

TOWN OF JEFFERSON  
SELECT BOARD  
March 20, 2019

The regular meeting of the Board of Selectmen for the Town of Jefferson was held at the Select Board Office Wednesday March 20 2019 at 7:00 pm

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

OTHERS PRESENT: Linda Cushman, Assistant to Selectmen; Mark Dubois, Hwy Foreman; Chris Milligan, Fire Chief & Bill Patnaude

Kevin Meehan opened the regular Select Board meeting at 7:00. 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:**

Cindy Silver made a motion to accepted the minutes of the March 11, 2019 meeting as presented. Tom Brady seconded the motion. The motion carries.

**Public input:** None

**Reports of Departments/Boards:**

*Highway Department:*

Mark Dubois brought in the revised quote for the purchase of a new dump truck from McDevitt Trucks. The quote is with a 7-year extended warranty on the motor in the amount of \$131,652. The Board reviewed the information. Tom asked if this had to go out to bid. Linda said no, unless a public official is involved as the seller or contractor. Linda referenced the "Handbook for Local Officials" Chapter 10 section V Purchasing and Bidding. Kevin said that the other issue that was taken into consideration was the fact that there is no other dealer within a reasonable service area. Kevin asked Mark if he had reviewed the quote. Yes, and it has everything that was requested.

Tom made a motion to accept the quote from McDevitt Truck in the amount of \$131,652 for a 4700 set-forward front axle chassis and authorize the Chair to sign the quote. Cindy seconded the motion. Motion carries.

Chris Milligan said that regarding the truck, he knows that the radio in the International is not working. He was talking with Tac-2 and had gotten a couple of quotes for a new radio. There is a quote for two radios and the prices range from \$1534 to \$3,451. Chris said the less expensive radio was similar to the radio they put in the new fire truck and will give the same service. These radios are console mount models. This was information that he got for the Board to look at.

Tom asked what the expected delivery date is for the truck. Mark said if the order is placed now they are saying August 1.

Mark said that he has spoke to Tenco, they have set a tentative schedule for August. Just as soon as they get the truck they will start work on it.

*Office:*

Linda said that she had completed the MS-232 on the DRA site. There was a party in looking for information on doing a boundary line adjustment. Pulled information for Town Meeting. Went to the school building to check alarm issue. The backup batteries in the control panel needed to be replaced

**Unfinished Business:**

Chris Milligan and Bill Patnaude came in to request permission on behalf of the Fireman's Association to use the school building for their upcoming chili cook off and breakfast. Chris said that it would be easier for them to setup as they wouldn't have to move as many things around. If permission is granted the Association would purchase a griddle and deep fryer. These would meet all necessary code requirements. Also they would like to install some shelving in the room with the refrigerators. Bill said that there is a refrigerator that is there that should be replaced and they would do that. Bill said that they are not trying to take over, everything they put in would be for the public's use. They would like to put a couple doors on the shelves to store the Association's paper products. Bill said that everything they do at the school would be paid for by the Association and would not cost the Town anything and it could be used by anyone. Tom asked what the dates of the events are. The cook off is May 5 and a definite date for the breakfast hasn't been set. Tom asked if this building had been added to our insurance policy. Yes, it has the same coverage as all Town property. Chris said that the Association takes out an insurance to cover all their functions. Tom asked Chris if he would talk with the Fire Marshall's Office regarding any concerns with holding this kind of function. Chris said that would not be a problem. Tom said that the only thing is that there should be a water test done.

Bill asked if they could move down the old chairs from the Town Hall and leave them there. It was asked how many chairs would be needed. Bill said about 120 chairs. Linda said that the old chairs have been used to let out and are not in the best of shape. She said that there is only about 50 chairs. The Board said that the chairs should be gone through and any that should be disposed of taken out. Kevin said that she didn't have a problem with taking the old chairs to the school building. Bill said the Association had talked about purchasing chairs, but they didn't want to purchase 120 chairs and when the Town was ready to move to the school have more chairs than needed. They can move chairs back and forth if necessary. Bill asked if the Board had any problem with letting the Association use the new chairs. No, they have in the past. Bill said if the Board didn't object the they would go through the old chairs and separate out the good one and take the others to the dump. Cindy said that she did not have any objection to once the chairs had been sorted to them staying at the school building. Bill said that the Association has all ready bought 14 tables to be used at the school and they are being stored in the Chief's office. He asked if the Board had a place at the school where these could be stored. These tables will be for the public use as well. Cindy said she doesn't have an issue with storing the tables at the building, but at this point does not know where that would be. She asked if the tables were in the way in the Chief's office. No, they aren't. It was suggested to wait so that a place could be determined as to where to store the tables. Bill asked if it was all right for the Association to install the equipment in the kitchen. He said they have professionals to do the installation.

Tom made a motion to allow the Fireman's Association to use the former school building for different events such as the chili cook off and fireman's breakfast and to purchase a griddle and fryer using their funds and whatever is needed for the installation and to store the tables. Also would like to thank the Association for their donation. Cindy seconded the motion. Motion carries.

Bill did state that there would be an additional 4 stainless steel tables purchased to hold any hot plates and pans. There will be one for coffee and such.

The Board thanked the Association for the donation. Bill said the Town has supported the Association and they are willing to put it back into the Town.

