

Town of Jefferson

Select Board Meeting

September 15, 2025

Jefferson Community Center

The meeting was called to order at 7:02 p.m. by Select Board Chair Kevin Meehan, Selectman Norman Brown, Selectman Terri Larcomb, David Passios, Kate Savage, Emma Wotton, Mike Kenison, and Amanda Simino present.

Kate Savage: Jefferson Festival Committee & Jefferson Athletic Association – Kate came to the meeting to ask the Select Board who owns the parking lot across from the old library. The Select Board stated that it is town owned. She then asked if it would be okay for the Christmas Festival to have the bonfire there instead of “busy corner” she stated that with the new landscaping there isn’t enough room down there. The Select Board stated that it would be fine and that they would contact the tenants of the apartment building across the street so that they won’t park there the day of the event. Kate also came to get permission from the Select Board for the Athletic Association to trim up the greenery at the same parking lot so that people can see Hicks Field. Right now, everything is overgrown, and some people don’t even know that there is a field and playground equipment there. The Select Board wants the Athletic Association to get a hold of Forrest Hicks to see if Hick’s logging can do it.

Emma Wotton: Festival Committee – Emma asked the Select Board if they wouldn’t mind the Festival Committee to use the Meeting Room the day of the Christmas Festival for their Christmas tree raffle. She said that there would only be the Christmas trees that business/residents decorate and then the committee raffles them off by silent auction. The Select Board does not want them to use the Meeting Room; however, they offered a couple suggestions: the Festival Committee could use the overflow room for the trees and then the kitchen as a serving kitchen for the food that they offer or place the trees around the hall with the permission of Chief Chris Milligan.

Mike Kenison: Highway Update – Mike and Select Board reviewed a couple of employment applications that had been received. Mike let the Select Board know that he has been in contact with Bo Gross regarding the Transfer Station concrete wall. That is on the schedule for the end of September. He stated that he does have a plan for the traffic flow for when the Transfer Station is open. Mike stated that the roof will have to come off so they will need covering for the cardboard container. Selectman Norman Brown suggests he get some kind of tarp with a crank so that it will be easy for the Transfer Station Attendants to cover and uncover. Mike stated that there has been a lot of construction debris at the Transfer Station because the container isn’t getting emptied on time.

The current schedule is that when containers get full Jimmey contacts the hauling company, but they can't always get there quickly to take care of them. The Select Board would like Amanda to reach out to Great North Woods Container and set up a regular schedule so that the compactor and construction dumpster are getting emptied once a week. Mike let the Select Board know that another railroad crossing will be getting paved in October. Mike didn't have the quote for winter sand but stated that it will be \$12.90 a ton. The Select Board stated that they will make the decision when they have the quote in writing. Mike wanted to discuss with the Select Board his hours, he is finding that since he has been by himself there are times he is over his regular 35 hours. Selectman Norman Brown stated that there are two part-time employees for the Highway Department, Luc Couture and Larry Wells. If you are in need of help reach out to one of them. The Select Board also stated that they are okay with him working 40 hrs. every now and then but they want to know about it and they do not want him working more than 40 hrs. Mike asked how many hours can the part-time employees work and the Select Board stated 35 hours.

Public Input: David Passios- He wanted an update on the response to the letter he submitted regarding Carters Cut Bridge. Amanda stated that she just received it right before she was leaving and that she knew she would see David at the meeting and she would like him to stop by the office in the morning to obtain the response from the town's attorney.

Selectman Norman Brown made a motion to approve Meeting Minutes as written for September 2, 2025. Selectman Terri Larcomb seconded the motion, and with no further discussion the motion passed unanimously.

Selectman Norman Brown made a motion to approve the Payroll for September 8, & 15, 2025. Selectman Terri Larcomb seconded the motion, and with no further discussion the motion passed unanimously.

Selectman Norman Brown made a motion to approve Accounts Payable for September 8, & 15, 2025. Selectman Terri Larcomb seconded the motion, and with no further discussion the motion passed unanimously.

Withdrawn Building Permits/fees: Amanda presented the Select Board with an answer she received from the town's attorney regarding a question that was asked from a property owner regarding reimbursement of a building permit fee that was withdrawn. The towns attorney stated that the fee is implemented for the review of the building permit, so if the permit never made it to the Select Board for review then yes the fee should be reimbursed, however if it did go to the Select Board for review and the property owner withdrew the building permit because the Select Board was going to deny the permit then no the fee does not get reimbursed.

ADU question from Planning Board: Amanda presented the Select Board with an e-mail received from the Planning Board regarding detached ADU's and for emergency purposes how they would be numbered. The Select Board would like Amanda to reach out to E911 to see how other towns are handling the current RSA change and allowing detached ADU's.

