

**Town of Effingham
Board of Selectmen
Meeting Minutes**

April 11, 2017

Selectmen present: Henry Spencer
John Meisner
Leonard Espie

Minutes transcribed by: Cheryle A. Feirick

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

The Mail, Manifest, Signature and Action Folder were reviewed: Selectman Spencer read the list of items from each folder to the public.

Pledge of Allegiance

REVIEW AND APPROVE MINUTES AND WEEKLY MANIFEST:

The board approved the regular minutes of April 4, 2017 with correction under Public Comment of 75' not 75" from her well head. Manifest was approved in the amount of \$42,648.86.

PUBLIC COMMENT:

Kate Belisle recapped the non-public meeting of March 7, 2017 asking for explanation about the conversation that took place. Selectmen Spencer stated the board cannot elaborate on non-public meeting. Kate asked Selectman Spencer to define obnoxious dogs, he said dogs barking non-stop, keeping residents awake. Kate referenced a letter sent by Selectman Spencer about water coming from her property onto Town house Road. Selectman Espie stated Lawrence Edwards called if because he letting him know there is water coming from Kate's property forming ice building up on Town House Road. Selectman Spencer explained there were many complaints to the Selectmen's office and road line about the large amount of ice forming on the roadway. Selectman Meisner stated it is the responsibility of the board to keep a safe passage way for the public. Kate made mentioned that on the recording of the board's Dec. 6, 2016 meeting Selectman Spencer referenced two letters from her neighbors about the dogs; Selectman Spencer stated he did not have recollection of what she was asking.

Mellisa thanked the board for allowing public comment during their meetings; she asked Chairman Spencer what time public comment started; she was told it started at 5:20. A recommendation was made to remove time specific for public comment to start; Selectman Meisner motioned to remove the time from the agenda, Selectman Spencer seconded, all voted in favor. Motioned passed.

Maureen Spencer, General Assistance Adm. thanked everyone who has been helping with the needs for her client. The client still needs towels, blankets and sheets for twin beds. Maureen is always willing to take household items, she has a place to store the items donated. A telephone call or email to the BOS office if you need items picked up. Items can be left at the Municipal Office.

PLANNED DISCUSSION WITH DEPARTMENT HEADS: None

ROADS AND BRIDGES:

Selectman Espie reached out to Eckman Engineering, still waiting to hear back. John Meisner acknowledged that he received a call from Greg at Eckman Engineering; Greg said that Dave Eckman

wants to schedule time to meet with the BOS. The BOS hasn't heard back from Bacon Engineering regarding a sample RFP for Stevens Road. The pre-cast from Michie Corp. is expected to be available at the end of June. A call will be made to Michie about storage fees in the event the precast needs to be stored for any period of time.

WORK SESSION:

The next work session is scheduled for Tuesday, April 18, at 4:00pm. This session will be closed to the public for personnel related information. The Board of Selectmen will continue with a work session after their regular meeting to review and finalize the road maintenance contract and to review the roadside mowing contract.

SELECTMEN'S COMMENTS AND REPORTS:

Henry Spencer: spoke on the **Community Block Grant** to be applied for in next year's grant cycle for windows at the library. Selectman Meisner will reach out to Granite State Glass to have them come to the library to get an estimate for window replacement. This information is needed when apply for grants. Discussion on doing the drainage around the library, replace the ramps and painting the building. Completed forms have been received from all locations within the town for their **snow shoveling** needs; these contracts will be done together later in the year. Discussion on the meeting between land use boards, Selectmen and Town's Attorney. Elaine Chick, Chair of the Historic District Commission suggested the land use boards get together first to see where there may be concerns and questions for the Town's Attorney. Selectman Spencer will draft a letter to email to the Chairs of all land use boards and ZEO, asking for a Monday evening that may work for them.

Lenny Espie: Selectman Espie will reach out to Amidon Electric about an estimate for electrical outlets and new lighting at the Police Department.

John Meisner: A proposal for \$5250.00 to replace all (3) three landings with composite material for the modular. Selectman Espie recommended the town didn't invest this amount of money into this building; it won't be around as long as the material would last. John mentioned he is interested in attending the next culvert certification workshop. John had a conversation with Coulis Adams from the NHDES; he suggested the town go through the DES permitting (best management practices) for the Molly Philbrick culvert. John referred to this culvert as being of inadequate size, not a failed culvert. John spoke to NHDES about the report of a failing septic system on Town House Rd. He was told the BOS or Heath Official cannot step foot on someone's property without sending a letter first. If the property owner refuses to allow a town official on their property, then NHDES is notified. NHDES would have to obtain an administrative warrant for them to go on the property. When a field agent is in the area, then they can take a look, but it won't be for a while. NHDES is in receipt of the complaint and documents. Selectman Espie stated he took a look and he reported no odor or septic matter. Selectman Meisner referenced an email the office received from the Town's Attorney about retention period of emails. The attorney referred to three sections of RSA 33-A:3. John read the specific sections of the RSA. Emails related to **tax cards** requests fall under **transitory**; these emails do not have to be kept. Lawrence Edwards asked if he could have a copy of the email; yes, he can get a copy.

