

**TOWN OF JEFFERSON
SELECT BOARD MEETING MINUTES**
November 18, 2019

The regular meeting of the Board of Selectmen for the Town of Jefferson was held at the Select Board Office Monday, November 18, 2019, at 7:00 p.m. The meeting scheduled for Monday, November 11, had been cancelled due to inclement weather.

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

OTHERS PRESENT: Kathi Marshall, Assistant to the Select Board; Jeff Young was also present.

Members of the board signed warrants for payroll and accounts payable. Invoices were approved for payment November 25, 2019. Members also signed three building permits (a 12' x 30' shed/roof for storage for John Openhowski, a 20' x 6' front deck and stairs replaced at the Davenport School, and the Verizon Wireless installation of antennas on the existing tower at 87 Albert's Drive). Board members also signed reconciled bank accounts.

Meeting Minutes Approval: Cindy moved to accept the Select Board public meeting minutes for November 4, 2019, as recorded, and Tom seconded the motion. The motion carried. Cindy then moved to accept the ADG meeting minutes from November 6, 2019, as recorded. Tom seconded the motion, and the motion carried.

Jeff Young led the Pledge of Allegiance.

Report of Departments and/or Boards

Highway: Mark was not present, but Kathi informed the board that he and Tom met with Shane Csiki from Concord regarding the overflow situation at Israel River Campground and Larcomb Road. He also repaired potholes on Enman and Phelps Roads before the snow fell. He and Mike spent a great amount of time plowing and sanding.

Business: Kathi explained she had been following up on the board requests from the previous meeting, as well as the requests from Stuart from ADG. She contacted the lawyers regarding the new town hall rental agreement. She also spoke with insurance companies regarding the certificate of liability that will be required from prospective renters. She reached out to Spectrum and set up a tentative meeting with their representative. She researched the burial information given to her by Ross Funeral Home when they asked the town for assistance paying for a cremation. She typed up the minutes from the ADG meeting of November 6, reconciled the bank accounts, made the NH Retirement report and completed the quarterly 941 taxes.

Public Input: Jeff Young gave a brief update on the Planning Board activities. They did not have a quorum at the last meeting. June Garneau has been given the go-ahead to move on the mailing containing the Planning Board's questionnaire about the master plan update.

Unfinished Business

ADG: Kathi said Stuart is planning to get back up here early in December, hopefully the first week. He will bring the three estimates for the school renovation: the first being the \$2-million plan, the

second being the \$1-million-plus plan, and the last being the 'bare bones' estimate of completing only the needed things, and leaving the superficial or surface things to the town. He will also bring information reflecting the tax impact for each of these plans. Stuart is also seeking information regarding the sewer system, and if there are any restrictions regarding a sale of the property. He is also looking for information on the property where the new library was proposed to be built. Kevin mentioned the library personnel would probably have that information, so Kathi said she would contact Liz Milligan and see if she could get her hands on a copy. Tom told Kathi to ask Stuart if he could come up Monday, December 2, since Tom will not be available on December 9. Kathi said she would check with him.

Israel River Campground: Tom and Mark met with Shane Csiki (the fluvial geomorphologist) to assess the water situation at the Israel River Campground and Larcomb Road. Tom said they walked all along the road, and Mark pointed out the issues, including the culverts, ditches, etc. Shane will issue a report and send it to Kathi in a day or two. He did reiterate that his work only applied to towns—he cannot do work for private citizens. Tom said Shane was very careful about where he took photos, and where he travelled so he could respect the boundaries of property owners. He said any property owner would have to seek permits and most likely hire an engineer in order to alleviate or remedy the overflow situation. Tom said we need to be certain of the town's rights as to exactly what we will be able to do, if anything at all. After all, the land sits in a flood plain. Tom said Shane had beautifully detailed maps and could see sandbars a long way up the river, and could tell how the water flows down to the pond, etc. We will have to wait for Shane's report for more information. Shane's reports are always passed on to the Wetlands Bureau, so if anything comes up in the future, they will know the situation at this location.

Town Hall Rental: At the previous meeting the board wanted to know if the certificate of liability was mandatory for anyone wanting to rent the hall. Kathi spoke with the town's lawyers, and they told her the certificate of liability is mandatory for anyone wanting to rent the hall. This includes adult activities or meetings, children's parties, birthday parties, baby showers, etc. The insurance company supports the lawyers' prerequisite for this certificate as it protects the town, as well as the person coordinating or organizing the event. Kathi said since renters will now be expected to obtain this certificate of liability, she called the insurance company to find out how someone would obtain one. She was advised there is a law group out of Florida (licensed in all 50 states) that allowed you to fill out an application on line for your event. Within a day you will receive a copy of your certificate to present to the town. The Certificate of Liability must be in the amount of \$1,000,000. The current cost to the renter is \$82.50, and this price could be subject to change.

Kathi assumed if they changed the rental policy, it would probably begin in the New Year. She felt it is such a hugh change regarding cost, it should be advertised somehow so people know in advance what to expect. Kevin said we could put it in the paper, online, and post it locally to let people know. Cindy asked what the rental fee would be. Kathi told her the contract calls for \$100 down, and after the event, and following a walk-through of the area to make certain everything is in order and nothing has been damaged, \$75 would be returned to the renter—similar to a security deposit.

Cindy said she was open to outside people renting the hall, but perhaps they should pay a slightly higher fee. It was also discussed that in the winter the heat had to be on, as well as the lights. The board members decided it was fair to charge \$35 for local renters and \$50 for outside town renters. It is stipulated in the contract that no alcohol or tobacco will be allowed on the property. Cindy made a motion to increase the town hall rental fee to \$35 for residents and \$50 for non-residents effective January 1, 2020. Renters will also be expected to provide a certificate of liability in the amount of \$1-million dollars. Tom seconded the motion and the motion carried.

