 ICS Statement
- Reviewed and initialed February 27, & March 12, & 18, 2025, Deposit & GL
- Reviewed and initialed corrected March 4, 2025, Deposit
- Reviewed and initialed March 3, 2025 GL
- Reviewed and signed NHDOT Municipal Work Zone Agreement Pricilla Brook Bridge
- Reviewed, motioned, and signed 2 Planning Board Appointments- **Selectman Terri Larcomb made a motion to appoint Robert Roy as Chairman of the Planning Board. Selectman Norman Brown seconded the motion, and with no further discussion the motion passed unanimously. Selectman Norman Brown made a motion to appoint Marck Gross as Vice-Chairman of the Planning Board. Select Board Chair Kevin Meehan seconded the motion. Selectman Terri Larcomb abstained from voting, and with no further discussion the motion passed with a majority vote.**
- Reviewed and signed 4 Fire Warden Forms
- Reviewed and signed JCC Use/Rental Application for Coos County Fire Warden Association
- Reviewed and signed 2025 MS-232
- Reviewed and signed Historical Society Letter for the Joseph Whipple Painting
- Reviewed and signed Mailbox letter
- Reviewed, motioned, and signed building permit for Wayne Paschal. **Selectman Norman Brown made a motion to approve the building permit for Wayne Paschal to construct a 32'x32' garage located at 89 Valley Rd. Selectman Terri Larcomb seconded the motion, and with no further discussion the motion passed unanimously.**
- Reviewed and initialed Intent to Cut extension
- Reviewed Fire Department Invoice for concrete truck roll over on Rt. 2. **Amanda stated that she also received the check for this invoice.**
- Reviewed Cystic Fibrosis Annual Softball Tournament Memorial Weekend
- Reviewed public notice regarding the Planning Board hearing for Waumbek Phase 1
- Reviewed Waumbek Methna Snowmachine Club Tax Exemption A-9 Forms

- Reviewed pictures from Paul Kenison re: inhabitable mobile home located at 844 Meadows Rd. **Amanda stated that he spoke with Linda and she stated that he could take pictures to show that the mobile home was no longer livable and that it would be up to the Select Board to decide. Amanda let the Select Board know that he had G.E.M. do some testing re: lead paint & asbestos. Paul stated that G.E.M. stated that the mobile home tested negative and that they would be sending him a report stating that. Now that he knows that it is environmentally safe to tare down he will be doing so at the end of April. The Select Board wants to see the report and also wants to wait until the mobile home has been torn down before taking it off the tax roll.**
- Reviewed and signed Timber Tax Warrant
- Reviewed Groveton Transfer Stations schedule of fees submitted by Jimmey Howland
- Reviewed A.V.R.R.D.D. 2024 Budget Report

Homeland Security Hazard Mitigation Grant motion and extension letter: Amanda stated that she has been working with Homeland Security regarding the Hazard Mitigation Grant to update the Town's plan. She stated that back in February Selectman Terri Larcomb and Select Board Chair Kevin Meehan signed and initialed the Grant agreement but never voted to approve it with the exact verbiage from Homeland Security. She also stated that due to Homeland Security having the incorrect Town contact information the Town was notified late and has to file an extension. Amanda stated that the Select Board needed to vote on the grant and also sign the extension letter. **Selectman Norman Brown a motion for The Select Board, in majority vote, accepted the terms of the Building Resilient Infrastructure and Communities (BRIC) as presented in the amount of \$7,500.00 for updating the local hazard mitigation plan. Furthermore, the Board acknowledges that the total cost of this project will be \$10,000.00, in which the town will be responsible for a 25% match (\$2,500.00). Selectman Terri Larcomb seconded the motion, and with no further discussion the motion passed unanimously.**

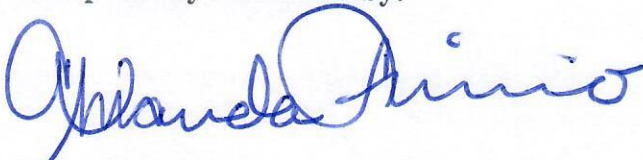
Selectman Norman Brown wanted to give an update to the Select Board regarding information requested from the State Fire Marshall's Office for the anticipated Fire Apparatus Building being presented to the Town. Selectman Norman Brown wanted to know if there was a waiver from the Fire Marshall's Office (FMO) to not have a fire suppression system or have an alternative suppression system which would save the town around \$350,000.00. The letter received from the FMO stated that there is however the town would have to apply for a variance. Selectman Norman Brown asked Executive Councilor Joseph Kenney if he would be willing to write a letter of support for the town. He stated that he would do so. Selectman Norman Brown stated that he will get with Fire Chief Chris Milligan to go over the codes referenced and get some more information regarding the process of the variance.

David Passios- Gave an update regarding the Charters Cut Bridge. Has done a couple site walks with various entities, one being Portland Pipeline to collaborate for a solution. Portland Pipeline wanted to determine if their pipelines were in immediate danger. They hired an engineer to do an assessment. The report from that assessment determined that the lines were not in the danger zone for another 30 years or so. Portland Pipeline gave David the engineer report and paid for that process. Connecticut River Conservancy is the next phase, which will be hiring another engineer to make a plan as to what needs to happen. Right now, due to the Federal Fund freeze they are not able to do much but are still on track to start within 2-3 years out. Update to the Town Meeting Article from 1983, requested the meeting minutes to that article. What was determined was that the town voted to convert Charters Cut Road to a class 6 road blocked by bars and gates which is still the way that road is listed.

Selectman Terri Larcomb made a motion to adjourn the meeting at 9:19 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 April 14, 2025 @ 7:00 p.m.****

Respectfully Submitted by:



Amanda Simino

Administrative Assistant to the Select Board