TOWN OF ORFORD

Board of Selectmen

Meeting Minutes

July 26, 2017

MEMBERS PRESENT: John Adams, Paul Goundrey, David Smith

OTHERS PRESENT: Steve Allen, Cicely Richardson, Kelley Monahan, Tom Thomson, Justin Adams, Sheri Clifford

1. **Call Meeting to Order**

The meeting was called to order at 5:30 PM

**Steve Allen - Assessor**

Allen reported proceeding with the twenty-five percent cyclical work and has seventy-eight parcels complete to date.

Goundrey received an email from Harry Pease asking why he still has not heard that the updates have been made to his assessment. Allen will contact Pease and show him that his concerns and changes were addressed.

Adams asked Allen his opinion on the NH Department of Revenue Inspection of his yearly assessing. Allen stated he found the inspection satisfactory.

Smith asked if there had been any progress integrating the assessing program with the tax program. Allen stated that this was in the hands of the tax collector and would probably be addressed in her 2018 budget request.

1. **Old Business**
2. **Board Reports**

Smith reported the Planning Board voted for a contract with Plymouth Resilience Planning on an as needed basis until December. The Planning Board also voted to send a letter from Chair, Jim McGoff to the Community Development Advisory Committee regarding the Planning Boards stand on the Orford Academy building.

Adams reviewed UVLSRPC and Plymouth Resilience submittals of their scope of work and felt the Planning Board should be able to enter into a contract of their choosing.

A motion was made to approve Resilience Planning & Design for services as planning assistant to the Orford Planning Board per the scope of work outlined in the July 10, 2017 letter outlining hourly rates and activities. The motion passed.

Adams asked Smith when he was informed of the rotting animal in the town office and what he has done to solve the problem. Smith stated he was told on July 18th, but has been busy and not able address the situation and will try following this meeting. Adams asked if he considered getting all the animals out in addition to the immediate need for ventilation in the building. Smith stated he planned on plugging the holes outside of the building to prevent access.

Goundrey stated if this situation happens again the Board cannot have the employees and public in the building due to the health hazard. Two weeks is much too long for not addressing this problem. He suggested that Smith find a professional to take care of the problem and the Board concentrate on following the Long Range Planning Committees suggestion on improving the town office.

**Jacobs Brook – Emergency Permitting**

Adams thanked Tom Thomson for his assistance with emergency permitting for debris removal from Jacobs Brook following the July 1st storm.

Thomson stated he has sent individual photos to the NH Department of Environmental Service as required and worked with Bill McKee to conduct a GPS survey of the affected areas of Jacobs Brook, Mousley Brook and around the Newcomb Hollow Bridge.

NH-DES representative Craig Rennie felt it would be best if he, Thomson, Hadlock and a Selectboard member review the affected areas. They will meet at the town office on Thursday, July 27th at 9:00 AM, Goundrey will represent the Board.

1. **Other**

Funding for Road Repair –

Mark Blanchard, Trustee of Trust Funds, emailed the Board informing them that the Bridge & Roads capital reserve fund was not an expendable trust, therefore, could not be used for this purpose unless they held a special town meeting. He has returned the check for half of the capital reserve fund total for possible use for storm damage costs and suggesting waiting for FEMA funds for the remainder of incurred costs.

Adams felt the Board had a few options. Apply for a loan from Mascoma Savings Bank with a low fixed rate, delay the replacement of culvert/bridge on Town Road #100 and have it be part of the NH State Bridge Aid Program, or hold a special town meeting to request using the funds in the Bridges & Roads capital reserve fund.

Goundrey felt the best option was to apply for the loan with a determined amount. Adams said if this would work like a line of credit to go with what the needs are. He was not sure of the details and will work with the Treasurer to apply for $250,000 load and use it for storm damage costs and hold the capital reserve check for security.

A motion was made for the town to apply for flood relief from Mascoma Savings Bank with a fixed rate of 1.5%, no fees, multiple disbursements allowed, and initial term of 12 months to cover immediate costs of the July 1, 2017 flood in the amount of $250,000. The motion passed.

Article 3 allocation of capital reserve funds –

Adams drafted a request for an alternative allocation of funds per the reduction of amended article 3 rather than using the traditional recommendation from the NH Department of Revenue. Adams reviewed his recommendation and the Board agreed with his allocation.

A motion was made to notify the NH Department of Revenue of the recommendation for allocation of funds for Article 3 and distribute as follows: decrease fund by $4,000 in the Fire Truck CRF, $13,0000 in the Highway Trucks CRF and $3,000 in the Police Cruiser CRF to total the amended article to $216,254. The motion passed.

1. **New Business**
2. **Correspondence**

The Board discussed a complaint received regarding bad behavior at Indian Pond Beach. Parks & Playground Committee has requested a letter be sent to the offenders by the Board due to the situation. Goundrey agreed to draft a letter to the offenders.

1. **Accounts Payable**

The correspondence and accounts payable folders were reviewed and signed where necessary.

**IV. Comments & Questions from Public**

Justin Adams asked how may applications were received for the highway position, was anyone hired and now that the initial work has been done to roads from the storm why hasn’t any additional work gone out for bid.

John Adams stated Orford is still considered to be in an emergency situation, and will put any final work to be done out for bid.

Goundrey stated five applications were received and the Board will be discussing an offer of the position in a closed session later this evening.

**Approval of Minutes**

The minutes of July 3, 2017 were approved as amended.

The minutes of July 5, 2017 were approved as amended.

The minutes of July 7, 2017 were approved as amended.

The minutes of July 9, 2017 were approved as written.

The minutes of July 12, 2017 were approved as written.

The minutes of July 12, 2017 Public Hearing were approved as written.

The minutes of July 19, 2017 were approved as written.

A motion was made to enter into nonpublic session for a personnel matter at 7:20 PM. A roll call vote of member’s present was taken with a decision in the affirmative.

The Board resumed the regular meeting at 8:17 PM. A vote was taken with a decision in the affirmative to seal the minutes of the nonpublic session.

**V. Adjourn**

The meeting adjourned at 8:20 PM.

Respectfully Submitted,