

TOWN OF JEFFERSON
SELECT BOARD
December 3, 2018

The regular meeting of the Board of Selectmen for the Town of Jefferson was held at the Select Board Office Monday December 3, 2018 at 7:00 pm

PRESENT: Cindy Silver, Chair; Kevin Meehan member comprising a quorum of the Board.

OTHERS PRESENT: Linda Cushman, Assistant to Selectmen; Mark Dubois, Highway Foreman

Cindy Silver opened the regular Select Board meeting at 7:02 pm. The Highway and Transfer Station report was reviewed.

The warrants were signed for the payroll and accounts payable.

Invoices were approved for payment December 10, 2018.

The Chair led the Pledge of Allegiance.

Kevin Meehan made a motion to approve the minutes of the November 28, 2018 Select Board meeting. Cindy Silver seconded the motion. Kevin made a motion to amend the minutes making clarifications corrections. Cindy seconded the motion to amend. Motion carries.

Cindy stated that Tom Brady had asked her to bring up that he would like to see it say “Mrs. Silver, Chair, Mr. Meehan and Mr. Brady” throughout the minutes. Kevin said that he didn't think that was necessary. Kevin and Cindy said they would wait to discuss this when Tom is here.

The motion to approve the minutes as amended was seconded. Motion carries.

Public input: None

Reports of Departments:

Mark Dubois stated that they have been busy and used a lot of resources. It seems like they have worked steady for the last three weeks, tow anyway. The extra 300 tons of winter sand been used plus.

Mark reported that Portland Pipeline is doing a test on the 24” line at the intersection of the Horan Road and Turnpike. They are not sure if there is a problem or not. They are in hopes that the work will be complete by Wednesday. They have a street light for night time and flaggers during the day. Kevin asked where the actual work is being done. On the Turnpike Road.

Mark said they had to rebuild the back of the sander. It was rusted out. The sprockets are mounted on the back and there is are adjuster back there where the adjusters. Kevin stated that that is a high impact ares. Mark said that where the adjusters sit on the body is right behind the rear tires and throws salt on it all the time rusting them out. Mark said that he knew it was bad, but was in hopes that it was going to last until we could get a new truck. Kevin asked if it is a stainless sander. No, it is steel. The sander is built into the body of the truck. Cindy asked how long we have had the truck. 10 years, this is the 10 season of use.

Mark reported that he is getting updated for a new truck to present for the 2019 budget.

Mark also stated that it appears that logging has started on the Pond Safety Road. Kevin asked if we know who is up there now. Mark said that Wellogg was up there last year and they are the ones who opened up the road. Mark said that the Board had talked about getting a bond to cover the Ingerson Road. It is up to the Board how they want to do this.

Cindy asked if everyone saw what she had forwarded regarding a newsletter. Kevin said that he saw the email, however, hadn't read it through in detail. Cindy said its a town update. It would let people know what is happening. Kevin asked what would you do with a newsletter? He understands the purpose, but once a newsletter was written what happens to it. Cindy said there could be numerous things, it could be emailed, the Board talked about constant contacts in prior meeting(this would be soliciting folks that want to receive). Cindy said that she doesn't remember how much this would cost on a monthly basis. If the Town does not want another expense that is understandable. Kevin said don't get him wrong, a newsletter is great idea. We are producing minutes, like I said I haven't seen the detail on the newsletter yet.

Cindy stated that it was just forward her from someone else in town saying it would be nice as an idea of the Board to get with other boards and have other boards report back on a quarterly basis and have something to keep folks updated on what is going on on a quarterly basis. That particular newsletter states hours of operation and who on the boards and stuff like that. Cindy said that she doesn't think that kind of detail is necessary. Cindy said that things like updates from the Planning Board, Zoning Board. Cindy states that she love the idea of constant communications. We do have meeting notes that are on our web site and Cindy states that she understands that. Folks know that they can get on the web site to read the meeting notes. Cindy said that she can go either way, she doesn't want to add a lot more work to peoples to-do list on a daily or quarterly basis. Cindy states that she thinks that it is important that we keep up to speed with our meeting notes. She said that she doesn't know how often the Planning Board puts their minutes on the web site. Cindy asked if there are meeting notes for the zoning board. Linda said yes, when they meet, which might be only once a year if they meet that often. Kevin said that in looking through the newsletter it looks more very similar to what we do with the Town Report, it would just be more often than once a year. Cindy said that she just wants to be better at sharing communications with folks. Do folks look at the web site without being prompted to. Kevin said that the best way to get something like a newsletter out would be to attach it to the web site, but, then you are in the same situation you are not reaching anymore than the ones that go to the web site. Kevin asked if what Cindy would like to do is reach out to folks that don't use the web site. Cindy said or the people that don't have internet. How do these folks find out what is going on. Linda Cushman suggested that if the Board had something that they wanted to share with people that perhaps if something was given to Wilma Corrigan she would include it in her weekly column. Cindy said that going forward there is going to be a lot of conversations and she wants to make sure that we are getting pertinent information out people and it can't just be the web site. The newsletter kind of prompted some thought on this might be a good idea. Kevin said that he comes back to the expense. When survey was mailed it went to registered voters. Kevin said that with a newsletter like that who do we send it to. Kevin said that he is not saying it is a bad idea by any means. He is just saying what are the steps for going through and making this out. In the end is it feasible. Kevin said that more research needs to be done. Kevin said that he likes the idea of getting information out, the question is how do we do it. Cindy said that this can be revisited at a later meeting.

