

TOWN OF ORFORD

Board of Selectmen
GoToMeeting Minutes
December 23, 2020

MEMBERS PRESENT: John Adams, Fred Kidder II

OTHERS PRESENT: Esther Dobbins-Marsh, Michael Gilbert, Carl Johnson, Chief Bachus

Call Meeting to Order

The meeting was called to order at 5:30

Roll Call Taken – above board members present

Approval of Minutes

Motion made by Adams, seconded by Kidder to accept the minutes of 12/09/2020 (as amended)

Motion Passed

Motion made by Adams, seconded by Kidder to accept the minutes of 12/16/2020 (as amended)

Motion Passed

Reports

- A. **Emergency Management Director**-Michael Gilbert submitted his letter of resignation to the Selectboard as the Orford Emergency Management Director (EMD) effective immediately. He has taken on a new position at his work that will require him to be at his job should a large-scale event occur. Gilbert recommended Carl Johnson to take over the EMD position. Johnson has been briefed on all of Orford's plans, files and activities, and Gilbert will be available to assist Johnson should the need arise. Adams said on behalf of the Selectboard he regretfully accepts Gilbert's resignation. Kidder echoed Adams comments and thanked Gilbert for his thoughtfulness in naming a candidate for consideration to take over the role of EMD. Adams asked Johnson if he was willing to accept the position – Johnson confirmed he was. *Motion made by Adams, seconded by Kidder to appoint Carl Johnson to fill the position of Emergency Management Director. Motion Passed*
Dobbins-Marsh will prepare the appointment letter for the Selectboard to sign for this appointment, along with the letter the Paul Hatch, NH DES as notification of the change.
- B. **Police Department** – Chief Bachus presented his report for the month of November to the Selectboard. There were a total 47 calls for service (4 of which were NH State Police) response for non-injury accident, trespass, identity theft, and suspicious person calls. Orford PD calls included felony assault case, thefts, illegal dumping, and various other calls. A total of 13 motor vehicle stops with no citations issued. Calls for service were down due to Thanksgiving Holiday, plus there is a more limited contact process with the public due to significant spikes in the pandemic numbers. Covid-19 continues to its ever-growing presence in the local communities and Chief Bachus' continues to take appropriate measures to ensure the safety of the public. Adams asked about the theft case – was this a one-time incident or multiple? Bachus said several road side businesses were hit in Orford, Fairlee, Piermont & Haverhill.

Old Business

A. Update of Outstanding Projects

- a) Highway Garage Doors – After a brief discussion, a *Motion was made by Kidder, seconded by Adams to accept the estimate of \$1,600 for new motors, with safety eyes, for two of the Highway garage doors. Motion Passed*
- b) Safety Hazard (RSA 155-B) Properties – no response has been received from Mr. Patton – this will be moved to the January 13, 2021 agenda
- c) FEMA Project Updates
 1. Town Road #100 – electric poles & wires have been moved. The contractor will present their new schedule after Christmas. The culvert is ready, as is the temporary bridge, to be installed.
 2. Quinttown Road dual culvert – Kidder asked if this project was completed and signed off on by the contractor. Dobbins-Marsh said per the road agent, the contractor was working at the site this week to finish up. The Selectboard will request an update from the road agent at the January 13, 2021 Selectboard meeting.
- d) Rural Economic Development plan – the letter of intent was submitted to the state. The Selectboard will discuss in greater detail at the January 13, 2021 meeting.

B. Broadband Committee meeting report – Adams said the meeting won't be held until December 30, 2020 this month, so there is nothing to report at this time

New Business

- A. Review of Assessor's Contract for services & fees** – to date only one proposal has been received. The Selectboard requested Dobbins-Marsh contact Lyme, NH for a reference check on the services from Granite Hill. *Motion made by Adams, seconded by Kidder to accept the proposal from Granite Hill Municipal Services for Orford's assessing needs, pending a favorable verification from Lyme, NH. Motion Passed.*
- B. Prepare for the Public Hearing for the Proposed 2021 budget & Warrant Articles** – a mailer will be sent in early January 2021 which will include the GoToMeeting information, date and time of the meeting. It will also identify how and where to obtain the proposed 2021 budget and warrant articles.
- C. Review of received "Notice of Intent to Cut Wood"** – there were none to review
- D. Correspondence** – there was no correspondence to review

Manifests, Payroll and Accounts Payable folders

The manifest, payroll and accounts payable folders were reviewed and signed where necessary.

Non-Public Session

A motion was made by Adams, seconded by Kidder to enter into non-public session under RSA 91-A:3, II(a) for personnel matters, and RSA 91-A:3 (c) for public assistance matters at 6:25 pm. A roll call vote of member's present was taken with a decision in the affirmative

The Board resumed the regular meeting at 6:40 pm. A motion was made by Adams, seconded by Kidder to seal the minutes of the nonpublic session. Motion Approved.

Motion made by Kidder, seconded by Adams to use part of the received Election CARES funds to compensate the Town Clerk for 92 additional hours worked, as a result of COVID related

restrictions, for the State Primary and General Election, at a total of \$1573.35 for payroll and related taxes. In addition, funds will be applied to the Town Clerk postage expense line item in the amount of \$620 for costs related to those same elections. Motion Passed.

Adjourn

Motion made by Kidder, seconded by Adams to adjourn the meeting. Motion Passed.

The meeting adjourned at 6:45 pm

Respectfully Submitted,

Esther Dobbins-Marsh