

TOWN OF ORFORD

Board of Selectmen
Meeting Minutes
September 25, 2024

MEMBERS PRESENT: Kevin Follensbee, Chase Kling, Larry Taylor

OTHERS PRESENT: Esther Dobbins-Marsh, Road Agent Ted Nutter, Charlie Smith

Call Meeting to Order

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

Public Comments – Smith read the voter approved amended Warrant Article #14 from the 2024 annual meeting into the minutes. This warrant article addressed the Road Committee’s bylaws. (Prior to the meeting, Smith tried to hand a document to Nutter, which Nutter refused to accept).

Approval of Minutes

- *Motion made by Follensbee, seconded by Taylor to accept the minutes of 09/09/2024 Motion Passed 3/0*
- *Motion made by Taylor, seconded by Follensbee to accept the minutes of the 09/11/2024 Public Hearing. Motion Passed 3/0*
- *Motion made by Follensbee, seconded by Taylor to accept the minutes of 09/11/2024 (as amended) Motion Passed 3/0*

Reports

- Assessor** – Assessor Todd Haywood submitted his report for the Selectboard to review. The assessing office has halted making value changes until after the 2024 tax rate is set and data is merged into the tax collector’s database. Cyclical inspections have been completed with a few that remain to be data entered for the 2025 tax year. There is one outstanding Board of Tax & Land Appeals (BTLA) case pending. Haywood has sent a written request to meet and discuss a possible settlement solution as ordered by the BTLA, but has not heard back from the property owner yet. The sales equalization ratio study which will be due on December of 2024 will be the final project for 2024.
- Highway Department** – Road Agent Nutter discussed ongoing work and status updates on several projects. Nutter thanked the Orford fire department for their help to clean out culverts using fire hoses. There is a little more grading and ditching to complete on a few roads.
 - Phase II is complete and the Town is waiting for final invoices from Wanner Earthmoving, Blaktop and Right Angle Engineering. Nutter completed the punch list for Phase II and suggested either renting or purchasing a compacter for work around culverts. This would be an item for the 2025 budget or warrant article.
 - Phase I’s punch list is being worked on as well. Nutter has been trying to contact R&D Paving to patch the pavement put down last year. Erosion stone needs to be added to the ditches (estimated at \$10,000), delineators placed at the ends of culverts, and signage placed along the road.

- Indian Pond Dual Culverts project – no wetland permit has been approved by the NH DES, which most likely means the project won't be completed this year. There is concern about winter plowing, delivery trucks and possible logging operations using that road in its current condition. The engineer suggested posting the road for 20 tons, but the Selectboard agreed to leave the road as it currently is.
- Mousley Brook Culvert – the project is a FEMA project from 2017, and the design is currently with FEMA for approval to install a bridge vs a box culvert.
- High Bridge road bridge – this bridge is part of the State Bridge program – the estimate received from the state in March 2023, to replace the bridge and buttresses, was \$1,442,400, which the State and Town split 80/20 (Town's amount would be \$288,480). Kling suggested adding a Warrant Article to ask the voters if the Town should move forward with the project or not.
- Western Star 6-Wheeler – the springs installed on the rear of the truck were not what the spec sheet called for. AGT will either replace the springs at their cost, or McLeod's will and then bill AGT for the cost of the spring and installation.
- 2023 F-550 – the radio will be installed at Ossipee on Sept 30th
- The loader needs work – the turbo is leaking oil, center pins need to be replaced, and it will need new tires soon. The fuel tank has debris in it causing the filters to need replacing more often than normal. The overall estimate for these repairs totals \$28,000. Leasing a loader will be just under \$24,000 for the year, and at this time there are no funds in the Highway operating budget to cover this expense. The Selectboard suggested having Kevin Knapp review the loader to see if he can make repairs at a lower cost.
- Sand Shifting – Nutter had received an estimate from Chief for this job, but they can no longer do the work, and Warren Sand & Gravel doesn't have the man power for the job. Nutter contacted Jeff Andrews and his rate is \$4.55 per yard, and the department needs 3200 yards sifted – total cost will be \$14,500 and will come out of the Highway gravel expense line item. The Selectboard authorized using Andrews for this work.
- Kling reviewed a list of paving projects for 2025 – 2027. The Selectboard reviewed and asked Nutter to obtain estimates for:
 - i. Archertown Road top cost for Phase I from Dooley's driveway to the start of Phase II
 - ii. Archertown Road reclaiming and paving from the end of Phase II to Norris Road

