

TOWN OF ORFORD

Board of Selectmen

Meeting Minutes

May 8, 2024

MEMBERS PRESENT: Kevin Follensbee, Chase Kling, Larry Taylor

OTHERS PRESENT: Esther Dobbins-Marsh, Ted Nutter, Jason Bachus, Steve Sanborn, Ann Green

Call Meeting to Order

The meeting was called to order at 6:00 p.m.

Public Comments – none

Approval of Minutes

- *Motion made by Taylor, seconded by Follensbee to accept the minutes of 04/24/2024 (as amended) - Motion Passed 3/0*
- *Motion made by Follensbee, seconded by Taylor to accept the minutes of 04/29/2024 - Motion Passed 3/0*

Reports

- A. **Fire Department** – Chief Sanborn reported the department responded to 17 calls in April, including two brush fires (there was also a brush fire in early May). At the fire department meeting on Monday, May 13th, the department will be recognizing those members that responded to a cardiac arrest about 6 weeks ago. Members responded within a few minutes of the call going out - using an AED device they were able to get a pulse back prior to UV Ambulance arriving on the scene.

Kling discussed Martin Murphy's looking to re-open a restaurant at the Bunton Farm, and requested Chief Sanborn complete an inspection – contact information was provided to Sanborn.

- B. **Police Department** – Chief Bachus reported the department responded to 126 calls for service in April. The calls included a fraud case, 3 each for animal complaints, lost/found/missing complaints and fire assists, 11 public service assists, and 13 non-criminal activities. There was one arrest and 17 traffic summonses issued out of 90 traffic enforcement stops (30 occurring on April 8th, the day of the eclipse).

Bachus passed the NH practical and written tests following his EMR training course. He will be taking the national tests in the next few weeks. He wished to thank Chief Alling, Piermont Police Chief, for his assistance with supplemental patrol hours during the last 5 weeks.

The Prouty is scheduled for Saturday, July 13th. He reviewed planned routes with the Selectboard. With the route in Fairlee not being allowed, Orford will play a significant role this year. The biggest concern is the increased traffic coming thru Orford. Patrol coverage will be at the Bridge Street/Route 10 intersection.

Bachus addressed other special duty/contracted patrol events scheduled to date. They include an event at Rivendell on 5/21, Camp Merriwood on 6/23 and 7/21, the OVFD Flea Market on 8/3 and various highway safety campaigns.

Kling asked Bachus about coverage on Archertown Road once Phase II starts. During construction the road will be closed during construction hours and the Town needs to keep people off the road during this time. For those that live on the road travel should be limited. The road closure applies to vehicles, bicycles and pedestrians. The Selectboard wants to make sure to have a safe construction season – Bachus will be there as needed.

- C. **Highway Department** – Road Agent Nutter updated the Selectboard on the tree removal process for Phase II of the Archertown Road project. Nutter has reached out to several loggers to obtain estimates to remove trees along the road. He will send them to the Selectboard office by May 15th for the Board to review. Nutter said it's been agreed to not take down the tree previously marked that is on Jo-Anne Fratus' property. Due to the number and size of the trees, the tree removal process should be within the project budget.

Quinttown Road bridge – Nutter looked over the bridge and it definitely needs to have the runners replaced. He's concerned what he'll find underneath when the runners are removed. Taylor volunteered to look over the bridge with Nutter to help decide the next step.

Kling asked what the summer work schedule involves, as ditching and some culvert replacements need to be completed. Between one crew member being out for several weeks, and the Archertown Road project, Kling wants to make sure the rest of road maintenance doesn't fall behind schedule. Nutter said he has a plan to complete as much road maintenance as possible this summer.

