

# TOWN OF ORFORD

Board of Selectmen

Meeting Minutes

December 6, 2023

MEMBERS PRESENT: John Adams, Kevin Follensbee, Chase Kling

OTHERS PRESENT: Esther Dobbins-Marsh, Ted Nutter, Roger Hadlock

## Call Meeting to Order

The meeting was called to order at 9:00 am

## Highway Updates

- **Archertown Road Hill** - Nutter and Hadlock discussed the issue with the ditches along the Archertown Road Hill project. They feel they are too deep – if a car gets too close to that side of the road, it could be a problem. The crew would like to add erosion stone to bring the ditch to 12"-18" below the road. The highway crew suggested using Brandon Dyke and his excavator and the crew would transport the stone. Adams asked about the past issue with the January thaw that allows water to run down the road – will this still cause build up? Nutter and Hadlock agreed the ditch will allow for the melted ice to flow down thru the riprap and run thru the culvert. Having the road crowned will also help water disperse on both sides of the road. Follensbee spoke with John Armstrong, engineer at Right Angle regarding adding additional stone to the ditch. He agreed adding stone to 12" to 18" below the road will work, and will also act as an insulator to help keep the water running, and give a buffer to handle the winter freeze and melting. *Motion made by Follensbee, seconded by Adams to purchase 75 tons of 7" erosion stone to be placed in the Archertown Road hill ditch to raise the bottom of the ditch to 2' below the top of the road. The stone, contractor fees and engineering fees (approx. \$1,500) will be paid out of the 2023 operating budget. Motion Passed 3/0* Concerns were expressed that the engineer didn't address this issue with the Selectboard, but instead the board had to address with them.

The crew is also concerned about the width of the road and having the guardrails so close to the road. Concerns were raised when the snow plow is on the road it will be difficult for another car to pass from the opposite direction. The plans called for 2' between the edge of the road and the guardrails. Due to the amount of ledge, it was difficult to place the guardrails out that far, especially near the curve in the road where there's a steep drop off. With the rail so close to the road, after a few snow storms, the snow will build up and fall back into the road, making the road even more narrow.

- **Tree removal near the Dublin Ext road and Archertown Road** – there is a 40' section of a tree that needs to be removed. It is in the Town's right of way, and Nutter spoke with Longto Tree service for an estimate to remove it. (\$1,000) – there are funds in the Tree Care & Maintenance CRF that can be used for this expense.
- **Surplus Equipment** – Follensbee said no one offered a price to purchase the Town's surplus equipment. Nutter spoke with several contractors about taking it to a scrap metal yard. The Town would pay to have it hauled, but the sale of the scrap metal would come

back to the Town. Nutter has a price from Conn Valley Trucking and will request a price from Quinttown Containers. McGoff Salvage and Larry Taylor and report back to the Selectboard.

- **Highway Trucks and Equipment**

- The new 10-wheeler needs a new switch for the feed gate – Nutter will have Viking come and replace it as it should be under warranty.
- The F-550 needs new winter tires – Nutter said the new truck that's at Viking has new winter tires, so he will take the current F-550 to Viking and switch out the tires for this winter. Before selling the old F-550 next year, he will swap the tires back.
- Front end loader has an issue with the fuel primer – the fuel pickup pump should be replaced this week.
- 10-Wheeler Radio – the radio hasn't been installed yet due to scheduling. The Selectboard suggested contacting Joe Truss in East Corinth as he's done work with the town before.

- **Bus Routes** – The Highway Department plows the bus routes first regardless of school being in session or not. That way the routes are plowed and department doesn't have to be concerned about school closings or delayed openings.
- **Mutual Aid to Piermont** – On occasion the Orford highway department may need to assist Piermont with plowing on some roads, if Piermont has a shortage of help. Nutter said Orford roads take priority, but the department is willing to help as time allows.
- **No Parking signs** – there are several locations that the plow trucks use for turning around. Often cars are parked in these areas – the department has ordered more NO PARKING signs and delineator posts for these areas.

Kling expresses his appreciation to the Highway team for their smooth transition and efforts made by the current staff.

### **Policy Review – Complaint/Investigation Policy**

The Selectboard reviewed comments from the Town attorney pertaining to the Complaint policy. Concerns were discussed regarding the timing of when the Selectboard would review complaints, as there are times throughout the year when 3 weeks can go by between regular board meetings. It was suggested that the complaint could be sent to the selectmen to review prior to a regular meeting. Follensbee said the policy gives the option of holding a special meeting in the event of an urgent issue. Follensbee also suggested adding the language of adding a time frame for the person being complained about an agreed upon timeline to respond to the complaint. There was also a discussion on setting a time limit to resolve complaints, but Follensbee felt that would be difficult to manage as some complaints could take longer to resolve than the policy might require. With the board not agreeing on language to include in the policy, the Selectboard agreed to table the discussion until a future board meeting.

**Policy Review – Use of Town Property policy revision** – the Selectboard postponed this review until a future board meeting.

**Personnel Files** – the board added this topic to the 12/13/2023 agenda to discuss with the Fire Chief.

**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 11:02 am. A roll call vote of member's present was taken with a decision in the affirmative.*

The non-public session was recessed until December 11, 2023 at 4:00 pm

The non-public session resumed December 11, 2023 at 4:00 pm

*The Board resumed the regular meeting at 4:55 pm. A motion was made by Adams, seconded by Follensbee to seal the minutes of the nonpublic session. Motion Approved 3/0*

**Adjourn**

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

The meeting adjourned at 4:57 pm

Respectfully Submitted,

Esther Dobbins-Marsh