

TOWN OF EFFINGHAM

BOARD OF SELECTMEN

MEETING MINUTES

December 16, 2014

Selectmen present: Henry Spencer
Timothy Eldridge
Lawrence Edwards

Minutes transcribed by: Gwen English

The meeting was called to order at: 5:00 pm

The Mail, Manifest and Signature folders were reviewed.

PLANNED DISCUSSION

The Board began the meeting with Rebecca Boyden, Zoning Enforcement Officer to discuss the proposed fee schedule change for building permits. They discussed graduated fees based on structure size and establishing penalties for late or post construction permits. Rebecca reported she met with the Planning Board and all agreed the proposed fee structure is reasonable, they also recommended an increased penalty for post construction permits. Planning Board member Mike Cahalane expanded upon the Planning Boards recommendation regarding the increased penalty, which would be levied to cover additional administrative costs. The Selectmen will review the proposed changes to the building permit fee structure noting a public hearing will be necessary before the changes can be implemented.

PUBLIC COMMENT

Resident Carla St.Louis attended the meeting to get feedback from Selectman Spencer after he and Zoning Enforcement Officer, Rebecca Boyden met with the property owner of the Green Mountain Hunting Preserve. Selectman Spencer assured Ms. St.Louis the hunting grounds at the preserve have not increased and acknowledged the area near the preserves abutters is clearly marked "No Shooting Area." Ms. St. Louis insisted the shooting continues in close proximity to her home and provided the board with letters from some of her neighbors. Selectman Spencer plans on speaking to an abutter of the hunting preserve to get further feedback.

Resident Sheila Jones mentioned a recent article in the Conway Daily Sun where it was noted the North Conway Police Department was constructed with numerous discrepancies. She would like to see the modular, housing both the police department and various boards equipped with handicap accessibility. Selectmen Spencer asked Sheila if the Supervisors of the Checklist and others using the modular would submit a letter to the board regarding the same. She said she would be willing to do that.

Library Trustee, Maureen Spencer reported work at the Library is complete. She added 40 people attended the Christmas Party. Everyone in attendance, staff, parents and children were very delighted when Santa Clause arrived. Fun was had by all.

Resident Eric Potter noted; numerous town reports were recently donated to the Library

collection. The oldest dating back to the 1890's.

SELECTMEN'S COMMENTS AND REPORT

The Budget Committee is meeting tonight.

Selectman Eldridge reported on the timely response to the Department of Labor Inspection Report. Response to the Departments findings are as follows: General Assistance Administrator will meet with clients in the Municipal Building while occupied with other staff for personal safety reasons. The Joint Loss Management Committee will update the handbook to incorporate the required changes. The containers at the transfer station will be labeled. Selectman Spencer will contact Waste Management to find out what sort of labeling they recommend. The board considered magnetic signs. Pedestrian areas around the compactors must be clearly marked from traffic areas. Large traffic cones will be purchased to place around these areas denoting pedestrian traffic. One exit sign is required over the door at Fire Station 2 and emergency lighting at the Library must be looked at to make sure it is operational. The Municipal Building electrical panel must be clearly marked and debris must be kept out of this area for quick and easy access. Eye wash stations must also be addressed which Selectman Spencer will take care of.

REVIEW AND APPROVE MINUTES and WEEKLY MANIFEST

The Board approved the Minutes of December 2nd and the December 11th work session. The board also approved the weekly manifest for both the week ending December 13th and December 20th.

OLD BUSINESS

The Board asked Fire Chief Randy Burbank to review and report back to the board by the first of 2015 with updated figures on the call volume report received for Effingham at the most recent six town ambulance compact meeting. The next meeting of the compact is scheduled for January 9th, 2015.

Selectman Spencer asked Selectman Edwards if a date is set for perambulating town lines. Selectman Edwards reported the perambulation with the Town of Wakefield will take place in the Spring of 2015 and he will contact the Selectmen in Ossipee to arrange perambulation with a member of their board as well. Henry also noted the traffic mirror for the library parking lot entrance with Town House Road has been ordered and he is waiting for permission from PSNH to place it on the telephone pole across the street.

Selectmen Edwards noted cold patching will take place on various roads throughout town. He inquired of the bond for the winter plowing contract and asked if money from the Woodland Cemetery Fund could be utilized to purchase fencing. Selectmen Eldridge noted that a quote for cost would have to be submitted in order for those funds to be carried over to 2015.

NEW BUSINESS

Selectman Eldridge thanked the Effingham Fire Department for inviting the Municipal Office Staff to their Christmas Party. He also reported on a recent incident involving the dog officer. While unsuccessfully attempting to locate the owner of a lost dog the dog officer was forced to deliver the animal to the Ossipee Shelter and was turned away because the shelter was full. Tim asked his fellow board members if they would agree to contract with North Conway Humane

Society for the cost of \$20.00 per dog as a back up plan. Both board members were in agreement. The matter of timely plowing at the Library was discussed. Employees arrive early on certain business days to find the parking lot has not been plowed. Tim recommended providing the plowing contractor with a list of those days and arrival times so plowing at the Library can be better managed. Asked, if the job description for the cemetery custodian has been prepared. Selectman Edwards acknowledged it is completed. In response to some previous questions regarding fire department personnel filling the position of fire department secretary Tim noted; prior secretaries were more costly to the town.

Selectman Spencer noted the VFD equipment that operates the compactors at the transfer station must be maintained at a temperature of 40 degrees. Currently the unit has to be removed during extreme cold temperatures and perhaps the board should consider a small propane heater for the shed where the equipment is located. He would also like the board to meet with Theresa Swanick the town website manager before preparation of the Selectmen's budget.

The Selectmen's Office will be closed Thursday December 25th and 26th for the Christmas Holiday.

Selectmen Eldridge noted a letter received from Bruce Johns, Town of Webster asking Effingham to place an article in the town warrant asking the state to review school funding. The board declines the request at this time. He also announced the School Board is soliciting to fill a vacancy left by Diane Carlson who has moved out of the district and resigned. Anyone interested in filling this vacancy must submit a letter to the School Board Office by December 18th, 2014. The Selectmen would also like to meet with the land use boards to work on a flow chart that would assist in directing applicants to the appropriate boards. A work session will be scheduled at the next meeting to begin work on the Selectmen's budget. He also noted the board needs to schedule a meeting with the engineer to discuss repairing the Stevens Road Bridge.

Selectmen Edwards reported Ossipee has improved the turn around site for snow plowing at the Pine River Forest location and asked that Evans Brothers be contacted to use the same location.

Selectmen Spencer addressed the letter from Fire Chief Randy Burbank noting the Forest Fire Warden appointment expires December 31, 2014. Selectman Eldridge recommended contacting Fire Warden Thompson to see if he wishes to be reappointed to this position.

The meeting adjourned at 6:46 pm.

Henry Spencer, Chairman

Date: _____

Timothy Eldridge, Selectman

Lawrence Edwards, Selectman