

Town of Jefferson

Select Board Meeting

October 27, 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, Mike Kenison, Ben Oleson, Jason Call and Amanda Simino present.

The pledge allegiance was recited.

Mike Kenison: Transfer Station Quote, JCC project, Driveway permit, & Larcomb culvert- The Select Board reviewed the quote from North Country Concrete for the slab that is needed for the Transfer Station building. **Selectman Norman Brown made a motion to approve the concrete slab quote for the Transfer Station in the amount of \$5,300.00 to be paid out of the Buildings CRF. Selectman Terri Larcomb seconded the motion, and with no further discussion the motion passed unanimously.**

JCC project: Mike asked what the budget was on the JCC/library project. Selectman Norman Brown stated that they would like Mike to get a price for everything and bring it to a Select Board meeting for approval. Selectman Norman Brown also asked Mike to let him know if he needs his assistance with anything to just give him a call and he would meet Mike at the building.

Larcomb Road Culvert: Selectman Norman Brown stated that he heard back from Michie and the cost for engineering and the work is quoted at \$100,000.00. He suggested doing the \$20,000 for engineering and getting all required permitting for next year and then budgeting the \$80,000.00 for the actual work the following year.

Drive-way permit: The Select Board reviewed and signed the Drive-way permit for Sunset Paradise.

Public Input: Jason Call- Jason Call wanted to speak to the Select Board regarding Moderator stipend and Supervisors of the Checklist salaries. He stated that for the number of elections he feels that the pay is not adequate. He stated that they are required to be at every election all day and make less than pole workers do. The Select Board asked Jason to make a proposal and present it to the Select Board. The Select Board stated that they encourage anyone to come and make a proposal to them for wage increases.

Selectman Norman Brown made a motion to approve Meeting Minutes as written for October 6, 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 October 13, 20, & 27, 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 October 7, 13, 20, & 27, 2025. Selectman Terri Larcomb seconded the motion, and with no further discussion the motion passed unanimously.

Corner markers B. Smith: Amanda stated that Chris installed the four corner markers that Bette Smith purchased, however she has now inquired about giving them back to the town for a refund. The Select Board stated that if they were installed then to leave as is and would not be willing to do a refund.

4 Blue Spruce Circle complaint: Amanda presented to the Select Board an e-mail from Tara Munnelly claiming that the new owners of Josselyn's Cabins have been doing some building on their property. She inquired if the new owners have obtained Building Permits. Amanda stated that she has not received any permits from them and if one of the Selectmen could take a ride and check out what they are building/have built. They stated that they would do that and let her know if a letter needs to be drafted.

Primex 2026 renewal for Property & Liability/Workers' Compensation: Amanda presented the Select Board with the 2026 renewal. Amanda stated that Property & Liability has gone up \$7,078.00 from 2025 and Workers' Compensation went up \$1,729.00 from 2026.

C.N. Brown LP/oil 2026 contract: Amanda presented the Select Board with the 2026 C.N. Brown LP/oil contract. Amanda stated that both rates went down from 2025. LP went down .10 per gallon and oil went down. **Selectman Norman Brown made a motion to approve the 2026 C. N. Brown contract for building oil and LP. Selectman Terri Larcomb seconded the motion, and with no further discussion the motion passed unanimously.**

Health Trust 2026 Health Insurance Contract: Amanda presented the Select Board with the 2026 Health Insurance Contract. She stated that it went up 3.5% from last year per person. **Selectman Norman Brown made a motion to approve the 2026 Health Trust Health Insurance contract. Selectman Terri Larcomb seconded the motion, and with no further discussion the motion passed unanimously.**

UniFirst Customer Service Agreement: Amanda presented to the Select Board the UniFirst Customer Service Agreement that will be a 2-year contract. Amanda stated that when they will be switching carpets twice a month it will cost \$125 each time and when they will be switching carpets once a month it will cost \$181 for the month.

Currently the town pays \$148.67 twice a month. **Selectman Norman Brown made a motion to approve the UniFirst 2-year contract. Selectman Terri Larcomb seconded the motion, and with no further discussion the motion passed unanimously.**

Speed limit signs for Rt. 2: Selectman Norman Brown presented the Select Board with a couple different options for the flashing speed limit signs. One shows just the speed and the other shows speed and can have wording. Town would be responsible to for maintaining and installation. The board will discuss further during their budget workshop.

2026 COLA approval: Amanda presented the Select Board with the 2026 COLA increases. She stated that Social Security announced that the rate for 2026 will be 2.8%. **Selectman Norman Brown made a motion to approve the 2026 COLA 2.8% increase. Selectman Terri Larcomb seconded the motion, and with no further discussion the motion passed unanimously.**

Eversource Energy Efficiency Incentive Offer: Amanda presented the Select Board with the Eversource Energy Efficiency Incentive Offer for the LED streetlights. She stated that it is in the amount of \$2,600.00. Select Board Chair Kevin Meehan signed the incentive.

