

TOWN OF JEFFERSON  
BOARD OF SELECTMEN  
August 15, 2016

The regular meeting of the Board of Selectmen for the Town of Jefferson was held at the Selectmen Office Monday August 15, 2016 at 6: 30 pm

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

OTHERS PRESENT: Linda Cushman, Assistant to Selectmen; Randal Northrop, Corrette & Assoc.

Kevin Meehan opened the regular meeting at 6:35 pm. The Board reviewed and approved the bills for payment next week. The Highway and Transfer Station report was reviewed. The warrants were signed. Terri Larcomb was in to pickup signed warrants and sign checks.

Tom Brady made a motion to amend the minutes of the August 8, 2016 minutes. Cindy seconded the motion. Motion carries. Grammatical errors were corrected. Tom made a motion to accept the minutes of the August 8, 2016 minutes as amended. Cindy seconded the motion. Motion carries.

Mr. Northrop stated that they had completed the audit of the 2015 books. They are waiting for the PDIP response for account verification so to do the MS-535 that is due to the Dept of Revenue. If the response is not received by the end of this week they will do the MS-535 without it. Mr. Northrop stated that the total of all fund balances shows that there is a total surplus of \$80, 884. As for deficiencies the the repeat is financial statements are not prepared. This is because the Town does not have the technical expertise to properly prepare it own financial statements. In order to prepare proper financials the Town would have to keep separate set of books for all accounts. The other deficiency is that other organizations that are non-profit are using the Town's EIN. The issue with this is that it exposes the Town to financial risks. It is recommended that the Select Board establish a policy for the use of it's EIN.

Mr. Northrop explained that new this year the NHRS has required that each Town show the unfunded liability to the retirement system. This is a prorated share of the long term liability.

The Select Board discussed the new law effective June 1, 2017 regarding "Accessory Dwelling Units". The Board decided that they would ask the Planning Board to review the new law to determine the best way to proceed to be complaint with the new law.

There was some discussion as to whether driveways need to be considered as structure with regards to setback requirements. In the past driveways have not been required to meet the setback. Kevin Meehan will discuss this with the Planning Board.

The Select Board approved the perpetual plaque for the past Select Board members.

C. N. Brown has submitted 2016/2017 heating fuel prices. Fixed price LP at \$1.149 per gallon and #2 heating oil at \$1.759 per gallon. The rack price for #2 is \$1.4935. Tom made a motion to accept the fixed price of \$1.149 for LP and \$1.759 for #2 from C. N. Brown. Cindy seconded the motion. Motion carries.

Review of the accessory dwelling requirements will be reviewed at the August 15<sup>th</sup> meeting.

The next meeting will be held Monday August 22, 2016 6:30 pm.

Cindy made a motion to adjourn the meeting. Tom seconded the motion, motion carries.

Being no further business the meeting adjourned at 7:40 pm.

Respectfully submitted,