

# TOWN OF ORFORD

Board of Selectmen

Meeting Minutes

July 14, 2021

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

OTHERS PRESENT: Esther Dobbins-Marsh, Terry Straight, Andrew Schwaegler, Todd Haywood

## Call Meeting to Order

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

## Approval of Minutes

*Motion made by Adams, seconded by Kidder to accept the minutes of 06/23/2021*

*Motion Passed 3/0*

*Motion made by Adams, seconded by Kidder to accept the minutes of 06/30/2021 Work Session (as amended) Motion Passed 3/0*

*Motion made by Adams, seconded by Kidder to accept the minutes of 07/07/2021 Work Session Motion Passed 3/0*

## Reports

- A. **Fire Department** – Chief Straight presented the June report to the Selectboard. The department responded to 6 calls in June (3 medical and 3 mutual aid). To date there have been 53 calls compared to 43 YTD calls in 2020. Mutual aid calls were all for brush fires in Bradford, Fairlee and Lyme. The department trained with the Lyme fire department (8 members attended). Straight attended a Chief's meeting in Hanover, and 4 members attended the hose & ladder testing (no issues found).

During the Chief's meeting in Hanover, a new dispatch system was discussed. The current system is 20 years old. Currently no information is available regarding the cost that will be allocated to the Towns to access this data.

- B. **Highway Department** – Terry Straight presented his June report to the Selectboard. Work completed in June includes daily/weekly vehicle maintenance, cutting brush around bridges, cleaning out culverts and checking for culverts that need replacing (one culvert on Archertown Road was replaced by Paige Excavation), cold patching paved roads, and ditching along roadsides. Straight is obtaining prices to rent an excavator for a month to work on ditching and culvert replacements. Straight will update the culver replacement schedule for the Selectboard to review. Grading and adding gravel to roads was done as weather permitted. Vehicle maintenance included an in-house repair of the brake can, as well as repairing the hydraulic oil tank on truck #3. New tires were installed on the backhoe.

The department cleaned up the sandpit and got things ready for winter. Kling discussed the pit reclamation project and work that will be done to identify the 50' boundary between the pit and abutters. Kling said a letter will be sent to the two abutters in the near future regarding the boundary and to inquire about the possibility of the Town

purchasing additional land from them as part of a future plan to maintain available sand in the Town.

The Selectboard discussed curb cut approvals issued to a property owner on the Class VI section of Prettyman Road. Straight said a culvert was installed for a driveway and is causing water runoff. He will stop by and discuss with her.

Straight reported the beavers are back on Archertown Road – the department is watching the situation and will contact a trapper to remove them if necessary. Straight also mentioned the Orfordville Bog/Dam project and asked when it will be put out to bid. The Selectboard thought this was to be done by the Conservation Commission and would contact the commission chair to discuss.

Road apron paving will take place in the 3<sup>rd</sup> week of September. Kling asked Straight if funds were available what other paving project would he recommend undertaking this season. Straight mentioned the paving schedule he created last year, and River Road would be next on the list. From what Straight was told by Blaktop, the first year would include the Highway Department ditching and replacing culverts, then the paving company would reclaim the road. The following year the road would be paved. Straight will contact Blaktop to see if their schedule would allow this in 2021.

## **Old Business**

**A. Abatement Application** – Haywood reviewed the majority of waterfront properties to determine if the Schwaegler waterfront property rate should be changed. He suggested lowering the rate to \$300 (currently at \$500) so it's more in line with other property owners with similar acreage. Schwaegler is still concerned that Indian Pond is assessed higher than other ponds in Orford, with not much data to support the decision. He would like to see more consistency in the rate setting process. Kidder felt the rate reduction to \$300 should be accepted, as the Town hires a professional assessor to help make these decisions. Adams is also concerned with the lack of consistency, and would like Haywood to review all the waterfront properties in greater detail.

*Motion made by Kidder, seconded by Adams to accept the abatement of \$200,000 as recommended by the Town's Assessor Todd Haywood as noted in the memo presented to the Selectboard. Motion Passed 3/0.*

Schwaegler also feels that many properties in Orford are under assessed, especially when you compare the sale price to the assessed value.

