

TOWN OF ORFORD

Board of Selectmen

Meeting Minutes

April 23, 2025

MEMBERS PRESENT: Kevin Follensbee, Charles Smith, Jr., Larry Taylor

OTHERS PRESENT: Esther Dobbins-Marsh, Road Agent Ted Nutter, Faith Knapp, Hubbard

Parks & Playgrounds members: JJ Hebb, Robb Day, Lawrence Hibbard

Bandstand Committee members: Ann Green, Eva Daniels, Gary Dimick

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 04/09/2025 (as amended) Motion Passed 3/0*
- *Motion made by Smith, seconded by Taylor to accept the minutes of 04/14/2025 Motion Passed 3/0*
- *Motion made by Taylor, seconded by Smith to accept the minutes of 04/16/2025 Motion Passed 3/0*

Reports

- Assessor** – Brendon McGahan provided his monthly report to the Selectboard. The majority of the inventory forms have been received, and approx. 100 properties have reported changes, which he will be visiting over the next few weeks. McGahan provided two documents that address the revaluation process and can be posted on our webpage and ListServ. He met with a rep from Great River Hydro. They are working on a program that Orford might be interested in. McGahan will need to research further, and will report his findings at a future meeting. He also processed 3 Land Use Change tax bills for properties that no longer meet the minimum acreage for current use. He will have a few more to process once he visits the site with changes listed on the inventory forms.
- Highway Department** – Road Agent Nutter reported the grading of the roads is 50% complete, and is hoping to finish up in the next few weeks. The grader and backhoe both broke down, but repairs have been completed and both are now back in service. Delineators were placed by the culverts on phase I of Archertown Road. The punch list from phase I of the Archertown Road was reviewed. Most of the work has been completed except for the work around the paving. Nutter said R&D is concerned about making the repairs to the road if no top coat is added. Smith is concerned that the product under the asphalt is what's causing the issues with the road and feels borings provide more information. Nutter said R&D will be on site tomorrow to discuss the issues and possible solutions. He suggested Selectboard members attend. It was also suggested that Road Committee members also attend.

Nutter asked about advertising for the Highway crew help wanted ad. Dobbins-Marsh will pull the job description for the Board member to review, then post in the Valley News, JO, Listserv and webpage.

- C. **Parks & Playgrounds (Bandstand)** – Hebb discussed the condition of the Bandstand – currently there are signs of rot and instability. As no bids have been received to reconstruct the bandstand, Parks & Playgrounds have discussed tearing down the structure and replacing it with something else, such as a metal pre-fab unit (cost for the unit is less than \$3,500) secured to a concrete base. Another option would be a unit from the Carriage Shed at a cost of \$18,600 for a 14 x 26 assembled and installed. We would also need to pay for the concrete pad and cost to remove the existing bandstand. This option will take approximately 10 weeks to be constructed and delivered. The total amount of funds raised to date are \$27,000 – Ann Green said the Bandstand Committee have some options to raise additional funds if needed. The Selectboard asked Hebb to put together two options for the Selectboard to review - using the Carriage Shed and to use the prefab metal unit. Both costs are also to include the cost of the concrete pad and the cost to remove the existing Bandstand. P&P will put up snow fence around the bandstand area with “No Trespassing” signs.

D. **Selectboard attended meeting recap**

- Taylor attended the 04/16 Parks & Playgrounds meeting – recap of discussion above
- Taylor attended the 04/10 Road Committee meeting – the members discussed the potential grant to purchase culverts and the sand pit reclamation
- Smith attended the 04/12 Cemetery Commissioners meeting – members attended the Cemetery Association annual meeting. They are trying estimate the cost per lot of perpetual care costs. On 4/26 the Friends of Orford Cemetery have scheduled a clean up day at 9:00 am at the West Cemetery.
- Follensbee discussed the monthly conference call on the Archertown Road Jacobs Brook project. The Wetland Dredge and Fill permit has been filed with NHDES, and DuBois & King has amended and resubmitted the NEPA permit.
- Smith attended Webinar that discussed master plans and will impact the Planning Board. The Master Plan should be updated every 5-10 years. He will mention to the Planning Board as the work should start soon.

Old Business

A. Update of Outstanding Projects

- a) Indian Pond Dual Culvert project – the Conservation Commission would like to work with the Selectboard on this project – Follensbee will review the wetland permit with them at their meeting on 04/24

New Business

A. Review of received “Notice of Intent to Cut Wood” – none received

B. Fair School Funding – Smith encouraged the other town Selectboard members to sign the on-line document in support of Fair School Funding. While this pertains to

school taxes, it does impact the Town's overall tax rate. The document was sent to each Board member and they can log into the portal to add their names.

- C. Budget vs Actual Review** – the Board briefly discussed the need to possibly consolidate some line items in department budgets, however, by doing this it will create difficulty looking up historical data in the future. For now, line items will be left as is.

D. Action Folder

- July 4th Parade permit – Chief Bachus completed the permit that requires the Selectboard Chair's signature, which Follensbee signed.
- Cole Farm Timber Tax worksheet – the forester completed the worksheet at a rating of 50% compared to the Selectboard rating of 66% - the Board agreed to leave at 66%

E. Signature Folder

- Application for Land Use Change Tax to remove property from Current Use
 1. Map & Lot #001-093-27B at 1250 Route 25A – tax of \$4,940
 2. Map & Lot #001-091069 on Upper Baker Pond – tax of \$2,900
 3. Map & Lot #008-029-002 on Route 25A – tax of \$2,000
- Request to access Jacobs Brook for gold mining and dredging – the Selectboard needed additional information before signing off on this request to use Town Property. Follensbee will also research if a permit is required from the State of NH

F. Correspondence

- Septic System approval from NH DES - 2678 Route 25A
- NH DOT Driveway Permit for property at 1250 Route 25A
- BTLA letter settling the Timber Tax abatement that was withdrawn by Tim Cook

G. Other – Smith asked how an ordinance is created/adopted

1. Propose and discuss the ordinance with the Selectboard
2. Hold a Public Hearing, or several, for public input
3. Create a warrant article to adopt the Ordinance at the annual meeting

Smith will research what a few other towns have done to adopt an ordinance.

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 Smith to adjourn the meeting. Motion Passed 3/0

The meeting adjourned at 7:27 pm

Respectfully Submitted,

Esther Dobbins-Marsh