

TOWN OF ORFORD

Board of Selectmen
Meeting Minutes
September 14, 2022

MEMBERS PRESENT: John Adams, Jen Carter Chase Kling

OTHERS PRESENT: Esther Dobbins-Marsh, Terry Straight, Deb McGoff, Nancy Murphy, Jim Strout

Call Meeting to Order

The meeting was called to order at 5:40 p.m.

Approval of Minutes

Motion made by Adams, seconded by Kling to accept the minutes of 08/24/2022 (as amended)

Motion Passed 3/0

Motion made by Adams, seconded by Carter to accept the minutes of 08/31/2022 (as amended)

Motion Passed 3/0

Reports

- A. **Treasurer-Nancy Murphy** – Murphy is concerned about cash flow due to the extra gravel purchased due to mud season. She feels the board should request the Trustees of the Trust funds reimburse the Town for the mud season expenses from the Road Improvement CRF. Another suggestion would be to request reimbursement from the Road Improvement CRF similar to how FEMA reimburses for expenses at 75% of the mud season expenses and the funds spent over budget for gravel.
Motion made by Adams, seconded by Kling to request reimbursement from the Road Improvement CRF in the amount of \$95,831.12 for the cost of mud season expenses.
Motion passed 3/0
- B. **Fire Department** – Chief Straight presented his August Report – the department responded to 17 calls for the month (10 Medical, 5 Fire and 2 Mutual Aid) bringing the total YTD to 113 – last year at this time there were 74 calls. The department held two trainings in August, and installed a new dry hydrant on Dame Hill road at Terry Dyke's pond. Adams commented on low volunteer attendance responding to calls. Straight said many Towns are experiencing the same issue – whether finding volunteers or hiring employees for their fire departments – help is hard to find. Adams asked about the increase in the electrical bill for the July-August period. Straight said this period is when the landlord (The Orford Volunteer Fire Fighters Association) plugs in freezers and refrigerators preparing for their annual flea market, and historically usage increases during this time.
- C. **Highway Department** – The highway crew worked with Rodney Taylor to pickup trees that had fallen during the wind storm earlier this summer, and the Town has contracted with Paige Excavation to replace a culvert on Archertown Road, and Upper Baker Pond road this week. The crew is scheduled to work on Upper Stonehouse Mtn. road and Orfordville Road this week, adding gravel and grading in certain sections. Next will be Quinttown Road, near the 4 corners area, to complete ditching and grading, then to add gravel and grade a section of Indian Pond Road where the exposed material needs covering. The Clough Brook project is temporarily on hold due to the lack of pre-cast headwalls needed for the project.

The Town asked for a rate per yard for sand screening for the upcoming winter season. The rate of \$2.47 per yard was from Chief's. The crew will need to pull off the top layer at the NE corner of the pit to get it ready to have Chief's come in to screen the sand.

Motion made by Adams, seconded by Kling to accept the rate of \$2.47 per yard to screen a minimum of 2,000 yards. Motion passed 3/0

The board hired Certified Wetlands Scientist Jim Kennedy to head the project of cleaning up the wetland violation on Mud Turtle Pond Road. The board is still waiting for quotes to complete the shoulders on River Road. Adams will reach out to Pike Industries, and Dobbins-Marsh will contact Blaktop.

Strout spoke about the pot holes on Upper Baker Pond road and as a bus driver is concerned about a handicapped child that struggles when the bus hit these holes. Adams said when the culvert is replaced, the crew will fill in the potholes on the paved section of the road, which help.

Old Business

A. Update of Outstanding Projects

- **McGoff Salvage** – Deb McGoff addressed the board regarding the lack of notification to her regarding the clean-up of the salvage yard. Kling said his understanding was Jonathan McGoff was to be the contact person, but Deb said she needs notification too. Carter will reach out to Deb and Jonathan to schedule a site visit and take updated photos of work being completed. McGoff said the property across the road from the salvage yard is used for storage and the area being used is NOT in current use. She also asked about the culvert with “toxic fumes” that was discussed by the board several months ago – was any action ever taken? The McGoff's had their well water tested and no issues were found with the water sample taken. (A copy of the report was left to be added to their property file). Regarding the work required by the Selectboard, the fence has been repaired and painted, and Jonathan is crushing and removing vehicles from the storage area as fast as he can. McGoff also mentioned the LLC was created and has been approved.

