

SELECT BOARD MEETING MINUTES  
November 20, 2020

There was a meeting of the Select Board Friday, November 20, 2020 at 5:00 p.m. The meeting was held by remote teleconference.

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

ALSO PRESENT: Linda Cushman

Tom Brady called the meeting to order at 5:05 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](http://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](mailto: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.*

We will start by taking roll call attendance please state whether or not you are alone: Tom Brady, Chair, "present." Cindy Silver, Select Board Member, "present." Kevin Meehan, Select Board Member, "present." Linda Cushman "present" all persons were alone at their locations.

The purpose of this meeting was to set the 2020 tax rate.

The Board had been presented with two options:

1. DRA rate with no “undesignated fund balance” being used, the rate being \$23.32  
County \$5.02; Town \$2.96; Local School \$13.23; State Education \$2.11
2. Applying \$50,000 of the “undesignated fund balance” rate, the rate being \$22.93  
County \$5.02; Town \$2.57; Local School \$13.23; State Education \$2.11

Cindy stated that she has an issue when the County, Town, and State Education has all decreased and the Local School increases. She said that there must be funds available to the School District that could be used to reduce the tax.

Linda stated that the increase at the School level was due to the passing of the school budget back in March.

Cindy said that she understood that but no one was aware of the Covid-19 hitting as it did. She asked if the Board could refuse the rate and sent it back to the School for recalculation.

Tom explained that everyone's budget process was the same and that what was approved at the Spring meetings now had to be funded.

Tom asked what the balance was of the “undesignated fund balance” was after using \$50,000. Linda said the balance was \$703,034. The lowest the the “undesignated fund balance” could be drawn down to would be \$190,662.

Linda explained that the municipal accounting is done on accrual basis not cash basis, meaning that not all of that \$700,000 is cash in the bank some is uncollected taxes, they will be collected but when is the question.

Kevin asked what would happen if we used \$100,000 to help reduce the rate. Linda said that it would decrease the Town rate by about 39 cents.

Linda stated that she would not recommend using anymore than the \$100,000 not knowing what will happen next year with the Covid. The Town has one project that will more than likely use some of the “undesignated fund balance.”

Kevin made a motion to use \$100,000 from the “undesignated fund balance” to reduce the tax rate to \$22.54(give or take a penny). Cindy seconded the motion.

Tom took a roll call vote: Kevin: aye, Cindy: aye, and Tom: aye, motion passes.

**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 5:20 p.m.

Respectfully submitted,

Linda Cushman