

# TOWN OF ORFORD

Board of Selectmen

Meeting Minutes

March 22, 2023

MEMBERS PRESENT: John Adams, Jen Carter Chase Kling

OTHERS PRESENT: Esther Dobbins-Marsh, Jason Bachus

## Call Meeting to Order

The meeting was called to order at 5:30 p.m. The meeting was held in the Niles Room due to the large number of residents attending the meeting in support of Straight and/or Follensbee for Fire Chief

**Appointment of Fire Chief** - *Motion made by Adams, seconded by Carter to appoint Terry Straight as the Fire Chief. Motion Passed 2/1 (Adams and Carter-yes, Kling-no)*

## Approval of Minutes

- *Motion made by Kling, seconded by Adams to accept the minutes of 03/08/2023 (as amended) Motion Passed 2/0*
- *Motion made by Adams, seconded by Carter to accept the minutes of 03/13/2023 Motion Passed 3/0*
- *Motion made by Adams, seconded by Kling to accept the minutes of 03/15/2023 (as amended) Motion Passed 3/0*

## Reports

- Assessor** – no report from the assessor. He left an abatement application for the board to review and decide on.
- Police Department** – Chief Bachus presented his February stats to the Board. In February there was 103 calls for service which included 37 public service/administrative calls, 2 animal complaints, 2 agency assists, a missing person and a motor vehicle crash. Of the 55 motor vehicle endorsement actions, 7 summons and 2 written warnings were issued. The NH State Police responded to 4 calls. The times for the calls for service occurred as follows: 6 between midnight and 8:00 am, 69 between 8:00 am and 4:00 pm., and 28 between 4:00 pm and midnight. The speed cart has been repaired and is operational again, and will be placed in service following spring thaw. Bachus will attend a Taser instructor recertification class in June.  
Kling asked about turnarounds and end of roads relating to the hiking trails and hiking access. Baker Road has between 15-20 cars packed in the turnaround and Road Foreman Williams is concerned when trying to work in these areas and challenges when needing to turn around. He would like better signs to remind drivers of no parking on town roads and no blocking the turn around. Quinttown has the same issue with blocking the turnaround due to parking to access the Appalachian Trail. Bachus said he and Road Foreman Williams have discussed the situation and will place No Parking signs at the Mt. Cube trail head. However, turnarounds are legal parking areas, unless the board wants to deem these as no parking areas (or for specific hours), so he can't place no

parking signs or have vehicles towed until an ordinance is put into place. The board will need to research and possibly have an ordinance to address this situation.

### C. **Recap of Selectboard attended committee meetings**

- **Parks & Playgrounds** – Carter attended the P&P meeting. They are working on obtaining estimates to repair the gazebo.
- **Planning Board** – the Chair Terry Straight was reappointed, with Kenny King as the Vice Chair. The meeting was short so members could attend the school annual meeting.
- **Broadband** – the Board received an email from John Miller regarding NH Electric Coop offering its customers the option to sign up for broadband being offered to Grafton County, starting with parts of Plymouth, Holderness, Hebron, Rumney and Campton.

## **Old Business**

### A. **Update of Outstanding Projects**

- **Streetlight Project** – A work session will be scheduled for March 29<sup>th</sup> to review the project and discuss with any members of the former Energy Committee who'd like to attend. A Public Hearing will be scheduled for a later date to discuss the final plan design.
- **Archertown Road Rebuild Project** – The engineer has requested a copy of the boring logs from DuBois & King. D&K will go into their archives to obtain the logs to get to the new engineer. A construction surveyor has started working on the hill. Williams has obtained estimates to remove the trees along the Archertown Road hill, and will need signed agreements with the abutting land owners before the trees are removed. Dobbins-Marsh will look for a template to use. Should the Town look to have easements vs agreements for this work? Dobbins-Marsh will check with the Town attorney. The board also agreed that the Tree Warden, Bill Wilson, should review the trees to be removed with the project engineer and the Road Foreman, and the tree removal portion of the project can begin prior to any Public Hearing on the project. Kling will contact Wilson and discuss with the Road Foreman. The board will try to schedule a work session on April 5<sup>th</sup> with the engineer to review the final plan and timeline for the project.
- **Mousley Brook culvert project** – The board discussed the weight limit restriction that DuBois & King recommended based on the condition of the culvert. The Board agreed to have Kling look into the cost of a temporary bridge and how to have it installed.
- **Orford Library/Community Building** – the Board reviewed the consultant's report and received comments from the Library Trustees. At this time, the Board agreed to take the building at 485 Route 10 off the list of a possible site for the Library/Community Center.
- **Main Street Congregational Church** – The Selectboard wants to form a community committee to study the feasibility of purchasing the Church to determine potential uses for the building and if the Town will support the purchase. The board would like to have the committee formed by approximately May 1<sup>st</sup>. Requests will be sent to residents to contact the Town if interested. The Board agreed to create a newsletter to address the results from Town Meeting and address upcoming meetings and Public Hearings.

