

# TOWN OF ORFORD

Board of Selectmen

Meeting Minutes

November 1, 2023

MEMBERS PRESENT: John Adams, Kevin Follensbee, Chase Kling

OTHERS PRESENT: Esther Dobbins-Marsh

## Call Meeting to Order

The meeting was called to order at 5:30 pm

**2024 Proposed Operating Budget** – the Selectboard reviewed the budget as discussed in previous work sessions. There are several line items reflecting estimates as the Town is still waiting for final numbers – The IT Contract, Streetlight electrical usage, and computer software fees. Once actual numbers are received, these line items will be revised. Using the estimated amounts, the operating budget for 2024 is \$1,396,573.

## 2024 Proposed Warrant Articles

- **Capital Reserve Funding** – Bob Palifka will work on the funding for several accounts based on the estimated replacement year and costs
- **Charitable Appropriations** – Funding request totaled \$17,311 for the organizations the Town has funded in the past.
- **Archertown Road Phase II** – Engineer Darrow will provide an estimate for Phase II of this project
- **Mousley Brook Culvert replacement** – Engineer Darrow is working on an estimate to install a bridge at this location
- **Indian Pond Culvert project\*** – Engineer Darrow is working on an estimate for project to replace the dual culverts
- **Upper Baker Pond area culverts\*** - Engineer Darrow is working on an estimate for project to replace several culverts
  - \*The Selectboard discussed the possibility of the Conservation Commission using their funds to pay for the engineering fees
- **Hand-Held Radios for the Highway Department** – Funding in the amount of \$5,000 to purchase three hand-held radios and accessories for the highway department
- **Sand Pit Evaluation** – This article will ask the Town for funding to perform test pits to determine the quality and quantity of sand remaining in the pit.
- **Rescind the Personal Wireless Service Facilities Ordinance** – The Selectboard feel this ordinance is not longer necessary in light of changes to communication methods

**2023 Tax Rate** – the tax rate set by the NH DRA for the 2023 tax year is \$32.70 The Selectboard agreed not to use funds from the Unassigned Fund Balance to lower the rate as it would lower the Unassigned Fund Balance below the 5% recommended value.

*Motion made by Follensbee, seconded by Adams to accept the tax rate of \$32.70 as set by the NH DRA for 2023. Motion Passed 3/0*

**Curb Cut Regulations** – because the Road Agent (currently the Selectboard members) reviews and approves Curb Cut applications, the Selectboard discussed if the Curb Cut

regulations should be moved from the Planning Board page to the Selectboard page on the Town's website. However, because the Planning Board adopted the regulations at a Public Hearing in 2012, if both Boards agree to have the Selectboard manage the regulations, the Selectboard would need to hold a Public Hearing to adopt the Cub Cut regulations making it clear that the Selectboard are responsible for the regulations. The Selectboard agreed to leave the Curb Cut regulations on the Planning Board site, along with the Curb Cut application, so there's one place to find both documents. The regulations should be printed, or handed out, with the application so applicants will know how to complete the application correctly. The Selectboard, acting as the Road Agent, will still review and approve Curb Cut Applications.

### **Other**

- The Selectboard received an estimate from Engineer Erin Darrow for the **emergency repairs to Archertown Road** in the amount of \$46,366. The Selectboard agreed to request Darrow to attend a work session to discuss the estimate, as this cost was much higher than originally thought.
- **Paving Estimate** – the Selectboard reviewed the estimate from Blaktop to put down 1-1/2" of shim coating on the Archertown Road from the Route 10 intersection to the Townshed Road intersection. The total estimate was \$52,900. The additional funds received from the State Highway Block grant in 2022 will be used to pay for this work. *Motion made by Kling, seconded by Follensbee to accept the estimate from Blaktop to shim coat the Archertown Road from Route 10 to Townshed Road, at a cost of \$52,900. Motion Passed 3/0*
- **Clough Brook Project** – Clean up has begun at the site, with the project scheduled to be completed by November 8, 2023
- **Archertown Road Paving** – paving is scheduled to start on November 8, 2023
- **Eversource** – Follensbee received information that Eversource is requesting to have an official contact person, and a backup in case of emergencies. The Selectboard agreed that Kevin Follensbee, as the Town's Emergency Management Director should be the main contact person, with John Adams as the backup.
- **Trade in of Highway Trucks** – the Selectboard discussed the warrant articles approved by voters regarding the trade in of the 2008 International (to be traded in for the new 6-wheeler), and the 2013 International (to be traded in for new 10-wheeler). However, because the new 10-wheeler was delivered first, the 2008 was used as the trade-in. The Selectboard agreed this is okay, because the new 6-wheeler will be delivered soon and the 2013 could be traded-in or sold as well.
- **New Flood Maps** – FEMA sent new flood maps and other information. Kling will review and report back to the other Board members at a future meeting.

### **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 8:12 pm

Respectfully Submitted,

Esther Dobbins-Marsh