

TOWN OF JEFFERSON  
SELECT BOARD  
August 12, 2019

The regular meeting of the Board of Selectmen for the Town of Jefferson was held at the Select Board Office Monday, August 12, 2019 at 7:00 pm

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

**OTHERS PRESENT:** Kathi Marshall, Assistant to Selectmen and Linda Cushman, outgoing Assistant to the Selectmen

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

The Board reviewed, approved and signed 2 abatements for camper/trailers no longer located in Jefferson. Steven and Brenda Wheeler submitted a building permit for a garage with living quarters, and the permit was approved and signed by the Board. Burleigh Wyman submitted a building permit for a screen porch, and the Board signed and approved same. Members of the board also signed warrants for payroll and accounts payable. Invoices were approved for payment August 19, 2019.

**Meeting Minutes Approval:** Cindy motioned to accept the Select Board public meeting minutes for August 5, 2019, and Tom seconded the motion. The motion carried. Cindy then motioned to accept the non-public meeting minutes of July 29, and Tom seconded the motion. The motion carried.

Linda asked if the non-public meeting minutes from July 29 could be unsealed, and Cindy motioned to release them. Tom seconded the motion, and the motion carried.

Kevin led the Pledge of Allegiance.

**Public Input:** Mike Berry (Principal of WMRHS) and Robert Scott (Technical Education Director) gave a presentation of the planned remodeling or restructuring of White Mountains Regional High School. They are trying to reach the 5 Select Boards to introduce this upcoming proposal.

Mr. Berry pointed out there is a long history with this renovation project. While the school was built in 1966, there have been no renovations done since 1986. They are seeking feedback regarding this latest proposal, which they are confident is fiscally responsible and safety- and security-conscious. He did mention that previous presentations included requests for too much, and they have tried to trim unnecessary change and expense. To this end they have hired a construction manager to give them a "true cost evaluation."

Mr. Scott detailed the physical changes they propose including a relocation of the entrance with enhanced viewing to anyone trying to gain access. Bathrooms would be remodeled, as would locker rooms and the health center. An area would be set up in the culinary section that would include a 100-seat restaurant/social area they would like to open to the public for catered meetings or social events.

All administrative offices would be located together to deter unsupervised roaming around the school by students or visitors. A good deal of the project focuses on safety and security. CTE-dedicated

expenses, such as equipment, furniture or actual construction will be 75% funded. (Note: This is only for CTE related expenses. It is not for the entire project.)

Mr. Berry assured the Board that WMRHS is considered to have a very stable administrative team with very low turnover. They are attracting more students from Vermont—up from a couple last year to about 7-8 this year. Included in this proposal were changes to help accommodate the 25% of youth at the school who are considered to have special needs.

Linda asked about the transformers that were previously deemed a safety hazard—there are six in the school. Robert Scott assured her that they are contained within 2-hour protection fire walls and are now safe. The only concern is that they could possibly leak oil, and they are having the oil tested to see if it is too acidic. They will have an additive to remedy the situation in case leaking occurs.

Cindy asked if the superintendent's office would be located in the new administrative offices, and Mr. Scott said it would not.

The total project estimate is \$12,900,000. Funding will come through a state grant in the amount of \$6,800,000, and community funding will be \$6,100,000. These fees include construction costs, soft costs, engineering and design, permits, fees, equipment, contingencies and construction escalation for 2020 building. It is important to note that the funding is dependent on approval of the anticipated grant. (Projected tax rate - annual impact on homeowner - for the town of Jefferson is \$52.00 per \$100,000.00 assessment.)

**Report of Departments and/or Boards:** Mark Dubois was not there and had no Highway Report. Kathi explained that she had done payroll, reconciled the bank account, taken phone calls and had called the various towns to ask about their experience with LED replacement lights for their towns. She expressed that her unfamiliarity with terminology, permits, and certain responsibilities that only occur annually or quarterly, were the skills she needed to develop in order to become more comfortable and acclimated with the job responsibilities.

**Unfinished Business: *LED Replacement Lights for Jefferson:*** Kathi passed out the responses from Judy Ramsdell (Whitefield) and Margaret Connors (Sugar Hill) with their information on the companies they hired to install their LED lights and how cost-effective the lights have been. Kathi also mentioned she had spoken to Ed Samson in Lancaster. While he did not send any information he told her he worked with Rockingham Electric in Berlin. Lancaster received a really great deal because they have had a standing account with the company. Ed also mentioned the lights have saved the town money, and the lighting was very effective. Tom and Cindy suggested getting estimates from three different companies that would include Affinity and Rockingham.

There was no other unfinished business.

**New Business: *Central Paving:*** Central Paving paved the sidewalks in front of the town hall and the town office as a courtesy to the town. Kathi had the board sign a “thank-you” for Ed Stanley for the work.

Kathi mentioned that the previous “oldest citizen” of Jefferson had passed away and that now Stella Paschal, 96, is the oldest citizen. It was decided to order a clock for Stella and to find out from her family how and when they would like to have it presented to her.

Tom asked Linda if she would consider working part-time in order to give Kathi more help in adjusting

to the different aspects of the job. Linda agreed to lend her help. It was decided the topic of compensation would be considered at a later date.

**Public Input:** None

**Non-Public RSA-91-A:3 (if needed):** None

**Any Other Business:** No other business.

**The next meeting will be August 19, 2019.**

**Adjournment:**

Cindy made a motion to adjourn. Tom seconded the motion. The motion carried.

The meeting adjourned at 8:45 pm.

Respectfully submitted,