

Town of Jefferson

Select Board Meeting

September 29, 2025

Jefferson Community Center

The meeting was called to order at 7:00 p.m. by Select Board Chair Kevin Meehan, Selectman Norman Brown, Selectman Terri Larcomb, David Passios, Chris Milligan, Aaron Gross, Chris Lovell, Mike Kenison, and Amanda Simino present.

Aaron Gross: Rt. 2 traffic speed – Concerned about the speeding on Route 2 (Presidential Hwy.) starting at the Waumbek into town. He thinks that maybe it would be helpful to install the blinking speed limit signs that other towns have. He knows that the units can be expensive. Aaron stated that he had looked into the units, and he stated he saw some that started at \$3,500. Selectman Terri Larcomb thinks that the signs would be helpful, and she asked how many should be purchased. Selectman Norman Brown stated that there should be two, one by Santa's Village & one at the Waumbek. The Select Board stated that they will look into purchasing them and look into installation and maintenance. This will have to be a Warrant Article to create a fund.

Chris Milligan: FD, EMS, Health Officer, & Cemetery Update – Fire Dept. calls 39 & EMS calls 49 so far this year. Selectman Norman Brown asked where they were at compared to last year. Chris stated that they are about average to last year at this time. He signed up for the Health Officer Conference which will be on Wednesday. He finished up the cleaning of the head stones with National Honor Society at the cemetery. He collaborated with Rodney cleaning the fence and stones at Star King. Chris and Larry Kenison fixed the downed stones at Forest Vale Cemetery. Lastly the Fire Department will be taking part in the Fire Prevention Event at the Heartwood School.

Mike Kenison: Highway Update – Amanda stated that she received a complaint regarding Valley Rd. from Randolph side to Jefferson Notch Rd. It is due to heavy trucks going back and forth through there while they were working on the powerlines. Mike stated that he was aware and that he was just waiting for them to be done and out of there to get it fixed and graded. Select Board Chair Kevin Meehan asked Mike if he noticed the new driveway up on Ingerson Rd. Mike thought that they had a permit. Select Board Chair Kevin Meehan stated that he didn't think that they did. The Select Board wants Amanda to see if there was a Driveway Permit on file for the property located Map 19 Lot 13. If there isn't one on file then they would like Amanda to draft a letter.

Transfer Station: In order to pour the wall both of the slabs on the ground need to be removed because they are too thick for the wall. Selectman Norman Brown asked if the slabs could be cut back rather than removed and replaced?

Select Board Chair and Mike stated that cutting them back would not work they would have to be removed. The Select Board would like a quote for the slabs from Bo and that they would like to have this done as well this year. Mike stated that he is going to try and break up the slabs himself with the equipment the Town has but might need something bigger. The Select Board would like Mike to reach out to Forrest Hicks if he can't get them removed. Amanda stated that she received the winter sand quote from Carroll, and it went up .30 cents from last year and that the town would need roughly 1150 tons to stay within what was budgeted. Mike stated that he would contact Carroll Concrete to get it ordered. He asked Amanda where she was at with the salt. She stated that she was still waiting for the quote.

Public Input: None

Selectman Norman Brown made a motion to approve Meeting Minutes as written for September 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 the Payroll for September 22, & 29, 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 22, & 29, 2025. Selectman Terri Larcomb seconded the motion, and with no further discussion the motion passed unanimously.

Tax Deed/Eviction discussion 111 Meadowbrook Rd. updated info: Amanda stated that she spoke to Laura and because the town has to give at least 30 days the eviction notices needed to be signed again with a two month out date from signature.

ADU question update: Amanda stated that she reached out to Casey Gordon from E-911 and he stated that if the ADU is detached from the main dwelling then it would get its own number if it was attached then it get a unit number.

48 Jason Ave.: Amanda stated that there has been a mobile home at 48 Jason Ave. since 2021, however there was never a building permit and the owners have never been taxed on the mobile home. Now the property owner is trying to sell the property and wanted tax information, however there is only tax information on the land and a shed. Amanda stated that Linda gave her this information to see if the property owner should provide a building permit. The Select Board would like a building permit and letter sent to the property owner.

1053 Owl's Head Hwy.: STR with no special exception or permit. The Select Board would like Amanda to draft a letter. Amanda stated that she is planning on coming up with a list of STR properties that were approved for a special exception prior to Town Meeting 2024.


Other Business:

- Reviewed and initialed Unpaid Bills for October 6, 2025
- Reviewed and initialed September 3, & 9, 2025 Deposit & GL
- Reviewed, motioned, and signed building permit for Jamin Tilton. **Selectman Norman Brown made a motion to approve the building permit for Jamin Tilton to install solar panels located at 469 Valley Rd. Selectman Terri Larcomb seconded the motion, and with no further discussion the motion passed unanimously.**
- Reviewed, motioned, and signed driveway permit for Andrew Kenison. **Selectman Norman Brown made a motion to approve the driveway permit for Andrew Kenison located at Map 15 Lot 44B Highland Dr.. Selectman Terri Larcomb seconded the motion, and with no further discussion the motion passed unanimously.**
- Reviewed and signed Cemetery Deed
- Reviewed and signed Disbursement of Funds
- Reviewed and signed Electronic Payments Policy
- Reviewed Tri-County CAP letter
- Reviewed WMRSD letter
- Reviewed Wetlands Permit Conway
- Reviewed, motioned, and signed Preservation Easement Application for Aaron & Michelle Gross. **Selectman Norman Brown made a motion to approve the application for Preservation Easement Application for Aaron & Michelle Gross's Barn. Selectman Terri Larcomb seconded the motion, and with no further discussion the motion passed unanimously.**
- Reviewed Conservation Commission nomination. Before moving forward the Select Board wanted more information regarding members and if e-mail votes counted.
- Reviewed, motioned, and signed building permit for Waumbek Partners. **Selectman Norman Brown made a motion to approve the building permit for Waumbek Partners to construct a 40'x100' maintenance building located at Map 8 Lot 4C. Selectman Terri Larcomb seconded the motion, and with no further discussion the motion passed unanimously.**

Selectman Terri Larcomb made a motion to adjourn the meeting at 8:17 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 October 6, 2025 @ 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