Transfer Station: Selectman Meisner reported he has a call in to OSHA for specific height requirements and railing(s) at the compactors. Inquiries were made to Grainger and Mobile Home Depot for availability of steps/platforms; neither company produces custom products. The units are limited to one or two steps, with platforms and with or without railings.

Fire Station: A job site review has been scheduled with Brookside Plumbing on May 30 at 2:30pm for and "on demand" water heater using propane.

Salt shed: prices for 5 gallon container of Consolideck-Salt Guard \$165to\$250 with a \$50.00 deliver charge from A.H. Harris in Portland ME and Portsmouth NH

Speed limits: An email received from resident Jennifer Murphy of Plantation Road asking for clarification of the posted 35 mph speed limit sign on Plantation on Road; she is in full agreement of reducing speed.

PUBLIC COMMENT:

Dave Strauss referenced providing information given to the BOS on grant writers (included an engineering plan); Selectman Spencer mentioned he contacted the grant writers and he was told they are booked up. Dave is willing to provide the BOS with more grant writers; Dave stated grants are a way to raise money for large projects without taxation. Lawrence Edwards stated if the grant writers are booked up, then let's get a hold of them now.

Edith Sharp announced The Center Effingham Baptist Church's Easter Sunrise Service is at 7:00 am and breakfast at 8:00am, no charge for the breakfast.

Lawrence Edwards asked Selectmen Meisner who gave the authority to grade Granite Rd.; Selectman Meisner responded, no authority was given to anyone to grade Granite Rd. Lawrence said he spoke to Josh at Dig N Doze (contractor who currently grades the roads) asking Josh if they graded the road, he responded Dig N Doze didn't grade the road. John explained Dig N Doze was going to start grading Huntress Bridge Road and work his way into town (Plantation and then Hobbs) weather permitting. Selectman Spencer stated the BOS gave John Meisner authority to deal with the road contractors. Steve Regal stated he hopes the town is off the hook for payment regarding the grading done on Granite Rd. Lawrence Edwards wants to know who graded Granite Road.

Mellisa Seamans reminded the BOS she submitted two requests asking the BOS to consider announcing the items they are reviewing in the folders, especially since the meetings are being audibly and visual recorded. It would be helpful for the individuals who are watching the recordings are not discernible. Jim Morris disagrees with Mellisa's comment; because the town has no obligation to be audible during the meetings; there is no legal obligation, this kind person comes and records. Jim asked the Board if they oversee networking of their computer system; Selectman Spencer responded the town has an IT person who takes care of the system. Technically the board is responsible for the town records. Jim asked about the deeding process for non-payment of taxes. Selectman Spencer said the first step is to meet with the Tax Collector to review these properties before being deeded. Concern was how long the town is holding onto deeded property; that could be making money for the town.

Lawrence Edwards stated the Town must put the Police Cruiser out to bid based on the Procurement Ordinance. There is an exception for State pricing in the Ordinance. Selectmen Espie explained the process that is taken with dealerships for state bidding and steps the Police Chief took. The Police Department obtained three estimates for a cruiser. Irwin Motors was awarded the state bid. Currently there is no contract or obligation at this time. Selectmen Espie motioned the Selectmen wave the bidding process, seconded by Selectmen Meisner; all in favor, motion carried.

Mellisa Seamans spoke on the definition of transitory being different for everyone. With many requests made for 91 A-right to know, her concern is our email storage; she shared another town's situation dealing with a request from a resident for emails going back 1, 2, 3,5 years. The town's email storage should be brought into the 21st century; Mellisa mentioned some towns have set-up retention committees that write up retention policies for their towns. She has been trying to obtain town meeting minutes going back to 1/29/70 special town meeting, 1970 and 1971 town meeting. She has been in touch with the Town Clerk she doesn't have town meeting minutes prior to 1977. The specific minutes refer to when the town voted to elect a road agent to appointed one. Mellisa stated this is a good reason for storage.

Lawrence Edwards asked Selectmen Meisner where did the granite posts go when they were on your watch; He stated they were in the shed at the fire station.

Mike Calahane asked about selling the granite posts on the School Street property; the thought was, they could be used on town projects. They could be used on bridges, Library park and Veteran's park, etc.

Tom Hart mentioned he's had 10 people come to his home asking if they are for sale; Linda Edwards would rather not sell them. Lawrence Edwards said Bob Battles offered to move them for free to the transfer station.

WEEKLY DISUCSSION BY THE BOARD OF SELECTMEN- Review of Road Maintenance Contract

NON-PUBLIC IF NEEDED PER (RSA 91-A: 3 II (a-e))-none

ADJOURNED: 7:55 pm

Henry Spencer

Date

John Meisner

Leonard Espie