

TOWN OF ORFORD

Board of Selectmen

Meeting Minutes

November 30, 2022

MEMBERS PRESENT: John Adams, Jen Carter, Chase Kling

OTHERS PRESENT: Esther Dobbins-Marsh, Steve Williams, Bob Palifka, Lawrence Hibbard

Call Meeting to Order

The meeting was called to order at 5:30 pm

Review Truck Packages from Viking-Cives – Due to the extended delivery date, there will be a surcharge for the two truck packages originally ordered in May 2021 and March 2022. Changing the trucks to Western Stars, the truck packages are now priced at \$91,400 for the 6-wheeler, and \$93,350 for the 10-wheeler. Because of the increase in costs, the Selectboard will have a warrant article to request the additional funds needed of approximately \$35,000, which applies primarily to the 6-wheeler as the order originally placed in 2021. Williams said the replacement of Western Star trucks can be extended to 10-years, which will help offset the cost of funding the Highway Truck CRF. Williams also requested the color of the trucks to be dark gray (vs the current red) and to add the Town logo as well. The Selectboard agreed to these changes.

Motion made by Kling, seconded by Carter for Williams to place the order for the 10-Wheeler from ATG Lebanon, LLC. Motion Passed 3/0

Motion made by Carter, seconded by Kling to accept the up-fitting truck packages (body, wing, plow, etc.) for the 10-Wheeler (dated 11/28/22) for \$93,350, and the 6-Wheeler (dated 11/28/22) for \$91,400. Motion Passed 3/0

Upper Baker Pond Road – Williams met with Susan Miller Hild to review her concern of the road being built to high causing water to flow into her basement. Williams recommended that she hire a contractor to add drainage around her house, and in the spring, he will come back out and review the situation. It's possible that some of the gravel added to the road near her house can be removed. Miller Hild would like to see 10-12" removed, as currently it will be difficult to get a plow into her driveway.

Archertown Road Jacobs Brook bridge – Williams has been asked by residents if there are plans to change the weight limit and detour signs around the bridge– at this point the answer is no. Williams said that Lawrence Hibbard has agreed to plow the bridge with his tractor and plow, which will allow the bridge to remain open for the winter months. (Kling said that Adams O'Donnell could also plow if needed). Adams will post the status of winter maintenance of the bridge on Listserv.

Highway Budget and Warrant Articles

- **Uniforms** – Williams said having a \$1,000 stipend per employee would provide a savings in the budget and allow the crew to purchase clothing that suited their needs better. The Selectboard agreed that shirts should reflect the employees name, along with "Orford Highway Department". The current contract with Unifirst will be cancelled.

- **Paving Warrant Article** – Williams is working with an engineer reviewing the Archertown Road Hill and what it will cost to reconstruct, reclaim and pave. New culverts may be installed on the uphill side that discharges at the bottom of the hill. The Archertown hill to Blackberry Hill road/Newcomb Hollow bridge will be ground, with the hill being repaved, and the flat section left unpaved until the following year. Having all the grinding completed at the same time will save money for the Town. Williams needed additional drawings – Adams will work with Williams to provide to the engineer. If the cost is too high for this year, Williams will identify other roads that will need paving.

Review Rivendell Lease (and fee) for the Community Fields – The Selectboard reviewed the RISD Community Field lease and made a few changes – adding the school will be responsible to maintain the base paths and pitching mounds, and clean up the fields and dug-outs after each game and practice. Based on the amount of time the Town has access to the fields, and the budget to maintain the fields primarily for RISD sporting events, the Selectboard agreed that RISD should pay 80% of those costs as their leasing fee. *Motion made by Carter, seconded by Adams to amend the leasing fee to 80% of the budget for August 1, 2023 – July 31, 2024 for a total fee of \$29,000. Motion passed 3/0* Adams expressed his concern over the cost to maintain the field, and feels it's possible to provide a different type of maintenance for a lower cost based on what the school actually needs. The draft contract will be sent to Parks & Playgrounds for a final review, then will be sent onto Rivendell for their review and comments.

Review Proposed 2023 Budget

- In July 2023 the NHRS Town contribution rate will decrease slightly – saving around \$1,700 for all departments
- Fire Department salaries were adjusted down to \$23,000 (once the final payroll for 2022 is submitted, the hours will be recalculated at the higher rate per hour and adjusted if necessary)
- Fire Department Training, Education and Mileage was decreased by \$1,000
- Highway Road Salt was decreased by \$5,000

The total budget currently is \$1,354,813 for 2023, and increase of 11.56% over the 2022 budget

Review of Proposed 2023 Warrant Articles

- Capital Reserve Funding – the Selectboard reviewed the funding and revised the several accounts – currently the total for funding is \$426,322
- A new warrant article was added to fund the surcharge for the Highway Trucks up-fitting packages for \$35,000 to come from the Highway Truck CRF
- The F-550 replacement highway truck is now estimate at \$145,000
- Highway Equipment was amended to a cost of \$20,000 to purchase the leaf blower, and grader cutting edge only
- The request to purchase a Fire Department UTV and trailer was withdrawn – the FD will look for a grant to purchase these items

Appointments

- *Motion made by Adams, seconded by Kling to appoint Eva Daniels as an Inspector of Election. Motion Passed 3/0*
- *Motion made by Adams, seconded by Carter to appoint Carl Johnson as the Emergency Management Director. Motion Passed 3/0*

Other

- **High Bridge Road bridge** – The stability of the bridge is in question as a tree has grown into the abutment, which is pushing the abutment towards the center of the bridge. Kling said removing the steel support beams may cause a catastrophic failure of the bridge. Kling will work with the Road Foreman Williams to place barriers at both ends of the bridge – no one will be allowed to access the bridge. The tree needs to be removed ASAP, and the Selectboard need a plan to stabilize the bridge.
- **Baker Road Class VI section** – Kling addressed his concern about the logging occurring on the Class VI section of Baker as he feels it may be too close to the roadside. Loggers can only cut up to 50' of the roadside area. The Selectboard authorized Kling having a discussion with the forester and/or logger about what's happening with this logging operation.
- **Highway Storage Addition** – Herb Austic will begin constructing the exterior walls and rafters, and will work with Richard Saffo when it's time to pour the floor in the addition.
- **Fire Department activity sheets** – The activity data provided on the Fire Department call sheets is not considered confidential and can be released when requested.

Correspondence

- Boat Agent – *Motion made by Adams, seconded by Carter, to authorize Deborah Hadlock as the Boat Agent for the Town of Orford. Motion Passed 3/0* Adams signed the letter for Hadlock's records.
- Jeff Hebb submitted a letter to the Selectboard offering his help/advise on the changes to the highway truck purchases.
- Tires for Fire Engine 3 – an email was received from Chief Straight regarding the price increase for the tires needed for engine #3. He obtained 3 estimates, and the least expensive was from Pete's tire at \$4,622 for 6 tires, installed.
- Police Coverage at events follow up email from Ann Green asking Bachus to give serious consideration to the ability of an organization to pay the fee, and if the Selectboard had given him blanket approval to require police coverage.

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 3/0

The meeting adjourned at 8:25 pm

Respectfully Submitted,

Esther Dobbins-Marsh