

# TOWN OF ORFORD

Board of Selectmen

Meeting Minutes

August 24, 2022

MEMBERS PRESENT: John Adams, Jen Carter Chase Kling

OTHERS PRESENT: Esther Dobbins-Marsh,

## Call Meeting to Order

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

## Approval of Minutes

*Motion made by Kling, seconded by Adams to accept the minutes of 07/26/2022 work session*

*Motion Passed 2/0 (Carter abstained)*

*Motion made by Adams, seconded by Kling to accept the minutes of 07/27/2022*

*Motion Passed 2/0 (Carter abstained)*

*Motion made by Kling, seconded by Carter to accept the minutes of 08/10/2022 (as amended)*

*Motion Passed 2/0 (Adams abstained)*

## Reports

- A. **Assessor**-Todd Haywood called into the meeting to discuss the 2022 MS-1 report, the inventory of assessed values. This report is due to the Department of Revenue by September 1<sup>st</sup>, unless an extension is filed. Land assessment increased by \$104,233 and Building assessment increased by \$2,566,233. The Selectboard will review and approve before Haywood files the report. Kling had a list of properties he wanted to make sure were updated in the assessing program. He will review with Dobbins-Marsh.
- B. **Police Department** – Chief Bachus reported there were 83 calls for service in July 2022. The NH State Police handles 9 of them. Those handled by the Orford Police Department included 5 fraud cases, a simple assault, a weapons offense, sex offense and several agency assists. Motor vehicle enforcement included 38 motor vehicle stops in which 12 summonses were issued. Directed patrols on Bridge Street and Archertown Road continue. The speed cart has been received and is scheduled to be in use by the end of the week. Per state law, the cart can only remain in one location on a state road for no more than 2 weeks. It can remain on the same road, just in a different location. Rivendell Academy starts classes tomorrow (8/25), so traffic enforcement will increase during school hours, especially during morning and afternoon bus commutes. The trailer parked on the Class VI road section of Prettyman Road has been removed, along with several unregistered vehicles located on Vance's property. Bachus is working with the owners of these unregistered vehicles to have them removed soon.
- C. **Committee Meeting reports** – The Road Advisory Committee only had one member in attendance, so there was no meeting.

## Old Business

### A. Update of Outstanding Projects

- Highway Grader Cover – design needs to be finalized – Dobbins-Marsh will reach out to Herb Austic for additional information on this project.

- Library Consultant – the consultant recommended by the State Library association will charge \$50 per hour to review properties under consideration to be used as a library. *Motion made by Adams, seconded by Kling to approve up to \$500 of consulting fees to review the building on Route 10, to be paid by the Town of Orford. Motion Passed 3/0*  
 Congregational Church – Paula Graves reached out to the Selectboard regarding the possibility of purchasing the Main Street Congregational Church to use for Town offices and Community Center. The Selectboard would like the church trustees to submit a proposal to the Selectboard to review and discuss at a future board meeting.
- McGoff Salvage – The paperwork to change the structure of McGoff Salvage is almost complete. They are looking to create either an LLC or partnership, which would include Jim McGoff and other family members. Once this is complete, the Selectboard can amend the junkyard license currently on file. Carter will contact the McGoff's to schedule the September site inspection.
- Mousley Brook Culvert – the engineer deemed the culvert has failed and relayed to the Selectboard the road should be restricted to a weight of 3-tons, and passenger vehicles only. The other option would be to rent steel roadway plates to place over the area to evenly distribute the load across a larger section of the area. With on-going logging operations, and the impact of snow plowing this winter, the board agreed restricting the weight limit would be problematic. Adams will reach out to the Bob Durfee at DuBois & King to obtain recommended size for the roadway plates.
- Neighboring Towns road maintenance agreements – once a road agent is hired, they will be responsible for these documents
- Private Property turn around agreements– once a road agent is hired, they will be responsible for these documents
- Outstanding Surveys – to date, all surveys requested of Pioneer Surveyors have been completed. The Town will place a monument at the West Common Corner (by the Post Office lot and Congregational Church) in the near future.
- Wind Storm Clean-up – Rodney Taylor has agreed to work with the Highway crew to help remove fallen trees along several roadsides. If Taylor is unable to help with the removal soon, the Town may need find someone else to help. The Tree Warden, Bill Wilson and Kling will contact Doug Robinson, Pastures Campground to review trees that came down during the storm, and determine the extent of damage and what is needed to stabilize or remove trees in the Towns' ROW

