

TOWN OF ORFORD

Board of Selectmen

Meeting Minutes

August 30, 2023

MEMBERS PRESENT: John Adams, Kevin Follensbee, Chase Kling

OTHERS PRESENT: Esther Dobbins-Marsh, Erin Darrow, Engineer

Call Meeting to Order

The meeting was called to order at 1:00 pm

Archertown Road Hill project

- **Gravel Estimates** – Darrow reviewed the estimates she received from three contractors. The estimates selected are as follows:
 - Chief's – 900 cubic yards crushed gravel, delivered - \$20,178
 - Martin's Quarry – 600 cubic yards 7" erosion stone, delivered - \$11,724
 - Martin's Quarry – 30 Cubic Yards of granular backfill, delivered - \$650
 - Martin's Quarry – 50 Cubic yards of ¾" stone, delivered - \$1,006

Darrow will contact the contractors to let them know their estimates were accepted. The highway department will let the contractors know where to store their product in the sand pit.

- **Contracts** – Darrow provided the contract between the Town of Orford and Wanner Earthmoving, LLC, and R&D Paving.

Motion made by Adams, seconded by Kling to accept the contract for Wanner Earthmoving, LLC in the amount of \$41,200 for construction work in the Archertown Road hill. Motion Passed 3/0 Adams signed the contract.

The contract for R&D reflected an attachment that was not attached. Darrow will revise the contract to remove that line, and resubmit to the Town to sign.

Motion made by Kling, seconded by Adams to accept the contract for R&D Paving in the amount of \$60,920 for base paving the Archertown Road hill, pending receipt of the revised contract. Motion Passed 3/0 Adams will sign the revised contract when received.

Darrow will be meeting with Bill Wanner, Gus from All-States Construction, and Roger Hadlock for a final walk thru before the construction work starts on September 6th. The Selectboard members will also join the walk-thru, starting at 12:30 at the High Bridge Road intersection. The Selectboard discussed the removal of guardrails and the need to have something along the side of the road, especially during winter months. Follensbee suggested leaving the old ones in place for this winter. Darrow said she's like to discuss with the group on Sept. 6th.

Indian Pond Culvert – Darrow is concerned about settlement as there is a lot of peat and it may not support a box culvert. She wants her Geo Tech to look over the area, and may possibly need to have borings done.

Roof Replacement bids – two bids were received

- Jarrett Olsen in the amount of \$33,800
- Iron Horse in the amount of \$35,000

Motion made by Kling, seconded by Follensbee to accept the bid from Jarrett Olsen to replace the metal roof at the Town Office building for \$32,800. Motion Passed 3/0 Dobbins-Marsh will follow-up on a start/completion date with Olsen.

Review MS-434 – 2023 revenue – the Selectboard reviewed the estimated income projected for 2023 and approved. Dobbins-Marsh will upload to the NHDRA.

Motion made by Kling, seconded by Follensbee to accept the MS-434 data. Motion Passed 3/0

Review MS-1 and MS-1V – Inventory of Valuation

The Selectboard also discussed the MS-1 and agreed with the information provided. The assessor Todd Haywood will be notified to upload this document to the NHDRA as well.

Motion made by Kling, seconded by Follensbee to accept the MS-1 and MS-1V data provided by the assessor. Motion Passed 3/0

Approval of “Notice of Intent to Cut Wood” – none received

Correspondence

- Herb Austic verified he'll start work on repairing the basement steps in the Town Office near the end of September.
- Email received from Adam Chevalier asking for a status on the Archertown Road project – Follensbee will meet with him to discuss
- Email received from Tiffani Vance – she has installed a composting toilet at her place on Prettyman Road
- E-Coli readings as of 08/28/2023 reflect all three ponds with acceptable e-coli levels

Other

- **Highway Work** – Kling reported the generator and diesel fuel system are up and running. There is a pot hole on the Upper Baker Pond road near Route 25A that Kling will have the department fill in. Kling reported that overall the roads are in good shape and holding up well as a result of the work completed following mud season of 2022.
- **Police Department Federal Grant** – the Selectboard reviewed the federal grant of up to \$5,000 for a Highway Safety Grant. This will reimburse the Town for Police Department overtime for extra patrolling hours when related to National Campaigns for Highway Safety such as “Click It or Ticket”. *Motion made by Adams, seconded by Kling to accept the Office of Highway Safety Grant Agreement. Motion Passed 3/0*

Non-Public Session

A motion was made by Adams, seconded by Follensbee to enter into non-public session under RSA 91-A:3, II(a) for personnel matters at 2:50 pm. A roll call vote of member's present was taken with a decision in the affirmative

The Board resumed the regular meeting at 3:00 pm. A motion was made by Adams, seconded by Follensbee to seal the minutes of the nonpublic session. Motion Approved 3/0

Adams will post on ListServ the hiring of Ted Nutter effective September 12, 2023 as the Highway Crew Supervisor

Manifests, Payroll and Accounts Payable folders

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

Adjourn

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

The meeting adjourned at 3:03 pm

Respectfully Submitted,

Esther Dobbins-Marsh