

# TOWN OF ORFORD

Board of Selectmen

Meeting Minutes

November 16, 2022

MEMBERS PRESENT: John Adams, Jen Carter, Chase Kling

OTHERS PRESENT: Esther Dobbins-Marsh, Bob Palifka, Parks & Playground Members: Robb Day, Lawrence Hibbard

## **Call Meeting to Order**

The meeting was called to order at 5:30 pm

**Community Field Maintenance Expenses** – the Selectboard met with members of Parks & Playgrounds (P&P) to review the increasing costs to maintain the Community Field. Due to the field being used primarily for Rivendell sports programs, the maintenance being performed is to keep the playing fields in good condition. This year there was an additional expense of just under \$4,000 to rebuild the baseball base paths – P&P feel if Rivendell would have done a better job of after-game maintenance, it would not have created the issue with the base paths, which need to be maintained properly to avoid possible injuries to players. P&P and the company that maintains the field want to schedule a meeting with Rivendell players and coaches to outline the work that needs to occur following practices and games to avoid this large expense in the future.

The board addressed the need to fertilize twice a year. Day said applying fertilizer twice a year and grub control acts as preventative maintenance for the fields. Unfortunately, like everything, the cost to maintain the field increases each year.

Palifka will chart the costs over the past 4 years to project possible future costs which will allow the board to determine a revised fee to lease the fields to Rivendell. Total expenses for maintenance for 9/1/19-8/31/20=\$14,589.86, 9/1/20-8/31/21=\$26,764.31, 9/1/21-8/31/22=\$24,725.89 and projected for 9/1/22-8/31/23=\$36,245.79 (which includes the \$4,000 base path repair). Kling feels the percentage charged to Rivendell should be more than 50% as while they only use the fields for 6-7 months for sports, that leaves the winter months for Town use, and only approximately 2 months in the summer. He feels Rivendell should be paying a higher percentage of the maintenance costs. Hibbard asked if there is a cost associated with the dumpster at the field. He heard Floyd's provides the dumpster at no cost, but asked about tipping fees. Dobbins-Marsh will contact Sandra Marsh regarding any fees.

**Rivendell Community Fields Lease** – the Selectboard reviewed the current lease - a few changes will be made, such as adding "Clean up after each game and practice" under what the school district is responsible for. It was also discussed amending the lease term from September 1<sup>st</sup> – August 31<sup>st</sup> to a calendar year term. Carter suggested the lease be reviewed each year and revised, based on projected expenses for the following term.

**Archertown Road Jacobs Brook bridge guard rail design review** – DuBois & King requested the Selectboard review the plan to install either a 3-rail or 2-rail guardrail on the bridge. The 2T system would allow for a better view of the brook below, and is adequate for low

pedestrian traffic. *Motion made by Adams, seconded by Kling to accept the recommendation to use the 2T rail system for the bridge. Motion Passed 3/0*

### **Correspondence**

- Patricia Buck submitted her resignation as a ballot clerk. The Selectboard accepted her resignation, and the Town Clerk will work with the Moderator to possibly find someone to replace her.
- The US Census bureau is requesting financial information from the Town. Dobbins-Marsh will provide
- NHMA sent their annual recap of the services they provide
- The Orford Volunteer Fire Department, Inc submitted a change of rent to the Town of Orford. The OVFD, Inc own the fire station, and are looking to increase the rent from \$8,400 to \$10,800 annually starting July 1,2023, which represents an 28.57% increase. The Selectboard asked Dobbins-Marsh to reach out to the organization to ask for financial reasons for the rent increase.

### **Other**

- Health Insurance Plan options – HealthTrust needs to be notified of the 2023 renewal plan options. No other quotes were received for this coverage. We are allowed to offer up to 3 plans to our employees to select from, however, the base plan (the renewal plan) would be used to generate the contribution from employees, and if they select the higher premium plan, employees are responsible to contribute the difference. The Selectboard agreed to renew the expiring plan, and add a second option for employees to access should they want.
- Tree across Flat Rock – it was brought to the Town’s attention that a large tree has fallen across Flat Rock – should the Town have it removed? After discussion, the Selectboard agreed to leave the tree where it is due to the difficulty of accessing it.
- Archertown Road Jacobs Brook bridge plowing – after some discussion, it was agreed the bridge will be closed for the winter – the road foreman will order signs for the bridge area.

### **Review of Manifest, Payroll and AP’s**

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

### **Adjourn**

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

The meeting adjourned at 7:15 pm

Respectfully Submitted,

Esther Dobbins-Marsh