## **B. Update of Outstanding Projects**

- a) Highway Grader Cover – Kidder said due to the price of lumber at this time, this project is still on hold.
- b) Archertown Bridge at Jacobs Brook – Adams said DuBois & King are working on this project, and it's currently at the State of NH for review.
- c) FEMA Updates
  1. Town Road #100 – FEMA reimbursed the Town \$196,997.85 which represents 75% of the JP Sicard invoice paid by the Town of Orford, for expenses accrued by JP Sicard to date. JP Sicard is still waiting for the contracted company to install the guardrails
  2. Sawyer Brook Culvert Headwall – the Town received an estimate from Paige Excavation for \$11,249 to rebuild the headwall. After discussion, *motion made by Adams, seconded by Kidder to accept the estimate to*

*rebuild the Sawyer Brook Culvert headwall. Motion passed 2/0 (Adams-yes, Kidder-yes, Kling-abstained)*

3. Mousley Brook Culvert replacement – As a FEMA project it will be similar to the Town Road #100 project. The Selectboard agreed to have the Road Commission review and make recommendation to the board.

## **New Business**

- A. Cemetery Commission Purchase Request** – the Cemetery Commission requested a purchase of a flammable cabinet to store flammable liquids used for Cemetery maintenance. This was not part of the Cemetery budget for 2021, and the Commission is asking if the Selectboard will approve funds from the Town Building CRF. The total cost, with shipping, is \$930. The Selectboard agreed to this purchase.
- B. Review Budget vs Actual Expense Report** – the Selectboard members will review and request additional information from Dobbins-Marsh if needed.
- C. Complaints** – none received
- D. Review of received “Notice of Intent to Cut Wood”** – none received
- E. Correspondence**
  1. Email received from John Miller regarding the Orfordville Road Bog/Dam discussed previously with the road agent.
  2. The Highway Department received a thank you note from Barbara Veghti Fowler for the good work being done on winter plowing and sanding on Bean Brook road. Also added a thank you for trimming the so-called Crooked Bridge.
  3. The most recent e-coli report was received. Dobbins-Marsh tracks the report findings in an excel spreadsheet for historical purposes. She will sent it to Adams to review.
- F. Other**
  1. The Selectboard reviewed the Agreement and Release Permit for Construction on a Class VI Road received from Tiffani Vance. The Selectboard wants Ms. Vance to attend the July 28<sup>th</sup> board meeting to discuss the application and to have a clear understanding of what can be done to the Class VI road by a private citizen. Dobbins-Marsh will coordinate.
  2. Adams reported a call received from NH’s health office regarding a raccoon captured in Orford that tested positive for rabies. The NH Health officer didn’t know the location of there the raccoon was found.
  3. Ann Green requested the use of the Niles Room to hold a reception for Louise Mack, as she will be moving away from Orford after many years as a resident, who also served as the Town Clerk and Tax Collector. The Selectboard felt this type of event was better suited to be held at the Congregational Church or the Social Library.
  4. Sant Pit Alteration Terrain Application – Kling had reviewed the application and found it very complicated. He asked the other Selectboard members if this should be completed by a professional, such as Mary Pinkham-Langer – the board agreed to this.

## **Non-Public Session**

*A motion was made by Kidder, seconded by Adams to enter into non-public session under RSA 91-A:3, II(a) for personnel matters at 7:45 pm. A roll call vote of member’s present was taken with a decision in the affirmative*

*The Board resumed the regular meeting at 8:10 pm. A motion was made by Kidder, seconded by Adams to seal the minutes of the nonpublic session. Motion Approved.*

Review and discussion of wage changes for Highway Crew Jeff Roberts, (90 day) and Highway Crew Roger Hadlock (6 month). Decision increase Jeff Roberts by \$1.00 per hour. Increase Roger Hadlock \$0.50 per hour. Both increases will be effective 07/18/2021

**Manifests, Payroll and Accounts Payable folders**

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

**Adjourn**

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

The meeting adjourned at 8:16 pm

Respectfully Submitted,

Esther Dobbins-Marsh