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| Town of Orford |  |  |  |  |  |  |  |  |
| Board of Selectman |  |  |  |  |  |  |  |
| Meeting Minutes |  |  |  |  |  |  |  |
| August 22, 2012 and recessed continuation  |  |  |  |  |  |
| on August 27, 2012 |  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |  |  |  |  |  |
| MEMBERS PRESENT: | Tom Steketee, Anne Duncan Cooley, John Adams |  |  |  |
| OTHERS PRESENT: | Bob Green, Thomas Thomson, Sheila Thomson |  |  |  |
|  |  |  |  |  | Faith Knap, Herb Knap, Steve Allen |  |  |  |  |
|  |  |  |  |  |  |  |  |  |  |  |  |
| I. | Call meeting to order |  |  |  |  |  |  |
|  |  |  | the meeting was called to order at 5:30 PM |  |  |  |  |
|  |  |  |  |  |  |  |  |  |  |  |  |
|  | Steve Allen, Assessor  |  |  |  |  |  |  |
|  |  |  | reported that he had completed his review of properties. |  |  |  |
|  |  |  | This review resulted in forty four taxable amount changes. Copies of affected properties were |
|  |  |  | being forwarded to Louis Mack. |  |  |  |  |  |
|  |  |  |  |  |  |  |  |  |  |  |  |
| II.  | Approval of August 8, 2012 minutes. |  |  |  |  |  |
|  |  |  | Minutes were approved as amended. (two minor corrections) |  |  |  |
|  |  |  |  |  |  |  |  |  |  |  |  |
| III. | Old Business |  |  |  |  |  |  |  |
|  | A. | Board Reports |  |  |  |  |  |  |
|  |  |  | Tom Steketee |  |  |  |  |  |  |
|  |  | 1 |  | The Planning Board meet this week in a public session dealing with an illegal subdivision being recorded at Grafton County.  |  |  |
|  |  |  |  | It became apparent during the information being presented to the Planning Board that the Town of Orford is a by-stander in this complex legal battle.  |  |  |
|  |  |  |  | For a full report see the Planning Board minutes. |  |  |  |
|  |  |  |  |  |  |  |  |  |  |  |  |
|  |  | 2 |  | The temporary fix at the Archertown Road Newcomb Hollow site is deteriorating. |  |
|  |  |  |  | Charlie will be contacted to determine if the town can stabilize it, or do we need  |  |
|  |  |  |  | contactors help. |  |  |  |  |  |  |
|  |  |  |  |  |  |  |  |  |  |  |  |
|  |  | 3 |  | DES will be contacted to determine if they will allow, as a permanent fix, |  |
|  |  |  |  | the direct replacement or "as -was" condition as a permanent repair.  |  |  |
|  |  |  |  | Regulations recently changed and the question is: is this site grandfathered. |  |
|  |  |  |  | This DES opinion will affect how we proceed with a permanent replacement. |  |
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|  |  | 1 |  | Permanent fix to Newcomb Hollow site continues.  |  |  |  |
|  |  |  |  | Conversations have begun with Dubois and King, the engineering firm the Selectboard has  |
|  |  |  |  | chosen to work with for the permanent "fix" to Archertown Road Newcomb Hollow  |  |
|  |  |  |  | culvert/bridge project. |  |  |  |  |  |
|  |  |  |  | These conversations will lead to negotiations for scope of project and eventually costs. |
|  |  |  |  |  |  |  |  |  |  |  |  |
|  |  | 2 |  | Purchasing Policy responses have been received from some departments. John Adams will  |
|  |  |  |  | compile the responses for review. All are due by 8/29. |  |  |  |
|  |  |  |  |  |  |  |  |  |  |  |  |
|  |  |  | Anne Duncan Cooley |  |  |  |  |  |  |
|  |  | 1 |  | Employee Handbook rewrite draft has been started.  |  |  |  |
|  |  |  |  |  |  |  |  |  |  |  |  |
|  |  | 2 |  | Water testing in Jacobs Brook showed a high level of e-coli.  |
|  |  |  |  |  This has happened intermittently before. |  |  |  |  |
|  |  |  |  | The pattern suggests it is seasonal or a temporary containment upstream. |  |
|  |  |  |  | A follow-up test will be conducted after which a conclusion will be made. |  |
|  |  |  |  |  |  |  |  |  |  |  |  |
|  |  | 3 |  | Energy Committee reports it will bringing recommendations to the Selectboard  |  |
|  |  |  |  | concerning energy savings at the Town Offices. |  |  |  |
|  |  |  |  |  |  |  |  |  |  |  |  |
| III. | B. |  | Class V roads. |  |  |  |  |  |  |
|  |  |  |  | Tom and Sheila Thomson expressed concerns to the Board about |  |  |
|  |  |  |  | the response they had to their previous letter.  |  |  |  |
|  |  |  |  | Bob Green reported on an alternative opinion from a lawyer he contacted. |  |
|  |  |  |  | The Selectboard thanked everyone for their opinions in this complex matter. |  |
|  |  |  |  | The Selectboard confirmed that all Class V roads are Class V roads and that |  |
|  |  |  |  | historic patterns and levels of maintenance will not change  |  |  |
|  |  |  |  | until the use patterns of the roads changes. |  |  |  |  |
|  |  |  |  | The Selectboard reminded all present that the Select board |  |  |
|  |  |  |  | does not have the authority to change the classification of a road,  |  |  |
|  |  |  |  | only the Town at Town meeting does. |  |  |  |  |
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|  |  |  |  | It was determined that the New Hampshire RSA's dealing with roads and their maintenance are not clear as to what "maintenance" is. |  |  |
|  |  |  |  | Many towns, including Orford, have for years chosen not to plow roads, i.e. not maintain roads, that are usually not used in the winter. This practice has gone on for years and cross country skiers and snowmobilers have benefitted. |  |  |
|  |  |  |  | This decision is an apparent violation of the law which in part reads: roads will be maintained and repaired by the town in suitable condition for travel.  |  |  |
