

# TOWN OF ORFORD

Board of Selectmen

Meeting Minutes

November 10, 2021

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

OTHERS PRESENT: Esther Dobbins-Marsh, Terry Straight, Lonny Sanborn, Jim McGoff

## Call Meeting to Order

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

## Approval of Minutes

- *Motion made by Kidder, seconded by Adams to accept the minutes of the 10/25/2021 budget work session (as amended) Motion Passed 3/0*
- *Motion made by Kidder, seconded by Adams to accept the minutes of 10/27/2021 (as amended) Motion Passed 3/0*
- *Motion made by Kidder, seconded by Adams to accept the minutes of the 11/03/2021 budget work session (as amended) Motion Passed 3/0*

## Reports

- A. **Fire Department** – Chief Straight presented his October report to the Selectboard. In October there were 16 calls for service, (14 medical and 2 fire), bringing the YTD calls to 103, which matches the YTD calls in 2020. 5 members attended the meeting on 10/4/21 completing truck checks, and 7 members attended a training on 10/18 to go over the equipment. Springs were ordered and installed on Engine #3, as previously discussed with the Selectboard.
- B. **Highway Department** – Terry Straight presented his October report to the Selectboard. In October the highway department continued with their weekly truck maintenance, and checked the roads every Monday & Friday. The crew graded, as weather permitted, and adding gravel and staypak to the roads, as well as cold patch where needed. Straight mentioned there were a few potholes on Archertown Road, where a culvert was installed, that were patched. While grading, culverts were also checked and cleaned out as necessary. Blaktop added the road aprons – the crew will check out the end of Baker Road where there is a slight drop off where the road intersects with Route 25A. Truck #1 was prepped for winter – installing the sand/salt spreader, and swapped the tires for winter ones. Truck #3 was taken to Reed's as it was having an electrical issue. Straight mentioned that NH DOT are experiencing staffing issues, and that may impact the condition of the state roads in Orford. Straight attended a NH Public Works mutual aid meeting in Concord, and all three members of the highway department attended a Primex sponsored training in Concord on snowplowing safety. Building maintenance – Straight is waiting to receive a third quote to replace the 3 overhead doors at the garage. If all three quotes are over \$10,000 the project will need to go out to bid.

### Warrant Articles:

- Straight addressed the removal of the waste oil barrels at the garage. Originally, he proposed a warrant article to have them removed, however, after receiving an

estimate of \$3,794 from Clean Harbor, he requested from the board to have the work completed this year, and pay for the expense out of the highway operating budget. *Motion made by Kidder, seconded by Adams to approve the removal of the waste oil barrels by Safe Harbor at a cost of \$3,794. Motion Approved 3/0* - The warrant article to remove the waste oil barrels will be removed.

- Straight also requested the removal of the warrant article to purchase an Excavator. After meeting with the Road Commission members, it was agreed it wasn't necessary.
- Adams asked about the reason to request a 10-wheeler truck vs a 6-wheeler truck? Straight said he'd looked at a 10-wheeler last year, but it didn't have the support to purchase. After discussing with the Road Commission, they agreed a 10-wheeler is the better option. It's a heavier truck with a better turning radius, and it will allow for one trip out east vs two when hauling gravel and sand. Straight said it will fit into the garage.

Bean Brook Road - Kidder asked Straight if he'd spoken with the Piermont road agent regarding the maintenance of Bean Brook road. Straight said he'd make it a priority to contact him early next week.

Grimes Hill road – Straight said he'd looked over the culverts between McGoff Salvage and where John McGoff lives. He presented photos to the Selectboard to review.

Straight reported all 5 culverts are flowing water. The culvert across from Putnam's farm is partially clogged, but there is daylight through the culvert. Both entry and exit of the culvert have been dug out, but it will need replacing, and a precast headwall should be installed as well. Straight will schedule the work to be completed for 2022. Next week the highway crew will trim the brush around the exit end of the culvert. Adams asked if the fire department could flush out the culvert to help with the water flow of this culverts until it can be replaced. Straight will review with the contractor next week.

Lonny Sanborn filed two complaints with the Selectboard regarding Grimes Hill road.

