

TOWN OF JEFFERSON
SELECT BOARD
September 16, 2019

The regular meeting of the Board of Selectmen for the Town of Jefferson was held at the Select Board Office Monday, September 16, 2019, at 6:00 p.m.

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

OTHERS PRESENT: Kathi Marshall, Assistant to the Selectmen. Mark Dubois, Joe Marshall, and Nancy DeCoursey were also present.

Members of the board signed warrants for payroll and accounts payable. Invoices were approved for payment September 16, 2019.

Meeting Minutes Approval: Cindy motioned to accept the Select Board public meeting minutes for September 9, 2019, and Tom seconded the motion. The motion carried.

Kevin led the Pledge of Allegiance.

Unfinished Business

The board decided to begin the meeting with the ongoing project being done by ADG regarding the Jefferson School. ADG had recently presented several layout ideas to the board and to the public.

Tom mentioned that ADG had given them five different plans for the school, and that some of those ideas encompassed the original suggestions that were in the town survey. Other plans did not. Tom felt the people of Jefferson were most equipped to suggest what would work in their town. Cindy felt the board should create a plan or two to present to the town, as opposed to bringing everything ADG had presented, which was quite overwhelming. She said ADG seemed to want feedback ideas as soon as possible so they could get to work on the final planning, complete with pricing information.

Kevin said the town survey was quite clear that the town offices should go in, as well as the library and some type of community center—a space available to all ages for meetings, activities, etc. All three board members agreed that the town offices should be located in the school, so we were not operating in two different buildings. He went on to say that ADG had designed plans with minimal major reconstruction needed which would save the town money if we could work within the footprint of the building as it is. There may need to be some renovation work where the town offices will be, perhaps the removal of a bathroom or a wall.

Tom gave each member a layout of the school and suggested they begin to identify what would work best in each area. He and Kevin spoke about their discussions with Polly and Linda who both wanted people to be able to walk up to their desks to speak with them face-to-face, as opposed to being behind a counter. Cindy mentioned that Mary and Polly need a closed, locked area. Kevin thought there should be a shared space for Mary, Polly and Terri since they often have to interact with each other.

Tom said ADG proposed the Historical Society be located in the back of the building, but he thought the library would be better there because parents could be in the library and still see their children

playing on the playground. Cindy agreed, but did mention the light coming from that direction. The library would then need blinds of some kind. Kevin felt there would be a little extra space in the library. There could be a sitting room or conversation area. He also mentioned the need for storage space for items like the Fire Department's tables, Red Cross cots (there has been discussion about using the building as an emergency shelter), and chairs for the community space. Kevin went on to discuss the possibility of a patio with a pergola to afford some protection from the westerly sun. It would also create a welcoming atmosphere—people could visit out there while their kids played, etc.

Tom asked if we were still on track with extending the parking lot. Cindy agreed she would like to include that in our suggestions to ADG. She would like the architects to give us a visual of how the parking lot might look. Kevin also mentioned an access road down to our gravel pit. Tom noted it would be good to have more than one exit from the parking lot—particularly for town meetings and such. He added there are many things that are on a wish list—things that don't necessarily have to be done right now. A pavilion was suggested.

It was mentioned that there could be some sort of restaurant or food dispensary located there, but the board felt at this time we should concentrate on having control over our own space that encompasses town government and town activities. Tom mentioned we would want the kitchen for our own town events. There was discussion regarding a “work space” that would allow people to come and work in an office environment. That way someone who needed some quiet space outside their home, could go to the office and work quietly in a co-working area, and there could be a fee charged for this access.

After detailed discussion the board created a plan they thought would be good to present to the townspeople, and seek their feedback. Tom suggested that at some time in the coming week Kathi could meet with any one of the board members at the school to see the area and be able to give her input.

Kevin showed Joe and Nancy the general plan the board pulled together as a possible suggestion to ADG so they could work up a plan, complete with pricing. Kevin explained the reason the Historical Society was moved from the back of the building, was because the architect felt the sun exposure there might damage items the Historical Society was working to preserve. Joe acknowledged that needed to be considered.

Tom said the board members have invested a great number of hours at their meetings, and at the school itself, to pull this plan together. They all agree it encompasses the important considerations for the town. He stressed that while the board is confident with this plan, they are actively seeking feedback from members of the community.

Joe asked how the co-working area would function. Kevin said there were several possibilities—most likely an open area where people could come in and work. Joe asked if it meant there would be copy machines and Kevin affirmed that. It could also include some desks, phones, internet access, and such. Tom said they should do more study in that area because there are towns in the state that have had buildings repurposed for that, and they have been hugely successful since so many folks do not have internet access. It could generate income by charging a rental fee for a certain amount of time. Joe mentioned they had requests at the library for video conferencing. Joe said he and Nancy just wanted to understand the direction the board was heading with regard to the school. He was also interested in seeing if there were any plans to have income-making areas available in order to help defray the cost of the project. Tom asked Joe if he would want more space for the Historical Society and not have a co-working area. Cindy said these issues are important, but perhaps at this stage they are not decisions we need to make since we are still working with generalities.

Kevin thanked Joe and Nancy for their interest in the project and their thoughts regarding the changes that are coming. Joe said the project was coming together in a positive way for the town, because the board is considering the things the survey expressed as important.

The board then went over the letter Kathi had written for publication in the local papers. The ad will run to announce the town meeting set for Thursday, October 10, at 7 p.m., when the board will present the general plan to the public. They will invite a representative from ADG and Michelle from North Country Council. Kathi will make the changes and get the ad to the Democrat so it runs on the 2nd and the 9th of October.

They will also do a bulk mailing to the town inviting people to come for the meeting. Linda set it up with the post office for September 26. We can't set a date until Kevin checks with ADG to see if they can make the date of the meeting. Kevin thought we should hold the meeting on October 10, and the time of the meeting should be 7 p.m.

Report of Departments and/or Boards

Highway: Mark Dubois told the board the new truck was arriving, and McDevitt Trucks wanted to know about payment. The vehicle is coming from the factory and should be here this week.

Considering next year's budget, he got a quote from Central Paving to pave the entrance on Davenport Rd. There are a lot of rocks pushing up through, and Central Paving will dig out all the rocks and redo that portion of the road.

The crew is working on Whipple Rd down near the turnaround. Mark said it can probably go another year before it needs major work. They are only doing gravel. He did a little this spring and they will do a little more this fall. Neither of the two entrances on Edmond Dr. are paved. Kevin asked if they are problem areas, and Mark said they're not the end of the world yet. The crew has fixed them up over the years. The two entrances on Edmond and a section on Davenport Rd are the three areas not paved in this town. Davenport is paved, but there are a lot of rocks sticking up. It's getting difficult to plow, so it's got to be done.

He is waiting on a quote for sand. He has gotten the salt he needs for this year.

Office: Kathi said she worked alone last Friday and with the exception of Monday, she will be going solo this week. She did ask Linda to stop in on Thursday in case she had questions or needed guidance with any issues.

Old Business

At last week's meeting Mr. Kim Perry informed the board that he was starting up a Boy Scouts troop and wanted to know if they could meet in the school. At this week's meeting Kathi presented the board members with a copy of Mr. Perry's insurance rider that showed the Scouts' liability coverage.

Public Input

New Business

There was no other business.

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

Any Other Business: No other business.

The next meeting will be September 23, 2019.

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

The meeting adjourned at 8:45 pm.

Respectfully submitted,