

TOWN OF ORFORD

Board of Selectmen

Meeting Minutes

September 9, 2026

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

OTHERS PRESENT: Armand Girouard, Fire Chief Sanborn, Police Chief Backus

Call Meeting to Order

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

Public Comments

A resident commented, great job on the Archertown Road culvert this week. Thank you.

Approval of Minutes

Motion made by Smith, Jr., seconded by Taylor to accept the minutes of 8/11/2026, 8/26/2026, 9/4/2026, and 9/7/2026. Motion Passed

Reports

A. Fire Department – Chief Sanborn

The following information was provided by Chief Sanborn for the month of August, 2026: 22 calls. 11 medical, 1 motor vehicle crash, 4 alarms, 3 trees on wires, 1 service (retrieve boat), 1 mutual aid. One new EMT member has joined. One member is in an EMT class, another in an AEMT class. Engine 3 had a steering gear box repair. Utility tires have been replaced with all terrain type tires. Old rescue, have an interested buyer, offer is \$20,000. After commission, would be \$18,000 income to town. Board agreed to sell for \$20,000, and the \$18,000 net to go into the FD Capital Reserve Fund. Moved by Follensbee, second by Smith, Jr., all 3 board members voted yes to this. Chief Sanborn to contact potential buyer and move forward. Chief inquired if board would like to sell the tires and front bumper from the utility, they stated yes. Ongoing training, cistern leaks repaired by FD personnel, acceptance test of new hose.

B. Police Department – Chief Backus

The following information was provided by Chief Backus for the month of August, 2026: Total of 127 calls for service. 1 for criminal mischief, 1 for sex offense, 1 for family offense, 1 for other criminal offense, 3 for non-criminal offense, 1 for missing person/runaway, 1 for animal complaint, 1 for motor vehicle collision, and other administrative calls and activities. A total of 75 traffic/motor vehicle enforcement calls resulting in 17 summonses being issued. The above 127 calls for service represent 118 by Orford PD, 1 by Animal Control, and 8 by State Police. Current ongoing investigations include a physical assault case, theft investigation, 2 sexual assault cases, and a nuisance case. Chief is working with MAPS on updating the Orford Emergency Operations Plan. Chief has completed all annual and continuing education requirements

for NH Police Standards and Training. Board member Follensbee asked Chief Backus to look into the new Genasys code red app, and report back next month.

C. Selectboard attended meeting recap

Taylor – None

Smith, Jr. – Conservation Committee meeting on 9/3/2026. Discussion on maps, mountain trail hike (SB member invited), ribbon cutting on Nov 10 for hiking trails. More details forthcoming in meeting minutes from OCC.

Follensbee – No meetings, but did attend a Secretary of State Election Training class in Woodsville prior to the September election.

Old Business

A. Update of Outstanding Projects

a) Archertown Bridge at Jacobs Brook

Follensbee reported the following: West side back wall has been poured, back fill material did not pass testing specs, and will be replaced at contractor's expense, NE wingwall being poured this week, state funding reimbursements coming in this week, 2 more reimbursement requests in process for town reimbursement.

b) Town Office Parking Lot

Smith, Jr. reported. Board had previously reviewed plans, and would like to move forward with plan alternate 2. Smith Jr. to start the process of obtaining quotes for engineering, and DOT approval. Once quotes are received, will be reviewed by board.

c) Guardrails on Archertown Road

Follensbee stated this work should be occurring in the next 2 weeks.

d) Other

Where the culvert has been replaced on Archertown Road, the gravel area will be paved after the gravel settles, and has been compacted. Will be paved before winter.

B. Quinttown Road culverts

Smith Jr. is looking into getting quotes and RFP's for engineering.

C. Flood Ordinance discussion

Smith Jr. reported. The 2016 ordinance may be updated with the 2024 ordinance. This may be executed due to the adaptive resolution the board signed in 2023. The SB will be the enforcer, not the PB. The 2024 ordinance didn't need a warrant article to go to the town because the policy didn't change; only the FIRM panels did. The 2024 floodplain ordinance can go back on to the website. A ZBA for the floodplain ordinance needs to be formed. We are currently in compliance with the 2024 floodplain ordinance. The Board has not recently received any applications for building in a floodplain.

Other

None

New Business

A. Alternate polling site for November primaries

Follensbee reported that the Town must have an alternate location available. Spoke with Orford Congressional Church, Town can use this as an alternate location if needed. Will work on options for secured internet access if this location is utilized.

B. NHMA Annual Conference

Conference is on October 28-29, as such, board decided to change the Selectboard meeting scheduled for 10/28/2026 to Monday, 10/24/2026, so Follensbee and Girouard can attend.

C. Review Budget Timeline

Discussed timing of letters to be sent to all departments and vendors, so budget meetings can begin soon, to get numbers together for next year's fiscal budget. Letters to be sent out next week.

D. Historical Barn Reviews

Site visits are needed this year, board decided to try and schedule all site visits on 10/3/2026 from 9am-noon. Letters indicating this to go out to these property owners next week.

E. Approval of received "Notice of Intent to Cut Wood"

One intent signed by board.

F. Action Items Folder

Two requests approved for use of town properties.

G. Complaint Folder

None

H. Signature Folder

All documents signed by board as needed.

I. Correspondence Folder

Communications from Stonecipher & Clark regarding ongoing data review at highway garage, upcoming Primex webinar's, letter from NHDES regarding a trail permit issued to Lyme Pinnacle Snowmobile Club Inc., water test results for E-Coli, letter indicating a price increase in NHMTA drug and alcohol testing.

J. Other

None

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 Taylor, to enter into non-public session under RSA 91-A:3, II(a) for personnel matters at 7:22 PM. A roll call vote of member's present was taken with a decision in the affirmative.

The Board resumed the regular meeting at 7:33 PM. A motion was made by Follensbee, seconded by Taylor to seal the minutes of the nonpublic session. Motion Approved.

Girouard attended a NHMA Right to know information session, and updated the board on the current regulations that exist.

Adjourn

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

The meeting adjourned at 7:45 PM

Respectfully Submitted,

Armand Girouard