

Town of Jefferson
Select Board Meeting
Non-Public RSA 91A:3II (b)
July 6, 2026
Jefferson Community Center

The meeting was called to order at 7pm by Select Board Chair Norman Brown, Select Board Member Kevin Meehan and Select Board Member Terri Larcomb.

The Pledge of Allegiance was recited.

At this time, the following public members were present: Dave Passios, Mark Kenison, Mark Guaraldi, Paula Guaraldi, Amanda Cormier & Megan Wells (minute taker).

Public Input:

Mark Guaraldi- Road Name & Deed: Mark explained that he and his wife Paula have a home on Belle Hunt Road and that they purchased the property in 1976 and built a house in 2001. Mark explained to the SB that on his deed, it states that the road is actually Lockwood Road, and he is requesting that the name of the road be changed so that it matches what's on the deed. He was also concerned that a neighbor of his has a driveway that's named Appletree Lane, and doesn't understand why it has a road name, when it's a drive way and had the same concern regarding another nearby neighbor that lives on Setter Run. Mark said he had requested that his road name be changed to match his deed 10 years ago and did not get anywhere. Select Chair Norman Brown said that at that time, the town had forwarded Marks' request to the town's attorney who advised the town that it could not be changed. Norman asked Mark to submit something in writing to the SB and they will send it to their attorney who can advise the SB on what to do about it. Select Board Member Terri Larcomb mentioned that she believes that the roads were renamed back a while ago. Select Board Chair Norman Brown again told Mark to submit everything in writing and put it in the drop box in an envelope titled "Select Board" with what he wants the SB to do, and they will forward it to their attorney and get back to Mark.

Mark Kension-Recent Town Office Changes: Mark Kension asked the SB if there were any updates on finalizing the hiring of an administrative assistant to the Select Board. SB Chair Norman Brown explained that the SB is back to the drawing board, as they had selected a candidate after some interviews, and that candidate gave a two week notice at her current job, and then her current boss gave her more money and promoted her. Norman explained that in situations like this, it's hard to compete with that, so they are unfortunately back to the drawing board. Norman explained that they do have a number of applicants and that the SB will pare those down to what they believe are candidates that are best suited, as the job is a fast paced environment and will take a certain skill set to be able to handle it. Norm also added that there are federal and state regulations that need to be followed, and that in his opinion only, he's not sure that the town's social media is helping anyone, as many people who look on Town of Jefferson's social media may not want to work here based on what's being posted. Mark

understood, and said that it has been challenging to get information. SB Member Terri Larcom said that she understands, and that the SB is working on it, and appreciates Mark coming to the source directly, and asking. Select Chair Norman Brown said that if Mark does have any requests for information and he can't reach anyone by phone, that he can utilize the drop box and it will get answered. Mark said he knows Jen Kenison is doing the town clerk end of things, and clarified that the town is looking to replace Amanda. The SB said that yes, that is true. Select Board Chair Norman Brown mentioned that many people think the job is just a receptionist position, when it's much more than that. SB Member Terri Larcomb said that Amanda gave her notice two months ago and is still supporting the town part time and so the SB takes what they can get, and that they are not dragging their feet, and are really trying to get the role filled. SB Member Kevin Meehan said that it can be more challenging given that it's for a municipality, so the process can take much longer than you'd think. SB Member Terri Larcomb added that people trusted the SB to hire people and look through the applicants and the SB can not say anything due to certain laws and Terri hopes people can trust the SB to know that they are doing their best and she does agree that it needs to get done. SB Chair Norman Brown said that the role requires a certain skill set, and the SB hopes they can find that.

SB Member Kevin Meehan made a motion to approve the SB meeting minutes from June 22, 2026. SB Member Terri Larcomb seconded the motion, and with no further discussion, the motion passed unanimously.

SB Member Kevin Meehan made a motion to approve the payroll for June 29 & July 6, 2026. SB Member Terri Larcomb seconded the motion and with no further discussion, the motion passed unanimously.

SB Member Kevin Meehan made a motion to approve accounts payable for June 29 and July 6, 2026. SB Member Terri Larcomb seconded the motion, and with no further discussion, the motion passed unanimously.

