

TOWN OF ORFORD

Board of Selectmen

Meeting Minutes

October 8, 2025

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

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

Call Meeting to Order

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

Public Comments - none

Approval of Minutes

Motion made by Follensbee, seconded by Taylor to accept the minutes of 09/24/2025 (as amended) Motion Passed 3/0

Reports:

- A. **Fire Department** – Chief Sanborn discussed the activity for September 2025. Members responded to 19 calls (9 medical, 4 motor vehicle crashes, 3 for illegal burns, and 3 mutual aid calls). The department received a \$100 unrestricted grant from the Firefighters Charitable Foundation. Engine 3 will be out of service for approximately 3 weeks starting October 13th to have the pump transfer case rebuilt. Members attended an in-service training on the new rescue tool (jaws of life) with Piermont and Lyme members.
- **Police Department** – Chief Bachus discussed the activity for September 2025. There was a total of 109 calls for service in Orford. Two arrests (Juvenile (17) arrested for License Required (Operating without valid license) and Operating an Unregistered Vehicle (motorcycle). Released on Summons to appear, and Dylan Green of Lyme, NH was arrested for Driving After Revocation/Suspension. Released on Summons to appear). Additional calls for service during September included 65 motor vehicle stops with 12 summonses issued, (1) domestic disturbance, (1) family offense, (1) suspicious activity, (1) alarm response, (2) motor vehicle collisions, (3) motor vehicle complaints, (4) citizen assists, (4) medical calls, and (25) administrative, follow-up, or public service calls.

Orford activities, include 11 hours of contracted patrol in Piermont and 6.5 hours on the Highway Safety Grant in which there were 22 motor vehicle stops and 4 summonses.

Bachus presented the updated Patrol Contract Agreement with Piermont. This renewal contract increases the rate from \$40 per hour to \$50 per hour, but for less hours to keep the cost to each town the same. Current contract went into effect in January 2023 and the new rate will be effective Jan 2026. Follensbee signed the contract.

The Selectboard previously agreed to appoint Bachus as the Emergency Management Director, with Follensbee serving as a Deputy Emergency Management director.

Motion made by Smith, seconded by Taylor to accept Kevin Follensbees' resignation as the Emergency Management Director, Motion Passed 2/0

Motion made by Follensbee, seconded by Smith to appoint Bachus as the Emergency Management Director. Motion Passed 3/0

Orford Emergency Operations Plan - Orford's last update was in 2018. In New Hampshire, and while there isn't a single mandated update frequency for Emergency Operations Plans (EOPs), a thorough annual review is recommended by the New Hampshire Municipal Association (NHMA) for ongoing effectiveness. Bachus suggested hiring MAPS (Mapping and Planning Solutions) to update the current plan at an estimated to be around \$2,800. The Selectboard approved this request. The current EOP and Emergency Management Plan will be posted on the Selectboard tab of the Town's website.

In January 2025, Axon announced they are discontinuing the manufacturing of parts, support, and updates for the X2 taser (what I currently carry and have carried since 2019). It is recommended to replace the X2 with the current model, the X10. There is a five-year contract available to stabilize the cost and includes everything needed to place the less than lethal option immediately into service upon receipt. The first year would be \$1247.20, and the following four-year contracted payments would be \$720. This would become part of the PD operating budget. Both Piermont PD and Lyme PD have updated to the X10 and the Piermont PD currently holds certification as an X10 instructor. Bachus would like to get this quote locked in and signed now as it does expire and is subject to change after October 31st. Waiting until next year to put into next years' budget, could be an additional 8-10% over this quote, if not more.

Motion made by Follensbee, seconded by Taylor to accept the contract with Axon for the X10 taser effective in 2025, with a down payment of \$1247.20 and annual payments of \$720 for the next 4 years. Motion Passed 3/0 Follensbee will sign it once received.

B. Selectboard attended meeting recap – none attended

Old Business:

A. Mowing Bids - the Selectboard reviewed the bid documents to be posted for the mowing of the Community Field and the remaining Town Properties. These will be posted on the Town's website, Journal Opinion and ListServ

B. Update of Outstanding Projects

- a) Archertown Bridge at Jacobs Brook – Tax Anticipation Note (TAN) – there may be a need to obtain a TAN for cash flow of expenses for this project. The State will refund the construction expenses 100% but the turnaround timing is 30 days, and there will be several large invoices to cover steel and other materials. Dobbins-Marsh will work with the Treasurer and Town Attorney to finalize the steps the Town will need to take
- b) Removal of Small Garage – following the discussion at the last Selectboard meeting, it was later realized that the Board members can't remove Town owned property, and a Warrant Article will be needed for approval at the next annual meeting. Dobbins-Marsh will contact NHDES to determine if they need to authorize work to be completed prior to removing the building (i.e.: lead paint concerns, etc.)

C. Other:

- **Upcoming Meetings** – for budget meetings, there will be a meeting on 10/15, 10/22 (included in the agenda of regular board meeting) and 10/29. A work session to open the AT Bridge Construction bids will be held on 10/17 at 3:00 pm.
- **Heritage Center** – Smith provided photos of the areas repaired by the contractor. The painting is on schedule as well.

New Business

- A. Review of received “Notice of Intent to Cut Wood”** – none received
- B. Budget vs Actual Review** – the Selectboard reviewed the report as of 10/07/2025 – most line items are on track, and more questions will be addressed during various department budget meetings. A few line items were addressed due to the actual spending being greater than the budgeted amount. FD Forest Fire Equipment is overspent, but the department will be receiving funds from a grant to offset some of that spending. The Highway line item for culverts was addressed as there is \$9,600 left for this year (Follensbee will address with the Road Agent to purchase culverts to restock inventory, and the same will apply to gravel).
- C. Action Folder** – the Selectboard reviewed and signed the Timber Tax Yield Tax for property at 93 Orfordville Road.
- D. Signature Folder** – Conservation Commission Appointment for Adair Mulligan
Motion made by Follensbee, seconded by Taylor to appoint Adair Mulligan to the Conservation Commission through March 2026. Motion Passed 3/0
- E. Correspondence** – Septic System at 594 Route 10 was approved by the NH DES
- F. Contracts** – *Motion made by Follensbee, seconded by Taylor to accept the 3-year contract between the Town of Orford and Roberts and Greene for auditing services for FYE 2024, 2025 and 2026. Motion Passed 3/0*

Manifests, Payroll and Accounts Payable folders

The manifest, payroll and accounts payable folders were reviewed and signed where necessary

Non-Public Session

A motion was made by Follensbee, seconded by Smith to enter into non-public session under RSA 91-A:3, II(a) for personnel matters at 7:25 pm. A roll call vote of member’s present was taken with a decision in the affirmative

The Board resumed the regular meeting at 7:35 pm. A motion was made by Follensbee, seconded by Taylor to seal the minutes of the nonpublic session. Motion Approved 3/0.

Adjourn

Motion made by Taylor, seconded by Smith to adjourn the meeting. Motion Passed 3/0

The meeting adjourned at 7:37 pm

Respectfully Submitted,

Esther Dobbins-Marsh