

TOWN OF ORFORD

Board of Selectmen

Meeting Minutes

May 25, 2022

MEMBERS PRESENT: John Adams, Jen Carter Chase Kling

OTHERS PRESENT: Esther Dobbins-Marsh, Jason Bachus, Jennifer Hebb, Robb Day, Lawrence Hibbard

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 05/11/2022 (as amended)

Motion Passed 3/0

Motion made by Adams, seconded by Kling to accept the minutes of the 05/18/22 work session.

Motion Passes 2/0 (Carter abstained)

Reports

A. **Assessor**-Todd Haywood was not available, but left a Land Use Change Tax form for the Selectboard to sign.

B. **Police Department**

Chief Bachus presented the report for April 2022 - there were 58 calls for service (6 calls to the NHSP). Calls included accidents, animal control complaints, 8 citizen assists, welfare checks and 3 fraud calls. Motor vehicle enforcement included 15 stops resulting in 3 violations issued. Calls for service for criminal investigation continue to come in. These cases include 2 for suspected child abuse, 3 for financial exploitation of the elderly, 3 for fraud, one of which includes multiple states and agencies, and a burglary in town.

Speed Cart – three quotes were received, and the lowest quote from accepted and the cart was ordered from MPH Industries Street Scout Trailer at a cost of \$7,257. The following day, Bachus submitted a grant through the NH Emergency Relief & Recovery program which will reimburse 90% of the speed cart cost back to the Town. On May 12th the grant was accepted – the Town will receive \$6,532 in grant funds, resulting in a net cost to the Town of \$725. The Town will be reimbursed after proof of payment is sent to the State.

Police Vehicle - a 2021 Ford F150 Responder has been ordered, and should be ready to be picked up in 8-12 weeks. The dealer offered \$4200 in trade in from the current cruiser, but Bachus feels it can be sold for more to local dealers or through the municipal action site. All the upfitting will be installed by the dealer, so it will ready to use as soon as it's received.

Adams asked if the Orford PD is working with Rivendell on any specific plans, in light of the recent Texas school shootings. Bachus said the school has a plan in place, and as plans and procedures are followed this type of situation should be minimized.

Carter asked Bachus about possibly changing hours to pick-up night time activities in Town during the summer. Bachus said 70% of the calls come Monday – Friday during the day. State Police patrol when they have available time, but they are spread pretty

thin and mostly only respond to emergency situations. Bachus does do checks on the beaches and boat launches during the summer months.

C. Reports from Attended Committee Meetings

- Cemetery Commission - Kling discussed the trees that will need to be removed from Dame Hill cemetery, as well as one on the West Common in front of Brenda Smith's house, and one at the Town Office. He's discussed all four trees with the Tree Warden, Bill Wilson who's in agreement with this analysis. Cemetery tree care would be paid with perpetual care funds, and the Town-owned trees from the Tree Care Capital Reserve account.
- Conservation Commission – the meeting held on 05/17/2022 was via Zoom – as the commission didn't have enough members for an in-person quorum, a general discussion of several items occurred, but no action was taken. Kling expressed his concern with committees not have members show up for meetings, which makes the committee ineffective. Adams will look into why there wasn't a quorum.
- Planning Board – Carter said she had not heard if the engineer review was completed on the Mountain View Hideaway street plat, but it's scheduled to be on the July agenda. Kling indicated the Planning Board needs to inspect any gravel pits in Town prior to the Selectboard approving an Intent to Excavate. Dobbins-Marsh will notify the Planning Board assistant to schedule this.

Old Business

A. Update of Outstanding Projects

- Archertown Bridge at Jacobs Brook – Adams has not heard back from Bob Durfee this week. Adams received quotes to install and lease a Bailey bridge, but the costs would be over \$300,000 for the term needed, which isn't cost effective for this short-term project. The board agreed that restricting the bridge to 1-lane, reducing the weight limit to 3-tons, and closing the bridge for the winter months is the best option at this time. Detour signs have been ordered and will be placed as soon as they are received. The owner of P&V Campground has placed detour signs to help navigate the entrance to the campground.
- Mousley Brook Culvert FEMA Project – DuBois & King need the survey of the site prior to starting the hydraulic study and wetland permit. Pioneer Surveyors are hoping to complete this within the next two weeks.
- Survey Projects –Pioneer Surveyors placed stakes to mark the boundary between the Community Field and the abutter to the east. The West Common corner survey between the Town, Congregational Church and property where the Post Office is located, and mark with a granite post. The tree warden needs to remove the tree stump prior to a granite post monument pin being installed.
- Hazard Mitigation Plan – Dobbins-Marsh and Adams will meet to work creating group members and set a meeting schedule.
- Grants
 - Streetlight grant – Dobbins-Marsh will contact the grant writer involved with the Broadband project to have her review available grants that Orford may qualify for. Eversource also offers options that might be financially beneficial if grants aren't available.
 - Dobbins-Marsh will contact the NH DES to discuss what qualifies in Orford for grants to replace culverts that frequently need replacing due to flooding.