Kling said the plan is to replace the culvert by the salvage yard entrance with a large and longer culvert. McGoff said the culvert further up the road also needs replacing as it often overflows and the water washes out the road during the winter as the water often freezes. This culvert may need to be a larger culvert too. Carter will notify the McGoff's when the culvert is scheduled to be replaced.

- **Road Agent vs Road Foreman** – Adams wanted to clarify the reason to hire a road foreman vs a road agent. Unfortunately, the applications received either didn't meet the qualifications for the position, took another position or chose not to accept. The board decided to remain acting as the Road Agent and to advertise for a Road Foreman with reduced responsibilities from the Road Agent position.
- **Town Garage Storage Addition/Grader Cover** - The excavation for the garage storage addition will be started on September 20th by the road crew, with Richard Saffo doing the concrete work. Kling will reach out to a few contractors to see if there is interest and time to start the grader cover project.
- **High Bridge Road Bridge**- The Police Chief suggested blocking off the entrances to the High Bridge Road bridge as there are no safety rails, and the bridge decking is very spongy. The board agreed to add a pile of dirt at the entrances with “Road Closed/No Trespassing” signs.

- **Mousley Brook Culvert FEMA Project** – the engineers received the survey information requested to move forward with the cost analysis and hydrology study. Adams said Mark Neuroth, engineer at DuBois & King, is also working on options to stabilize the culvert on Mousley Brook road.
- **Orford Library/Community Building** – In addition to the consultant rate of \$50 per hours rate previously approved by the board, they also approved mileage reimbursement of \$85. Information about the building will be sent to the consultant to review. *Motion made by Kling, seconded by Carter to authorize the additional \$85 for mileage reimbursement. Motion Passed 3/0*
- **Purchase of Property – Soil Engineer** – Dobbins-Marsh contacted a soil engineer regarding the costs of services. The response was, in general the cost to analyze soil is usually more expensive that Towns want to spend, and would definitely need to go out to bid. The suggestion was to plan on a cost between \$25,000 and \$30,000. Carter said she would reach out to Clayton Moorelock a civil engineer that might be an option.

B. Other – Historical Barn Reviews – the board agreed to schedule the physical reviews of the barns for October 1, 2022. Letters will be sent to the barn owners with the date and time.

New Business

- A. 2023 Budget Meeting Schedule** – the schedule was reviewed with the Selectboard – letters to department heads and committee chairs will be sent Tuesday, September 20th with the first meeting scheduled for October 19,2022.
- B. Review of Actual vs Budget Expenses report** – the Selectboard members will review and discuss at a future meeting if needed.
- C. Complaints** – Sara Day suggested the Town take care of the handicap ramp as the ramp sits 1”-2” above the parking lot base and may cause difficulty to someone trying to enter the building using a wheelchair.
- D. Review of received “Notice of Intent to Cut Wood”** – None Received
- E. Correspondence**
- David Smith submitted his update on work being done at his property regarding the removal of scrap metal and other materials.
 - E-coli readings from 09/07/22 were analyzed and reported to the Town. All the beaches were low, but several areas along the Jacobs Brook read high, specifically by Dublin Road, High Bridge, Creamery Bridge and the Heritage Center. This was the last reading for the year.

Non-Public Session

A motion was made by Adams, seconded by Kling to enter into non-public session under RSA 91-A:3, II(a) for personnel matters at 8:00 pm. A roll call vote of member’s present was taken with a decision in the affirmative

The Board resumed the regular meeting at 8:14 pm. A motion was made by Adams, seconded by Carter to seal the minutes of the nonpublic session. Motion Approved 3/0

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 8:15 pm

Respectfully Submitted,

Esther Dobbins-Marsh