- **Town Office Building Maintenance** – the Selectboard will work on a list of maintenance items for the building and prioritize.
- **High Bridge Road bridge** – In prior board discussions, Kling mentioned installing a covered bridge. As the state most likely won't approve the style of bridge to be covered by the State Bridge Aid program, the board asked to Kling look into estimates for this project. If the total cost is under the town's percentage of the State project costs, the Board will discuss the next steps for this project.
- **Mud Turtle Pond Road DES violation** – The deadline set by the NH DES to complete the restoration is June 1, 2023. Dobbins-Marsh will reach out to the Wetland scientist on the project to discuss the work and timeline for completion.

## **New Business**

- A. Review "Town Highway Drivers Licensing" policy** – Dobbins-Marsh will research if the law requires a medical card to be held by drivers holding a CDL license.
- B. Review new junkyard application form** – the Selectboard reviewed the new application form to be used for new junkyard operations and by existing junkyards with new owners. This would pertain to McGoff Salvage, but the application should be easily completed. There are several RSA's referenced in the application – Dobbins-Marsh will print out and include with the application. If there are requirements that might be burdensome to the owners, such as requiring permanent boundary markers which may need a survey, the Board can work with them and possibly issue waivers for certain items. Adams feels if the owners simply place markers to reflect the boundary's, there would be no need for a survey. However, best business practices need to be followed, and a Public Hearing will be needed prior to the renewal date of June 1, 2023. The application will be sent to McGoff Salvage for completion.
- C. Declared emergency for December 22-25 wind storm** – Federal disaster declaration for NH was approved for damages following the severe storm and flooding that occurred around Christmas 2022, which included Grafton County. The Town of Orford can submit for overtime, contracted service for tree removal and windshield damages. Carl Johnson, Emergency Management Director, will be looking into action the Town needs to take.
- D. Review of received "Notice of Intent to Cut Wood"** – none received
- E. Signature Folder**
  - **MS-232** – the Selectboard signed the final report of appropriations approved at the Annual Meeting.
  - **Fire Chief Appointment** – Adams and Carter signed, Kling did not
  - **Abatement for Tim Cole** – the request was originally filed due to the unsightly property across the street, but the assessor said as this is not an unusual circumstance he would not recommend approval. The Assessor did review Cole's house and noted some changes, and adjusted the valuation of the house itself. These changes would be applied to the 2023 valuation. The Selectboard denied the abatement application.
- F. Action Items**
  - **Highway Well** – samples of the well water were taken by Sargent's Well and sent out to be tested. The results were received, but additional information is

needed by the Board to better understand the findings. Sargent's is looking to raise the well head to prevent surface water from contaminating the water.

*Motion made by Adams seconded by Kling to raise the well head above grade for approximately \$525. Motion Passed 3/0*

*Motion made by Adams, seconded by Kling to spend up to \$500 to shock and retest the well water following the raising of the well head. Motion Passed 3/0*

- **TTF Reimbursement Request** – *Motion made by Adams, seconded by Carter to authorize the request for reimbursement from the Trustees of the Trust Funds, for the amount of \$70,415.49 Motion Passed 3/0*
- **Generator** – the Selectboard will use the specs written by Faus Electric Systems for a spec sheet to send out for estimates. This will be discussed at the 03/29/2023 work session
- **Follow up on Garage Fuel Tank** – Dobbins-Marsh will reach out to Calkins about the process to install a 500-gallon diesel fuel tank at the Highway Garage

#### **G. Other**

- **Public Input at Selectboard Meetings** – As more people are starting to attend meetings again, Carter asked about allowing for public input at certain times during the meeting. After some discussion, the Board agreed to allow for public input during the Old Business – Projects section of the meeting. Those in attendance will be asked if there are comments and/or questions following the Board's discussion of an ongoing or new project.

#### **Manifests, Payroll and Accounts Payable folders**

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

#### **Non-Public Session**

*A motion was made by Adams, seconded by Carter to enter into non-public session under RSA 91-A:3, II(a) for personnel matters and RSA 91-A:3 II (c) for direct assistance at 7:58 pm. A roll call vote of member's present was taken with a decision in the affirmative*

*The Board resumed the regular meeting at 8:18 pm. A motion was made by Adams, seconded by Kling to seal the minutes of the nonpublic session. Motion Approved.*

#### **Adjourn**

*Motion made by Adams, seconded by Kling to adjourn the meeting. Motion Passed 3/0*

The meeting adjourned at 8:20 pm

Respectfully Submitted,

Esther Dobbins-Marsh