Tom said that the water should be tested before any use of the building. After some discussion, the Chair asked Tom to contact DES to determine what had to be taken for samples.

### **Other Business -**

Chris Milligan said that according to the website the Gingerbread Manor is permanently closed.

Chris said that the Fire Department had been given a house on Dupont Road owned by Bruce Dupont, Jr. to burn for training purposes. The building has been inspected by Gem Environmental of Littleton and was approved for burning. An abutting property owner has concerns of the closeness to their property, therefore Chris said that the Fire Department will not be burning the building. He did want the Board to know that the environmental inspection had been done so if there is any question should the property owner go ahead and tear the building down.

About a year ago Chris said that he had informed the Board that the Fire Department was going to get involved in the "Get Alarm, smoke alarm NH" program. There has been several issues with the alarms state wide. The State has collected several of these troubled alarms and gone back to Kidde. It turns out to be a software issue. Kidde is going to correct the problem. At this time Chris said that he is not sure exactly how the State in going to notify people that had the alarms installed to the corrective measures that will need to be done.

Nancy Baillargeon of NH DES Dam Bureau has submitted a map and list of dams in Jefferson that could be of concern to the community. Chris said that the dams shown are listed as non menace. Chris will contact Ms. Baillargeon and go over this information

Linda reported that the June Garneau has informed the Town that the Hazard Mitigation Plan Update was approved on March 8, 2019.

Cindy said that she has the Library Building Committee binder from the Library Trustee Chair that she was asked to retrieve. The binder has information about what has happened in the past and items that they have discussed for the past 19 years. Cindy said that she has skimmed through the information and there is some great information that as a Board should take into account when doing the cost analysis. Cindy asked how the other members want to review this information. Tom suggested that this information be copied so each member can read through.

Cindy informed the Board that the Boy Scouts will be at the school building for two nights March 22 and 23. John Silver, Jr. will be meeting with Casey McMann Thursday morning to give her the keys and go over a couple of things. Casey will be dropping off an insurance certificate. They will not be using the kitchen other than the refrigerator. John will turn on the hot water as well.

Michelle Grey of NCC sent an email asking if the Board wanted to have another informational hearing on the survey results. She had been looking at the March Select Board minutes and saw where there had been some comments made.

Also Michelle would like to know how the Board wants to move forward with regards to the feasibility study and the Master Plan update.

Kevin said that he did not see the need for another informational hearing. He suggest the Board should contact Michelle regarding the feasibility study and Master Plan. Kevin said that actually the Planning Board should have the input as to the next step for the Master Plan.

Cindy said that from comments at Town Meeting there needs to be some operational cost within the study.

Linda reported that she, the Town clerk and Tax Collector did go to the school building to attempt to come up with a design plan. They came up with three office spaces. There needs to be a waiting area to include the tax maps and other public information that is available for public access. The one question that came up is the circulation of heat. There is one heater on the south wall. As for walls everyone was agreeable to cubical style walls. On the south wall it was suggested that two offices there and one office in front of the windows on the driveway side. No one really wants a working counter. Both Mary and Polly said that they feel a professional opinion is needed.

Kevin said that in doing the feasibility study that the study would show how the building should be used.

Kevin said that there may be a possibility to open the main office and this room to make it all one room. When the feasibility study is done Kevin states that the Board could cut this section of the building off saying that it is wanted for office use and let them determine how the space could be used. Cindy said that she likes this idea, it could give a better flow. There were several things discussed as for design.

The Board agreed that there was no need for any additional informational hearings at this time.

Linda was asked to contact Michele to see when she would be able to come to the Board to go over the next step in doing a feasibility study.

### **New Business:**

The board signed the MS-232 voted appropriation to be submitted to DRA.

Santa's Village has to do a traffic study for their driveway permit. There is going to be a scoping meeting for the expansion in Concord at DOT on April 8<sup>th</sup> at 10 am. Alex Belenz of NCC had called and asked anyone from the Town would be attending this meeting. This meeting is so that such information as proposed site plan and descriptions can be presented. Cindy said that she would like to attend however she will not be able to. Cindy said that she does not necessarily have any issue at this point, however she would like a copy of any notes from the meeting. Cindy said that she would like to keep abreast of what is happening. Linda will contact Alex at NCC to asked if he could get the Town a copy of the notes from this meeting.

Kevin said that this is definitely a point of interest for the Board with the discussion that the Board has had in the past few months. After input from our attorney the Town does not really have any say where as this is a State road.

Cindy said that Josh Smith has requested if he could use the Couture Ball Field for the annual Cystic Fibrosis fund raising softball game. This would be held over the Memorial Day weekend. The Board approved the request. Cindy asked if the construction material could be cleaned up at the ball field. Kevin said from what he is being told there were some issues and the snowmobile bridge is still a work in progress.

**Public Input:** None

**Non-Public RSA-91-A:39(if needed):** None

**Any Other Business:**

Cindy asked if there had been any input form the Planning Board regarding the 2020 Regional Transportation Plan. Linda said the Planning Board doesn't meet until the 26<sup>th</sup>.

The next meeting will be March 25, 2019.

Tom made a motion to adjourn. Cindy seconded the motion. Motion carries.

The meeting adjourned at 8:40 pm.

Respectfully submitted,