

Town of Jefferson

Select Board Meeting

February 2, 2026

Jefferson Community Center

The meeting was called to order at 7:04p.m. by Select Board Chair Kevin Meehan, Selectman Norman Brown (virtual), Selectman Terri Larcomb, Mike Kenison, Chris Milligan, Jen Kenison and Amanda Simino present.

Selectman Terri Larcomb made a motion to approve Selectman Norman Brown to participate in the meeting virtually. Select Board Chair Kevin Meehan seconded the motion. At this time Roll Call Vote was made Terri Larcomb “Aye”, Kevin Meehan “Aye”, Norman Brown “Aye”, and with no further discussion the motion passed unanimously.

Mike Kenison: Highway Dept. Update – He wanted to let the Board know that he is looking into different set up for the spark plug wires. He has found some that are ceramic and wouldn't melt like the ones that need to be replaced. He is in need of two batteries for the F-600, one is already going bad. Select Board Chair Kevin Meehan asked Mike to hold off on the purchase of the batteries so that the Board can take a look at where the funding can come from. Chris Milligan suggested to Mike that he speak with Mark Corrigan about the spark plug wires. He might have some ideas. Mike also updated the Select Board regarding the sander that was damaged; he stated that the shoot is going to be \$1,800 and the extension that is needed is going to be around \$400.00. Amanda stated that she has received the check from Primex for the repairs and it was in the amount of \$865.01, which isn't even half of what is needed. The Select Board would like Amanda to follow up with Primex regarding the amount. Selectman Terri Larcomb asked Mike how he was doing with the sand situation. Mike stated that he is not trying to sand as much, focusing on hills and corners only.

Chris Milligan: CRF discussion – The Fire Department has the opportunity to purchase a demo model strut stabilizer kit for motor vehicle accidents from the vender IPS. IPS is willing to sell it to the town for the amount of \$4,385, brand new kits start at \$13,000. He would like to purchase the kit using Equipment Capital Reserve Funds. Selectman Norman Brown is worried about letting volunteer firefighters using this kit and is concerned about their safety. Chris stated that they are at greater safety risks now without having something like this to stabilize vehicles when extracting patients out of vehicles that are not up right or even on embankments. Chris also stated that there will be training for everyone in order for them to use the kit.

Selectman Norman Brown made a motion to approve the purchase of the strut stabilizer in the amount of \$4,385 using Fire Equipment Capital Reserve Funds. Selectman Terri Larcomb seconded the motion. At this time Roll Call Vote was made Terri Larcomb “Aye”, Norman Brown “Aye”, Kevin Meehan “Aye”, and with no further discussion the motion passed unanimously.

Jen Kenison: Tax Collector clarification – Jen wanted to clarify the request she submitted to the Select Board regarding the appointment term. She stated that she wanted the appointment term to be upped from 1-year to 3-years so that it matches the Town Clerk term. Select Board Chair Kevin Meehan stated that with the way the Board of Selectmen fluctuates and can miss the re-appointment. Jen Kenison stated that it is up to the Town Clerk to keep track of all appointments so the Select Board wouldn't have to keep track of it. The Select Board agreed to keep the appointment at the 1-year term, which all appointments including Board appointments will be done every year after Town Meeting.

Public Input: None

Selectman Terri Larcomb made a motion to approve Meeting Minutes as written for January 26, 2026. Selectman Norman Brown seconded the motion. At this time Roll Call Vote was made Terri Larcomb “Aye”, Norman Brown “Aye”, Kevin Meehan “Aye”, and with no further discussion the motion passed unanimously.

Selectman Terri Larcomb made a motion to approve Payroll for February 2, 2026. Selectman Norman Brown seconded the motion. At this time Roll Call Vote was made Terri Larcomb “Aye”, Norman Brown “Aye”, Kevin Meehan “Aye”, and with no further discussion the motion passed unanimously.

Selectman Terri Larcomb made a motion to approve Accounts Payable for February 2, 2026. Selectman Norman Brown seconded the motion. At this time Roll Call Vote was made Terri Larcomb “Aye”, Norman Brown “Aye”, Kevin Meehan “Aye”, and with no further discussion the motion passed unanimously.

Transfer Station Job Description Approval: Amanda presented the Select Board with the final draft of the updated Transfer Station Attendant Job Description for their approval.

Selectman Terri Larcomb made a motion to approve the Transfer Station Attendant revised job description. Selectman Norman Brown seconded the motion. At this time Roll Call Vote was made Terri Larcomb “Aye”, Norman Brown “Aye”, Kevin Meehan “Aye”, and with no further discussion the motion passed unanimously.

2025 Budget Transfer: Amanda stated that now that year-end 2025 budget has been finished, she realized that the streetlights were over budget by \$187.75. She stated that looking at the remaining budget there are funds that can be transferred out of bridge supplies.

Selectman Terri Larcomb made a motion to transfer \$187.75 from account 4-01-4313-60 (Bridge Supplies) to account 4-01-4316-10 (Streetlights). Selectmen Norman Brown seconded the motion. At this time Roll Call Vote was made Terri Larcomb "Aye", Norman Brown "Aye", Kevin Meehan "Aye", and with no further discussion the motion passed unanimously.

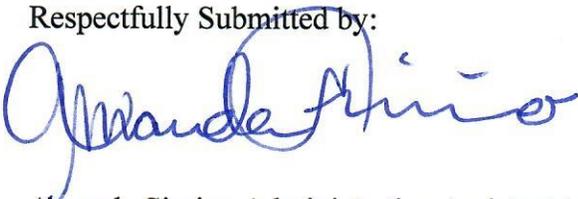
Other Business:

- Reviewed and initialed Unpaid Bills for February 9, 2026
- Reviewed and initialed Deposit & GL's January 15-21, 2026
- Reviewed, motioned, and signed 2026 North Country Fire Mutal Aid District Contract. **Selectman Terri Larcomb made a motion to approve the 2026 NCMAD contract. Selectman Norman Brown seconded the motion. At this time Roll Call Vote was made Terri Larcomb "Aye", Norman Brown "Aye", Kevin Meehan "Aye", and with no further discussion the motion passed unanimously.**
- Reviewed and signed K. Jacquart letter
- Reviewed and signed 363 Ingerson Rd. letter
- **Amanda stated that she scheduled the Transfer Station interview for February 16, 2026 @6:30 p.m.**

Selectman Terri Larcomb made a motion to adjourn the meeting at 8:05 p.m. Selectman Norman Brown seconded the motion. At this time Roll Call Vote was made Terri Larcomb "Aye", Norman Brown "Aye", Kevin Meehan "Aye", and with no further discussion the motion passed unanimously.

******Next Select Board Meeting Budget Hearing is scheduled for February 9, 2026******

Respectfully Submitted by:



Amanda Simino Administrative Assistant to the Select Board