

SELECT BOARD
MEETING MINUTES
November 9, 2020

There was a meeting of the Select Board Monday, November 9, 2020 at 7:00 p.m. The meeting was held in person and by remote teleconference.

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

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

Tom Brady called the meeting to order at 7:02 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. (There is also a physical location from which to observe and listen contemporaneously to this meeting, which is the town hall.) Please note 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 in person, 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, and please remember the meeting is being recorded.

Tom began by taking roll call attendance: Tom Brady, Chair, "present." Cindy Silver, Select Board Member, "present." Kevin Meehan, Select Board Member, "present." Kathi Marshall "present" at the Town Office.

ACCOUNTS PAYABLE AND PAYROLL

Cindy made a motion to accept the payroll and accounts payable for week ending 11.07.2020 as presented and to authorize Kathi to pay them and to sign the reports for the board members. Kevin seconded the motion and a roll call vote was taken. Cindy voted “aye,” Kevin voted “aye,” and Tom voted “aye.” The motion passed.

PUBLIC INPUT (None)

APPROVAL OF BOARD MINUTES FOR 11/02/2020

Cindy made a motion to approve the meeting minutes dated 11/02/2020 as presented. Kevin seconded the motion. A roll call vote was taken with Cindy voting “aye,” Kevin voting “aye,” and Tom voting “aye.” The motion passed.

REPORTS OF DEPARTMENTS AND BOARDS

Board members read and accepted the highway report and the business report for the week.

NEW BUSINESS

Pistol Permit/Silver: Kathi presented the pistol permit for Cindy Silver. The background check was complete and Norman Brown signed it. Kathi said one board member would have to sign the permit itself. Kevin said he would sign.

Current Use Application/Lorena Johnson: Kathi presented an application for Current Use from Lorena Johnson. Ordinarily you would need ten acres of land to qualify for current use, but John Trumbull went to her property and so did the Department of Agriculture. The DOA designated a good portion of her property as wetland and signed an approval for the application for current use. The application needs to be signed by board members.

Kevin made a motion to approve the Current Use Application for Lorena Johnson. Cindy Silver seconded the motion. A roll call vote was taken with Cindy voting “aye,” Kevin voting “aye,” and Tom voting “aye.” The motion carried.

Sewer User Fees: Kathi presented the list of residents who use the town septic that was submitted by Mary Gross. Proposed annual pricing was attached. The paperwork needed signatures of board members. Cindy asked about pricing on sewer usage and wanted to know when prices were last updated. Kathi said the price had been the same since she had come to work there. She told board members she would check with Linda or Mary about the pricing.

Quitclaim Deed/Plant: Kathi had the quitclaim deed from The Law Office of John Riff in Lancaster. Mr. Plant had come to the board earlier and was working out a private purchase of property once belonging to Jamie Smith and with whom Mr. Plant was currently negotiating. The quitclaim deed needed board signatures and had to be notarized. Members agreed to come into the office that week in order to sign the deed.

Kevin made a motion to approve the Quitclaim Deed for the Jamie Smith property so the conveyance of land could take place. Cindy seconded the motion. A roll call vote was taken with Cindy voting “aye,” Kevin voting “aye,” and Tom voting “aye.” The motion carried.

Request for Reimbursement: Kathi presented an application for reimbursement to the Town of Jefferson based on the fact that the town has a number of acres of state forest land. Tom said Linda would have to go into the office and assess the value of the acreage in question. The request will then have to be signed by board members.

Transfer Station Dumpster: There is an old dumpster at the transfer station that Jimmey said is rotted out on the bottom. He has had a couple people ask if it was for sale. Board members agreed they would sell it, but Kevin said it should not be sold for less than \$200 or \$250 since it's worth that price for the weight for scrap metal. Kathi said she would let Jimmey know.

Walking in the town hall: A resident has asked if she might be allowed to walk the perimeter of the town hall on snowy or icy days this winter. Ordinarily she walks on the roads, but when weather prohibits that, she thought she might walk the town hall instead.

Cindy said this issue touched on a greater issue, and that was the possibility of closing the town hall on Monday nights during Select Board meetings. She felt they should take that precaution due to the uptick in COVID-19 cases in Coös County and Jefferson.

Kevin agreed and added that it should be the same for all board meetings and gatherings—that they should now meet remotely until further notice. He said we don't want to encourage gatherings and we should be careful about limiting the number of people who come into the building.

Tom thought going back to fully remote for Select Board meetings was a good idea. All members agreed. Kevin said he mentioned it to the Planning Board secretary a couple days prior, that the Select Board might be making this decision.

Board members ultimately agreed they should vote to establish this new policy so all groups, boards and gatherings would adhere to the change and meet remotely as opposed to on site.

Kevin made a motion that due to the increase in Covid-19 cases, the town hall should be off limits for meetings, gatherings, events, etc. until further notice. Cindy seconded the motion. A roll call vote was taken with Cindy voting “aye,” Kevin voting “aye,” and Tom voting “aye.” The motion carried.

