

TOWN OF ORFORD

Board of Selectmen

Meeting Minutes

November 9, 2022

MEMBERS PRESENT: John Adams, Jennifer Carter Chase Kling

OTHERS PRESENT: Esther Dobbins-Marsh, Terry Straight

Call Meeting to Order

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

Kling expressed his thanks for the effort by the municipal staff and those who ran the election. The day was well organized which reflects on the knowledge and experience of the election workers. He expressed his appreciation to the Orford voters – there was a turnout of 76.1% of registered voters, which included 33 new voters in Town - a total of 656 votes were cast, and all went smoothly.

Approval of Minutes

- *Motion made by Adams, seconded by Kling to accept the minutes of 10/19/2022*
- *Motion Passed 3/0*
- *Motion made by Adams, seconded by Kling to accept the minutes of 10/24/2022 as amended. Motion Passed 3/0*
- *Motion made by Adams, seconded by Kling to accept the minutes of 10/26/2022 as amended. Motion Passed 3/0*
- *Motion made by Adams, seconded by Kling to accept the minutes of 11/02/2022 as amended. Motion Passed 3/0*

Reports

- A. **Fire Department** – Chief Straight presented the October 2022 report to the Selectboard. The department responded to 12 calls for a YTD total of 133 (last year the total was at 99). The calls included 5 medical, 4 fire and 3 mutual aid. Due to lack of mutual aid from closer towns, one of the mutual aid calls was for a wilderness rescue in Canaan, NH. The department held one training with Fairlee for pump and tanker training. All 4 fire trucks have been taken for yearly maintenance. The rescue truck needs the alternator rebuilt, and the odometer isn't working. Truck #3 will need new tires. It was discussed if the Major Repairs Capital Reserve fund would cover this expense, but it was decided the operating budget would. *Motion made by Kling, seconded by Adams to authorize the purchase of 6 tires for engine #3. Motion Passed 3/0* The annual pump test was performed - both trucks passed, and the air packs were flow tested, of which 2 failed and are out being repaired. Straight mentioned the water tank that would be part of the UTV package would hold 100 gallons – originally, he thought it was 300-500 gallons. Adams asked about the process when members don't attend trainings and calls on a regular basis. Straight said members can be removed due to lack of activity, and after the first of the year several will come off the books and the department will get their equipment back.
- B. **Highway Department** – the crew has been busy wrapping up outstanding projects and preparing for the winter season. R&D Paving completed the shoulder work on River,

Dublin and Brook roads. Adams spoke with Scott Reed regarding the delivery date of the 6-wheeler dump truck, but had not heard back from him yet. Adams will contact ATG Lebanon to discuss the possibility of purchasing a Freightliner 6-wheeler and 10-wheeler vs waiting for the international trucks to be delivered.

C. Highlights of Selectboard attended committee meetings

- Cemetery Commission will be meeting on November 12th to discuss their 2023 operating budget and projects possibly covered by perpetual care trust funds.
- Road Committee – the members discussed the importance of making sure contractors hired to provide road maintenance have the proper insurance coverage. It is a Town policy that all independent contractors provide a certificate of liability insurance to the Town prior to starting work.
- Budget Advisory Committee – the committee chair presented several comments/questions around the draft 2023 budget and warrant articles. Jennifer Carter and Esther Dobbins-Marsh clarified several questions, but more data will be needed from department heads prior to the Budget Advisory committee meeting with the Selectboard on November 15th. Dobbins-Marsh will send the list to the Fire Chief and Road Foreman for review and comments. The road foreman will also be invited to the meeting on the 15th. The Selectboard discussed if the F-550 needs to be replaced? It's possible it can be extended, but the condition may determine if it needs to be replaced.

Old Business

A. Update of Outstanding Projects

- Highway Garage storage addition – the Town is still waiting for the concrete work to be completed. Dobbins-Marsh will follow up with the contractor. Adams met with Herb Austic regarding his proposal to construct the garage storage addition. The Town would purchase the materials, and the construction would be done in phases by Austic - phase #1 would be the exterior work to enclose the structure, phase #2 will be to complete the interior, phase 3 will be to add lights and heat for the total cost \$40,000. All phases are under \$10,000
Motion made by Adams, seconded by Kling to authorize the three-phase construction of the garage addition by Herb Austic, contractor. Motion assed 3/0
- Illegal Junkyard update – an update was received of work completed by David Smith over the last month.
- Archertown Bridge at Jacobs Brook winter maintenance – the Selectboard discussed if the bridge should remain open and have the F-550 plow during the winter, or close for the winter. The road foreman will be contacted for his opinion. The Selectboard can hold an emergency meeting to make a final decision when the first winter storm arrives.
- Orford Library/Community Center walk thru with the Library Consultant Thomas Ladd. He reviewed the site for floor capacity for library stacks, and if the building floors meet the standard for weight support (regular buildings are 30# per sq. foot, libraries are 150# per sq. foot). He looked at the library being on the lower level, and Town offices on the main floor. There are a few issues such as no handicap bathroom on the lower level, no large meeting room on the main level for various groups to meet, and no vault. Currently a dehumidifier is run in the lower level and that may negatively impact the area for library use. The positives are plenty of parking and room to expand if necessary. Also, students from Rivendell could easily walk to the site for after school programs. Ladd will submit a report to the Town shortly.

- Property for Sand update – the Town is still waiting for a response from the soil scientist contacted by Carter to provide information on the cost to analyze the available sand. The Conservation Commission and Dartmouth College earth science department will be contacted for help with this project.
- McGoff Salvage junkyard license – Carter will follow up with the McGoff's regarding the process to change the license holder to McGoff Salvage LLC

New Business

- A. Review Actual vs Budget expense report** -the board members will review and bring questions to the next meeting
- B. Review of received “Notice of Intent to Cut Wood”**
Property owner: George Tullar, Jr., Map & Lot #08-89-38, logger: George Tullar, Jr.
- C. Complaints** – none received
- D. Contracts** – a contract was received from DISA Global Solutions to provide drug testing for the highway employees. The board agreed to wait on signing until rates are received.
- E. Correspondence**
 - Bartlett Harwood inquired about the possibility of purchasing the current sand pit property on the west side of Townshed road, once it's not longer used by the Town, as it abuts his property.
- F. Other** – Part of the State of NH's HB 401 provides funding for Municipally-Owned Bridge Allocation to NH towns. At this time, we do not have an indication of the funding amount or specifics of how it can be used, but an indication should be received mid-December 2022. It will be a lump-sum payment sent to towns closer to the end of 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.

The meeting adjourned at 7:55 pm

Respectfully Submitted,

Esther Dobbins-Marsh