

TOWN OF ORFORD

Board of Selectmen

Meeting Minutes

October 9, 2024

MEMBERS PRESENT: Kevin Follensbee, Chase Kling, Larry Taylor

OTHERS PRESENT: Esther Dobbins-Marsh, Steve Sanborn, Jason Bachus, Ted Nutter, Charlie Smith

Call Meeting to Order

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

Public Comments: none

Approval of Minutes

Motion made by Kling, seconded by Taylor to accept the minutes of 09/25/2024 (as amended).

Motion Passed 3/0

Motion made by Follensbee, seconded by Taylor to accept the minutes of 10/02/2024. Motion Passed 3/0

Reports

- A. **Fire Department** – Chief Sanborn – in September the department responded to 14 calls (10 medical, 2 vehicle crashes and 2 mutual aid). The 4 fire trucks have been inspected and will be serviced before year end. Hose testing has completed – the standard for hoses changed in the spring of 2024 (anything manufactured prior to 1988 can't be used, and couplings with no lock can't be used). Following the test, it was determined that some of the hose will need replacing.

A mutual aid drill with Lyme FD to be held in Lyme, and in a few months, Lyme will be in Orford for another mutual aid training.

- B. **Police Department** – Chief Bachus – in September the department responded to 98 calls. Orford PD had 91 calls, and the State police had 7. The Orford PD calls consisted of criminal mischief, DUI, 2 motor vehicle crashes, 5 agency assists and various other non-criminal/administrative calls. There were 13 traffic summonses issued out of 45 traffic enforcement stops. Bachus addressed town provided benefits to its full-time employees and would like to start the conversation with the Selectboard about short and long-term disability coverage, and increasing life coverage to 1x salary. Every year the NH Chief's of Police conduct a wage and benefits survey. Of the town's that responded, most offer LTD and STD coverage, plus 1x salary for life insurance. Of these same towns, some pay 100% of the employee benefit costs, but most range between 3.5% – 20%. The Selectboard asked Dobbins-Marsh to look into these benefit options.
- C. **Highway Department** – Road Agent Nutter asked the Selectboard what they want to do with the wicking fabric that Charlie Smith obtained and wanted to donate to the highway department. Kling said back in January 2023 Smith emailed Steve Williams (the Road

Supervisor at that time), that he was in the process of coordinating a demonstration, and practical application of the wicking fabric-road matric strengthening and water shed. He wanted to ship a roll to the highway garage for an installation demonstration at a site that would be beneficial, and asked Williams for a couple of site recommendations. Kling said only the Selectboard can accept gifts to the Town, and that has never happened, and products not purchased by the Town should not be used. Taylor asked Nutter if he wants to use the wicking fabric, and Nutter said no. The Selectboard also discussed the document the Road Committee wanted Nutter to sign. Follensbee felt the document doesn't provide enough detail of requirements to install the fabric. The Selectboard agreed that Nutter should not have signed to accept the document request as they feel his signature would have implied that he's in agreement with the document. The Selectboard agreed to not accept the wicking fabric, which in turn allows Smith to donate it to another town. Nutter said the fabric needs to be removed from the Highway garage property and the Selectboard agreed that Smith should have it removed.

Sand sifting is complete and the company did a great job. Nutter said there's an area in the sand pit that close to the boundary. Kling said he and Tom Thomson will work with Nutter on this issue.

Wanner Earthmoving will be doing clean-up on the Archertown Road Phase II area following the rain storm last week – they will be here the week of October 14th. The Selectboard asked about the repair to the base coat by R&D paving on Phase I. Nutter said he's been trying to contact them but they are not responding. King asked if we should hire another paving contractor to make the repairs and then bill R&D for the work? It was agreed that Nutter should reach out to R&D once more, and if he has no luck, turn it over to Taylor to follow up on. Nutter will also ask Blaktop for an estimate for the top coat for Phase I which will be used for a warrant article at the March 2025 annual meeting.

The 6-wheel Western Star will have the correct springs installed, at no cost to the Town, the week of October 14th. The Selectboard discussed the 2019 F-550 that was posted on Municibid.com for sale. The price offered was \$27,700 and all members agreed that was too low. The truck will be re-posted with a minimum bid of \$35,000

- D. **Selectboard attended meeting recap** – Kling attended the Planning Board public hearing on October 8th regarding the Street Plat application submitted by Mountain View Hideaway, LLC (Mark Miller). The Planning Board agreed that no waivers were needed and the application was approved. The final notice of approval will be completed and sent to the property owner

Old Business

A. Update of Outstanding Projects

- a) Indian Pond Dual Culvert project – no update yet
- b) Historical Barn reviews – no update yet

New Business

- A. Review of received "Notice of Intent to Cut Wood"** none received
- B. Budget vs Actual Review** – no questions at this time

- C. Budget Meeting schedule** – upcoming meetings – 10/16 Fire and Police Departments, 10/21 Highway and Administration, 10/30 Review of entire budget and Warrant Articles, 11/1 Draft budget and warrant articulated will be ready for the Budget Advisory Committee members to pick up.
- D. Action Folder** – sale of truck addressed during the Highway Department report section
- E. Signature Folder** – The Selectboard approved a time off request for Ted Nutter
- F. Correspondence**
- Email from Erin Darrow, Engineer – she is reviewing the Blaktop invoice for paving and has a few issues with it. She will address with Blaktop and have them submit a revised invoice
 - Generator Inspections – both generators have been serviced and are in good working order
 - A temporary Driveway Permit off Route 25A for Daniel Cobb was issued by NH DOT
 - City of Lebanon sent information on recent changes for pricing at the landfill.
 - Archertown Road Phase II – Dobbins-Marsh shared the total cost to date for invoices received, and we are under budget by approx. \$7,600. This will be adjusted once the additional charge or credit from Blaktop is received.
- G. Complaints** – Ruth Hook filed a complaint as she never received a verbal or written response to the complaint she filed on August 22, 2024. Follensbee said he forgot to contact Hook but will verbally contact Hook and also provide a written response to her complaint as well.
- H. Other** – November 5th is the General election, and two Selectboard members, or proxies, will need to be on site at the Town Offices for the entire time polls are open (7:00 am – 7:00 pm). The Selectboard will discuss further at their October 23rd board meeting.

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 7:15 pm

Respectfully Submitted,

Esther Dobbins-Marsh