#### **B. Update on Items from prior meetings**

- **Roads** – Kling reported a concern by Sandy Moffit regarding the lack of ditching leading to her driveway culvert, which is causing ruts in her driveway. Kling reviewed the site, remove growth from the ditch and determined the ditch was moving water thru the culvert. Damage being done to her driveway is unfortunately her responsibility.  
 Residents are expressing concerns about the heights of the rebuilt roads which cause drop offs into their driveways. Kling said the property owners are responsible for filing in the dip between the road and their driveway entrance. NH Electric Co-op has contracted with a company out of Iowa to clear trees and brush around power lines. In exchange for allowing them to park their vehicles at

the sand pit, NH Electric Co-op will deliver chips to the pit to help with the sand pit reclamation.

The Road crew finished Baker Road, and grading Quinttown Road. They are currently working on Indian Pond Road, grading sections that have become extremely rough. Next will be to grade parts of Orfordville Road, then return to Quinttown Road to ditch. After that the crew will move to Mud Turtle Pond road for grading then onto Grimes Hill road.

- **Culvert work** – Dobbins-Marsh will reach out to Paige Excavating to determine a schedule to start the Clough Brook culvert replacement, and other culvert project in Orford. With the water levels so low, now is the time to work on these projects.
- **NH DES report** on the Mud Turtle Pond road issue – there has been no update from the NH DES after their review of the site.
- **UVLSRPC Commissioner options** – Dobbins-Marsh will post information on ListServ to see if anyone in Orford is interested in serving
- **River Road shoulder** estimates – Adams has not received information from Pike Industries yet – he will follow-up next week.
- **Gate at Community Field** – Parks & Playgrounds discussed the possibility to add a gate to the entrance of the Community Field parking lot. The Selectboard would like to discuss with them first. Dobbins-Marsh will reach out to the P&P chair to schedule a meeting with the board.
- **Soil Engineer/Survey** or contract to review property on Route 25A – Dobbins-Marsh will contact Pioneer Surveyors to schedule a survey analysis of the property
- **Historical Barn Review** dates and times – Kling will provide dates and times to review the historical barns in Orford; Dobbins-Marsh will then post the meeting notice(s).

#### **New Business**

- Planning for the September 13<sup>th</sup> election** – the Selectboard will meet at 8:30 am on September 12, 2022 to set up the voting booths and check in/out tables. On the day of the election (9/13/22), the Selectboard members will rotate being on site throughout the day.
- Review of the MD-434 draft** – the 2022 estimation of revenue (MS-434) was reviewed and approved. *Motion made by Adams, seconded by Carter to approve the MD-434 as drafted. Motion Passed 3/0* Dobbins-Marsh will upload the report through the NH DRA portal on 9/1/22
- Public Hearing date to accept unanticipated funds** – the Selectboard agreed to hold a Public Hearing on September 14, 2022 at 5:30 to accept unanticipated funds received from the State of NH - \$68,100.62 from ARPA (the 2<sup>nd</sup> installment), and \$54,628.06 for additional Highway Block Grant funding. Legal notices will be posted in the Journal Opinion, at the Orford Post Office, Town Webpage, Town Office and Listserv.
- Review of received “Notice of Intent to Cut Wood”** – none were received
- Correspondence** – E-coli reading from 08/25 report was received. All three ponds once again have low e-coli readings.
- Other**
  - DuBois & King submitted the reformatted Phase 1A Archaeological Sensitivity Assessment Report for the Archertown Road over Jacobs Brook Bridge

Replacement Project (NH DOT Project #41151, Bridge No. 080/120) to the NH DOT and NH DNCR (Dept. of Natural and Cultural Resources)

- There will be a NH Municipal Association sponsored workshop to discuss the Hard Road to Travel on October 6<sup>th</sup>. Adams will be attending.

### **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 Kling to enter into non-public session under RSA 91-A:3, II(a) for personnel matters at 7:10 pm. A roll call vote of member's present was taken with a decision in the affirmative*

*The Board resumed the regular meeting at 8:20 pm. A motion was made by Adams, seconded by Carter to seal the minutes of the nonpublic session. Motion Approved.*

The Selectboard will hold a work session on August 31, 2022 at 5:30 for updates on the highway work, and non-public session if needed.

### **Adjourn**

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

The meeting adjourned at 8:25 pm

Respectfully Submitted,

Esther Dobbins-Marsh