

SELECT BOARD MEETING MINUTES
April 20, 2020

The regular weekly meeting of the Select Board was held Monday, April 20, 2020 at 7:00 p.m. The meeting was held by remote teleconference.

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

ALSO PRESENT: Kathi Marshall, Assistant to the Select Board. Catalina Celentano and Elise Ward of Eversource were also present.

Tom Brady called the meeting to order at 7:04 p.m. and read the following statement:

***The checklist to ensure meetings are compliant with
the “right to know” law during the state of emergency***

As Chair of the Jefferson, New Hampshire Select Board I find that due to the state of emergency declared by the governor as the result of the COVID-19 pandemic and in accordance with the governor’s emergency order #12 pursuant to executive order 2020-04 this public body is authorized to meet electronically. Please note that there is no physical location to observe and listen contemporaneously to this meeting which was authorized pursuant to the governor’s emergency order. However, in accordance with the emergency order I am confirming that we are:

- A. Providing public access to the meeting by telephone, and we are utilizing a telephone service so all members of the Town of Jefferson Select Board have the ability to communicate contemporaneously during this meeting through this platform. And the public has access to listen and, if necessary, to participate in this meeting by dialing the following phone number: 1-866-678-6823 and needing ID number 8959399 followed by the pound (#) sign.
- B. Providing public notice of necessary information for accessing the meeting. We previously gave notice to the public of the necessary information for accessing the meeting including how to access the meeting telephonically. Instructions have also been provided through the Town of Jefferson’s website www.jeffersonnh.org
- C. Providing a mechanism for the public to alert the public body during the meeting if there is a problem with access. If anybody has a problem please call 586-4553 or e-mail towwnofjefferson@myfairpoint.net.
- D. During the meeting if the public is unable to access the meeting. In the event the public is unable to access the meeting they will be adjourned and rescheduled.

Please note that all votes that are taken during this meeting will be done by a roll call vote, so let’s start the meeting by taking roll call attendance: Chair, Tom Brady, “present.” Select Board member Cindy Silver, “present.” Kevin Meehan, Select Board Member, “present.”

With the meeting called to order Cindy Silver led those present in the Pledge of Allegiance.

Warrants/Accounts Payable

Kathi read the list of checks that were paid April 20 as follows: For payroll Mark Dubois had 40 hours and was paid \$616.26. Bruce Hartford had 17.5 hours for \$168.72. Jimmey Howland worked 26 hours for \$256.33. Michael Kenison worked 40 hours for \$504.01. Kathi Marshall worked 40 hours for \$624.14 and Joy McCorkill worked 18 hours for \$221.76.

Accounts Payable were as follows: **Opal Bronson** for \$105.00, **VISA** for \$46.20, **Carroll Concrete** had three invoices for a total of \$3,959.30 (crushed gravel), **Eversource** (for the library) was \$69.53, the **Mitchel Municipal Group** for \$362.38, **KMJ Precision Fuels** for \$1,416.97, **Town of Lancaster** Ambulance Contract for \$16,051.50, **Impact Fire** for \$612.43, **Consolidated Communications** for \$216.55, **Trumbull & Associates, Inc.** for \$900.00, and **C.N. Brown** for \$285.74.

Kathi mentioned the contract for the ambulance service and told members it would have to be signed and notarized. Kevin made a motion that Kathi should be allowed to sign each board member's name along with her initials to authorize the contract. Cindy seconded the motion. Tom asked for a roll call vote: Cindy Silver "aye," Kevin Meehan "aye," and Tom Brady "aye." The motion carried.

Approval of Minutes 4/13/2020

Cindy made a motion to approve the meeting minutes from April 13, 2020 as recorded. Kevin Meehan seconded the motion. Tom Brady asked for a roll call vote: Cindy Silver "aye," Kevin Meehan "aye," and Tom Brady "aye." The motion carried and the minutes were approved.

Reports of Departments

Highway: Mark was not present at the meeting.

Business Office: Kathi said along with her regular work she completed the pending building permits and mailed the approved permits to the applicants. She said she has made a huge dent in the filing of e-mails, although they continue to be received in huge quantities. She has been in touch with Stuart regarding grants and he feels there are some good opportunities coming up. He would like to put Kathi in touch with someone who works on grants for his company, because he feels it would be a good opportunity to apply now and at the same time allow Kathi the experience of working alongside someone who knows the ropes. He would like to set up a teleconference for that. Kathi also mentioned she filled out the credit application for the new paper products company Cindy connected her to, but once again, she would need signatures from the board members.

Kevin made a motion that Kathi should be allowed to sign each board member's name on the credit application along with her initials so it can be submitted. Cindy Silver seconded the motion. Tom Brady asked for a roll call vote: Cindy Silver "aye," Kevin Meehan "aye," and Tom Brady "aye." The motion carried.

New Business: Kathi mentioned that a resident called her to let her know he had dibris from his house that needed to be hauled to Berlin by Beattie Enterprises and that the town was to pay for that transaction. He informed her the landfill in Berlin would not accept the delivery and needed a note from the town that it was okay. Kathi called A.V.R.R.D.D. And was told they had never allowed a town to pay for a "commercial" agreement. They said the home owner's insurance company should cover that expense. A.V.R.R.D.D. said the only time they had accepted a delivery of house remains and allowed the town to pay was if the house was property the town had taken back and it burned down or was demolished. Basically, the property/house had to be owned by the town.

Tom asked if Kathi could get in touch with the gentleman's insurance company and ask them if removal of dibris was covered. Tom believed his homeowner's policy should cover the expense and asked other board members if we should send the homeowner the bill and let him submit it to his insurance company.

