

# TOWN OF ORFORD

Board of Selectmen

Meeting Minutes

September 13, 2023

MEMBERS PRESENT: John Adams, Kevin Follensbee, Chase Kling

OTHERS PRESENT: Esther Dobbins-Marsh, Terry Straight, Janice Follensbee, Shawn Garran, Jason Bachus

## Call Meeting to Order

The meeting was called to order at 5:30 p.m.

## Approval of Minutes

- *Motion made by Adams, seconded by Kling to accept the minutes of 08/23/2023  
Motion Passed 3/0*
- *Motion made by Adams, seconded by Follensbee to accept the minutes of 08/30/2023  
Motion Passed 3/0*
- *Motion made by Follensbee, seconded by Adams to accept the minutes of 08/28/2023  
(as amended) Motion Passed 3/0*
- *Motion made by Kling, seconded by Follensbee to accept the minutes of 08/30/2023  
Motion Passed 3/0*
- *Motion made by Adams, seconded by Follensbee to accept the minutes of 09/05/2023  
Motion Passed 3/0*
- *Motion made by Follensbee, seconded by Kling to accept the minutes of 09/06/2023 (as  
amended) Motion Passed 3/0*
- *Motion made by Adams, seconded by Follensbee to accept the minutes of 09/06/2023  
Public Hearing (as amended) Motion Passed 3/0*

## Reports

A. **Fire Department** – Chief Straight presented his stats for August – the department responded to 21 calls, bringing the YTD total to 141, compared to 130 calls thru August of 2022. The calls consisted of 5 medical, 3 fire, 11 mutual aid and 2 wilderness rescues. Nine (9) members of the department attended a work detail on August 7<sup>th</sup>, and eight (8) members attended a training on August 21<sup>st</sup>. In addition, nine (9) members attended the funeral services for a Fairlee firefighter. Three (3) members of the department are enrolled in a Firefighter Level 1 school. Every Tuesday and Thursday nights and on Saturday's they travel to either the Lyme station or Concord, NH to complete 350 hours of class time.

Kling asked about the wilderness rescue call, and what happens when Orford responds, and another call comes in? Straight said dispatch is notified and another town would be called to cover the event.

B. **Highway Department** – The contractor on the Archertown Road hill project has begun with ditching and grubbing. Ledge hammering will also be started, with riprap added for bank stabilization. Product is being delivered and stock piled at the sand pit.

Ted Nutter started with the highway department on September 12<sup>th</sup> as the department supervisor. Tim Chase will continue to provide contracted services for road grading. The beavers have returned to the Indian Pond road culvert – the highway crew is working to have them removed. Dobbins-Marsh will reach out to Paige Excavation regarding the Clough Brook project – this is a good time to start the project as the water is at a low point.

**C. Selectboard attended meeting recap**

- Planning Board – Adams attended the meeting on 09/12/2023. The Subdivision Regulations were finalized. The document will reside in the Selectboard office for members of the Planning Board to sign. The Planning Board also addressed two alternates that had not attended meetings over the past several months. The Chair will be sending a letter to request their resignations due to lack of attendance.
- Broadband Committee - On October 2<sup>nd</sup>, Adams and Dobbins-Marsh will have a conference call with NH Broadband to discuss the transfer of funds using the ARPA funds the Town received to support broadband coming to Orford. By 2024, 100% of Orford will have access to broadband either thru Lyme Fiber or NH Broadband.
- Road Committee – Kling was concerned as the committee scheduled a walk thru of several locations on August 16<sup>th</sup> and the meeting was never posted, nor was he notified. He will address with the committee when they meet on the 14<sup>th</sup> of September.
- Cemetery Commission – Kling reported the committee is working on their regulations for cemeteries. The commission discussed the issue of allowing dogs in cemeteries. As Cemeteries consist of privately-owned lots, the Cemetery Commission is not in favor of allowing dogs into these areas. The Commission also discussed the need to remove a large tree from the Dame Hill Cemetery, and the abutting property owner is considering not allowing access thru his property to the tree. The tree can still be removed, but the cost will be higher as access will be more challenging. Another cost the commission is considering is for fence replacements.

