

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

**May 12, 2020**

Selectmen present: Michael Cahalane

Chuck Fuller

Tom Hart

Roll call: Michael Cahalane Aye, Chuck Fuller Aye, Tom Hart Aye

Minutes transcribed by: Christine Holbrook

The Regular meeting was called to order at 9:00am

Meeting available via call-in

**REVIEW AND APPROVE MINUTES AND WEEKLY MANIFEST:**

Mr. Cahalane made a motion to accept the work session minutes of April 29<sup>th</sup> Mr. Fuller seconded. All in favor. Roll call: Michael Cahalane Aye, Chuck Fuller Aye, Tom Hart Aye

Mr. Cahalane made a motion to accept the regular minutes of May 5<sup>th</sup>, Mr. Hart seconded, all in favor.

Roll call: Michael Cahalane Aye, Chuck Fuller Aye, Tom Hart Aye

Mr. Cahalane made a motion to accept the manifest in the amount of \$55,665.23. Mr. Fuller seconded.

Roll call: Michael Cahalane Aye, Chuck Fuller Aye, Tom Hart Aye

**PROPOSED WORK SESSIONS AND DISCUSSION:**

**Non-public to follow today's meeting**

**Work Session May 14<sup>th</sup> Thursday at 9am conference call**

**Conference call with DES May 22<sup>nd</sup> at 9am**

**ANNOUNCEMENTS:**

Please report large potholes to office for repair.

**SELECTMEN'S COMMENTS AND REPORTS:**

**Mr. Cahalane:**

Mr. Cahalane reports that construction of the expansion joint for the Elm Street Bridge is nearing completion.

Due to the continued virus threat there are no Memorial Day events scheduled at this time.

The problem tree on Drake Road is scheduled to be removed this week, the wood will be hauled off by Evans Bros.

First Responders will be receiving stipends as mandated by the State.

He will be meeting with the town assessing clerk for a listing of unknown property owners Friday.

Cemetery lot fees at Woodland Cemetery and the process of burials needs to be explored.

Calcium chloride applications will begin on Nutter, Granite and Clough Roads, providing grading is up to date.

**A Letter Agreement with HEB for engineering services in connection with the Pine River Road Culvert has been signed. Mr. Fuller made a motion to accept the terms of the agreement, Mr. Hart seconded, all in favor.** The work has been completed to reopen the road but final permits are needed

from DES to continue the project to prevent further beaver activity and better drainage of the area. The plan includes installing grates at the entrance of the culvert.

Payroll outsourcing is being explored to better utilize the time and efficiency of the office staff. Town Administrator Brian Burke will be investigating options.

ZEO Report received. Conservation Commission Report received on the Roadside pickup results. 190 bags were sorted for recycling, metal and glass were separated at Transfer Station. The Board of Selectmen contributed by picking up the blue bags left on roadsides. A great effort by all involved.

**Mr. Fuller:**

Mr. Fuller is reviewing an estimate from Midwest Industrial Tanks for several options at the Transfer Station. The tanks run from \$3750.00 to \$4,700.00 with additional \$1,500.00 shipping charges.

The Town website crashed over the weekend so a new template has been initiated.

A second quote for asbestos removal has been received in the amount of \$7,000.00 at the 33 Old Pound Road Town owned property. This quote saves the town over \$3,500.00 from previous quote. **Mr. Fuller made a motion to accept quote and go forward with asbestos removal and demolition of the building,** Roll call: Michael Cahalane Aye, Chuck Fuller Aye, Tom Hart Aye

A complaint has been received of gray water being disposed of on the ground at 670 Town House Rd. Gray water is considered the same as black water (sewage) in the state of New Hampshire. Mr. Cahalane, appointed Health Officer, will be investigating. Mr. Burke suggested the complainant submit an affidavit. Police Chief Yeaton will follow up.

The continued training programs for Transfer Station employees is now available online. Mr. Fuller will make arrangements for them to use the laptops at the Library. The Library is closed at this time due to pandemic.

Residents visiting the Transfer Station will **not** be required to wear face coverings but asks the public to be considerate of the employees there. He is looking into a money deposit box to limit the amount of contact needed. A new lane for vehicles needing cash transactions has been set up. Please follow the instructions at the facility for everyone's safety. The municipal building continues to be on lock down with no foot traffic entering building. A drop box and email are currently being used to conduct business. Committees are asked to follow proper protocol when conducting meetings. The staff is well equipped with all the necessary items to stay safe.

**Mr. Hart:**

Mr. Williams will be constructing shadow boxes for the Boston Cane. The Town is currently seeking a recipient for the honor. Please contact the office.

**Town Administrator:**

Mr. Burke commented on a letter from Trustee of the Trust Funds Chair Karen Paine reporting she received a letter from Lyle Thurston Trustee of the Effingham Falls Cemetery requesting funds for upkeep. Mr. Hart was handed a letter from Mr. Thurston from DOJ concerning the cemetery and its Trustees. The waiver states it may operate on three unrelated trustees instead of the usual five.

The phone lines at the Town Clerk's office are in process of being updated. The updates are a welcome update as well economical.

**Tax Collector Reporting:**

Deanna Amaral stated the tax bills have been submitted to Minute Man Press for printing and will be due July 1<sup>st</sup>.

**Fire Chief Randy Burbank Reporting:**

Fire Station keys should be returned from outgoing General Assistance Administrator and stored items should be inspected for relevance.

Motion made by Mr. Cahalane to recess for 5 minutes, Mr. Hart seconded, all in favor. Roll call: Michael Cahalane Aye, Chuck Fuller Aye, Tom Hart Aye  
five-minute recess at 12:05 pm  
resumed 12:10 Roll call: Michael Cahalane Aye, Chuck Fuller Aye, Tom Hart Aye

NON-PUBLIC IF NEEDED PER (RSA 91-A:3, II (a, 1)  
Selectman Cahalane made a motion to enter into non-public, Selectman Fuller seconded. Roll call: Michael Cahalane Aye, Chuck Fuller Aye, Tom Hart Aye. Selectman Cahalane called non-public @ 12:15am. Selectman Fuller made a motion to leave nonpublic, seconded by Selectman Cahalane. Public session reconvened at 12:40

Mr. Cahalane made a motion to adjourn, Mr. Fuller seconded. all in favor.  
The Board voted unanimously not to seal minutes.  
Roll call: Michael Cahalane Aye, Chuck Fuller Aye, Tom Hart Aye

Adjourned: 12:40pm

---

Michael Cahalane

5/19/2020  
date

---

Charles Fuller

---

Thomas Hart

