

# TOWN OF ORFORD

Board of Selectmen

Meeting Minutes

March 11, 2026

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 Smith to accept the minutes of 02/25/2026*

*Motion Passed 3/0*

## Reports

- A. **Fire Department** – Chief Sanborn provided his report for February. The department responded to 14 calls (11 medical, 1 each for a motor vehicle crash, odor investigation, and chimney fire). Training consisted of new equipment in-service training, and winter rescue. The new fire truck body is complete and mounted on the chassis. The light package is in and partially installed.
- B. **Police Department** – Chief Bachus provided his report for February. The department responded to 91 calls for service-1 each for theft, fraud, and missing person, 2 each for motor vehicle collisions and animal complaints (Fish & Game also responded). There was 46 vehicle stops with 7 summonses issued – the remaining calls were administrative in nature. In addition, two new criminal investigations were a result of the aforementioned activities. The Inspection situation for NH is that as of now they are NOT required, as the State of NH has prohibited inspection stations from issuing them. Bachus has begun the process of updating the Emergency Operation Plan (EOP) for the town and exploring possible grant solutions for needs at both the Town EMD level and the Rivendell Academy, specifically relating to emergencies, safety and security. He is working on the audit of the NCIC and NICS compliance which ensures the department is compliant with federal regulations and state statutes surrounding access to criminal justice information and its proper and legal use.

## New Business

### A. Approval of Appointments by Selectboard

- **Auditor** – *Motion made by Follensbee, seconded by Taylor to appoint Tim Greene of Roberts & Greene as the Town Auditor. Motion Passed 3/0*
- **Fire Chief**– *Motion made by Follensbee, seconded by Taylor to appoint Stephen Sanborn as the Orford Fire Chief. Motion Passed 3/0*
- **Police Chief**– *Motion made by Follensbee, seconded by Taylor to appoint Jason Bachus as the Orford Police Chief. Motion Passed 3/0*

- **Road Agent**– *Motion made by Follensbee, seconded by Taylor to appoint Theodore Nutter as the Orford Road Agent. Motion Passed 3/0*
  - **Emergency Management Director**– *Motion made by Follensbee, seconded by Taylor to appoint Jason Bachus as the Emergency Management Director. Motion Passed 3/0*
  - **Niles Fund Committee Members**– *Motion made by Follensbee, seconded by Taylor to appoint Jennifer Tilden, Ann Green, Ruth Hook, Melinda Ricker and Dave Coker as members of the Niles Committee. Motion Passed 3/0*
  - **Tree Warden**– *Motion made by Follensbee, seconded by Taylor to appoint William Wilson as the Orford Tree Warden. Motion Passed 3/0*
  - **Zoning Board of Adjustment for Flood Plains**– *Motion made by Follensbee, seconded by Taylor to appoint Shawn Washburn as a member to the Zoning Board of Adjustment for Flood Plains. Motion Passed 3/0*
  - **Inspector of Elections**– *Motion made by Follensbee, seconded by Taylor to appoint Lisa Camarra, Eva Daniels, Vanessa Desimone and Susan Hinchliffe as Inspectors of Elections. Motion Passed 3/0*
  - **Conservation Commissioners**– *Motion made by Follensbee, seconded by Taylor to appoint Bob Hedges as a Conservation Commissioner. Motion Passed 3/0*
  - **Conservation Alternate** – *Motion made by Follensbee, seconded by Taylor to appoint John Miller as an Alternate to the Conservation Commission. Motion Passed 3/0*
  - **Road Committee**– *Motion made by Follensbee, seconded by Taylor to appoint Michael Wright, Sean Garran and David Smith as members of the Road Committee. Motion Passed 3/0*
  - **Trustee of Trust Funds Alternate**– *Motion made by Follensbee, seconded by Taylor to appoint Bartlett Harwood III as an alternate Trustee of the Trust Funds. Motion Passed 3/0*
- B. Selectboard Liaisons to Committees & Commissions** – the Selectboard agreed to maintain their current committee and commission liaisons with the exception of the Cemetery Commission (now Kevin Follensbee) and the Conservation Commission (now Charles Smith Jr.)
- C. Selectboard Liaisons to Town Departments** – the Selectboard agreed that Kevin Follensbee, as the Selectboard Chair, will be the liaison to all Town departments.
- D. Review Town Meeting results – determine actions to take based on results**
- Dobbins-Marsh will contact the bank regarding the Line of Credit contract
  - Road Agent Nutter will contact paving companies and guardrail companies to obtain 3 estimates for the paving and guardrail replacement
  - Taylor will obtain 3 estimates for the walkway paving
  - Smith will work with a contractor to remove the lead paint on the small garage before its dismantled
  - Road Agent Nutter will work with the Road Crew to start the grader cover construction

- Dobbins-Marsh will work with the assessor to update the Elderly Tax credit and the Service Related Disabled Veterans Tax Credit within the Avitar software program
- Conservation Commissioners will work on the High Bridge project

**E. Approval of received “Notice of Intent to Cut Wood”** none received

**F. Signature Folder** – the Selectboard reviewed and signed the following Request to use Town Properties:

- Common for the Open-Air Market
- Softball Field for the Women’s Softball League
- Pavilion for the Easter Sunrise Service, United Congregational Church

**G. Correspondence**

- Herb Austic submitted his resignation from the Road Committee
- Copy of the Shoreline Permit Application filed with the NHDES for property located at 21 River Cottage Lane, Orford
- Brochure from Northeast Wilderness Trust
- Email received from Dave Bischoff pertaining to his view assessment with questions on the process. The Town will correspond with the assessor for answers.
- Chris Gendron expressed concerns with the mowing contract. The Chair of Parks & Playgrounds will be asked to discuss the contract with him and recommend possible changes.

**H. Other**

- Currently we don’t insure our bridges. Primex, the Town’s insurance carrier only provides \$150,000 of coverage. The Selectboard asked Dobbins-Marsh to obtain the cost, then will decide if it’s worth adding bridges to our insurance policy.

**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 7:00 pm

Respectfully Submitted,

Esther Dobbins-Marsh