C. Selectboard attended meeting recap

- Cemetery Commission – Kling reviewed the work session with the Trustees of the Trust fund held on 09/18 where the group discussed how perpetual care funds can be used and way the Cemetery Commission can obtain funds for major repairs (fences, tree removal, etc.). The group discussed the possibility of setting up a "Friends of Orford Cemeteries" for fund raising to cover these expenses. Kling also attended the regular meeting on 09/21 – the commissioners reviewed the process to find someone to maintain the cemeteries, the cost for perpetual care, and starting working on the 2025 budget.

- Planning Board – Kling attended their meeting on 09/12 where the members held an informal discussion with the Host and Schwaegler families plans for future use of their properties. An informal discussion was also held with Nick Castle who wants to subdivide the property at 485 Route 10 to allow for construction of a 14 unit, 3-story residential building. The Board had questions/concerns about the project (near a flood plain, height of building, fire codes, etc.) that will need to be addressed at a future meeting. The Board also addressed the Gravel Pit Excavation application with several members planning to make a site visit. There will be a work session on 10/3 with Town Council to address questions/concerns on the Mountain View Hideaway application for a Street Plat prior to the Public Hearing which will be held on 10/8.
- Road Committee – Taylor attended the meeting on 9/16 – the group discussed the amount of ledge removed from Phase II (316 yards), and the amount of engineering fees the Town is paying to Right Angle Engineering for this project. The group is concerned this project will be over budget.
- Parks & Playgrounds – Taylor attended the meeting on 09/18 – the dumpster at the Community Field has been removed. Rivendell will need to dispose of its trash in its own dumpster after sporting events. The committee discussed adding a kiosk at Lower Baker pond to allow for posing of information. The committee is also working with the Bandstand Committee to obtain estimates for the bandstand replacement.
- Conservation Commission – Follensbee attended the meeting on 9/19 – the recent Star gazing event had over 100 people in attendance. The group will hold a work day on 9/28 to work on the Heritage Trail, and are planning a snowshoe event. The hiking events have been well attended, with the last one scheduled for 10/8

Old Business

A. Update of Current Outstanding Projects

- **Heritage Center Exterior Painting** – no one has submitted an estimate for the project. The Selectboard will continue to look for contractors to complete the project, but most likely won't be until 2025
- **Archertown Road Jacobs Brook bridge project** – Follensbee reviewed the month call-in meeting with the NH DOT rep, and DuBois & King engineer. They are working to complete the final design, and are waiting for the NEPA report to be returned. Eversource may need to move the electric poles vs cutting the power for a few hours. Follensbee is working to contact Eversource as their decision will impact the easements with the abutters.

- **B. Historical Barn reviews** – the Selectboard reviewed the Franklin barn and the need for a physical visit to the site.

New Business

A. Review of received “Notice of Intent to Cut Wood”

Property Owner: Daniel Cobb, Map & Lot #001-093-27C, Logger: Donald Winsor

- **B. Contracts – Police Department Federal Grant** – the Selectboard reviewed the federal grant of up to \$6,000 for the period of 10/01/24-09/30/25. This grant will

reimburse the Town of Orford for extra patrol hours, Social Security and NH Retirement costs for extra hours worked by Chief Bachus related to the National Campaigns for Highway Safety. *Motion made by Follensbee, seconded by Taylor to accept the Office of Highway Safety Grant Agreement. Motion Passed 3/0*

C. Correspondence Folder

- Casa – request for funding in 2025
- Grafton County Reg of Deeds invitation to an open house on October 9th
- Septic Approval for Bartlett Harwood II

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