Tom said to make sure individuals know that they do not have to enter the building just because the town hall is open during the day. He wanted the public to know they can still use the dropbox or call in or e-mail their requests and they will be taken care of.

Cindy wanted to reiterate that the town hall will not be available for any get-togethers, or meetings, or even individuals other than for business. The town hall will only be open to those who need to do business with the Town Clerk or the Select Board Assistant. Tom added that he totally understood the request to use the hall for walking when the weather conditions were not good. However, the town has to be very careful about not encouraging folks to come in and use the building, as that encourages more

people to inquire. He felt it was best to play it safe, perhaps even until we moved to the school where ultimately people could walk the halls very easily. But it was crucial that we respected the health risks and waited until we had a clean bill of health from Covid.

UNFINISHED BUSINESS

25 Meadows Road/Contractors: Kathi received two responses from contractors regarding the septic issue at 25 Meadows Road. No one quoted a price on the three proposals. Kathi said the response from A&B Excavating included information about how the pricing could conceivably go up if the job was to be done at this time of year and the ground began to freeze.

Tom wanted to know how much money the town had spent on legal consultation regarding this issue. Tom wondered if this carried on until the spring, were there any restrictions on whether or not the homeowner could continue to rent rooms.

Kathi said she wants to check with legal counsel about the paperwork Joe was going to pull together for the homeowner. She said we can't start anything on the ground until Joe has the homeowner sign the new agreement. Tom said Kathi should find out from Joe what our course of action is.

Town Hall Door: Kathi did contact Mark Zizzer and he will be there either Tuesday or Thursday to check out the two doors. Mr. Zizzer told her he would give her an idea of the best action to take and he thought he could probably save both doors.

Eversource Lighting Upgrade: Cindy has the contract for the lighting work to be done at the Jefferson Community Building, and it would need board signatures. She said we may want to discuss it the following week.

PUBLIC INPUT – None

NON-PUBLIC (None)

Any Other Business

Real Estate Appraisers: Kathi contacted three appraisers. She connected with only one—Goddard & Associates. He was very familiar with the property and the town. He said in order to submit an appraisal it would cost the town \$800 and it would take three months before we got the quote itself. He said their appraisal work is very thorough.

Tom asked if another well could be dug on the property and then the property wouldn't have to be sold. Cindy said that had been discussed before and the question was where would the well be drilled. You had to be a certain distance from the other well and from the tank at the Old Corner Store. Kevin said it was also mentioned that today the well that's there would be in question, so another well might not be possible.

Tom said this is going to be difficult going back and forth about selling the property and whether or not the buyers' insurance company will cover liability if the skating rink and the monuments are on their property. He said he would hate to see the town have to pay a huge legal fee working out these types of issues.

Broadband Committee: The Select Board is invited to find a representative from Jefferson to serve on the Broadband Committee. The purpose of the committee is to assess the needs in the North Country for internet access for all. Kathi asked if the board members had anyone in mind who might want to serve. They mentioned a couple people who had expressed a desire to get involved in the past and asked Kathi to contact them and see if either of them would be interested.

Jeffery Young: Kathi read a letter from Jeffery Young announcing that he was resigning from his position as Assistant Moderator as well as his involvement in other boards and organizations. The board members expressed their gratitude for his record of service throughout the years and wished him well in the future. The position of Assistant Moderator is open and the board welcomes anyone interested in assuming this position.

Letters of compliance: Cindy asked Kathi if there had been any response to the letters that had been mailed seeking compliance with building codes and camper issues. Kathi said she had no response. Kevin mentioned he spoke with the gentleman who had the camper issue and Kevin told him he needed to respond to the town in writing. Tom thought we should send them a letter and request they call in to a Select Board meeting so it could be discussed. Cindy said there has been no movement on the camper property at all. She felt it was a good idea to send them a letter and have them respond within a certain period of time. Tom said they should be given the opportunity to phone in to a meeting or send a letter stating what they intended to do to rectify the situation.

Road checks: Cindy thought it would be a good idea for the board members to have a schedule to check out the roads in town for conditions, remedies, how often they need repair, etc. Other members agreed it was a good idea. They discussed possibly beginning something like that in the next month. Cindy thought it would be educational and would keep them informed as to conditions, location of certain roads, etc. Tom said they would need a map with all the roads, perhaps the 911 map. Kevin said at each weekly meeting they could discuss one road at a time with any questions or concerns.

Budget: Board members asked Kathi to contact those who turn in budgets each year to have them ready for the board to look at on the 23rd of November.

Veterans' Day: Cindy asked if the offices were open on Veterans' Day. Kevin said Linda used to use the Veterans' Day holiday as a floating holiday and she took it the Friday after Thanksgiving. Kathi said she was fine working Veterans' Day and taking that day after Thanksgiving. The transfer station is open on Veterans' Day.

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, and the meeting was adjourned at 8:50 p.m.

The next meeting of the Select Board will be Monday, November 16, 2020, at 7:00 p.m.

Respectfully submitted,