|  |  |  |  | A NH legislative change is required to "fix" this problem |  |  |  |
|  |  |  |  | A motion was made to clarify that all Class V roads in questions are year-round roads, not summer highways. These Class V roads are Andrews Road, Baker Road, Cole Farm Road, Marsh Road, Quinttown Road and town Road 107. The motion passed.Tom Thomson was asked to present this request for a legislative change to the New Hampshire State government.  |  |  |
|  |  |  |  | He accepted. |  |  |  |  |  |  |
|  |  |  |  |  |  |  |  |  |  |  |  |
| III. | C. | (not specified on agenda) |  |  |  |  |  |  |
|  |  |  | Other Old business |  |  |  |  |  |  |
|  |  |  |  | Herb Knapp reports that the Orford Volunteer Fire Department has not yet hooked up  |
|  |  |  |  | the fax machine that he donated to them a long time ago.  |  |  |
|  |  |  |  | And asked if the Board could do something about it. |  |  |  |
|  |  |  |  | John Adams will review it with Chief Dennis. |  |  |  |
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|  |  |  |  | Faith Knapp reports that she can not submit her EMT reports as required by law because of the above problem. As a temporary solution she is authorized to use the fax machine in the Town Office. |
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| III. | D. | MS-4 Revised Estimated Revenues |  |  |  |  |  |
|  |  |  |  | Discussion postponed until Monday Aug 27 after Sheri's return. |  |  |
| III. E. | Yield Tax abatement. |  |  |  |  |  |  |
|  |  |  |  | Roy Lemieux, Timber Operation: 11 355-05, Tax map 008-027-003 |  |  |
|  |  |  |  | request for abatement on grounds that a typographical error occurred |  |  |
|  |  |  |  | that resulted in an incorrect figure. |  |  |  |  |
|  |  |  |  | Selectboard agreed. Abatement approved |  |  |  |  |
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| III. | F. | Fast Roads Connections agreement request |  |  |  |  |
|  |  |  |  | Fast Roads eliminated their request of the Town for placing equipment in the Town Offices building. |  |  |
|  |  |  |  | Instead they offered a standard single pole to a single building connection agreement for a regular service connection. |  |  |
|  |  |  |  | The pole to building Connection agreement was approved. |  |  |
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| III. | G | UVLSRPC Representative |  |  |  |  |  |  |
|  |  |  |  | UVLSRPC notified the Board that we have the opportunity to have a representative |  |
|  |  |  |  | on this regional planning board. At one time we had a Selectboard member who was the "rep" |
|  |  |  |  | Unfortunately their meetings are in conflict with our Selectboard meetings. |  |
|  |  |  |  | Sheri will be asked to create a list of possible people who may be interested in participating. |
|  |  |  |  | Anne will notify UVLSRPC of the progress on their request. |  |  |  |
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| Iv. | New Business |  |  |  |  |  |  |  |
|  | A. |  | Correspondence |  |  |  |  |  |  |
|  |  | 1 |  | An unemployment claim was received for a person who was an Orford Volunteer Fireman. |
|  |  |  |  | Sheri could not fill out the form because she did not have all the required employment |
|  |  |  |  | information about the person. John Adams will contact Chief Dennis to determine why the  |
|  |  |  |  | official Town records are not complete and not the same as those the Volunteer Fire Depart  |
|  |  |  |  | may have. |  |  |  |  |  |  |
|  |  |  |  |  |  |  |  |  |  |  |  |
|  |  | 2 |  | Tax Collector Louise Mack, reports that as a result of changes in hardware and software that |
|  |  |  |  |  Tax Bills will have a different appearance. The biggest change will be that they are on  |
|  |  |  |  | an 8 1/2" x 11" piece of paper. |  |  |  |  |
|  |  |  |  | John Adams will review with Louise the Boards concerns about suitable backup for  |  |
|  |  |  |  | the computerized records. |  |  |  |  |  |
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|  |  | 3 |  | Selectboard set up, take down and monitoring coverage for the upcoming election  |  |
|  |  |  |  | was reviewed. |  |  |  |  |  |  |
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| IV. | B | Accounts payable |  |  |  |  |  |  |
|  |  |  |  | were reviewed and approved where required |  |  |  |
|  |  |  |  | manifests signed |  |  |  |  |  |  |
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| IV. | C | Other |  |  |  |  |  |  |  |  |
|  |  |  | The Board will ask Sheri to review what it would take to implement recycling in the Town Offices. |
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| V. |  | Comments & Questions form the Public |  |  |  |  |  |
|  |  |  |  | None at this time |  |  |  |  |  |  |
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| VI. |  | Non-Public session |  |  |  |  |  |  |
|  |  | not needed |  |  |  |  |  |  |  |
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| VII |  | Adjourn |  |  |  |  |  |  |  |  |
|  |  |  | The Board recessed until 8 AM Monday 8/27/12 at the Town Office. |  |  |  |
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|  |  |  | Recessed. | 8:37 PM |  |  |  |  |  |  |
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| recorded by |  |  |  |  |  |  |  |  |
| John Adams |  |  |  |  |  |  |  |  |
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