SELECT BOARD MEETING MINUTES

February 1, 2021

BUDGET HEARING 6:00 p.m.

There was a meeting of the Select Board Monday, February 1, at 6:00 p.m. and it was a public hearing on the proposed budget for 2021. The meeting was held by remote teleconference.

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

ALSO PRESENT: Kathi Marshall, Assistant to the Select Board. Linda Cushman and Mary Gross were also present.

Tom Brady called the meeting to order at 6:00 p.m. and read the following statement:

*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:*

1. *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.*
2. *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*](http://www.jeffersonnh.org)
3. *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*](mailto:towwnofjefferson@myfairpoint.net)*.*
4. *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: Tom Brady, Chair, “present.” Cindy Silver, Select Board Member, “present.” Kevin Meehan, Select Board Member, “present.” Kathi Marshall, Linda Cushman and Mary Gross added to the roll call and all were alone in their homes.*

**BUDGET**

Tom began the budget and Linda asked why certain categories had gone up this year. Kathi explained the Ambulance Contract had increased from $16,051 to $27,000, and would increase for the next couple years.

Linda also asked about the government buildings going up and Kevin told her we raised some of those categories, particularly the new community center due to the upcoming work that will be done. We anticipate an increase in heating costs and electricity.

In the welfare category the question was raised as to why the amount had increased from $5,000 to $25,000. The board explained it was an assistance situation they were working on with legal counsel. It was to be an expected expense in the summer of 2021. Linda asked if it should be a warrant article, and Kevin explained that in keeping with legal counsel’s advice, the subject could not be explained at that time.

Linda went on to question why Parks & Recreation had gone up and it was explained that fireworks will go up this coming year. Ultimately the budget figure was reduced to last year’s amount in that category.

With regard to revenue categories there were no questions.

They did discuss the warrant articles for town meeting and Cindy noted that articles 1-4 will be voted on by ballot, and Linda agreed.

Board members went on to discuss town meeting and when that would be held. The voting and all preparations leading up to it had to take place on March 9. However, the business aspect of the town meeting could be postponed until April, May, June or July. The postponement was granted through Governor Sununu’s Emergency Order #83. Kevin said they would finalize the post-ponement date at that evening’s meeting.

Kevin made a motion to close the budget hearing and Cindy seconded the motion. A roll call vote was taken with Cindy voting “aye,” Kevin voting “aye,” and Tom voting “aye.” The motion carried.

At this point in the meeting the scanners went off and Cindy announced the town hall was on fire. Kevin made a motion to recess the meeting until Friday, February 5, at 5:00 p.m. Cindy seconded the motion. A roll call vote was taken with Cindy voting “aye,” Kevin voting “aye,” and Tom voting “aye.” The motion passed and the meeting was recessed.

**The Select Board meeting was reconvened on Friday, February 6, at 5:00 p.m.**

*Tom reconvened the meeting by taking roll call attendance: Tom Brady, Chair, “present.” Cindy Silver, Select Board Member, “present.” Kevin Meehan, Select Board Member, “present.” Kathi Marshall, Linda Cushman and Jose Cote were also present.*

**PAYROLL/ACCOUNTS PAYABLE**

Cindy made a motion to approve the expenditures and payroll from the week ending January 30, and to authorize Kathi to pay them and sign corresponding reports on behalf of the board members. Kevin seconded the motion. Tom took a roll call vote and Cindy voted “aye,” Kevin voted “aye,” and Tom voted “aye.” The motion passed.

**MEETING MINUTES JANUARY 25, 2021**

Cindy made a motion to approve the meeting minutes from January 25, 2021 as recorded. Kevin seconded the motion. Tom took a roll call vote. Cindy voted “aye,” Kevin voted “aye,” and Tom voted “aye.” The motion carried.

**REPORTS OF DEPARTMENTS AND BOARDS**

All board members approved the Highway and Business reports.

**PUBLIC INPUT**

**NEW BUSINESS**

**Town Report:** Kathi asked board members if they would like to include a greeting of some kind in the Town Report. Cindy thought it would be a good idea since a lot had occurred during the year with the renovations begun at the school, Covid-19, and the fire. Board members agreed it might be a good idea. Tom asked Kathi if she could compose something for them to approve.

**UNFINISHED BUSINESS**

**“.GOV” E-mail Update:** Kathi told board members she received the information on obtaining a “.gov” e-mail address. She also mentioned there was a letter that had to be returned that was signed by the Select Board approving of this transition. Kathi said she would prepare the letter—that had to be on the town letterhead—so members could sign it.

**Letter of Engagement:** Board members were also reminded of the Letter of Engagement from the insurance company brought on by Primex to investigate the cyber incident of hacking the town’s e-mail. The letter had to be signed by the board Chair. Cindy made a motion to authorize Tom to sign on behalf of the board members and Kevin seconded the motion. A roll call vote was taken with Cindy voting “aye,” Kevin voting “aye,” and Tom voting “aye.” The motion carried.

**NON-PUBLIC (If needed)**

**PUBLIC INPUT (None)**

**ANY OTHER BUSINESS**

**Town Meeting Date**: Board members discussed possible dates for the business portion of Town Meeting, and have decided to hold the meeting on Saturday, June 8, during the day—specific time to be announced. At that time of the year, if Covid-19 is still present, it can be held outside.

**Cleaning at the School:** Cindy mentioned that John volunteered to clean the offices and the bathroom at the Community Center when the offices are finally up and running. He will do that until the board decides on a more permanent arrangement.

**Adjournment:** Cindy made a motion to adjourn the meeting. Kevin seconded the motion. Tom took a roll call vote. Cindy voted “aye,” Kevin voted “aye,” and Tom voted “aye.” The motion carried.

The meeting was adjourned at 5:50 p.m.

The next scheduled meeting of the Select Board will be Monday, February 8, 2021 at 7:00 p.m. The meeting will be by teleconference.

Respectfully submitted,