Possibly the Orfordville Road Culvert that was recently contracted out, as well as the culvert by Indian Pond Beach, and one on Prettyman Road.

B. Fee to use Town Properties – the Selectboard and Parks & Playground members discussed a fee of \$100 for specific groups, such as for-profit organizations and non-residents, to use Town properties. Dobbins-Marsh will update the current form and send to JJ Hebb (Parks & Playgrounds chair) to review and report back to the Selectboard. Hebb reported the basketball court is scheduled to be repaired this fall at the price quoted in 2021. Hibbard addressed the survey markers on the Community Field and the house to the east on Route 25A, and asked if a cement post can be placed by Route 25A to make the property line stand out better, and maybe one by the tree line as well. Also, their property owners' fence is still over the boundary line and the Selectboard should address that with the property owner.

New Business

A. Complaints

JJ Hebb filed a complaint regarding the inaction on the damage done by the highway crew early last snow season to the road extension beyond TR #100 which at that point we had an implied obligation to help maintain the snow for ease of turnaround by the plow, and caused damage to the driveway and lawn. (Kling recused himself from the discussion, despite John Adams objection, both an abutter and a deeded co-owner of a right-of-way across Kenneth Cantlin property and Larry & Susan Taylor's property. Recuse is a necessary act because of extreme conflict of interest as a selectman and stakeholder and signer of petition against the Town, causes me to recuse myself.). It was Hebb's understanding the department would return to clean-up the stapak plowed onto their lawn, and add stapak to the driveway where the stapak was plowed up due the soft condition of the road at the time of plowing. A sign was also to be posted indicating "Road Ends Here", but they have not had any communication from the Road Agent on these issues. At this time property owner Kenny Cantlin has completed the majority of the lawn damage, and some of the driveway repair, but they need to have stapak brought in and want to know if they should purchase and bill the Town, or if the Town will provide. Adams will discuss this situation with the Road Agent regarding these issues. The Selectboard will make the determination on where the stapak will come from.

- Upper Stonehouse Mountain Road – complaint was filed about a clogged culvert and partial washout of the road.
- Huckins Hill Road – complaint was filed about a partial washout of the road.

The Selectboard discussed their concerns with "knee jerk" reactions to complaints and relocating equipment to take care of smaller issues, as it's an inefficient use of equipment and time. The highway department needs to be laser focused on completing work on all the roads. Time management is a big issue. Carter will discuss these concerns with the Road Agent, and ask for a written priority list of road work to be completed.

B. Review of received "Notice of Intent to Cut Wood"

- Property Owner: Marjorie Green, Map & Lot #008-089-029, Logger: Bruce Streeter
- Property Owner: Theodore Eck, Map & Lot #008-024-069, Logger: Theodore Eck

- Property Owner: Theodore Eck, Map & Lot #008-029-073, Logger: Theodore Eck
- Property Owner: Theodore Eck, Map & Lot #008-093-046, Logger: Theodore Eck

C. Other

- July Tax Levy – the Selectboard signed the tax levy in the amount of \$2,090,018 for the July 2022 tax bill,
- Canon Copier lease – the lease for the copier will expire in June 2022. A lease for a new copier has been provided from Canon, however, the current copier is still working well, and the lease for the new copier can be placed when needed.
Motion made by Adams, seconded by Carter to authorize Dobbins-Marsh to enter into the lease agreement for the new Canon copier as needed. Motion Passed 3/0
- Town Office Chimney – JP Pest was called to the Town Office regarding rodents between floors - it was determined that gray squirrels and babies were between the chimney liner and the bricks. JP Pest suggested capping the chimney once the squirrels left the chimney, however, upon further inspection it was determined the mortar and bricks of the chimney will need some work before a cap can be added. Dobbins-Marsh will reach out to area masons to inspect and provide an estimate to repair the chimney and add a chimney cap.

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 7:38 pm

Respectfully Submitted,

Esther Dobbins-Marsh