- D. **Bandstand Funding** – Ann Green reported the bandstand committee is working on fund raising for repairs to the bandstand. They have obtained estimates ranging from \$34,260-\$42,000. They discussed which entity should manage the funds – the committee or the Town. Green said she'd spoke with Chris Crowley about setting up a donor capital reserve account, but wasn't sure how the accounting would work. Dobbins-Marsh will reach out to Crowley to discuss the options.
- E. **Selectboard attended meeting recap** – there were no committee meetings since the last Selectboard meeting. Coming up is the Road Committee 5/9, Cemetery 5/11, Planning Board 5/14, Parks & Playgrounds 5/15 and Conservation Commission 5/16

Old Business

A. Update of Outstanding Projects

- Junkyard license renewal applications were received from McGoff Salvage. Kling will be meeting with them to help map out the yard.
- Kling would like to look into replacing the Town Office florescent lights. Dobbins-Marsh will look into available grants.

- B. Policies – Review or Adoption - “Officials Code of Conduct”** *Motion made by Follensbee, seconded by Taylor to accept the Officials Code of Conduct policy. Motion Passed 3/0*
- C. Other** – Green discussed the July 4th parade with the Selectboard. After a brief discussion, the Selectboard agreed to cancel the July 4th parade in Orford (Fairlee has already cancelled the parade in their town). However, the Fairlee Fire Department will hold their annual chicken BBQ on the Orford Common.

New Business

- A. Review of received “Notice of Intent to Cut Wood”** – none received
- B. Budget vs Actual Review** – Kling asked why the Highway electricity is higher than normal – Dobbins-marsh will check on it. Also, their budget for unleaded is high – some is due to gas purchased for the explorer, plus the additive purchased for the diesel trucks (may reclass as diesel fuel)
- C. Action Item Folder** –
- Veterans’ Disability Tax Credit Application for James Durkee - approved
 - Request to use the Community Field from Rivers Edge for soccer – approved
 - Request to use the Common for a memorial service from Kellie Quackenbush – approved
 - Request to use the Common for a memorial service from Steve Ball – approved
 - Request to use the Common for the annual flea market from the Orford Volunteer Fire Department, Inc. – approved
- D. Signature Folder**
- Forest Fire Report for wage reimbursement for the forest fire events in Orford
 - Timber Tax report & certification for Green Woodlands
 - Timber Tax report & certification for Tom Thomson
 - Land Use Change Tax bill for David Bischoff
 - Land Use Change Tax bill for Simon Thomson
 - Land Use Change Tax bill for James & Doreen Gramling
- E. Correspondence**
- Peggy Villar email regarding the Huckins Hill/Route 25A intersection – she spoke with several people that live on the road and none felt there is an issue with the intersection as it currently is. She also suggested that with Ted not working Fridays, that would be the best time for the Engineer’s project manager to be available. She expressed her concern that Right Angle Engineering was awarded the project for Phase II considering concerns over Phase I, and lastly suggesting the Heritage Center should be tested for lead paint prior to painting.
 - Jo-Anne Fratus submitted a Right to Know request regarding minutes from the meeting held on Archertown Road on April 17, 2024 between Chase Kling, Jon Armstrong of Right Angle Engineering, and Bill Wanner. Per Town Council, the response was *“The gathering you are asking about on April 17, 2024 was not a “meeting” under RSA 91-A:2 because the people who participated in it do not constitute a “public body” under RSA 91-A:1-a, VI. Therefore, RSA Chapter 91-A*

does not apply to that gathering.” Kling added there will be times when Selectboard members meet with engineers and contractors working on a project. Discussions can be held, but no decisions can be made until the Selectboard meets at a legally noticed meeting to discuss and approve changes. At this time, the Selectboard has not formally agreed to install cross culverts, and it may not happen.

F. Contracts – Erin Darrow of Right Angle Engineering submitted the contracts for Wanner Earthmoving, Blaktop Paving and Warren Sand & Gravel for the Archertown Road Phase II project. The Selectboard reviewed and signed.

G. Complaints – Kling shared his response to a complaint previously filed by Shawn Garran with the other members of the Selectboard. Follensbee did not read the letter, as he'd recused himself from previous conversations on this complaint. No changes were made.

Manifests, Payroll and Accounts Payable folders

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

Adjourn

Motion made by Taylor, seconded by Follensbee to adjourn the meeting. Motion Passed 3/0

The meeting adjourned at 8:00 pm

Respectfully Submitted,

Esther Dobbins-Marsh