Planning Board Report: SB Member Kevin Meehan said that the last meeting was pretty short, and there was not a whole lot going on, with only 4 members attending the meeting.

Select Board Report: SB Chair Norman Brown said the parade went well and fireworks went well until a downpour came and a car did get stuck. SB Member Terri Larcomb said that Belinda was going to take care of the hornets, but is not sure if she did yet. Select Chair Norman Brown, SB Member Terri Larcomb and Dave Passisos briefly talked about where the hornets could be, and Norm said they were on the roof a few years ago.

2026 100% Town Reval: SB Chair Norman Brown explained that there's a 5 year cycle on the town and the company that the town hired to do their assessing is looking at the rest of the properties, to bring everything up to a 100% market value. The Department of Revenue of Administration on the state level says that the town is currently evaluated at around 52% market value. What this means is that people's property values are more than likely going to double in

November. SB Chair Norman Brown used the following example: *if you have a \$100k house, it's probably going to be assessed close to \$200k, but the tax rate will go down because that increase in the value spreads out.* The tax rate will be set based on what was approved at the March Town Meeting. Mark Kenison asked for clarification purposes if there was a third party assessing the town and how it came out to be 52%. Norm said it's what the Department of Revenue believes on what's been assessed in year 1, 2, 3 & 4, has brought the town up to 52%. SB Member Kevin Meehan said that it's part of the process and that this happens every 5 years. Kevin added that the town is answering to the State Department of Revenue that tells the town what they have to do and how they're going to do it. Mark Kenison said that it seems like a big increase. SB Chair Norman Brown says that this does happen every 5 years and it has been right along. SB Member Kevin Meehan said that your actual tax number which is what you get in your tax bill should not change a large amount, because what will happen is when the evaluation goes up, the tax rate will actually come down because the town is still asking for the same amount of money, it will just be spread out. Mark Kenison asked how the town assess /calculates the amount of tax payers in the town. SB Chair Norman Brown said that everyone who owns property should get a tax bill. Mark Kenison asked if the SB had an official number for the full time residents in town as he thought it was around 1,100. SB Chair Norman Brown thought that figure was for the registered voters. Mark Kenison explained that he is a Jefferson native, but he currently is not a full time resident but does pay taxes, as he purchased the old Enman Farm. He added that when COVID happened, it brought more people up here buying properties cheap, and went on building \$700k+ houses. Mark Kenison asked a question in regards to if people in town are being calculated based on the higher priced homes that are being built since the pandemic. SB Chair Norman Brown said that it's based on market value and that's what the town pays their assessors to do. Mark Kenison made a suggestion to the SB that at the meeting on Thursday, if they could clarify some of the rules for people regarding what the town and state have to abide by and what the home owners of the property are supposed to abide by. Mark brought up that trash can be an issue in regards to renters with Air BnBs, as in many cases the home owner tells the renter to take care of the trash themselves (unless they have a housekeeper that does it) and then the renter ends up dumping the trash any old place and it can end up on other people's properties. SB Chair Norman Brown said that hopefully if anyone sees any illegal dumping, they will report it. Norman added that the Air BnBs have to pay NH room and board tax and they have to be registered with the state as well as get a permit from the Town. Norm said that the town's permit does have some guidelines on it regarding safety concerns, that the property does have to be inspected by the Fire Chief and the permits that the town issues gives the town a person and a phone number to call 24/7 so if there's an issue, the town can contact someone. Mark Kenison asked a question regarding inspection of Air BnBs, which was if something goes wrong with an Air BnB, does it take the liability off of the town. SB Chair Norman Brown said that the permits are only issued one year at a time, so it's a revenue source to some degree, but it's not a lot of money, and that yes, it does help to keep the liability off of the town. SB Chair Norman Brown mentioned that there really has not been a ton of issues with Air BnBs, and when there has been, the state police were involved, and the issues were remedied very quickly. Norm mentioned that Twin Mountain has a bunch of Air BnBs, so the state police are familiar with these types of problems. SB Member Terri Larcomb talked about a local Air BnB that she knows of and how there were a lot

of legal battles to try and prevent the Air BnB from not being there, and what it comes down to is that you can't tell people what to do with their own property.

