

# TOWN OF ORFORD

Board of Selectmen

Meeting Minutes

October 25, 2023

MEMBERS PRESENT: John Adams, Kevin Follensbee, Chase Kling

OTHERS PRESENT: Esther Dobbins-Marsh, Jonah Richard, Contractor

## 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 10/11/2023 (as amended) Motion Passed 3/0*
- *Motion made by Kling, seconded by Follensbee to accept the minutes of 10/18/2023 (as amended) Motion Passed 3/0*

## Reports

- A. **Assessor-** The assessor, Todd Haywood, left two Land Use Change Tax (LUCT) applications for the Selectboard to review and approve.
- *Motion made by Adams seconded by Kling to accept the LUCT of \$13,410 for property at 75 Piermont Heights Road, Map & Lot #007-032-20A. Motion Passed 3/0*
  - *Motion made by Follensbee seconded by Kling to accept the LUCT of \$5,850 for property at 530 Archertown Road, Map & Lot #008-029-73A. Motion Passed 3/0*
- B. **Selectboard attended meeting recap** – Follensbee attended the Parks & Playgrounds meeting where they reviewed their 2024 budget.

## Old Business

- A. **Curb Cut Application approval** – Jonah Richard attended the board meeting, as the contractor for Pierre Kozely and Dawn Farmer, to discuss the curb cut application for their property at 64 River Road. The property owner wants to construct an auxiliary studio on the same property and originally filed one curb cut to access the original house and one to access the new the studio. The other concern was the lack of approval from NH DES for the septic design, however, the State reviewed and approved the design earlier this week, so that concern is no longer an issue. The Selectboard reminded Richard to hire a NH certified septic installer, and to not cover the septic system until the State sends out an inspector to review and approve the installation. Once that occurs, and the curb cut is approved, the studio construction can begin. After further review and discussion, *a motion was made by Adams, seconded by Follensbee to approve the Curb Cut application for the driveway on the north side of the property, approximately 8' from the abutting property. Motion Passed 3/0*
- The 2<sup>nd</sup> Curb Cut application was submitted by Tullando East, LLC for a curb cut on their property to the south of the Kozely/Farmer property. While there is currently an

access road to the farm land down by the river (a 50' right of way) Tullando East LLC never applied for a driveway permit when the original subdivision was approved. *Motion made by Adams, seconded by Follensbee to approve the curb cut application for Tullando East, LLC. Motion Passed 3/0.*

The curb cut application originally submitted by Kozely/Farmer to access the studio was denied because the curb cut property did not belong to them, but to Tullando East, LLC. The two parties will need to work out any agreement for Kozely/Farmer to gain access off of Tullando East, LLC's property to his.

## **B. Update of Outstanding Projects**

- Grader Cover – Kling will reach out to Len Gray regarding the status of an estimate.
- Archertown Road – Between Blackberry Hill road and the Newcomb Hollow bridge standing water was found in the ditch. It was determined to be a road maintenance issue (not part of the project), so the highway crew will contract out the work to have the ditch excavated deeper to allow the water to drain away. Ditches on the south side will also be excavated to make sure the water can flow properly. While reclaiming work was being done they discovered water under the road bed, just above the Blackberry Hill/Archertown Road intersection (currently not sure of the source). When rolling the road, it got worse, and heavy truck traffic expressed more water. The plan is to start on the southside of the Newcomb Hollow bridge by adding a stone and pipe French drain across the road of the north side of Archertown road at a steep angle, then to the northern side back to Blackberry Hill road with another French drain. It will parallel the ditch on the north side ending at the intersection of Blackberry Hill and Archertown roads. This should not be an expensive project, but will most likely need to use an excavator to help with this work. Darrow will arrange for Bill Wanner to do the excavating. The cost of this work will be charged to the highway operating expenses.
- Archertown Road Hill Project - The reclaiming is complete, and the geogrid layout has begun, with gravel being spread over it. The three masonry headwalls, being constructed by Bill Wilson, are almost completed as well. The guardrail height was discussed and due to the increased height of the road, higher guardrails will need to be ordered. It's believed the old guardrail can be pulled and used at another site in town in the future. Follensbee will speak with Engineer. The Selectboard reviewed the estimate received for shim coating the road from the Jacobs Brook bridge to the start of the Archertown Road hill project. The estimate is for \$38,500 to lay down ½" of blacktop. Per the email received from Engineer Darrow, the thickness was to be for 1-1/2"; Follensbee will make sure the estimate is for 1-1/2" NOT ½". Darrow also reached out to Blacktop and Pike for an estimate, but no response was received. The Selectboard discussed the estimate being over \$25,000 (the amount the Purchasing Policy requires a sealed bid); however, due to time constraints, the condition of this section of road and that three companies were given the opportunity to provide an estimate, the Board felt the spirit of the purchasing policy was met. *Motion made by Adams, seconded by Kling to accept the estimate from R&D Paving to put down 1-1/2" of overlay from the Archertown Road Jacobs Brook bridge to the bottom of the Archertown Road (near High*

