

TOWN OF ORFORD

Board of Selectmen

Meeting Minutes

July 10, 2024

MEMBERS PRESENT: Kevin Follensbee, Chase Kling, Larry Taylor

OTHERS PRESENT: Esther Dobbins-Marsh, Stephen Sanborn, Jason Bachus, Ted Nutter

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 06/26/2024 (as amended) Motion Passed 3/0*
- *Motion made by Taylor, seconded by Follensbee to accept the minutes of 06/27/2024 Motion Passed 3/0*

Reports

- Fire Department** – Chief Sanborn – in the month of June, the department responded to 20 calls which included 3 calls for mutual aid, 2 brush fires, 8 medical calls, 3 calls for trees/wires down and 4 calls for misc. services. The landlord for the Fire Station, Orford Volunteer Fire Department, Inc., have accepted a bid to pave the parking lot at the station. The Prouty will be in Orford on Saturday July 13th, and the department will have medical staff set up on Route 25A near the Mt. Cube sugar house, with Lyme providing backup to the department. Questions on the FD Budget vs Actual report – the salary line item is low – when are salaries paid out? This year, the department changed compensation to a stipend per call that will be paid at the end of the year. Currently payments for forest fire hours are reflected under the line item of Forest Fires, but Chief Sanborn said they should be reclassified to the salary line item.
- Police Department** – Chief Bachus – in the month of June, the department responded to 110 calls for service (NHSP-8 calls, Orford PD 102 calls). Orford PD calls included a fraud case, 8 animal complaints, 4 fire dept assists, 1 each theft, domestic disturbance, and malicious mischief, with the remaining calls for public assistance or administration duties. There were 53 traffic stops, with 10 summonses issued, and as part of the Highway Safety grant, 17 traffic stops with 2 summonses issued. Currently, Chief Bachus is working on 6 investigations involving juvenile victims or offenders. The Prouty is scheduled of the weekend of July 12th and 13th. Bachus is contracted with the Prouty to provide detail at the Bridge Street/Route 10 intersection on the 13th, and will keep an eye on the same intersection on the 12th.
- Highway Department** – Road Agent Nutter – Phase II of the Archertown Road project is ongoing, with ledge removal started. Signs have been placed for Road Closure and hours of operation. The P&V Campground owner said several campers have turned around because of the road closure signs, so a sign has been ordered to notify campers

that the campground is open, and will be installed on July 11th. The department is working on ditching the roads and removing brush. While the department was working on Orfordville Road, the loader broke down. It needs some parts, but is still usable. The 2013 International truck will be put on Municibid for sale. The Town will set the starting bid, and deadline to receive bids. Road side mowing is scheduled to start the week of July 22nd, weather permitting. A mailer will be sent to Orford residents with this information, and posted on ListServ. There was an issue on Mud Turtle Pond road and the wetland area near Tom Thomson's property. Nutter will meet with Thomson to review the damage, and determine what repairs will be needed. Jim Kennedy, wetland scientist, will be contacted after that.

D. **Selectboard attended meeting recap**

- **Planning Board** – Kling attended the meeting on July 9th. The board held an informal discussion with the Host family regarding options for minor subdivisions of their property. The board also discussed sending out a mailer/questionnaire pertaining to possible changes to the Telecommunication Ordinance.

Old Business

A. **Update of Outstanding Projects**

- **Archertown Road Phase II Project** – Right Angle Engineering is working on the final scope of work, and revised estimated budget for the project. The Drainage Easement for David Roby is being finalized for his review and signature.
- **Indian Pond Dual Culvert project** – Right Angle Engineering is finalizing the design in order to bid the project, and to work with NH DES for the wetland permit.
- **Mud Turtle Pond Wetland issue** – see comments above as part of the Highway Department report
- **Town Office overhead lights update** – Gray's Electric will replace the entire light fixtures with LED lighting and the work will start August 19th. The estimate received is for \$4,247
- **Heritage Center exterior painting update** – so far, no estimates have been received. The request for estimates will be put out on ListServ

New Business

A. **Review of received "Notice of Intent to Cut Wood"** – none received

B. **Budget vs Actual Review** – was the Workers Comp insurance paid twice, or was it posting incorrectly? Dobbins-Marsh will review and adjust accordingly.

C. **Action Folder**

- **Bandstand Donor Trust Fund letter** – the Selectboard reviewed and agreed to submit to Town Council for review and comments
- **NH DES – Diesel Spill Action** – the cleanup of the diesel spill continues, and NH DES concurs with our consultant to conduct a structural assessment of the aboveground storage tank enclosure. Our consultant, Stonecipher Environmental Solutions will be contacted to start this process. The cost will be covered by the Petroleum Reimbursement Fund program. A request will be sent to NH DES to change the contact/ mailing information to Town of Orford Selectboard.

D. Complaints

- A complaint was filed by Jo-Anne Fratus against Chase Kling for harassment, violation of the Code of Conduct policy and the Complaint Investigation Policy. Kling asked if Selectboard members are considered town employees? No, they are elected officials. Because of this, Kling said there is no basis for the complaint, as the complaint policy is to address employee and service related complaints only. (Fratus suggested the complaint policy should add a section for complaints against Elected Officials). If the other two Selectmen want to respond to this complaint, that up to them, as Fratus has requested no further communications from Kling, only the other two Selectboard members. Follensbee agrees that Kling should not communicate with Fratus; Taylor said the back and forth needs to stop by both parties. It's not getting us anywhere, and it's distracting from the Selectboard work and taking up a lot of meeting time. The Selectboard needs to decide if they want to amend the Complaint Policy to include Elected Officials.

E. Signature Folder

- **Request to use the Common** – Stephanie Gulick requested use of the Common for a celebration of life for her mother Barbara Dyke on August 10th

F. Correspondence

- **Mousley Brook** – the State of NH has accepted the design to replace the culvert with a bridge. The design has been submitted to FEMA for their approval.
- **Water Testing** – the results from the testing completed on 7/1/24 have e-coli readings of 3.1, 88.4 and 28.8 for Indian Pond, Upper Baker Pond and Lower Baker Pond respectively.

- **G. Other** – Possible storm tonight - Kling reminded Follensbee, as the Emergency Management Director, to contact the other Selectboard members, Fire and Police Chiefs if the storm is severe.

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 7:35 pm

Respectfully Submitted,

Esther Dobbins-Marsh