

# TOWN OF ORFORD

Board of Selectmen

Meeting Minutes

September 11, 2024

MEMBERS PRESENT: Kevin Follensbee, Chase Kling, Larry Taylor

OTHERS PRESENT: Esther Dobbins-Marsh, Police Chief Bachus, Fire Chief Sanborn

## Call Meeting to Order

The meeting was called to order at 6:03 p.m.

Kling recognized the passing of Kurt Gendron, a long-term employee of the Cemetery Commission. For over 30 years, Kurt maintained the Town's three cemeteries with great care. He will be greatly missed, and hard to replace.

**Public Comments** – none received

## Approval of Minutes

*Motion made by Taylor, seconded by Follensbee to accept the minutes of 08/28/2024*

*Motion Passed 3/0*

## Reports

- A. **Fire Department** – Chief Sanborn reported the department responded to 22 calls in August (including 15 medical, 1 fire, and 1 mutual aid, and 3 downed trees/wires). Four members attended the UV Regional Fire School training which was held at Rivendell. The pumps will be tested this weekend, and hose testing will be held on September 23<sup>rd</sup>. In September the fire trucks are scheduled for annual maintenance and inspections. The Planning Board will be holding an informal discussion with the owner of the property located at 485 Route 10 to discuss construction of a multi-unit building. As this will impact the Village Water District, Kling asked what fire codes will apply. Sanborn said once a plan is proposed, the Fire Department will take steps based on state and federal codes.
- B. **Police Department** – Chief Bachus reported there were 156 calls for service in August. Orford PD responded to 153, State Police to 3. The Orford PD calls included a theft case, assisting with a missing person, illegal dumping complaint, neighbor dispute, welfare check and a motor vehicle collision. There were 66 traffic enforcement stops, with 12 summonses issued. In addition, as part of the Highway Safety traffic initiative, there were 32 stops and 5 summonses issued.
- C. **Highway Department** – Kling reported the department has been working on completing ditching, cleaning culverts and have replaced the culvert on Mud Turtle Pond road. Nutter is working to obtain pricing for a loader as part of a potential warrant article for 2025. The new 10-Wheeler had the radiator replaced (it had a crack on the top). The cost will be covered by the warranty.
- D. **Selectboard attended meeting recap**
  - **Cemetery Commission** – they sponsored a clinic at the West Cemetery on how to property care for monuments. It was well attended with 30-35 people in

attendance. On September 28<sup>th</sup> there will be a clinic at the Dame Hill Cemetery on how to deal with cracked and damaged headstones. On September 18<sup>th</sup> the Cemetery Commission will hold a meeting with the Trustees of the Trust Funds regarding the Perpetual Care Trust Fund.

- **Planning Board** – Kling attended the meeting on September 5<sup>th</sup> – the Board discussed the Mountain View Hideaway application and compiled a list of questions/concerns to submit to Town Council prior to the Public Hearing on October 8<sup>th</sup>.

### Old Business

- A. **Sale of 2019 F-550 posting data** - the Selectboard reviewed the truck data to be posted on Municibid.com and agreed to have \$35,000 be the starting bid. The bid will be posted Friday, September 13<sup>th</sup>
- B. **Update of Outstanding Projects**
  - **Indian Pond Culvert project** – Right Angle Engineering is working with NH DES to finalize the plan for the wetland permit. The engineer is hoping to have the final design completed and out to bid in the next few weeks.
  - **Painting of the Heritage Center exterior** – no estimates received to date
  - **Archertown Road Phase II** – The base and top coat of paving is complete. Wanner Earthmoving will return next week to level driveways to the road height, ditching, grading and to repair the staging area and seed it. Blaktop will complete the shoulder work after ditching and grading are completed. Road Agent Nutter will work to complete the punch list from Phase I and Phase II.
  - **Archertown Bridge at Jacobs Brook** – the monthly call-in meeting will be held on Thursday 09/12 – Follensbee will report at the next Selectboard meeting
  - **Future Paving/Construction Schedule** – The Selectboard reviewed a tentative list of paving and construction projects thru 2027, prepared by Kling, to be used for planning purposes, and during budget season for possible warrant articles.

### New Business

- A. **Timber Tax Abatement** – the Selectboard reviewed the timber tax abatement filed by Tim Cook. Kling reviewed the reports and rate sheets used to generate the timber tax bill. The Selectboard agreed to hold a meeting, possibly on October 2<sup>nd</sup>, with Tim Cook and Rick Evans from the NH DRA timber division.
- B. **Review schedule for Budget Meetings** – the Selectboard reviewed the Budget meeting timeline and agreed on the tentative meeting schedule. Notices will be sent to department heads, and committee chairs to begin preparing their budgets, which will be due back to the Selectboard Office by October 15<sup>th</sup>
- C. **Schedule Historical Barn reviews** – Notices will be sent to the owners of the Historical Barns for their annual review of updates. Taylor will let Dobbins-Marsh know dates he's available to start the review process.
- D. **Review of received "Notice of Intent to Cut Wood"** – none received
- E. **Budget vs Actual Review** – no questions at this time
- F. **Action Folder** – all items previously addressed in this meeting

### **G. Signature Folder**

- **NH DOT** – a Certificate of Authority was signed by the Selectboard to appoint Follensbee as the person to sign off on items related to the Archertown Road-Jacobs Bridge project.
- **Contract for Services** – Green Site Services contract was signed for a structural assessment of the vault at the Highway garage, and to prepare a work plan for excavation of impacted soils related to the diesel spill claim. This cost will be covered 100% by the NH State petroleum fund.

### **H. Correspondence**

- An email was received from Vickie Davis regarding the rescheduling of the Planning Board Public Hearing. Costs associated will be covered by the UV Lake Sunapee Regional Planning Commission.
- An email was received from Robb Day, Parks & Playgrounds, regarding end of summer work at the Indian Pond beach.
- An email was received from John Adams regarding Broadband Infrastructure being installed in Orford by two organizations – this was also posted on the Orford ListServ by Adams
- Tri-County sent a letter of thanks for the 2024 appropriation and their request for funding in 2025

### **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 7:47 pm

Respectfully Submitted,

Esther Dobbins-Marsh