

JEFFERSON SELECT BOARD MEETING MINUTES

November 3, 2025

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

Meeting Called to Order: 5:01 pm

Meeting Minutes Approved: October 20, 2025 (3-0)

Handouts:

FOLLOW UP FROM MEETING OF 10/20/2025:

- North Mountain Road – Nathan Northrup finished up the vegetation removal along the road. There are more trees that need to come down. The property owners should be notified when the time comes.
- Tax Maps – a motion was made to have Lincoln County Publishing scan our current tax maps to PDF, and to provide the Town of Jefferson with the PDF and a full set of color prints of the 45 tax maps – seconded (3-0)
- Road Budget/Carryover/Current Expenses –
 - Robert asked if the 2025 road expenses amount had been subtracted from the numbers provided by the auditors via Lynne at the last meeting.
 - The paving on Egypt Rd and the culverts on N. Mountain Rd should come out of 2025 surplus, per Robert.
 - Have all the ARPA expenses been properly moved to the ARPA account?
 - Lynne to run a detail report for the Roads showing where all the expenses for 2025 have been applied – Robert will come in and look at it when it's ready.
- Securing Documents – Donald has built the shelves in the closet in the clerk's office, and he's installed the new lock on the door.
- Camden National Bank/First National Bank –
 - The Select Board would like to be listed with signature authority on all of the accounts at both Camden National and First National Banks.
 - The appointment papers appointing Kimberly James as Deputy Treasurer were signed by the Select Board.
 - A motion was made to have all members of the Select Board, the Treasurer, and the Deputy Treasurer given access/signature authority to all of the Town of Jefferson accounts at Camden National Bank and First National Bank. Furthermore, upon termination or resignation of any person, in any of the above mentioned positions, all access for that person will be terminated on all of the accounts at Camden National Bank and First National Bank. In addition, any changes or additions made to any or all accounts will require two authorized signatures at both Camden National Bank and First National Bank. – seconded (3-0)
- Tax Bills – per Pam, keep this on the agenda for further discussion on having multiple due dates and looking into changing the fiscal year from 1/1-12/31 to 7/1-6/30.
- Kevin Verney – Robert was contacted by Kevin Verney. Kevin stated he had a warranty deed for the island, signed by someone at the State of Maine, and would like his name to be put back on the tax bill. We will check the Registry of Deeds to see if this warranty deed has been filed with them.

LINCOLN COUNTY AMBULANCE:

- Robert was told that there was no change to the Lincoln County Ambulance budget and that they would be sending the numbers shortly.

ROAD COMMISSIONER:

- Sheridan Bond reported a ~~pothole~~ ^{raised Culvert} on Hodgkins Hill Road and cited the "Pothole Law". Claudia will take a look at it and report back and speak to Wayne about it.
- Pam had a report on the beavers in the various culverts around town.
 - Atkins Road, Egypt Road, Punk Point Road, and Hodgkins Hill Road all the beavers and traps have been removed, and Wayne can now clean out the culverts.

- Old County Road the beavers have built a large dam. Jeffrey needs to get his traps out before Wayne can clear out the dam that was built and the remainder of the culvert.

ERIC CALDERWOOD:

- Eric Calderwood, engineer assessing the Salt Shed and the Glidden Bridge, was present.
- Salt Shed:
 - It needs to be repaired from the inside. Eric is recommending putting some steel bars in the concrete, taking the 2x4 wood out, and pouring more concrete. This will happen in the summer when the shed is less full of sand and salt.
- Glidden Bridge:
 - The bridge is currently rated 3, which is poor condition.
 - The bridge in Sommerville is owned by the State and the State is not planning to fix their bridge.
 - Eric stated we could replace it In-Kind but that means we can only increase the diameter but not the length of the culvert.
 - Eric also suggested the possibility of proposing a 50/50 cost share with the DOT – he thought they might be agreeable but also noted that it might not be timely as we'd be put in a queue of other projects, and it might end up costing the Town more than 50% of the project.
 - Eric will draw up some SPECS so that we can begin the process of putting the job out to bid.
 - Eric will also look into Vortex, a suggestion from Pam, who apparently has done some work for the DOT and might be able to do the job without having to close the bridge to the public.

CANNABIS PERMIT OF BUSINESS OPERATION:

- The Select Board signed the Permits of Business Operation for Cape Hill Cannabis, LLC, Elevation Station, and Snow Tree Farms, LLC.

REPAYMENT AGREEMENT:

- The Select Board signed the repayment agreement for Dennis Alexander.

CODE ENFORCEMENT OFFICER:

- Sunrise Park – Donald and the DEP Representative were both happy with the replanting plan that was submitted and it was acknowledged that they won't be able to plant until the spring.
- Amish Permit – Donald has nothing to report about this.
- The Rat problem on Route 17 – the neighbor was in again today (11/03/25) to complain about the rats. Lynne will contact Dottie again tomorrow.

Approved the Town Expense Warrant in the amount of \$39,000.55.

The Select Board meeting adjourned at 6:45 pm.

Pamela J. Hutton
Claudia Duff-Reed
Rollie Elmer