

TOWN OF ORFORD

Board of Selectmen

Meeting Minutes

January 27, 2021, 2021

MEMBERS PRESENT: John Adams, Fred Kidder II

OTHERS PRESENT: Esther Dobbins-Marsh, Harry Pease, Jason Bachus, Martha Tecca
(Community Care of Lyme)

Call Meeting to Order

The meeting was called to order at 5:30

Approval of Minutes

Motion made by Adams, seconded by Kidder to accept the minutes of 01/13/2021 (as amended). Motion Passed

Motion made by Adams, seconded by Kidder to accept the minutes of the 01/21/2021 Public Hearing (as amended). Motion Passed

Motion made by Adams, seconded by Kidder to accept the minutes of the 01/22/2021 Work Session. Motion Passed

Reports

- A. **Annual Meeting Planning** – Harry Pease, Moderator discussed the options for the 2021 annual meeting. Under the Governor's executive order #83, the Town is allowed to break the annual meeting into two sections – The Official Ballot Voting Day for the election of officials (Warrant Article 1), and the Business Meeting when the budget and warrant articles are discussed and voted on.

For the election of officials, absentee ballots can be requested and COVID can be the reason selected by the voter. The Town Clerk will have ballots available and will mail out as requests are presented to her. Officials elected on the March 9, 2021 official voting day take office following the business meeting on May 22, 2021. The official voting day for the election of officials will be held on the traditional annual meeting date of March 9, 2021 in the Niles Room at the Town office building. Pease said the Selectboard have the authority to set the voting hours, and it was agreed the hours will be 11:00 am – 7:00 pm. Dobbins-Marsh will confirm with the NH Municipality Association these hours are acceptable.

Motion made by Adams, seconded by Kidder to hold the Election of Officers on March 9, 2021 from 11:00 am – 7:00 pm in the Niles Room at the Town office building, pending confirmation of these hours. Motion Approved

For the business meeting, it was agreed that a virtual meeting would be too difficult to manage and to determine if those voting are actually registered voters. As the Town can operate without an approved budget until 9/1/2021, it was agreed to hold the business meeting on May 22, 2021 on the east common near the bandstand. This portion of the annual meeting will include floor votes, and voting on the budget and warrant articles. The business meeting will follow the COVID guidelines where masks will be required of attendees, and social distancing observed.

Motion made by Adams, seconded by Kidder to hold the 2021 Business Meeting on Saturday, May 22, 2021 starting at 1:00 pm, to be held on the east common near the bandstand. Motion Passed.

- B. Police Department** – Chief Bachus presented his December 2020 report to the Selectboard. There were a total 53 calls for service (4 of which were NHSP response for injury accident, theft, welfare check, and noise disturbance. Orford PD calls included felony level assault investigation, business and residential alarms, citizen and agency assists, illegal dumping, and various other calls. A total of 29 motor vehicle stops with 4 citations issued. Overall calls were down due to the holiday season, COVID-19, case investigations paperwork, and end of year activities. There continues to be limited contact process due to the continual spikes in the pandemic numbers. Bachus continues to take appropriate measures and precautions with the COVID-19 pandemic and has received his first vaccination for the virus. He continues to modify and vary his patrol hours and days, incorporating some evening hours and weekend hours. He also monitors calls for service when he's not on duty and responds from home as needed or advises dispatch of his non-availability. Hanover Dispatch continues to look at the options for records and calls management, as well as dispatch system options. There are three "finalist" that are being scrutinized and hopefully a decision will be made in the coming months with an anticipated cost to the departments affected. A full overview of 2020 has been submitted and will be included in the annual town report.
- A. Broadband Committee** – John Adams will review those residents that volunteered to be on the committee and will contact them. He will set a date for the group to meet. Information on the committee scope of work has been posted on the Orford website, along with the Monadnock Broadband Implementation Guide that the committee may use as a guideline
- B. Sand Pit Reclamation Committee** – John Adams will review those residents that volunteered to be on the committee and will contact them. He will set a date for the group to meet. Information on the committee scope of work has been posted on the Orford website.

Old Business

A. Update of Outstanding Projects

- a) Historical Barn Program – The Selectboard reviewed a letter to be sent to Trinity Farms, LLC confirming the removal of the House Barn from the preservation easement as allowed under RSA 79-D:8 (a) and (b)
- b) Safety Hazard Properties (RSA 155-B) – The Orford Inn LLC property owner replied to the Selectboards' request to inspect the property. The owner is requesting the inspection be delayed until the spring, as the house is locked, and he doesn't have a local care taker to take them through the building. The Selectboard will readdress in the Spring of 2021
- c) FEMA Project Updates – The installation of the temporary bridge at the Town Road #100 project will start on January 28, 2021, with the culvert installation scheduled for February 11, 2021. The contractor will review the project in late spring 2021 and deal with any issues that arose over the winter.

New Business

- A. Review of received "Notice of Intent to Cut Wood"** – none to sign

B. Contracts – none to review

C. Correspondence – none to review

D. Other – COVID Vaccination – there has been a lot of listserv talk around this issue and the possibly role of Orford’s Emergency Management director (EMD), Carl Johnson. Our EMD is traditionally involved in state-wide emergencies and Adams said this is outside the scope of Orford’s EMD duties. The Community Care of Lyme (CCL) is an organization that was created to address issues such as the vaccination. Orford residents are able to access their organization for questions and direction around this and other important issues. Martha Tecca, president of the CCL, said their organization includes a physician with an infectious disease background and has volunteered to stay on top of the ever evolving COVID issues. The group meets weekly to review issues impacting Lyme. Adams said Orford may want to look into creating its own organization, but for now contacting the CCL is the best option. The Orford website lists the CCL’s email and phone number, as well as other sites addressing COVID vaccinations.

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 at 7:00 pm. A roll call vote of member’s present was taken with a decision in the affirmative

The Board resumed the regular meeting at 7:20 pm. A motion was made by Kidder, seconded by Adams to seal the minutes of the nonpublic session. Motion Approved.

The Selectboard discussed creating a town-wide mailer to collect information on contractors in Town and what services they might be willing to provide to the Highway Department for snow plowing, summer projects and unexpected emergencies. Dobbins-Marsh sent the board members a first draft – the Selectboard will review and revise as necessary.

Manifests, Payroll and Accounts Payable folders

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

Adjourn

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

The meeting adjourned at 7:30 pm

Respectfully Submitted,

Esther Dobbins-Marsh

Future Topics: Employee Handbook Update, Police Department Policy Update, RCC Report