

TOWN OF JEFFERSON
SELECT BOARD
January 23, 2019

The regular meeting of the Board of Selectmen for the Town of Jefferson was held at the Select Board Office Wednesday January 23, 2019 at 7:00 pm

PRESENT: Cindy Silver, Chair; Kevin Meehan and Tom Brady members comprising a quorum of the Board.

OTHERS PRESENT: Linda Cushman, Assistant to Selectmen;

Cindy Silver opened the regular Select Board meeting at 7:00 pm. The Highway and Transfer Station report was reviewed.

The Chair led the Pledge of Allegiance

The warrants were signed for the payroll and accounts payable.

Minute Approval:

Tom Brady made a motion to accepted the minutes of the January 16th meeting. Kevin Meehan seconded the motion. The motion to approve the minutes carries.

Invoices were approved for payment January 28, 2019.

Public input: None

Reports of Departments:

Highway Department

Mark Dubois did not come in due to the weather, he was working. He did drop off a quote for a new Western Star 4700SF truck from McDevitt Truck in Lancaster. The total cost of the truck is \$125,523. If the Town wants an extended 7-year warrant covering the motor and exhaust the cost would be \$5,420. The truck will have an Allison automatic transmission and a Detroit engine.

Mark had said that he went with the Western Star because of being able to have local service. He had gotten a price on an International, however any service would have to be done in either Portland, ME or Manchester, NH. The price for a truck was about the same as the Western Star. The Board agreed that local service was important.

The quote from Tenco for a stainless steel body/sander and plow is about \$80,000.

Linda reported that there is \$207,000 in the Highway Vehicle CRF and if addition money is added this year there will be enough money to cover the purchase.

Kevin asked what the next vehicle to replace was. Linda said that she believes that it would be the one-ton.

Cindy asked what is the procedure for this proposal. Linda said that if the Board is satisfied with the information that has been provided and do not have any more question the a warrant article will be prepared for the warrant. The voters will make the finial decision at Town Meeting.

Office:

Linda reported that she had researched the Selectmen salary history. In 1982 the Selectmen salary went from \$600 to \$1200 and in 2000 there was an increase from \$1200 to \$1500. In 1982 the Chairs stipend was increased from \$50 to \$100. It has been 20 years since the last increase.

She reported that she had contacted the attorney and the insurance company regarding the Board's and Town liability with regards to the police coverage at Santa's Village.

Attorney Spector-Morgan said that general speaking the selectmen are immune from liability, or are covered by insurance of any claims made in their capacity as selectmen. The exception is if they are acting in bad faith. To be super safe, in the event the town has not already done so, the selectmen should vote to adopt the provisions of RSA 31:105 Indemnification for Damages for town officials and employees.

Tom made a motion to adopt the provisions of RSA 31:105 regarding the indemnification of town officials and employees. Kevin seconded the motion. Motion carries.

Linda said the other issue that the Board had requested her to check into regarding the issuing of building permit to a business which has pedestrian safety concerns. Attorney Spector-Morgan said that if the business requires site plan approval, then the planning board could consider this issue(although because this is a state road, the Town's jurisdiction to require any improvements to that road is limited). Regardless of who approves it, no, the town has no liability if someone is injured crossing the street.

Rick Alpers of Primex said that the Town is covered under their insurance and that this kind of practice is done in all small towns. As for Norman Brown doing training of the officer doing the special duty this is a benefit to the Town. Out of town officers are covered under their own insurance. Cindy asked if it mattered who was paying for the officer coverage. No, the coverage is under the town's insurance.

Tom asked if Linda would contact the attorney and the insurance company and ask that the responses they have made be put into a letter to be placed on file. Cindy said that she would agree a letter would be good.

Budget:

Kevin asked why the Master Plan warrant was asking for \$16,000. Kevin said that he thought that the Planning Board had set \$10,000 for the Master Plan. Linda pulled the information that was presented from the Planning Board, the total request was for \$25,000. Kevin said that the figure is okay as presented.

The Board went over the revised purposed budget figures. Kevin asked if the cost of living percentage was. Linda said that it is 2.8%. Kevin asked if this could be worked up for the employees increases. Kevin said that if the employees were to get the COLA increase it would alleviate having to do catch up at a later date as was needed a few years back.

The Board discussed a figure for an increase for the Select Board salary. Tom said the first increase was 600 and the second increase was 300. Split it and use that figure. Cindy said she was thinking 500. The Board agreed to ask for an increase in the Select Board salary of \$500 making a total annual salary \$2000 per person.