Mark Kenison was looking for clarification from the SB regarding an easement near his property that's for both access and utilities. The SB and Mark discussed this, and SB Chair Norman Brown stated that the property owner retains ownership of any land under the easement.

Mark Kenison said that he thinks a lot of people in town don't really understand what the SB is dealing with, and that he thinks the SB could maybe quiet some of the social media down by putting some of the information on regulations out there.

New Fire Station Update: SB Chair Norman Brown went over some updates on the new Fire Station building. He said that they finished the concrete walls today (7/6/26) and stripped the last of the forms so they are filling in with dirt right now. They have also completed putting the perimeter drainage in. This week, they will meet with Rob Couture and Hubert's plumbers are going to come by and they will do all the piping for the interior electric and the interior water system, plumbing and sewer lines etc. They will also finish back filling and filling the center and then they will pour the floor. Their goal is to start framing the building on 8/3/26 and they have a 15-20 man crew from southern NH that they've used on their other commercial buildings. It is not a typical 2 by 6 construction, as the walls are 2 by 8 walls and they are tall, as there's a 14 foot clearance for just the garage doors. Norm said the FD did a nice job moving their stuff out of the way so the town could use the parking lot for the parade.

Title Search-Old Library: SB Chair Norman Brown said that whether or not the title search is done now or if the SB waits until the end of the year, it will have to be done at some point, as the SB will need to know what the legal status is of that property. SB Norman Brown thinks the building should be preserved, but that the piece of land that it's on is not the ideal spot for it if people want to use it for anything other than just looking at it when they drive by, and if that's the case then there's a certain amount of maintenance that needs to be done on it. SB Member Terri Larcomb said she does not think it's the SB's decision, and that she thinks it's the people that want to know if they want to keep it there on that piece of land. SB Chair Norman Brown said that he agrees, however, the SB needs to know if they even own the land. Dave Passios mentioned that the town has a piece of land on Belle Hunt Road. SB Member Kevin Meehan said he does not believe that they do anymore. Norman added that he thinks the town may have sold it.

The SB agreed to move forward with the title search.

SB Member Terri Larcomb made a motion to have a title search completed on the Old Library Property. SB Member Kevin Meehan seconded the motion, and with no further discussion, the motion passed unanimously. Dave Passios asked how this will be funded, since it's not a budgeted item. SB Chair Norman Brown said that it will be funded under the town's legal expenses. Mark Kenison asked if there was someone that wanted to keep the old library. SB Chair Norman Brown said that there's a number of people in town that want to keep

it because it was the original town meeting house to the Town of Jefferson. Norm said that the town had repaired the sills in the back of the building a number of years ago and structurally, the town is not sure if the building can be lifted without any damage, given that it's so old. Norm said there's been suggestions from people in town to have a mini visitor center with a kiosk with town history. After looking it up, SB Member Kevin Meehan mentioned to Dave Passios regarding the property on Belle Hunt Road that the town is listed as the sale agent, meaning they sold it, and are no longer the property owner. Kevin said the reason the town owned that land in the first place was due to back taxes, and the reason the town took it to back taxes is because the person that owned it discovered there really wasn't a parcel there and then stopped paying taxes on it. It was a 5 subdivision, but there were only 4 lots.

Flowers in Cemetery- Email from Greg & Geoff Gordon: SB Chair Norman Brown explained that the Gordons would like to do some plantings in the Hill Side Cemetery. SB Chair Norman Brown said that he does not have any issues with them doing that, but his only concern is that if they start doing work this year to straighten the grave side stones, that the plantings may not be beneficial right now, but they may be later on. SB Member Kevin Meehan suggested having the Gordons contact Chirs Milligan. The SB will forward the email to Chris.

Bids for Town Property Mowing & Trimming: SB went over the bids for the mowing and trimming of town properties. There were three bids total. First Bid: Bryer Patch Builders total \$9,180/year with an anticipation of 12 mowings. This would include the following properties/prices per mow: Old Library \$90; Skating Rink \$180; Town Office \$135; Couture Field \$180; Soldiers Monument \$180. The second bid was from All American Property Services (Ross Conway), with price per mowing being \$530. Mark Kenison and SB Member Kevin Meehan briefly talked about the mowing season and when the town typically starts it. SB Chair Norman Brown said what each bid was per year. Bryer Patch Builders \$9,180/year, All American Property Services (Ross Conway) \$6,360/year, and Lawns Unlimited LLC (Johnny Silver) \$11,820/year.

