

TOWN OF JEFFERSON  
SELECT BOARD  
May 8, 2017

The regular meeting of the Board of Selectmen for the Town of Jefferson was held at the Selectmen Office Monday, May 8, 2017 at 7:00 pm

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

OTHERS PRESENT: Linda Cushman, Assistant to Selectmen; Terri Larcomb, Treasurer

Tom Brady opened the regular meeting at 7:03 pm. The Highway and Transfer Station report was reviewed. Terri Larcomb, Treasurer was in to sign checks.

Kevin Meehan made a motion to accept the minutes of the May 1, 2017 Select Board meeting. Cindy Silver seconded the motion. Motion carries.

The accounts payable and payroll warrants were signed.

The invoices were reviewed and approved for payment May 15, 2017.

The Lancaster Ambulance contract was signed which will provide service to Jefferson for 2017.

The suggested Town Hall rental agreement was discussed. The Board believes that this suggested agreement is above and beyond what is needed for the hall. Linda was asked to contact the Primex attorney and discuss what some other options may be. Primex does offer the purchase of one-day insurance riders for the general public.

It was asked if the Board has the questions and changes for the web site ready for discussion with Veronica of Notchnet. She is scheduled to attend the May 22<sup>nd</sup> meeting. Cindy said that she has her notes at home. The Board will review this next week.

The Chair asked that the agenda be sent with the minutes prior to the scheduled meeting. This way they can be prepared.

Cindy reported that the meeting she attended presented by the Municipal Association was very good. One thing that was mentioned is that minutes before being approved should bear a notation that says "draft."

The Chair said that he had spoken to Mr. Hicks regarding the set back. Mr. Hicks is checking into the situation.

Chris Milligan reported that the Fire Department is working with Eastern to get a final price on a fire truck. He will keep the Board posted.

The Board discussed the process of distribution of building permits. The Board said they would like to discuss this with the Fire Chief more before making a final decision. Linda was asked to contact Chief Milligan to see if he could attend the next meeting.

The Chair asked how much work was left to do at the Starr King Cemetery, what about the wall. Kevin said that the facing need to be put on the pillars and wall. This should complete the work there. The Riverton Cemetery is slated to be completed this year with the finish cleaning of stones and the repair of some of the stones

The Chair said that he would like to see a schedule for maintenance for the cemeteries so that the financial planning can be made.

The review of the capital improvement plan was discussed. Kevin said that this is usually looked at in the fall during budget.

Cindy said that she would like to attend the presentation by the NHMA in Gorham on the roles of Town Boards and committees. This presentation is May 24<sup>th</sup>, the cost is \$10.00.

It was suggested that a binder of all polices, plans, regulations, and any other material that the Board may want to reference be put together. This could be something that is passed on to a new incoming Board member. Linda was asked to put this together.

The next meeting will be May 15, 2017 at 7:00 pm

A motion to adjourn the meeting was made and seconded. Motion carries.

The meeting adjourned at 7:55 pm.

Respectfully submitted,

Linda Cushman