- On September 24, 2021 the ditches were cleaned out and the road became covered with fluff. It rained that night causing the road to become extremely slippery and dangerous to drive on. The roadcrew did return the following Monday to grade the road, however, the crown was taken out of the road, and the sides were then 4" higher. Straight said he thought the road was raked out to remove the 4" height, but will look at the road again. Sanborn is concerned if the road will puddle up, or have excess run off during a storm. Straight said Grimes Hill road is scheduled in 2022 for gravel to be added and the road to be rolled from Route 10 to Bean Brook road.
- Winter plowing – when school is cancelled, Sanborn said Grimes Hill road isn't plowed until at least 3:00 pm which hinders delivery of packages to his and other businesses on that road, and can be a safety issue for emergency vehicles trying to get to a residence. When school is in session, the plow only comes to the turn-around where the bus goes, and the rest of the road is unplowed. Sanborn said in past years the small truck would plow the road open in the morning and then clean up the road later that day or the following day. Adams said the board has discussed this issue with the road agent and all have agreed to follow the school bus plowing timeline and Grimes Hill road will be plowed in its entirety by one

truck, and will sand the road at the same time. Any issues occurring should be address to Adams.

## Old Business

### A. Update of Outstanding Projects

- Illegal Junkyards – no report was received. Adams said there are still multiple junk cars that need to be removed.
- Archertown Bridge at Jacobs Brook – waiting for the Town attorney to report on the title search results for the area around the bridge, then the site will need to be surveyed
- FEMA Update – Mousley Brook Culvert – still waiting for an estimate for the project and the scope for work from Bob Landry with VHB– it should be received by November 19, 2021. Kling discussed the possibility of installing a bailey bridge vs. a new culvert. Adams said options will need to be explored.
- Sand Pit Reclamation – Kling will write up a report on his meeting with Steve Griffin, NH DES Gravel & Tax Appraiser, and Tom Thomson to present at the next Selectboard meeting
- Hazardous Property – Dobbins-Marsh received a phone call from the property owner, Tom Patten regarding the Old Orford Inn. He shares the boards concern about the safety of the property. He will have the building look at and repair broken doors and windows - the fence will be repaired as needed. This work will most likely take place in the Spring of 2022

**A. Library Committee Report** – the Library Study group would like to meet with the Selectboard before the end of the year. The Selectboard agreed to add them to the 12/8/21 agenda.

**B. Broadband Committee** – the Selectboard received a proposal for a detailed design plan eX2 Technology to provide design services to develop a 61-mile FTTH network. Phase one, the high-level design, would cost \$2,500, and phase two, the Detail Level Design, would be \$130,852. The scope of work for Option 1 would include route layouts, construction routing analysis, fiber cable sizing and strand counts, developing a bill of materials, and rough construction pricing. *Motion made by Adams, seconded by Kidder to accept the high-level design proposal at a cost of \$2,500. Motion Passed 3/0* Adams requested a change to the membership of the Broadband Committee. He requested the Selectboard consider adding Joe Schwendler and removing Kathy Landgraf, Fran Plaisted and Kerry Swartz. *Motion made by Kidder, seconded by Kling to add Joe Schwendler to the Broadband Committee and remove Kathy Landgraf, Fran Plaisted and Kerry Swartz from the Broadband Committee. Motion Passed 2/0 (Adams abstained)*

## New Business

### A. Review of received “Notice of Intent to Cut Wood”

### B. Complaint

- Lonny Sanborn addressed his complaint as part of the Highway Report
- Ruth Hook submitted a complaint about the connection when calling into the Selectboard meetings. The conference phone has been plugged directly into the phone jack for the last two meeting, and it seems to have solved the issue.

### C. Correspondence

- JP Pest submitted a report that they repaired the rodent screen installed at the Town office that was bowed and detached from the building.

- The Town Assessor submitted a proposal for the Statistical/Cyclical update contract for the 5-year revaluation plan. The document will be reviewed and discussed at the November 24, 2021 Selectboard meeting.

**D. Planning Board Meeting** – Kidder said meeting was well attended by the members.

The Sub-division application was approved with conditions – a few items needed to be added to the plat which the surveyor will take care of. In past years when the approval was with conditions, there was a form used by the Planning Board where the property owner or rep and the Planning Board chair would sign. The Planning Board agreed this should be used moving forward. Vickie Davis will find the form and send it to the Planning Board members to review and update as necessary.

**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(c) for an assistance matter at 7:25 pm. A roll call vote of member's present was taken with a decision in the affirmative*

*The Board resumed the regular meeting at 7:28 pm. A motion was made by Adams, seconded by Kidder to seal the minutes of the nonpublic session. Motion Approved 3/0*

**Adjourn**

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

The meeting adjourned at 7:30 pm

Respectfully Submitted,

Esther Dobbins-Marsh