SB Member Terri Larcomb made a motion to accept the bid from All American Property Services (Ross Conway) in the amount of \$530 for mowing, anticipating 12 mowings a year, which would be a total of \$6,360/year. SB Member Kevin Meehan seconded the motion, and with no further discussion, the motion passed unanimously.

The SB discussed, motioned and signed 3 abatements to municipality:

SB Chair Norman Brown went over the first abatement which was for Tim Corrigan. The recommendation and request for an abatement was denied. The property value was previously assessed at \$95k and that assessment remains the same. **SB Member Kevin Meehan made a motion to deny the abatement from Tim Corrigan and allow the property value for assessment of \$95k to remain the same. SB Member Terri Larcomb seconded the motion, and with no further discussion, the motion passed unanimously.**

SB Chair Norman Brown went over the second abatement, which was from Bailey Couture. The abatement recommendation from the assessors was to grant the abatement and change the assessment from \$264,800 to an assessment of \$228,100. The building data initially was

not correct, but has been corrected and depreciation for unfinished construction was adjusted as well. **SB Member Terri Larcomb made a motion to grant the abatement for Bailey Couture. SB Member Kevin Meehan seconded the motion and with no further discussion, the motion passed unanimously.**

SB Chair Norman Brown went over the third abatement, which was for William and Leena Lauze on Sunset Paradise. The previous assessment was \$79,200, which was revised to \$76,500. The building data was corrected and the sketch was adjusted. When they did the building permit it had been sketched a little bit differently than it actually came out, so that's what changed it. **SB Member Terri Larcomb made a motion to approve the abatement for William and Leena Lauze. SB Member Kevin Meehan seconded the motion, and with no further discussion, the motion passed unanimously.**

Israel River Road Street Light Eversource- 2 Options:

SB Chair Norman Brown stated that the town had redone all the street lights with LED lights and the town had opted to put a muck light at the town shed, and to put a street light on the pole that currently exists at the end of Israel River Road that crosses 115 and goes onto Valley Road. That initially was not going to cost the town anything, because the pole and the wires were already there, however, after a further review by Public Service, they said that that's not going to happen, as the wires were cut. SB Chair Norman Brown stated that the town did not cut the wires, and that Public Service doesn't own the pole. The town has two options. Option one would be a cost of \$6,971.01 where they'd replace the pole and put the light on the new pole and run new wires. Option two would cost \$6,215.90, and the town would leave the pole and hire an electrician to have them pull the wire from a ground box up to the light. SB Chair Norman Brown said that all of this occurred after Eversource said that the cost of doing that street light would cost \$0.00. Norm said that before moving forward with anything, he will have a conversation with someone in management at Eversource.

Dave Passios asked if the light was a D.O.T light. SB Chair Norman Brown said that it was a light that was paid for by D.O.T, but the pole was never taken down. Norm said D.O.T paid Eversource for electricity for that light year after year and Eversource is saying that they don't know where the power feeds from. Dave Passios said he believes that, as he himself has looked around that area and could never figure out where the power comes from as there's nothing close by. Norm said that the bottom of the pole is aluminum and has a junction box on the bottom and that it appears that the wires were cut with hedge shears. Dave Passios asked if that light was going to be added to the list of things that are being paid monthly, and SB Chair Norman stated that no, the town is not paying anything because there's nothing working there currently. Norm added that the light over by the Lantern Resort has been finished.