Linda said that she had gotten a response from Michelle Grey at NCC with an estimate of \$40,000 to do a feasibility study at the school building. The wording of a purposed article was discussed. Linda said that in figuring the actual cost she estimated that about 1/3 of the study would be for a library space.

There needs to be an article requesting the funds needed to do the NCC Phase II to do the cottage type of meeting with the public to discuss the results of the survey

The attorney has prepared an article to change the Library Expendable Trust Fund to include all options for the Library.

The Board discussed whether or not to ask for funds to be added to the Library Expendable Trust Fund. Linda said that she has done an article to request \$25,000 be added to the Building CRF. The Building CRF would also in the library as it is a town building.

Tom said that he could envision at some point in time after the Library location is settled, the town's people wanting to do away with the Library Expendable TF. It is possible, however it is a good idea to keep the fund to cover cost that would be related to the Library itself. This is something that in the future can be looked at, but for now leave as is.

The Board discussed whether to consider going forward with requesting funds for the PlanNH Community Design Charrette Program. It was the decision of the Board that at this time one project to complete at a time is enough, the extra cost of another study is not needed. In the future they could look at working with NHPlan.

Cindy said that in talking with North Country Council that they were a bit surprised that no one from PlanNH had been to Jefferson yet. Ms. LeBlanc presented to the Board what PlanNH had to offer, however she has not seen our Town to get an idea of what the we are looking at.

In looking at the question on the survey as to whether the people wanted the Board to present an article to do a study with the intention of outlining way to enhance our community the majority of the responses were neutral. This could be something that the Board present at a later date.

Old Business:

Public input – None

Non-Public(if needed): -None

Other Business -

Cindy said that she has spoken with Stacy Dubois of the Fire Marshall's office and scheduled a site visit at the school building January 30th at 2:00pm. Ms. Dubois, Mr. Rosman and perhaps one other person from the Fire Marshall's office will be there, Chris Milligan,(weather permitting) and Tom

Brady. Cindy said that she asked Tom to be there as Kevin would still be at work and she will not be able to go. Kevin said that he would like to be there, however he is not sure he can make it. John Silver, Jr. may or may not be there as well. Linda will also be in attendance. Cindy said that she told Ms. Dubois that if she would like anything in advance from the Board prior to the site visit to let her know. Ms. Dubois said that nothing should be needed as long as the Board does not foresee any construction at this time. Cindy said that she told Ms. Dubois that there was no construction at this time.

Linda did report to the Board that she had responded to Mrs. Dube regarding her letter and the need of high speed internet. Linda thanked Mrs. Dube for her letter and told her the Board will add this to the list of concerns in an attempt to expand service.

Cindy said that she has been approached by the Lancaster Boy Scouts. They would like to use the school building for a sleepover for 25 to 30 kids with chaperons on March 23. Cindy said that she did mention this to Stacy Dubois to give her a heads up and told her that no decision has been made by the Board at this time. Casey McMann was the party that contacted Cindy. Cindy told her that the Board would have to wait until after the Fire Marshall's walk through before the Board could approve this request.

Kevin said that his first question would be what if the liability with having people in the building like that. The Boy Scouts should have an insurance package. Kevin said he still would like to know how the Town is covered.

Cindy did say that if the Board allows this use then it is setting an precedence. Cindy said that she is not saying yes or no, it is what the Board agrees on, however it will open up more opportunity, which Cindy said she thinks is great for utilization of the building. Kevin said that he has also been approached regarding using the building for some sports things for local towns to alleviate the strain they have in scheduling. At this time basketball practice and wrestling have been the two activities mentioned. One was a recreation group and the other one is the schools. Tom asked if areas within the building would be able to be closed off where these activities do not need to be. Tom also suggested that since the water has not been used that before letting anyone us the building the water should be tested.

Tom suggested that DES be contacted to find out what the drinking water requirements for the school building would be where it is not being used as a school and is a municipal building. Linda was asked to contact DES. Cindy said lets wait until after the Fire Marshall office inspection to see if they have any input to this.

Cindy reported that John Silver, Jr. said all the thermostats have been replaced and are working well. The pellet burner is working good. The rooms are all holding the set temperature. Linda reported that the WiFi is all setup.

The next meeting will be January 28, 2019 at 7:00 pm.

Tom made a motion to adjourn the meeting. Kevin seconded the motion. Motion carries.

The meeting adjourned at 8:32 pm.

Respectfully submitted,

