

SELECT BOARD MEETING MINUTES
June 8, 2020

There was a meeting of the Select Board Monday, June 8, 2020 at 7:00 p.m. The meeting was held by remote teleconference.

PRESENT: Tom Brady, Chair; and Kevin Meehan, members comprising a quorum of the board. Cindy Silver was not present and had asked to be excused earlier in the week.

ALSO PRESENT: Kathi Marshall, Assistant to the Select Board.

Tom Brady called the meeting to order at 7:08 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:

- 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."

WARRANTS/ACCOUNTS PAYABLE

Payroll for the week included regular town employees and the semi-annual payroll for firefighters and EMS volunteers. Rodney Boudle had 23.25 hours for \$265.75. Mark Dubois worked 35 hours for \$540.47, Jimmey Howland had 33 hours for \$326.85, Mike Kenison had 40 hours for \$503.99, Kathi Marshall had 40 hours for \$624.13, Bruce Hartford had 17 hours for \$163.89, John Silver Jr. had 12 hours for 110.05. Fire department and EMS included Chris Milligan for \$1,506.01, Liz Milligan is \$403.87, Kasey Haliday is \$315.77, Mark Corrigan is \$746.20, Lawrence Coulter is \$448.38, Regan Hite is \$119.22, Raymond Lamitola is \$128.38, Jacob Morgan is \$111.84, William Patnaude is \$320.96, Dana Perkins is \$229.26, Alan Reynolds is \$238.43, David Savage is \$385.15, John Silver Jr. is \$137.56, Lucas Simino is \$91.70, Hank Verret is \$403.35, Larry Wells is \$512.43 and Frederick Ingerson is \$165.07.

For Accounts Payable the A.V.R.R.D.D. monthly invoice was \$1,614.60, A+ Conferencing was \$243.19 (Covid-19 expense), ADG had a final invoice for \$825.08, Avitar was \$135.95, Beattie Enterprises was \$2,130.00, C.N. Brown was \$138.10, Chris Milligan was \$1,982.00, Eversource Street Lights was \$439.48, Irving Oil was 157.27, Jimmey Howland had a check for \$57.48, Lawns Unlimited was \$720.00, McDevitt Trucks was \$128.39, Opal Bronson was \$175.00, Perras Ace Hardware was \$15.28, Sanel was \$35.47, Spectrum was \$96.98, Town of Lancaster was \$250.00 (for a cascade for FD), US Postal System for \$325.50 for the tax collector's mailings, Capital Alarm Systems for \$72.00, US Postal Service for \$56.00 to renew P.O. Box for one year, US Postal Service for \$634.45 for envelopes for the tax collector.

Kevin made a motion to approve the expenditures as listed and to have Kathi go ahead and pay the invoices. Tom seconded the motion. Tom took a roll call vote and Kevin voted "aye," and Tom voted "aye." The motion passed.

PUBLIC INPUT

There was no public input.

APPROVAL OF MINUTES 6-1-2020

Kevin made a motion to approve the meeting minutes from June 1, 2020 as recorded. Tom seconded the motion. Tom took a roll call vote and Kevin voted "aye," and Tom voted "aye." The motion carried.

REPORTS OF DEPARTMENTS AND BOARDS

Highway: Mark was not present at the meeting.

Business Office: Kathi said in addition to her regular duties she worked on Wednesday with Linda to get several reports to the Department of Revenue. She also learned about the process of setting up burial sites at Kilkenny Cemetery, and she worked on the septic issue with the designer and with the town health officer. She also did research on a new computer.

NEW BUSINESS

Burial at Kilkenny Cemetery: Kathi presented the deed for two burial plots at Kilkenny Cemetery that were purchased by Lorraine Merrow, for a planned interment Saturday, June 13. The deed is to be signed by the members of the Select Board.

Kevin made a motion to allow Kathi to sign the names of the Select Board members and to initial them in order to process the deed and give it to Ms. Merrow. Tom seconded the motion and took a roll call vote. Kevin voted “aye,” and Tom voted “aye.” The motion carried.

Yoga: Kathi received a call from Joy who facilitates the meetings of the yoga group. They are asking when they might be able to go back into the town hall for yoga sessions again. Tom said we are currently on hold at this time. He mentioned the correspondence we recently received from the insurance company regarding liability if someone contracts COVID-19 at a public gathering. They suggest an insurance rider valued at \$2,000,000. Tom asked Kathi to contact the insurance company to see if groups that were always allowed in the town hall would be covered for that, or if they must pay for a separate policy. He also wanted to know the price if the town pays for a policy. Tom said the board would address it at the next meeting.

Planning Board: The Planning Board would like to recommend certain members to be renewed in the positions they are currently holding, and these recommendations need approval by the board. Tom suggested we wait until all members of the board were available to discuss this.

UNFINISHED BUSINESS

25 Meadows Road: Kathi said Paul went out and spoke with the homeowner and got her verbal permission for the town to begin work on the property. Kathi contacted Cathy Conway who told her a new design would need to be done. She said she will try to do the design in one week (it usually takes her two weeks), and her work will be \$800. The filing fee is \$300. Tom and Kevin agreed that Cathy Conway should go out and begin to make the new plans as soon as possible.

Town Offices Opening: Tom would like to have all members of the board present in order to discuss the opening of the town offices and any changes that need to be made beforehand.

PUBLIC INPUT (None)

ANY OTHER BUSINESS

ADJOURNMENT

Kevin made a motion to adjourn the meeting. Tom seconded the motion. Tom took a roll call vote and Kevin voted “aye,” and Tom voted “aye.” The motion carried. The meeting was adjourned at 7:35 p.m.

The next meeting of the Select Board will be Monday, June 15, 2020 at 7:00 p.m. The meeting will be by teleconference.

Respectfully submitted,