

TOWN OF ORFORD

Board of Selectmen

Meeting Minutes

October 11, 2023

MEMBERS PRESENT: John Adams, Kevin Follensbee, Chase Kling

OTHERS PRESENT: Esther Dobbins-Marsh, Terry Straight, Jason Bachus, JJ Hebb, Robb Day

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 09/27/2023 (as amended) Motion Passed*
- *Motion made by Adams, seconded by Follensbee to accept the minutes of 09/29/2023 (as amended) Motion Passed*

Reports

- A. **Fire Department** – Chief Straight – in September, the Fire Department members responded to 29 calls (170 for the year compared to 121 YYD last year). The calls consisted of 15 medical, 8 fire, 5 mutual aid and 1 wilderness rescue call on Mt. Cube. 8 members attended training on 09/18, and Chief Straight attended a Mutual Aid meeting on 09/19. All vehicles have been inspected and are in service. The rescue truck has a radiator leak that will be repaired. Adams asked Straight to provide an updated roster to the Selectboard each month, and identify any designations each member holds. Follensbee asked Straight if he'd had a chance to review the draft of the Hazard Mitigation Plan. Straight said he didn't recall receiving it – Follensbee will email the report to him. As soon as Straight has reviewed the draft, he will let Follensbee know so it can be returned to June Garneau (Mapping & Planning Solutions) for submission to the NH Homeland Security and Emergency Management division. Follensbee said he feels Section 5 of the plan is the area to concentrate on. Kling reminded Straight that the Selectboard needs to schedule a meeting to wrap up complaints against him. Straight is waiting for his attorney to respond with available dates and times.
- B. **Police Department** – Chief Bachus – for September, there was 102 calls for service, with OPD responding to 93 and the NHSP responding to 9. Calls included 37 traffic stops, resulting in 8 summonses, 9 non-criminal incidents, 4 fire/medical calls, 6 traffic related and 1 missing person. Of the 93 calls, 1 occurred between midnight and 8:00 am, 62 between 8:00 am and 4:00 pm, and 30 between 4:00 pm and midnight. Bachus attended and completed the Crisis Intervention Team 40-hour course hosted at the Canaan, NH PD, and put on by the NAMI (National Alliance on Mental Health), the NHPSTC (NH Police Standards and Training Council), and NHDOS (NH Department of Safety). The training provided the model of the solution focused community response to helping people with mental illness. The Piermont PD was contracted to provide services for the week, which the State will 100% reimburse to Orford.

The speed cart is repaired and deployed in the community again.

On September 26th, the State of NH Dept of Safety awarded a grant to the Orford PD for \$5,000 to provide extra patrol and targeted patrol hours in and around Orford to coincide with National campaigns such as “Click it or Ticket it”, “U Drive, U Text, U Pay”. This grant will provide for hours worked in addition to Bachus’ regular hours which will be spread out over evenings and weekends.

- C. **Parks & Playgrounds** – JJ Hebb and Robb Day attended the meeting to discuss the condition of the Bandstand. The original estimate of \$50,000 to repair the floor was considered too high. The committee removed part of the flooring to get a better look at the issues with the base of the bandstand. Support beams were rotted, and some not even supported. Kevin Fagnant from Haverhill, NH has volunteered his time to remove the roof with his crane (Alan Bean will move the crane to Orford at no cost to the Town as well). The committee would like to remove the roof this fall while the ground is solid. Bucky Olsen may also be able to lift the roof of the bandstand, and help with the project. The committee has discussed how the base of the bandstand should be constructed- pour a concrete slab and build on top of it, or construct another wood base, but raise the floor to allow air flow. The committee is leaning towards a concrete slab, but are still waiting for estimates. (Frost should not be an issue if enough rebar is used). Once costs are known, a Warrant Article may need to be submitted at the 2024 annual meeting to ask for funds to repair the bandstand base and floor. The Bandstand Committee has offered to help with fund raising.

Kling asked the P&P members about the issue of dogs/animals on the Town properties. Hebb said the committee has had informal discussions on the topic. They are not in favor of installing waste stations. Trash barrels on the Common have been removed as animal waste was being left in them, often not in waste bags, and diapers. Because the trash cans are not emptied daily, it was not a pleasant job to empty the trash cans. P&P members do not want to be responsible for picking up dog waste. Hebb said there are many residents in Town that are not comfortable with dogs running loose on Town Properties, and they need to be considered with any revisions to the Ordinance.