North Country Council – Michelle Grey

Cindy said that she shared an email with everyone. The remainder of the surveys were dropped off. Cindy asked if we could get the preliminary results of the survey early than the 17th. She said that she would try. They need the time to really look at the percentages. They also had to tweak their survey results spreadsheet. Some of the question it was not just a yes or no answer. They have to go in one by one to add the responses. It is a lot more detailed than thought. Kevin said that he noticed that there were surveys that marked a response then made a comment. Kevin said that he can understand why NCC made that comment.

Michelle Grey said that she was going to reach out to Plan NH. She was in hopes to make contact with Plan NH last week. Hopefully by December 17th she will have more information for the Board.

An Intent to Cut for Wayne Kellner was signed.

A building permit for Mike and Marjorie Therrien was reviewed and signed. They are going to construct a 20 X30 home.

Old Business:

Review of the job description will be at the December 10th meeting.

The next meeting will be December 10, 2018 at 7:00 pm.

Cindy gave a paper to Linda that outlined what John Silver, Jr. had done at the school. Cindy said that he spent 5-hours at the school today. Two of the hours are volunteer hours that it took to clean the pellet boiler, and three hours to do the walk through. He listed everything he did. He cleaned the bottom of the pellet silo it was clogged from sitting moisture. He flushed all the toilets. He actual had to wait because some of the toilets continued to run, turned off the hot water tank in the boiler room as that pulls a lot of the oil. He said that maybe once a month he could go in there and turn the water back on and run the hot water through to circulate. He closed the outside fresh air off to the room heaters and turned the fans from high to low in rooms 8, 9, 10 and kindergarten. He also unplugged the big freezer in the kitchen. He shoveled the oil tank covers off. They need to stay clean. He measured the oil tank. It had 4.5 to 5 inches of oil. Which equals 122 gallons. The last oil delivery was made on November 2nd. John thinks that the the heat had been off for two to three days. Oil was delivered today. John will go back Tuesday and remeasure to get a new reading. Fuel can not go below 7-inches or the system will shut down. The pellet boiler is in winter mode. C.N. Brown delivered 500 gallon of fuel today. Linda said that under the circumstances she went ahead and ordered oil. Linda reported that 10 tons of pellets will be delivered Thursday. From today John said that he will go through the school weekly, sometimes bi-weekly just to watch how things work. John mentioned the low oil alarm, low heat alarm, what is it set at and what is the setup with Capital Alarm. Kevin said that the Board needs to find out what needs to be done to get our devices setup. Cindy said that no one got a call. Linda said that maybe Tom know what the temperature is set at. Cindy asked that Linda contact Capital Alarm to see what they have on file. Kevin said that when the Board had the walk through with Bill of the District they had talked about remote access. Bill said that he would make sure that the Board had that access. Kevin stated this has never happened. Cindy presented a log that John will be doing each week. Kevin mentioned that there is a system that just plugs into an outlet with a red light that comes on when the temperature gets low. It might be nice extra warning system. In the walk through John will be looking for no broken or frozen pipes, no broken windows or doors, flush the toilets, walk outside the building checking the roof, look at the drains and the room furnaces too. John did also mention that the roof drains were running good today, doing what they are supposed to do. Kevin said that is good to know after the amount of rain we have had in the last few days. Cindy will

type up the log for the building inspection and email a copy to the office. The heat in the building has been turned down to 56. Linda mentioned that we need to get an established schedule with C.N. Brown. If a tank reading is taken Tuesday morning and again in a week that will give an idea so to set up a oil deliver schedule.

Linda asked what was to be done with the CDS Toilet bill for toilets at the ballfield. Cindy said to check with Jason Call and go from there.

Public input - None

Non-Public(if needed): None

Kevin made a motion to adjourn the meeting. Cindy seconded the motion. Motion carries.

The meeting adjourned at 8:10.

Respectfully submitted,