Library Valentine Craft Fair & Chocolate Tasting: Amanda presented the Select Board with an e-mail she received from the librarian. She wanted to ask the Select Board with the current capacity of the overflow room, could they still set it up for the chocolate tasting and food for the event. The Select Board doesn't mind if they set it up like they have in the past, but also suggested setting up the chocolate tasting in the kitchen so that there was a better flow of foot traffic.

Baby changing table price updates: Amanda stated that she looked at baby changing stations on Amazon, Uline, & Grainger. She stated that Amazon was the cheapest with a price of \$179 and the town doesn't have to pay shipping, where Uline and Grainger were more expensive and their freight if sometimes more than the item. The Select Board would like Amanda to move forward with purchasing the 4 baby changing stations through Amazon and paying for them out of the Buildings CRF.

60 Bailey Rd. complaint: Amanda the Select Board with an e-mail from Pearl's Paradise LLC Diane acting manager regarding 60 Bailey Rd. The e-mail stated that there is an ADU that was not approved, a shed that is on the property without a building permit, and their dumpster is too close to the road and the party is concerned for the bears that get into the dumpster that one may get hit by a car.

The Select Board asked Amanda if she knew who this was. She stated that she didn't but the Select Board had just approved a building permit for Pearl's Paradise LLC at the last meeting so she could take a look at that to see who signed the building permit. The Select Board stated that they would do anything regarding the complaint until they knew how was making the complaint and not just a business name.

Tax Deed/Eviction discussion 111 Meadowbrook Rd. updated info: The Select Board at their last meeting wanted Amanda to see if the town could recoup funds that the town spends on clean up of a deeded property. Assuming that the town gets more than what is owed for taxes the town can recoup the expenses for cleaning up a deeded property. Selectman Norman Brown provided e-mail response from the town's attorney regarding a property that was going to be taken by tax deed and that the Select Board does not have to take a property if it is going to be a superfund. **Selectman Terri Larcomb made a motion to sign the eviction notices for 111 Meadowbrook Rd. Select Board Chair Kevin Meehan seconded the motion, and with no further discussion the motion passed unanimously.**

Other Business:

- Reviewed and initialed Unpaid Bills for September 22, 2025 **The Select Board asked what the purchase from Perras was for in the amount of \$4,129.99 Amanda stated that it was for bridge material for Chambers bridge and Larcomb bridge. She stated that they didn't put this money into the budget and that there isn't enough money in the CRF to make the payment. The Select Board would like Amanda to have Mike return the materials and put it in the budget for next year.**
- Reviewed and initialed August 27, 2025 Deposit & GL
- Reviewed and initialed August 21, 2025 GL
- Reviewed and initialed August 2025 General Fund statement
- Reviewed and initialed August 2025 ICS statement
- Reviewed, motioned, and signed building permit for Walker Valley Holdings LLC. Amanda stated that Tim owner of the property sent an e-mail regarding the shape of the bridge where he wanted the information noted that there were several issues with the Chambers bridge before he starts building his log home. The Select Board would like Mike to take some pictures of the bridge to keep on file. **Selectman Norman Brown made a motion to approve the building permit for Walker Valley Holdings LLC to construct a 52' 8" x 28' single family log home located at 23 Chambers Rd. Selectman Terri Larcomb seconded the motion, and with no further discussion the motion passed unanimously.**
- Reviewed, motioned, and signed building permit for 15 Jason Ave. **Selectman Norman Brown made a motion to approve the building permit for 15 Jason Ave to install a PV Roof Solar Array. Selectman Terri Larcomb seconded the motion, and with no further discussion the motion passed unanimously.**
- Reviewed, motioned, and signed building permit for Eugene Nelson. **Selectman Norman Brown made a motion to approve the building permit for Eugene Nelson to construct a 12'x20' shed located on Black Velvet Rd. Selectman Terri Larcomb seconded the motion, and with no further discussion the motion passed unanimously.**
- Reviewed, motioned, and signed building permit for Waumbek Methna SMC. **Selectman Norman Brown made a motion to approve the building permit for Waumbek Methna SMC to construct a 30'x30' addition located at 116 Presidential Hwy. with the contingency that they measure the back property line set back. Selectman Terri Larcomb seconded the motion, and with no further discussion the motion passed unanimously.**
- Reviewed and signed 2 JCC Rental/Use Applications
- Reviewed and signed Abatement
- Reviewed and signed Current Use Penalty Forms


The Select Board would like Amanda to set up two interviews on Tuesday September 30 at 6:00 & 6:30 for the highway department vacant position.

Amanda stated that Selectman Norman Brown will be away for the October 13th meeting, and she wouldn't be able to attend. The Select Board agreed that they can meet on October 6.

Selectman Norman Brown made a motion to adjourn the meeting at 9:00 p.m. Selectman Terri Larcomb seconded the motion, and with no further discussion the motion passed unanimously.

****Next Select Board Meeting is scheduled for Monday September 29, 2025 @ 7:00 p.m.****

Respectfully Submitted by:



Amanda Simino

Administrative Assistant to the Select Board