**Old Business**

**A. Update of Outstanding Projects**

- a) Highway Garage Well – Orford is on the list, but no scheduled date has been received from Sargent's Well
- b) Grader Cover – Len Gray will work on an estimate for this project and will try to have for Herb Austic by Friday, September 15<sup>th</sup>
- c) Town Office Roof replacement – the roof work will begin around mid-December 2023. The color chosen will be Midnight Green (Pine Green is the 2<sup>nd</sup> choice)

**New Business**

- A. Review 2024 Budget Timeline** – Dobbins-Marsh prepared the meeting timeline for the 2024 budget. The Selectboard reviewed and agreed with the timeline – department heads and committees chairs will be sent the time line and copies of their budget worksheets next week.

**B. Review Actual vs Budget Expenses report** – no questions were addressed at the meeting

**C. Review of received “Notice of Intent to Cut Wood”** – none received

**D. Complaints**

- **J Follensbee** asked about the status of her complaints that she filed with the Selectboard back in April of 2023. Because most of her complaints involved Town personnel, they have to be discussed in non-public sessions and often with the Town Attorney. Adams said her issues were something the Board hasn't had to deal with in the past, so it's been a learning curve and that's added to the length of time to address her issues. Adams said he and Kling would be working on a response to her complaints in a closed session tonight. It is possible Legal Council may need to be involved again, but he's hopeful a response to her complaints will be processed soon.
- **S Garran** – Garran's first complaint addressed a document he'd previously submitted to the Selectboard regarding a private conversation between himself and Chase Kling. Garran feels Kling made comments that are disrespectful of certain people and also feels he's attacking people unnecessarily. Garran asked for an accountability of Kling's comments and questioned why he said what he said. Adams replied, as the Selectboard has responded previously, the conversation was a private conversation and does not rise to the level of Town business. Garran left the meeting after this discussion. His two additional complaints filed with the Selectboard against Selectboard member Chase Kling (one filed on behalf of the Orford Fire Department members for attacks on them, and one for threatening a resident at the Cemetery Commission meeting on 9/9/23) will be addressed at a future meeting.

**E. Correspondence**

- Affinity LED Lighting – the replacing of the streetlights will begin on September 15<sup>th</sup>
- Eastern Analytical e-coli reading results as of 09/06/2023 show all levels at the beaches are low
- Primex is holding a Supervisors' Academy – Adams feels all department supervisors should attend. However, it's a 3-day conference in mid-November, so might not be feasible for all to attend this training.

**F. Other**

- Chief Bachus will be attending a Crisis Intervention Training for a week. During this time, the Piermont Chief will cover the town for 40 hours. The cost of the Piermont Chief (salary and payroll taxes) are reimbursable by the State.
- Adams discussed heading a committee to research a new phone system for the Town Offices. With NH Broadband coming into Town, it feels like a good time to possibly update the phones, including adding extra lines in the Niles Room and better internet connections.

- New Highway employee – Dobbins-Marsh will set up Zackary Shell with the Clearing House connection and schedule his pre-employment drug test. In addition, a conditional offer will be sent to him for review and signature.  
*Motion made by Adams, seconded by Follensbee to offer Zackary Shell the position as a Road Crew employee subject to pre-employment drug testing and DMV results. Motion Passed 3/0 Adams will contact Zack.*

### **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 Follensbee, seconded by Adams to enter into non-public session under RSA 91-A:3, II(a) for personnel matters at 7:50 pm. A roll call vote of member's present was taken with a decision in the affirmative*

*The Board resumed the regular meeting at 10:01 pm. A motion was made by Adams, seconded by Kling to seal the minutes of the nonpublic session. Motion Approved 2/0*

### **Adjourn**

*Motion made by Kling, seconded by Adams adjourn the meeting. Motion Passed 2/0*

The meeting adjourned at 10:03 pm

Respectfully Submitted,

Esther Dobbins-Marsh