

TOWN OF ORFORD

Board of Selectmen

Meeting Minutes

April 14, 2021

MEMBERS PRESENT: John Adams, Fred Kidder II, Chase Kling

OTHERS PRESENT: Esther Dobbins-Marsh, Terry Straight, Deb McGoff, Charlotte Furstenberg

Call Meeting to Order

The meeting was called to order at 5:30 p.m.

Roll Call – John Adams-present, Fred Kidder-present, Chase Kling-present

Approval of Minutes

Motion made by Kidder, seconded by Adams to accept the minutes of 03/24/2021 (as amended)

Motion Passed 3/0

Reports

A. **Fire Department** – Chief Straight presented his report for the month of March 2021. The department had 8 calls (3 medical, 4 fire and 1 mutual aid). YTD there have been 29 compared to a total of 22 at this time in 2020. With rain fall below average, no burn permits have been issued. The department held a training session, and the Chief attended a virtual Mutual Aid meeting and 3 members attended a virtual NH Forest Warden training.

B. **Highway Department** – Terry Straight presented his report for the month of March 2021. The water pump for the well at the garage was replaced, and new locks were installed on the garage doors. The department York raked and graded some roads, as well as adding stone on Indian Pond road and Upper Stonehouse Mtn road, and gravel on Mud Turtle Pond road. The wings and plows were removed from the trucks, and vehicle maintenance is ongoing.

Beginning May 3rd, the department will start working ten-hour days (Monday – Thursday). Straight has a rotating schedule to cover emergency situations that might arise over Fridays and the weekend. *Motion made by Adams, seconded by Kling to accept the 4 day per week schedule for the Highway Department. Motion passed 3/0* Straight reported that the Road Agent from Lyme has resigned, and he has offered help to Lyme as needs may arise.

Paving projects - Straight presented two bid specs for the Selectboard to review. Both paving projects would use the Town's encumbered fund balance for financing. The first project is for paving of aprons on Sawyer Brook, Orfordville, Baker and East Cemetery roads. *Motion made by Adams, seconded by Kidder to solicit bids for the road apron project. Motion Passed 3/0.* The second project is to start reclaiming ½ of the pavement on River Road. Following the reclaiming, the department would work on ditching, replace some culverts and grade the road. The paving would take place in 2022. *Motion made by Adams, seconded by Kidder to solicit bids for the reclaiming project. Motion Passed 3/0*

Grimes Hill Road complaint update – Adams met with Deb McGoff to discuss her concerns about Grimes Hill road. It was agreed that as long as the road is considered a

bus route by Rivendell, it will be plowed timely. To help eliminate some of the plowing issues, the highway department will use one truck to plow the entire road (asphalt and gravel sections) and use a sand/salt mixture on the entire road. The highway employee assigned to this road will have the road plowed prior to the bus arrival time. McGoff said this has been an issue in the past and hopes it will not be in the future.

Old Business

A. Annual Meeting Setup – Dobbins-Marsh asked to review the setup for the meeting to be held on the common. She will reach out to Jane Hebb to plan for check in of voters and how to identify them as registered voters during the meeting. A location for voting will also be needed if a call for a paper ballot is requested. Adams mentioned that as NH and Grafton County relax COVID restrictions, Rivendell might now allow the Town access to the gym to hold the meeting in. He will send a request to the Rivendell board to request this. Kling said other towns have already held their annual meeting and used school property for the meeting.

B. Update of Outstanding Projects

- a) Safety Hazard (RSA 155-B) Properties – Dobbins-Marsh will follow up with Mr. Patton requesting permission for the Selectboard members to have access to his property to complete their review and list of maintenance items needed. Kling requested abstaining from working on this project.
- b) FEMA Updates/ Completion of FEMA Projects – no updates to report at this time
- c) Other
 - 1. Broadband Committee – Adams will be scheduling a GoToMeeting on May 22nd to start the conversation on the issue with residents expressing interest in this topic.
 - 2. Sand Pit Reclamation Committee – Kling has done some research regarding the need for a reclamation plan. He feels that it will be many years before the Town runs out of sand and no permit is required if the municipality uses the sand for only Town purposes. Adams said he thought the purpose of the committee was only to create a plan to be implemented in the future. Adams will reach out to Tom Thomson to discuss a need for a committee meeting.
 - 3. Planning Board – the Planning Board meeting scheduled for April 22nd had to be cancelled due to lack of a quorum. Kidder said he's reached out to legal council for an opinion on the next steps. Currently he knows of three residents that are willing to serve as alternates, and it was suggested scheduling a reorganizational meeting to elect officers and alternates. In order for this to happen, all current Planning Board members would need to attend, along with the Selectboard Ex-Officio Kidder, as a quorum is needed for these elections. Kidder spoke with the property owner that had a sub-division before the Planning Board for review and approval – he explained why that didn't occur and the process moving forward. Kidder will get a meeting scheduled within 2 weeks following to reorganizational meeting of the Planning Board.

