

TOWN OF ORFORD

Board of Selectmen

Meeting Minutes

May 11, 2022

MEMBERS PRESENT: John Adams, Jen Carter Chase Kling

OTHERS PRESENT: Esther Dobbins-Marsh, Terry Straight, Tom Thomson, Phil Magruder

Call Meeting to Order

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

Approval of Minutes

- *Motion made by Adams, seconded by Carter to accept the minutes of 04/27/2022 (as amended) Motion Passed 3/0*
- *Motion made by Adams, seconded by Kling to accept the minutes of the 05/04/2022 work session. Motion Passed 2/0 (Carter abstained)*

Reports

- Fire Department** – Chief Straight provided the department report for April 2022. There was a total of 14 calls, for a YTD total of 35 (The YTD for April 2021 was also 35). There were 5 medical calls, and 9 fire calls. The department held a training on 04/04/22 with 6 members attending, and one on 04/18/22 with 7 members attending. The department is looking at the possibility of purchasing a UTV in 2023. Based on the mud season the Town had a few months ago, this type of vehicle would allow for better accessibility to residents. Privately owned UTV's may be available, but the department runs into a liability issue. The last time the department looked into purchasing a UTV the price was just under \$25,000. Straight confirmed the estimate received from Jay Whitcomb regarding the electrical system upgrade for Engine #3 was a solid quote – parts have been ordered.
- Highway Department** – Terry Straight provided the department report for April 2022. The crew has spent many hours grading and adding material to the roads. Some of the roads were raked to help dry them out. Material has been available at the supply companies, even with other town also using a lot of product. Price quotes for gravel and stone were requested from various vendors, and those rates are reflected on invoices received. River Road has been reclaimed and graded. Straight is looking for quotes for ditching work on River Road, which will allow the crew to continue grading the roads in town.
- Sand Pit Reclamation Plan** – Tom Thomson addressed his ongoing concern with the lack of a reclamation plan for the Town's sand pit. In order to reclaim the pit, it may be a costly endeavor as fill will need to be added in order to create a slope. Photos were taken to reflect how close the Town is to the boundary lines of the abutters. One abutter wants the 50' set back to stand, which means the Town will need to slope the bank starting at 50' setback and fill in towards the pit. Thomson feels the pit has breached the setback in several areas, but even if we had only taken sand to the 50' setback boundary, a lot of material will be needed to create the slope, and this will be costly. From the survey done by Pioneer Surveying, they blocked in a 50' buffer around the pit for this purpose. Material taken from ditching can be used to backfill the slope, but the

past practice was to give the ditched material to private landowners, but in the future this material should be taken to the pit, whether removed by the highway department or by contracted companies. DES should have an approved list of fill material that can be used. Additionally, we should look at the amount of material left (approx. 1-1/2 years) in this pit. Because the Town owns both sides of Townshed Road, we could drop the level of the road down to the pit level (would have to add a temporary road and reset the electrical poles). The Town could also purchase new land with gravel resources. Right now, decisions need to be made around this issue – the longer it goes, the more it will cost the Town. Thomson also mentioned the stakes marking the 50' setback need to be reset.

- D. **Quinttown Road Condition** – Thomson asked when the highway department would be on Quinttown Road. Straight said the department is finishing up out east then will address this road. Thomson asked if Straight could take the small truck out and fill in the worst of the potholes – if grading will not occur for a few weeks, this would be helpful.
- E. **Emerald Ash Borers** – any information on how extensive is this in Orford, and what can be done to prevent damage. Thomson said there is not much that can be done other than keeping it from the area – but it's here. A lot of Towns are cutting down infested trees as found.
- F. **Planning Board Mountain View Hideaway engineer review update** – Jen Carter said the Planning Board will be sending a letter to Mark Miller to let him know the engineer review of the Street Plat and waivers are still required, but he can hire his own engineering firm for the review. A summary letter of their findings needs to be presented to the Planning Board for their review at their July 12, 2022 meeting.

Old Business

A. Update of Outstanding Projects

- **Highway Diesel Spill Claim update** – an update was received from Stonecipher & Clark Environmental Solutions on the diesel spill – the NH DES did not approve the excavation of impacted soil beneath the secondary containment – instead they will request a supplemental investigation occur (most likely a day of drilling in the area to determine the extent of impact). Stonecipher will notify the Town once NH DES sends a formal request for this.
- **Archertown Bridge at Jacobs Brook** – Following the meeting with Adams, Kling, Straight and Bob Durfee (DuBois & King Engineers) it was agreed the bridge should remain open with restrictions. Moving the bridge replacement project forward to 2022 isn't feasible, and reinforcing the wing wall temporarily would be a major undertaking due to the topography and limited access to the work site. Originally it was thought a temporary bridge could be added over the existing bridge, but quotes received for a 100' long bridge, 24' wide and a bridge that was 72' by 12' were very costly to rent for 18 months plus installation fees. Road Agent Straight recommended closing the bridge from November 1st – April 1st. When the bridge is open, limit the weight to 3-tons and width to 11'. Straight was authorized to purchase additional signage, and reflectors to add to the barriers. Phil Magruder felt using Dublin Road as the detour will be very difficult as two vehicles passing is a challenge, not to mention delivery trucks, campers and logging trucks. Can the highway fill in the ditch, then grade the road to allow for a wider road? Straight said the ditching is needed to handle water runoff. A large mirror will be installed to allow oncoming traffic to see vehicles coming the opposite way.

- **Mousley Brook Culvert replacement (FEMA) project update** – DuBois & King Engineers will work on the NH DES Wetlands application and the hydraulic study to size the replacement culvert. With that information, they will put together an estimate of engineering fees and project costs for FEMA. Pioneer Surveyors will complete the survey for the surrounding area of the project.
- **Hazard Mitigation Plan group update** – Adams will reach out to various position and department heads that will form this group and set a time to meet and review the scope of work.

B. Other – Kling reported on the Road Committee meeting. Unfortunately, there are currently only 3 members, so the committee will be looking for additional members to join. The committee will initially meet monthly, and or now focus on the garage storage addition and grader cover.

New Business

A. Review of Actual vs Budget Expense report – the report will be reviewed by the board members and questions brought to the next board meeting to discuss.

B. Review of received “Notice of Intent to Cut Wood”

Property Owner: George Evarts, Map & Lot #08-33-07, Logger/forester: George Evarts

C. Complaints – none received

D. Contracts – none received

E. Correspondence

- **Village District Capital Reserve Fund (CRF) issue** – Chris Crowley, Trustee of the Trust funds, sent an email to the Selectboard to update them on the latest requirement from the NH DRA pertaining to creating and managing a CRF for the Orford Village District
- **UniFirst Uniforms** – due to an increase of energy costs, UniFirst will assess an energy charge to each invoice.
- **Floodplain Development Permit** – the Selectboard received a Floodplain Development Permit from Pathways Consultants on behalf of James Feuille and Nancy Murray. This will be submitted to the UV Lake Sunapee Regional Planning Commission for review and comments.
- **Use of Town Properties Fee** – the Selectboard and the Parks & Playgrounds committee are discussing fees to be charged to use Town property. The board wants to schedule a meeting with a P&P rep to fine tune who pays a fee and who does not.

F. Other

- Carter discussed a concern from a resident regarding the lack of police patrolling in the evening hours. Can the State Police patrol near the community field (intersection of Route 25a and Route 10)? Carter will discuss with Police Chief Bachus prior to the next Selectboard meeting on May 25,2022.

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 Kling to adjourn the meeting. Motion Passed 3/0

The meeting adjourned at 7:30 pm

Respectfully Submitted,

Esther Dobbins-Marsh