Kathi said she had no problem asking for his insurance information if the board wanted her to do that. The gentleman still has the dibris sitting in his yard. Kathi said instead of paying anything at this time, to let her check into the insurance portion of it and see how it played out.

Kevin said in the past the town has paid for some transport to Berlin when people have a great deal of

debris, because if they bring it to our transfer station it can overload the process making it difficult for others to add to it. And the town has to pay Beattie to haul it anyway when the bin is full.

Tom said to see if the insurance company will pay it before we decide to move forward in any other way. Kathi said she would look into it.

PUBLIC INPUT

Once Catalina and Elise from Eversource joined the phone conference Tom opened the floor to them.

Catalina said Eversource has to continue to do the work they had planned for the year even though COVID-19 has compromised working in close proximity. She assured board members that Eversource will need to do some work in Jefferson and they will be following all directives with regard to safety procedures.

The transmission line S136 will impact Whitefield, Jefferson, Randolph and Gorham. There will be some structural replacements needed in Jefferson, and Eversource will need access to the locations. Elise said there will be 8 transmission structures to be replaced, hopefully in May through July. They will be the same height as the current structures but made of different materials that will better blend into the landscape. There will be some work on Meadows Road, Owl's Head Highway, and then will move parallel to Route 2. The second phase of the work will be replacing the wires from structure to structure. The updated wiring will improve communications from base station to base station and will also have better protection against lightning.

Eversource employees will have to traverse some uneven terrain and they are hoping for temporary access in special areas. They will definitely need to get a bucket truck into each location. Cindy said it would be helpful if Eversource could supply the town with maps of where they intend to work and where they will need access. There will also be helicopter work and that will likely be loud so Eversource will give advance warning of this type of work. Elise said Eversource has safety inspections every year to evaluate the condition of the poles, and this selection of poles they seek to replace are in pretty bad condition.

Catalina said they would work on getting the town the maps they needed to see where the project was headed. She also said they would contact land owners to give them notice when they planned to work in the area. They would keep communication lines open as they moved on with the project so the town knew where and when they would be working.

New Business: Tom asked Kathi if Beatrice Kenison contacted her. Kathi said Beatrice would like to rent the school on September 5, for a memorial service followed by a bereavement meal for her mother, Elaine Kenison. She inquired before the virus became an issue and Kathi said she couldn't set the date as there was to be construction in the school, and Kathi wasn't sure what condition it would be in if the renovations were taking place.

Board members agreed they would like to accommodate the family but it was just too difficult to predict what condition the school would be in at that time. Cindy said it would be a bad situation if we promised it to her and then ultimately could not deliver. There are just so many question marks about what/when everything will be happening. Kevin said we are also limited by the COVID-19 situation as well. We don't know what the status will be on that, and we are the mercy of what the state will issue as a directive.

Tom asked the board members if it was the number one priority for them to get the town offices, the library and the Historical Society into the school building since that was voted on at town meeting. All the members agreed it was the priority. They also agreed it would be difficult to put that off so someone could use the school. Kevin suggested Beatrice check back with us after July 1 to see where we are in the process. Cindy asked about the current town hall. Kathi checked the calendar and told members the

parking lot was booked on September 5 and most other weekends due to the weddings booked and their need to use the parking lot. Those reservations had already been paid. Kathi asked if these weddings were allowed to go on, since virus measures dictated no large groups congregating in one room. She added that Governor Sununu extended the state of emergency, including lock down, through May 15. Kathi checked the calendar and said the parking lot is booked from June through November, nearly every weekend. There is one weekend on June 6 that is currently booked for a concert.

Cindy agreed with Kevin that we have to wait to see how things unfold. It would be best to tell Beatrice to check back after July 1 to see what state the country is in and where we are with renovations. Tom said Kathi could check with Forrest Hicks to see what time that wedding is on the 5th of September, because maybe the funeral service could be in the morning and the wedding in the evening.

Unfinished Business: Cindy provided information on a new website company, and Tom asked if we could move the discussion about a new website to next week's meeting. Cindy said it was fine.

Kathi mentioned she has someone who lives on a private road and their road sign was stolen. The "private road" sign was also stolen. Kathi asked who was responsible for paying for private road signs? She had been told that private road signs are the responsibility of the residents on that road. They are required to have a sign indicating the road for 911 purposes.

Kevin felt it was the residents' responsibility since it was a private road. They are responsible for plowing and maintaining their road, and the sign is part of the maintenance. Tom said the town should not be responsible for paying for every private road sign. Kevin said he believed it was a state requirement. Kathi said she would check into it.

Public Input: Tom asked if anyone had joined the meeting and had public input. There was none.

Any other business: Cindy asked if anyone had been contacted by Joe Marshall who is asking if he can have access to the school. Kevin said he would be happy to let him in so he can check out the area designated for the Historical Society. Kevin will contact him.

Tom said he has been informed that some vehicles have been trucked in to an area on Turnpike Road and they are just sitting there. Tom said he will drive by this coming week to see what is going on. Kathi asked if they were abandoned vehicles, and Tom said they may be unregistered vehicles, and the board may need to send a letter.

Adjournment: Kevin made a motion to adjourn, and Cindy seconded the motion. Tom Brady asked for a roll call vote: Cindy Silver "aye," Kevin Meehan "aye," and Tom Brady "aye." The motion carried, and the meeting was adjourned at 8:15 p.m.

The next meeting of the Select Board will be Monday, April 27, 2020 at 7:00 p.m. by remote teleconference.

Respectfully submitted,