

JEFFERSON SELECT BOARD MEETING MINUTES

March 9, 2026

Present: Pamela Grotton-CSB, Robert Clark Jr-SB, Claudia Orff-Reed-SB, Tabatha Mac ARTHUR-Town Clerk, Lynne Barnikow- Administrator, Wayne Johnston- Road Commissioner.

Call the meeting to order at 5:01 pm

Meeting Minute:

Approve minutes for February 24, 2026, with the changes of adding Russell Ogilvie and Wayne Cunninghams approval to cut trees on the North Mountain Road, not everyone's approval.

Policies:

- Retirement-Reviewed the outstanding policy, no changes made
- Vacation- added a line into the existing policy for years 1-2 with 1 week vacation time. Pam made the motion; Claudia seconded the motion. 3-0
 - Pam makes a motion to add into the vacation section of the policy that: No employee may take unpaid time off unless approved by the Town Administrator and the Select Board. Once approved benefits will be prorated for time off at employee's expense. Claudia Seconded the motion. 3-0
- Snow Days- Pam Makes a motion to the inclement weather section in the policy, to the Town Office follow state closure policy. Claudia seconded the motion 2-1 (Jigger voted against this change)
 - Pam made a motion that if there isn't a state closure due to inclement weather the Town Administrator can contact the Select Board. Claudia Seconded the motion. 2-1 (Jigger voted against)
- Resign payment agreement-Signed
- Sign Assessor's Contract-Signed
- Tabby- We agreed on a pay, and Tabby accepted the position as Town Administrator/Treasurer.
- Sign Appointments
- Wayne: Posted roads, starting to cut and tag trees on the North mountain Road
- We went into executive session at 5:21 pm , ended executive session at 5:22 pm

- Other:

- Us cellular town contract is up in July, Bernstein Shur is going to be redoing our contract.
- Sign Warrants in the amount of \$25,890
- Meeting adjourned at 6:20

Date

4/6/20

Pamela J. Grotton

Pamela Grotton, Chair of Select Board

Robert Clark

Robert Clark, Select Board Member

Claudia Orff-Reed

Claudia Orff-Reed, Select Board Member