Chambers Bridge Temporary Bridge: Amanda stated that Forrest Hicks contacted Selectman Terri Larcomb regarding putting up a temporary bridge to cross over Chambers Bridge with heavy equipment. Amanda stated that Laura stated it needed to be discussed and voted on at a meeting. **Selectman Terri Larcomb made a motion to approve the construction of the temporary bridge over Chambers Bridge set up by Hicks Logging for equipment to safely cross the bridge. Selectman Norman Brown seconded the motion, and with no further discussion the motion passed unanimously.**

Update 111 Meadowbrook Rd.: Amanda stated that eviction notice has been hand delivered and notice to vacate is November 29, 2026.

Update 1331 Presidential Hwy.: Amanda stated that payment has been made for October, November, and partial payment for December.

Other Business:

- Reviewed and initialed Unpaid Bills for November 3, 2025
- Reviewed and initialed October 7, & 9-14, 2025 Deposits & GL
- Reviewed and initialed GL September 30, & October 7, 2025
- Reviewed and initialed September 2025 General Fund Statement
- Reviewed and initialed September 2025 ICS Statement
- Reviewed, motioned, and signed building permit for Andrew Vitz. **Selectman Norman Brown made a motion to approve the building permit for Andrew Vitz to install solar array located at 15 Jefferson Notch Road. Selectman Terri Larcomb seconded the motion, and with no further discussion the motion passed unanimously.**

- Reviewed, motioned, and signed building permit for Santa's Village. **Selectman Norman Brown made a motion to approve the building permit for Santa's Village to construct a 30'x40' 2-story building located at 528 Presidential Hwy. Selectman Terri Larcomb seconded the motion, and with no further discussion the motion passed unanimously.**
- Reviewed, motioned, and signed building permit for Richard Dean Jr. **Selectman Norman Brown made a motion to approve the building permit for Richard Dean Jr. to install a solar roof array and wind turbine located at 1212 Presidential Hwy. Selectman Terri Larcomb seconded the motion, and with no further discussion the motion passed unanimously.**
- Reviewed, motioned, and signed Conservation Commission nomination. **Selectman Terri Larcomb made a motion to approve David Passios as a member of the Conservation Commission. Selectman Norman Brown seconded the motion, and with no further discussion the motion passed unanimously.**
- Reviewed and signed 2 Disbursement of Funds
- Reviewed and signed 2 JCC Rental/Use Application
- Reviewed and signed Timber Billing
- Reviewed and signed complaint letter
- Reviewed and signed 10 STR letters
- Reviewed and signed Gross Barn Preservation Easement
- Reviewed and signed Veteran Tax Credit
- Reviewed 2026 Ambulance Service amount
- Reviewed Thank you card
- Reviewed CASA letter

Selectman Norman Brown made a motion to enter into Non-Public RSA 91-A:3, II (a) at 8:31 p.m. Selectman Terri Larcomb seconded the motion. At this time a Roll Call Vote was done Terri Larcomb "Aye", Norman Brown "Aye", & Kevin Meehan "Aye", and with no further discussion the motion passed unanimously.

Selectman Norman Brown made a motion to enter back into Public at 9:03. Selectman Terri Larcomb seconded the motion, and with no further discussion the motion passed unanimously.

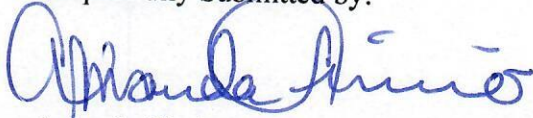
Selectman Norman Brown made a motion to seal October 27, 2025, Non-Public meeting minutes for the reason that they could affect adversely the reputation of any person other than a member of the Select Board. Selectman Terri Larcomb seconded the motion. At this time a Roll Call Vote was done Terri Larcomb "Aye", Norman Brown "Aye", & Kevin Meehan "Aye", and with no further discussion the motion passed unanimously.

Selectman Norman Brown made a motion to hire Marc Dubois as a part-time Highway Laborer. Selectman Terri Larcomb seconded the motion, and with no further discussion the motion passed unanimously.

Selectman Norman Brown made a motion to adjourn the meeting at 9:09 p.m. Selectman Terri Larcomb seconded the motion, and with no further discussion the motion passed unanimously.

******Next Select Board Meeting (Budget Workshop) is scheduled for November 3, 2025******

Respectfully Submitted by:



Amanda Simino
Administrative Assistant to the Select Board