

TOWN OF ORFORD

Board of Selectmen

Meeting Minutes

August 14, 2024

MEMBERS PRESENT: Kevin Follensbee, Chase Kling, Larry Taylor

OTHERS PRESENT: Esther Dobbins-Marsh, Steve Sanborn, Ted Nutter

Call Meeting to Order

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

Public Comments: None received

Approval of Minutes

Motion made by Taylor, seconded by Follensbee to accept the minutes of 07/24/2024 (as amended) Motion Passed 3/0

Reports

- A. **Fire Department** – Chief Sanborn provided stats from July 2024. The department responded to 15 calls (5 medical, 2 car crashes, 2 mutual aid, 2 for downed wires, 2 agency assists and 2 fire alarms). During the Prouty, department members were on site to respond, but there were no issues. The department is sending 4 members to the Fire School that will be held at Rivendell Academy. For maintenance issues, there was an air leak with the rescue truck - the air cans were found to be rusty and needed replacing.
- B. **Police Department** – Chief Bachus could not attend the meeting, but provided his report for July 2024. The department responded to 98 calls for service (NHSP-10 calls, and the Orford PD–88 calls). The 88 calls included 6 animal complaints, a fraud case, 1 criminal threatening complaint, 2 suspicious activities, 2 alarms, and 2 MV crashes. There were 13 traffic summonses issues out of 43 traffic enforcement stops. In addition to Bachus' regular hours, he also provided 5 hours of traffic control for the Prouty, and 4 hours to Camp Merriwood for camper drop off. In August, extra contracted time will be dedicated to the State Highway Safety "Drive Sober or Get Pulled Over"

Highway Department – Road Agent Nutter reported the highway department continues grading Town roads, with Tim Chase contracted to operate the grader, with the highway crew assisting. Next week the roads out east are scheduled to be graded – Tim Chase will work with Zack Shell while Nutter is on vacation. Roadside mowing began this week and should be completed sometime next week. Nutter and Shell attended and passed the Culvert Maintenance and Installation class held in Orford.

Phase II of Archertown Road is going well. Culvert headers have been constructed by Bill Wilson. Wanner Earthmoving put down a thin layer of sand and smoothed out the road. The next step is to install the Geo-grid then cover with gravel. Unfortunately, the 1st gravel test failed to meet the NH DOT specs. The second test results due on 08/15. As Nutter will be on vacation, he asked the Selectboard what they will do if the gravel fails again. Taylor felt if the test is within a few points, it should be okay to use. However,

Nutter said the engineer is concerned the failed gravel will hold moisture once it's paved over. Finding a new gravel provider could be problematic because of the storm damage up north. The State of NH and Towns are looking to obtain material where ever it's available, as many of the pits up north are currently out of material. The Selectboard authorized Taylor make the decision for the Town when the gravel test is received tomorrow.

Last, Nutter expressed his thanks for Kevin Follensbee for his help with road repairs following the storm in late July.

C. **Selectboard attended meeting recap**

- **Archertown Road Jacobs Brook Bridge** phone conference was attended by Follensbee. Confirmation has been received from Eversource that the electric poles will not need to be moved during the project. The abutters were concerned about blasting - the plans do not call for blasting, but to drill and pin into the rock face. Follensbee is working to wrap up the agreements with the abutters to the project site.
- **Cemetery Commission**– Kling attended their monthly meeting on Aug 10th where they discussed the possibility to erect some type of memorial at the West Cemetery. Further discussion is needed to determine the type of memorial. They are also planning to hold workshops to address headstone cleanings and on how to reset damaged monument stones. The plan is to schedule for dates in September. There will be a joint Trustees of the Trust Funds and the Cemetery Commissioners to discuss the Perpetual Care Trust Funds and what funds are available to the Cemetery Commissioners for cemetery maintenance. For the 2025 budget, the Commissioners will need to address the cost for mowing – hire an individual or a mowing company to maintain the cemeteries.
- **Planning Board** – Kling attended their monthly meeting on Aug 13th. The Planning Board is working on a survey draft for possible changes to the Telecommunications Ordinance. The Planning Board will hold two meetings in September (9/5 and 9/12) to address the Gould/Mountain View street plan and the Host family subdivisions. It was discussed that Vicki Davis, the Planning Board assistant from UV Lake Sunapee Regional Planning Commission will be retiring in the near future. No specific date has been set, but she has found a replacement, however, the Planning Board's current meeting day conflicts with this person's available time. The Planning Board will need to discuss further.

Old Business

- 2013 International Truck Bid** – the deadline for bids is August 15th at 1:00 pm. Currently there is one bid for \$15,000. The Selectboard authorized the highest bid be accepted following the close date and time.
- 2019 F-550 Posting for Sale** – Nutter would like to hold off posting this truck on Muncibid until he returns from vacation. This will also give the department time to add the sander and plow before taking photos to post. This will be discussed further at the 8/28/24 Selectboard meeting.

- C. Bandstand Repair & Maintenance Donor Trust update** – the Town Attorney was not available to finalize the Donor Letter for donations to this Trust. This will be discussed at the 8/28/24 Selectboard meeting.
- D. Update of Outstanding Projects**
- **Indian Pond Culvert project update** – no update has been received from the engineer at this time
 - **Archertown Road Jacobs Brook bridge update** – addressed in the Highway Report
 - **Heritage Center Painting update** – no exterior paint estimates have been received.
 - **Town Office Lights** – Gray’s Electric will be at the office on September 19th to replace the overhead lights with LED’s. The Town will request them to install 2 additional outlets in the Niles Room when they are here, if time permits.
- E. Other** – The NH State Primary will be held on September 10, 2024 in the Niles Room. The Selectboard will be at the Town Offices to set up for voting on September 9th, and on September 10th during the election hours.

New Business

- A. Review of received “Notice of Intent to Cut Wood”** – none received
- B. Budget vs Actual Review** – the Highway Trunk Maintenance line item is over budget, primarily due to the cost of the 6-Wheeler being higher than the estimated cost at the time of order. Being higher than what the Warrant Article allowed to come from the Highway Truck Capital Reserve account, the difference must come out of the operating budget.
- C. Action Folder** – no items
- D. Signature Folder**
- **MS-535** – this report reflects the 2023 budget compared to actual income and expenses following the review and adjustments made by the auditors. The auditor’s adjustments have been posted and a report generated from the Town’s accounting system and compared to the MS-535 printed from the NH DRA portal. The data from both reports match. *Motion made by Taylor, seconded by Follensbee to accept the MS-535 as presented. Motion Passed 3/0*
 - **Twin Bridge Services Contract** – The contract for the 2024 calendar year was approved, then signed by the Selectboard Chair.
- E. Correspondence**
- **E-Coli Readings** – The 08/05/2024 readings at the Indian Pond and Upper Baker Pond beaches are within the safe limit, Lower Baker Pond was at 107.1 and the beach has been posted. E-Coli readings at various spots along Jacobs Brook are reading above the recommended limit.
- F. Complaints** – none received

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 7:00 pm

Respectfully Submitted,

Esther Dobbins-Marsh