- D. **Highway Department** – Kling reported on various projects
- **Archertown Road Hill** project. The ledge removal is done as of today, with headwalls and culverts to be installed next. Reclaiming will begin on 10/23, paving target date is 11/08/23, and the Geogrid has been ordered. Estimates are being prepared to shim coat the Section of Dublin Road Ext to the start of the Hill project, and Route 10/Archertown Road intersection to the Townshed/Archertown Road intersection. Dobbins-Marsh will verify with Engineer Darrow that three contractors have been contact to provide estimates for the shim coating.
 - **Clough Brook** – Paige Excavating started work on the Clough Brook culvert on October 10th – the bi-pass culvert has been installed. Concrete work will start next week, with an estimated completion date of November 1st.
 - The NH DES was on **Orfordville Road** to inspect where the local business vehicle ran off the road and spilled diesel. Clean up has been completed, at no cost to the Town, but the highway crew may need to do some road repair.

- **Indian Pond Dual Culverts** – Constructing a bridge to replace the existing culverts but may not be feasible due to peat being 20'-30' deep which could compromise the abutments. With the water in the area being very acidic, a plastic culvert will need to be installed. Engineer Darrow will present a design for the Selectboard to review. There is also some new technology for beaver control that the Road Advisory Committee may be able to look into.

E. Selectboard attended meeting recap

Adams attended the Planning Board meeting on October 10th. They approved 2 lot mergers, and had an informal discussion of a minor subdivision that will be addressed at a future meeting.

Old Business

- A. **Archertown Road Jacobs Brook bridge** – The revised plan and estimate were submitted to NH DOT by DuBois & King. NH DOT requested a few changes to the design from D&K. Per the current schedule, the final design will be put out to bid approximately 12 months from now, which means construction won't begin until 2025.
- B. **Road Advisory Committee (RAC)** – the Committee asked Kling to review the Bylaws of the RAC with the Selectboard. The road advisory committee will (work with road agent):
- Recommend annual road maintenance priorities and budget
 - Recommend emergency road infrastructure repair
 - Recommend annual road and culvert repair priorities and budget
 - Develop and maintain long range road infrastructure capital repair plan and running estimate for same
 - Provide subject matter expertise on municipal road maintenance, repair and construction, including contract/proposal review as necessary

The Selectboard discussed and agreed to these bylaws

C. Policies – 2nd Review

- **Social Media** – no changes to the draft policy. Dobbins-Marsh will send to department heads for review and comments
- **Complaint/Investigation Policy** – no changes to the draft policy. Dobbins-Marsh will submit to Legal Council for review and comments.

- D. **Church Study Group Mailer/Postage request** – the Committee wants to send a mailer and asked the Selectboard to approve the cost of the mailer and postage (approx. \$336). *Motion made by Adams, seconded by Follensbee to authorize the expense of \$336 to cover the cost of the mailer and postage. The expense will come out of the Executive line item of Supplies and Postage. Motion Passed 3/0*

- E. **Fire Department pay structure** – still waiting for information from other towns - this will be added to the October 25th agenda.

New Business

- A. **Review of Dog Control Law Ordinance** – The Selectboard reviewed the current Dog Control Law which was adopted on November 4, 1980. This law is the RSA 466:30-a. The Town also adopted a "Use of Town Properties" policy that states "No

Dogs Allowed on Town property”, which conflicts with the Dog Control Law. To change or adopt a new ordinance, it must be voted on at the Annual Meeting. Dobbins-Marsh will research 1) How the Dog Control Law can be amended (or if it can), and 2) What other town have for Ordinances that address this issue, and 3) Identify what Town Properties will fall under this ordinance. Dobbins-Marsh will also send out a notice on Listserv asking for comments from residents on what they’d like to see adopted.

A Public Hearing will be held to discuss the Ordinance prior to presenting at the Annual Meeting. The Selectboard will set a date for the Public Hearing at a future meeting.

B. Budget vs Actual Review – the overall budget has 24% left for 2023. The Highway uniforms line item is over budget due to new employees hired purchasing work clothing, as is the Highway Vehicles Maintenance line item. Currently, a line item was added to the Highway Department for Special Road Projects in the amount of \$6,397 that does qualify for reimbursement from the Road Improvement CRF if needed. These funds were used for repairs to Mud Turtle Pond Road and Upper Baker Pond Road.

C. Review of received “Notice of Intent to Cut Wood” – none at this time

D. Complaints – none at this time

E. Correspondence

- NHDOT Driveway permit for repaving the parking lot at Patterson’s Store
- Grafton County Public Hearing scheduled for October 12th regarding the grant in the amount of \$11,969,000 received from the National Telecommunications and Information Administration to fund the Broadband middle mile project in Grafton County

F. Other

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 Adams adjourn the meeting. Motion Passed 3/0

The meeting adjourned at 7:12 pm

Respectfully Submitted,

Esther Dobbins-Marsh