

JEFFERSON SELECT BOARD MEETING MINUTES

January 29, 2024

Present: Pamela Grotton, Robert Clark, Jr., and Claudia Orff-Reed

The meeting was called to order at 4:59 pm.

Meeting Minutes: January 29, 2024 (3-0)

Handouts:

911 OFFICER:

- William Nicholson has offered to do the GIS portion of the 911 Officer's job and Wayne Johnston will continue to do the measurements on site.
- Lynne has contacted the State to be sure the position can be divided between two people, they confirmed this is acceptable.
- The Select Board agreed to this arrangement and signed the appointment papers.

NOTARY:

- Claudia would like the Town Office to provide Public Notary services.
- Lynne will contact MMA to see about having the Town Office providing this service, to see if an employee can be required to become a notary, and to see if the Town will provide liability insurance to cover the notary if they are brought to court.

SNOW PLOWING AND WINTER MAINTENANCE:

- The new 2-year road snow plowing contract was submitted for the 2024/2025 and 2025/2026 seasons.
 - Year 1 increases 19% and year 2 increases 3%.
 - It was recommended that the Select Board consider using the State Program for the salt because it may reduce the overall costs significantly, which could offset a large portion of the increase in the snow plowing contract.
 - A motion was made to accept the new contract for the 2024/2025 and 2025/2026 seasons. (3-0)
- The Road Commissioner indicated a need for another load of salt in the Salt Shed. Robert will put in a request.
- The Road Commissioner's contract for snow plowing the Town Office parking lot was discussed. Robert.
 - There is going up to \$2000 for 2024/2025 year.
 - A motion was made to accept Wayne's contract. (3-0)
- It was noted that the electricity bill for the Salt Shed has increased significantly, and everyone was made aware to keep a watch to be sure everything gets turned off.

BUDGET DISCUSSION:

- The 2024 budget was discussed.
- There was discussion about bringing the staff pay rates up to the same level as the surrounding towns. The Select Board decided to give the staff half of the requested increase in 2024 and the other half in 2025.
- Robert requested a copy of the Road Reserve balance for the next Select Board meeting.

OTHER:

- 'Roads Spreadsheet', Pam would like a spreadsheet kept for the upcoming year for all road work.
 - She would like to see the month and date for each invoice received and the road being worked on.
 - Keep copies of the invoices to accompany the spreadsheet at the end of the year.
 - Ensure the Road Commissioner provides complete details, on the invoices, of all the work being done on each road.
- Town Calendar.
 - Robert needs a copy of the 2024 holiday calendar to approve.
 - Once approved Pam would like it to be posted on the website annually under 'News and Notices'.
- Next agenda – nothing but the municipal warrant and if possible, the Budget Committee to be here for 5:30 pm to review the budget.

Approved Town Expense Warrant in the amount of \$10,914.89
The Select Board meeting adjourned at 7:28 pm.

Pamela J. Grotton
Claudia Orff-Reed
Robert Clark