Letter from Charlene Wheeler: The SB read the letter from Charlene Wheeler. SB Member Terri Larcomb asked if the SB felt that they should address the letter. Terri said the letter was regarding Air BnBs. SB Chair Norman Brown said it was regarding a property on Ingerson Road. SB Chair Norman Brown said that the SB can do what they've done in the past, which is send them a letter. SB Member Terri Larcomb said that she is aware that the Stanleys did pick up an application, but did not follow through. SB Chair Norman Brown said the SB will send a

letter advising them on what they need to do. Amanda Cormier asked the SB if they had a number on how many Air BnBs there were in town. SB Chair Norman Brown said that he did not have an official number, but those who are doing new permits are easier to track and initially, there wasn't a permit process, so those who are running Air BnBs without the permits that were grandfathered, are more difficult to track. SB Chair Norman Brown said, that in a situation where a grandfathered property were to be sold, the new owner would need to complete the permit process. SB Chair Norman Brown said that it can be even more challenging sometimes because if someone were to buy a grandfathered property and they did not do their research, that property may be rented out later in the year without the new owner knowing. Mark Kenson asked who would enforce a situation like that, where a property is for sale and is scheduled to be rented out even though it's going to be sold. SB Chair Norman Brown said the permit is valid to the person that's selling the property and when the new owner steps in, they will have to go through the permit process. SB Member Terri Larcomb added that yes, they'd have to get a permit unless they were planning on living on the property and not using it as an Air BnB. Terri said that there are people that will call the SB or send a letter regarding Air BnB concerns. SB Member Kevin Meehan explained the SB's process of handing such letters and that when they receive a letter they communicate to the Air BnB owner regarding the concern and expect the owner to answer back to the SB. SB Member Terri Larcomb added that the SB also does their own investigation regarding a concern. Mark Kenison asked how the SB would handle a situation regarding a deed restriction. SB Chair Norman Brown said that the SB cannot enforce deed restrictions.

Other Business:

- The SB reviewed & initialed unpaid bills for July 13, 2026.
- The SB reviewed & initialed deposits & GL's for June 11-17, & 22-24, 2026.
- The SB reviewed and initialed GL's for June 17, 23, 23, 25, 26, 30, & 30, 2026.
- The SB reviewed, motioned and signed a building permit for Tracey and Chris Nelson. SB Chair Norman Brown said that the Nelson's are adding an addition on to their home. **SB Member Terri Larcomb made a motion to approve the building permit. SB Kevin Meehan seconded the motion and with no further discussion, the motion passed unanimously.**
- The SB reviewed and signed two disbursements of funds. SB Chair Norman Brown said that one was for the sewer fund and the other one was for the transfer station.
- The SB reviewed the wetlands permit application for Old Cherry Mountain Road at tax map 17 lot 10c. This was in regards to Scott and Lisa Newman. Mark Kenson asked the SB for clarification purposes if there was a company coming up from Southern NH to do this. SB Chair Norman Brown said that Stoney Ridge Environmental did the permit for the State of NH DES and that it doesn't actually go through the town, but the town is notified of what they are doing. SB Member Kevin Meehan said that it's done entirely through the State of NH DES.

Review New Admin Assistant Applications: SB Chair Norman Brown asked the SB if they wanted to review the applications in non-public or if they wanted to take them home to review. SB Member Terri Larcomb suggested doing them in non-public.

Non-Public RSA 91A:3II (b):

SB Member Terri Larcomb made a motion to go into non-public RSA 91A:3, II (b), *the hiring of any person as a public employee* at 8:10pm. SB Member Kevin Meehan seconded the motion. At this time a roll call vote was taken. Norman Brown "Aye", Terri Larcomb "Aye", and Kevin Meehan "Aye". With no further discussion, the motion passed unanimously.

SB Member Terri Larcomb made a motion to come out of non-public at 8:38pm. SB Member Kevin Meehan seconded the motion and with no further discussion, the motion passed unanimously. At this time a roll call vote was taken. Norman Brown "Aye", Terri Larcomb "Aye" and Terri Larcomb "Aye". With no further discussion, the motion passed unanimously.

SB member Terri Larcomb made a motion to seal the minutes. SB Member Kevin Meehan seconded the motion, and with no further discussion, the motion passed unanimously.

SB Member Kevin Meehan made a motion to send a letter of thanks to all other applicants other than ones the SB is currently looking at. SB Member Terri Larcomb seconded the motion, and with no further discussion, the motion passed unanimously.

SB Member Kevin Meehan made a motion to adjourn the meeting at 8:40pm. SB Member Terri Larcomb seconded the motion and with no further discussion, the motion passed unanimously.

*****The next Select Board meeting is scheduled for July 20, 2026*****

Respectfully Submitted by:

Megan Wells

Megan Wells