Spectrum: Kathi mentioned that at the last board meeting Tom asked to have Spectrum put back on the agenda to see if the town could find some resolution with them. Kathi said she would try to contact the company negotiator again—she had previously e-mailed and phoned him and gotten no reply. After a month of trying he finally responded and said he was too far away to come up to a meeting. Kathi told him the board would be happy to do a conference call whenever it was convenient for him. He gave her a list of days and times he would be available. Kathi checked with the board, and they selected one of the dates. Kathi let the gentleman know the board was good with the date and time. The negotiator from Spectrum never responded again.

Kathi reached out again this week. He responded and seemed excited to begin work with them. The board members confirmed they are seeking internet access for the entire town of Jefferson. Kathi told them she is getting copious amounts of mail from Spectrum, and she has seen Spectrum employees working on the lines in Whitefield and Lancaster. She said she has received four full-color mailings from Spectrum to receive their service for \$44.95 monthly with no contract. They will even buy out your old contract up to \$500. She noted however, the fine print does indicate their service is not available in every area.

Tom said perhaps we could have Spectrum and ADG on the same night. They could do a conference call at 5 p.m. with Spectrum, and have Stuart come at 6 p.m. Kathi said she would try December 2 for the two of them. Tom asked Kathi if she could find the original contract with Spectrum and make him a copy. She said she would check on it for him. Tom mentioned that Edith Tucker is pursuing broadband throughout the county, and she may be able to lend some support to the board's efforts. Tom said perhaps with her backing we might be able to persuade Spectrum to work with Jefferson.

Funeral Cost Assistance: Kathi reminded the board that Ross Funeral Home had asked the town to help pay for the cremation costs for a town resident. Tom asked Kathi if she could find out more about the circumstances, and see if there were any family members in the area. Kathi spoke with Tammy at Ross Funeral Home and was told there was no family left. The couple had a minor daughter who was taken by the state, and following that both parents committed suicide. Ross is asking for \$750 toward their expenses, which is what most towns pay in similar situations. Kathi mentioned she had come across a grant that is given by the Phaneuf Foundation up to \$1,000. She said she wanted to give the information to Ross to see if they could get this money through the grant. If they are not eligible, then the town could help with the costs. The board agreed that Kathi should speak with Tammy, and if they cannot get money from the grant then the town will help pay.

Warrants: Kathi mentioned several properties on which deeds had been served by Norman Brown, giving residents 45 days to evacuate the properties. Kathi had received a call from one of the families because the owner is now in a nursing home, and their lawyer is helping them obtain medicaid for her. However, because they had no proof she was no longer a homeowner, Kathi went to Lancaster to the Registry of Deeds so she could file the warrants and obtain the book and page number as evidence the woman no longer owned a home. Now the town is in possession of these properties and is liable for their care. Kathi asked if someone should be sent to each of them to change the locks and winterize the homes. Kevin said to have Norm check the residences to make certain no one was still living there. He also said to give Norm permission to have a locksmith and/or a plumber go out to make sure the residences were ready for winter and had new locks on the doors.

New Business

School Gymnasium: Melissa Farrow is the Whitefield Recreation Director and is asking if her recreation program can use the gym at the Jefferson School throughout the upcoming basketball

season. They currently have access to the Whitefield School gymnasium, but they have to share it with the middle school basketball teams. Tom asked if the heat stays constant at the school or do we have to change it when someone uses the hall. Cindy said the temperature in there is now set at a reasonable level, and she didn't believe a basketball team would want it any warmer. Kevin said the Whitefield Director will need to present us with a schedule. Tom noted it will now be a concern when allowing access to the school to different groups. Kathi asked who would set the alarm opening and closing and we should consider how many people get that information. Tom said he was very leery about a number of people knowing alarm codes. Yet if they don't have them, you have to have someone there every time a group is meeting to open and close the school and set or disarm the alarm. That could be difficult and very inconvenient. Members told Kathi to obtain a schedule from Melissa, and they would meet again to discuss whether or not the town can accommodate the basketball team.

Eversource Energy Choice: A representative from the Eversource Energy Choice program reached out to the town in order to see if they could present a possible lower fixed-rate for the town's electricity costs. It is basically a price analysis. Tom said we should hear what they have to say if there is a chance it could save the town money. Cindy said they would have to come the 25th or wait until after the New Year. Kathi said she would see what she could set up with the company.

Library Budget: Kathi said she received an e-mail from Liz Milligan to see if she could come before the board on Monday, September 25, 2019 in order to present the library's 2020 budget. Board members agreed.

Accounts: Tom asked Kathi to speak with Linda about the reserve account, and to have her bring us up to date on its balance. Cindy also wanted to know about the account that has the funds for roads and bridges. Kevin said we have spent most of that—we bought a lot of gravel. A couple years ago the account had approximately \$38,000. Kathi said she would check on those accounts.

Non-Public RSA-91-A:3 (If needed)

Public Input: (None)

Any Other Business

Old Corner Store: Tom said there is water coming out from behind the Old Corner Store, and folks up there are concerned about what is coming out of the ground there. The runoff goes across the sidewalk and freezes. Residents are curious about what has been done to address this issue. They are concerned about the content of the run-off, and what effect that water will have on their properties. Kathi said she would check it out.

Library Sign: At a previous meeting Kate Savage had requested the sign for the library's fundraising campaign be removed from the property at the end of North Road since a "new library" has put on hold. The sign has been confusing to some because it appears we are still trying to raise money for the project. Kevin told Kathi to have Mark and Mike take the sign down and store it at the garage.

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

The next meeting will be November 25, 2019.

The meeting adjourned at 9:00 pm.

Respectfully submitted,