

TOWN OF ORFORD

Board of Selectmen

Meeting Minutes

March 11, 2020

MEMBERS PRESENT: John Adams, Fred Kidder II, Tom Steketee

OTHERS PRESENT: Esther Dobbins-Marsh, Terry Straight

Call Meeting to Order

The meeting was called to order at 5:30

Adams congratulated Fred Kidder on being elected for a full term as a Selectboard member

Motion made by Steketee, seconded by Kidder to elect John Adams as the Selectboard Chair. Motion approved.

Approval of Minutes

Motion made by Adams, seconded by Kidder to accept the minutes of 02/28/20 (as amended) Motion Passed

Appointments

- A. Fire Chief – *Motion made by Steketee, seconded by Adams to appoint Terry Straight as the Fire Chief. Motion passed.*
- B. Police Chief - *Motion made by Adams, seconded by Kidder to appoint Jason Bachus as the Police Chief. Motion passed.*
- C. Road Agent - *Motion made by Steketee, seconded by Adams to appoint Terry Straight as the Road Agent. Motion passed.*
- D. Emergency Management Director - *Motion made by Kidder, seconded by Adams to appoint Michael Gilbert as the Emergency Management Director. Motion passed.*
- E. Niles Fund Committee - *Motion made by Kidder, seconded by Adams to appoint David Coker, Sheila Conley, Ann Green, Ruth Hook and Malinda Ricker to the Niles Committee. Motion passed.*
- F. Conservation Commission - *Motion made by Adams, seconded by Kidder to appoint Jeff MacQueen & John Miller to the Conservation Commission, and Carl Cassel as an alternate to the Conservation Commission. Motion passed.*
- G. Tree Warden - *Motion made by Kidder, seconded by Adams to appoint Bill Wilson as the Tree Warden. Motion passed.*
- H. Zoning Board of Adjustment for Flood Plains - *Motion made by Adams, seconded by Kidder to appoint Peter Dooley, Paul Messer, Sr., and Shawn Washburn to the Zoning Board of Adjustors for Flood Plains. Motion passed.*

- I. Inspectors of Election - *Motion made by Adams, seconded by Steketee to appoint Patricia Buck, Betty Messer, Judith Parker and Marion Spottswood as Inspectors of Elections. Motion passed.*
- J. Energy Committee - *Motion made by Steketee, seconded by Adams to appoint Mark Blanchard and Emily Bryant to the Energy Committee. Motion passed.*

New Business

A. Notice of Intent to Cuts – The Selectboard approved the Intent to Cut for Map & Lot #008-89-15A & 15B, owner Michael Wright, forester Lawrence Hibbard.

B. Contracts

1. The Selectboard reviewed the contract from Mary Pinkham-Langer, consultant, to create the reclamation plan for the Town of Orford. *Motion made by Adams, seconded by Kidder to hire Mary Pinkham-Langer to develop a reclamation plan at \$48 per hour, for the Town's sand pit properties.*

Steketee will meet with Pinkham-Langer to review the project.

2. McGoff Salvage Junkyard license renewals – this will be addressed at the 3/25/20 Selectboard meeting.
3. Town Road #100 Easement – Adams received the legal document from the attorney for the easement to allow access to the temporary bridge. Per the Town attorney, the total paid for the easement should be a set amount vs reimbursement for actual costs, therefore the contract reflects the amount of \$5,000 to be paid for the easement. The Selectboard signed the easement agreement, and Adams will take to Ted Eck for his signature.

The Selectboard also reviewed the engineer plan for the temporary bridge, and are working on the specs to put the entire project out to bid.

C. Correspondence

1. FEMA – the Town received a letter from FEMA accepting the additional costs for the Quinttown Road engineering costs of \$10,000, Sawyer Brook engineering costs of \$5,000 and re-opened the Mousley Brook culvert replacement project with a scope of work valued at \$300,000
2. Chief Bachus received a follow up written compliment, from the operator of the vehicle, for his professional and courteous behavior during a traffic stop.
3. Drummond-Woodsum send their annual letter reflecting hourly rates for their attorneys
4. NH Department of Revenue sent the final results of the cyclical inspection report. The Selectboard will review with Steve Allen, Assessor at the 3/25/20 meeting.
5. UV Lake Sunapee Regional Planning Commission's Keys to the Valley survey to better understand the need for homes in the Upper Valley.

Flyers with more information will be posted at the Town office and Post Office, and information will be added to the Town's website

D. Other

1. Primex will have an appraiser at the Town on March 18th to re-appraise town owned building valued over \$50,000. Adams will accompany the appraiser when he visits each site.
2. Post Closure Report for Inactive Solid Waste landfills – the NH DES requires completion of their form annually, however, this is the first year we've received it. Dobbins-Marsh reported DuBois & King can complete the inspection and report. Dobbins-Marsh will ask for an estimate for this work. In the meantime, Kidder will look over the site to see if it's possible for the Town to gather the information required by the State.
3. Highbridge Road bridge – Adams & Kidder will work with the Road Agent on the scope of work to put this project out to bid

Manifests, Payroll and Accounts Payable folders

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

Topics for Future Discussion

- A. RRC Impact Study
- B. Employee Handbook Revision

A motion was made by Adams, seconded by Kidder to enter into nonpublic session under RSA 91-A:3, II(a) and (c) at 7:00 pm. A roll call vote of member's present was taken with a decision in the affirmative

The Board resumed the regular meeting at 7:28 pm. A motion was made by Kidder, seconded by Adams to seal the minutes of the nonpublic session. Motion Approved.

V. Adjourn

Motion made by Adams, seconded by Kidder adjourn the meeting. Motion Passed.

The meeting adjourned at 7:30 pm

Respectfully Submitted,

Esther Dobbins-Marsh