New Business

A. Building Permit Application for Construction of a building not fronting a Class V or VI road – Furstenberg spoke on behalf of her sister Jean Gould, the current owner of the abutting property to this location. She said it was always her understanding that her father, Mr. Thorndike, never intended for any building to be

constructed on this property. There is a conservation easement and Right of Way that allows access to the applicants' location, but was to grant access for logging only. The land was intended to be left open for skiing and walking and enjoyment of the outdoors. Furstenberg said the Selectboard should review the Right of Way and Conservation easement documents (Book 1164, page 532 and Book 3559, page 0166) for more detail on the history of this property. Dobbins-Marsh will pull the deed folders and print any missing document from the Reg of Deeds website for the Selectboard to review before making any decision on the application.

- B. Review of Actual vs Budget Expense Report** – the Selectboard board will review and bring any questions to the 04/28/21 meeting for discussion.
- C. Complaints** – no formal complaints were received. During the meeting Terry Martin said he was concerned about the Town's appraisal company as he had someone come to this house, unannounced, and felt some type of notification should have been sent to him before showing up at this house. Dobbins-Marsh will reach out to our assessor to discuss the process.
- D. Review of received "Notice of Intent to Cut Wood"**
Property owner: William Batchelder, Map & Lot #7-30-5,7,8, Logger: Guy Sanborn
- E. Correspondence** – Heidi & Jim Peyton want to relocate their outdoor dining due to COVID restrictions. By moving the location to be near their parking lot, it will require the Fire Chief to complete a Permit of Assembly inspection, and a letter of permission from the Selectboard, which will be submitted with their application to the NH State Liquor Commissioner. *Motion made by Adams, seconded by Kidder to approve Peyton Place Restaurant's request to relocate its outdoor dining for the 2021 season. Motion passed 3/0*
- F. Selectboard Future Projects** – Adams asked the Selectboard members if they have projects they'd like to be involved with. Kling said the infrastructure of the town buildings is something that should be seriously looked at. The highway garage and the Town office building are in serious need of upgrades. The Town office building needs a new foundation. The roof needs attention, and insulation and other maintenance upgrades need to be addressed. The garage needs to be able to house all our trucks and equipment. Adams said there are two warrant articles, that if passed at the 2021 annual meeting, will provide funding to construct the Grader lean-to cover, and provide funding to add a small addition to the garage for storage. This project will be added to the Future Projects list.
- G. Other**
 - 1. Welcome Sign on Route 25A** – Dobbins-Marsh reported that Dave Bischoff contacted her as originally there was a "Welcome" sign on the east side of Route 25A. It was stolen shortly after it was installed and never replaced. Dobbins-Marsh will obtain an estimate to install a new one
 - 2. Beach Opening/Swim Lessons** – Adams requested for Dobbins-Marsh to contact the Parks & Playgrounds committee to start planning for the 2021 beach season and swim lessons. It may not happen, but wants to be prepared to move forward in the event it's allowed.

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 Kidder, seconded by Adams to enter into non-public session under RSA 91-A:3, II(c) for a Tax Deferral Application review at 7:05 pm. A roll call vote of member's present was taken with a decision in the affirmative 3/0

The Board resumed the regular meeting at 7:32 pm. A motion was made by Kidder, seconded by Adams to seal the minutes of the nonpublic session. Motion Approved. 3/0

Adjourn

Motion made by Kling, seconded by Adams adjourn the meeting. Motion Passed 3/0

The meeting adjourned at 7:35 pm

Respectfully Submitted,

Esther Dobbins-Marsh