Bridge Road) for the amount of \$38,500. (If the estimate for paving is for only ½” of overlay, it will void the motion). Motion Passed 3/0. The funds received from Grafton County’s ARPA funds will be used for this paving expense.

- Clough Brook Culvert – Paige Excavation is working on this project. The plan is to install the culvert on Monday, October 30<sup>th</sup> and the Orfordville Road will be closed to traffic.
- Mousley Brook Culvert – Erin Darrow, Engineer, is still working on an estimate to install a bridge at this location.
- Town wide Broadband – Lyme Fiber will come into Orford and cover from the Lyme Border to the Archertown Road/Route 10 intersection, River Road, Sawyer Brook Road and Bridge Street. It’s estimated the service will be available as of June 2024. NH Broadband is working on a map of where their service will be, making sure the entire Town will have access to internet. NH Broadband will start connecting areas where they own the poles (starting in East Orford) and are hopeful to have service in these areas by the end of 2023. The plan is to have the remainder of Orford connected no later than June 2024.

- C. 2008 and 2013 International Trucks** – the Selectboard agreed to trade-in the 2008 International when the new 10-wheeler is ready for delivery to the Town. *Motion made by Follensbee, seconded by Kling to accept the trade-in price of \$5,000 for the 2008 International, plow and wing, which will reduce the purchase price of the 10-Wheeler to \$239,187. Motion Passed 3/0.*

The Selectboard will discuss whether to trade-in or sell the 2013 International when the new 6-Wheeler is ready for delivery.

**D. Other**

- **Clean-up at the Highway Garage** – the crew have been working on cleaning up the yard at the highway garage. There are several plows and wings, etc. they feel can be sold (vs. taking for scrap metal). Follensbee will take photos and post the specs on Listserv to allow interested parties to submit estimates for purchase.
- **Indian Pond Culvert beavers** – Ted Nutter met with Don Guerin to discuss the beavers damming up culverts in his property. Guerin said he’d take care of the beavers, and had cleaned out the culvert as well. The concern is if the beavers continue to clog his culvert, the road can wash out which prevents access to other property owners on the road. It also becomes the property owners’ responsibility to repair.

**New Business**

**A. Complaints** – none received

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

**C. Contracts** – none received

**D. Correspondence**

- MS-434 Revenue – *Motion made by Follensbee, seconded by Kling to accept the MS-434. Motion passed 3/0*
- The Selectboard approved the Lion’s Club raffle request

- Charlie Pierce asked about liability insurance for the work he does using his tractor and plow to maintain the bridge sidewalk in the winter. Fairlee was asking for a certificate of insurance, which would be very expensive to the Town of Fairlee and Orford. Dobbins-Marsh will verify with Primex if Pierce needs to carry his own insurance for this work.
- E. Other** – the Selectboard asked Dobbins-Marsh to reach out to Terry Straight for dates and times for him to meet with the board to finalize the discussion of complaints filed against him as Fire Chief.
- The Selectboard will also schedule a future work session with the Fire Department officers to discuss how the fire department members will be compensated moving forward.

**Manifests, Payroll and Accounts Payable folders**

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

**Adjourn**

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

The meeting adjourned at 8:13 pm

Respectfully Submitted,

Esther Dobbins-Marsh