

**TOWN OF EFFINGHAM**  
**BOARD OF SELECTMEN**  
**MEETING MINUTES**

July 10, 2012

Selectmen present: Susan Slack  
Theresa Swanick  
Henry Spencer

Minutes transcribed by: Claudia Lamphier

At 5:30 Selectmen Slack and Swanick met with Steve DeWitt of Pine Tree Engineering to review the transfer station study draft submitted by that firm. Steve is going to make another visit to the facility to look at some of the issues that came up in discussion, before he submits his final report.

Meeting called to order: 6:30 pm

The Mail, Manifest and Signature folders were reviewed.

**PUBLIC COMMENT**

At the Board's request, the Trustees of Trust Funds attended the meeting. The group consists of three members; David Manley, Susan Yakutis and Kate Cauble. Susan and Kate, the newest members attended a session given by the Attorney General's office pertaining to responsibilities and information regarding the function of being a trustee of trust funds, an elected position. David had previously attended this session. The Trustees briefly outlined that they would meet as a group as needed throughout the year, and disperse funds from the bank as requested by authorized agents to expend. David explained that for the most part, withdrawal requests are given to the Trustees at the end of the year to reimburse eligible expenses, prior to the budget closing at the end of the fiscal year. Board members were concerned to learn that the Trustees records are kept at personal residences. It was requested that trustee records be kept at the Municipal Building. It was agreed that the records will be moved to a cabinet in the modular unit of the town offices by July 24<sup>th</sup>.

Randy Burbank reported that the Fire Department has received a donation of 2000 feet of 2 inch hose. They will use the hose as a forestry supply line. He further reported that to receive the State forestry vehicle from Moultonborough, he must have proof of insurance and a registration for the vehicle. The leak in the roof at Fire Station 2 has not been fixed yet. It only leaks with heavy rain. Selectmen informed Randy the PK Motel has been issued a notice of deficiency from DES for violations in their potable water system. Randy has not heard back from the Fire Marshall about issuance of an administrative warrant to enter on to the property for a life safety inspection.

Susan Yakutis asked if the Fire Department had future intentions of using the dry hydrant on her property. She is having flooding issues on the opposite side of the pond that are related to the dry hydrant. She noted that the Fire Department has used the pond in the recent past without using the damaged hydrant. Randy will look over the present situation and remedy it in the most effective way.

Jonathan Burbank gave his weekly report on fire/rescue calls.

## **SELECTMEN'S COMMENTS AND REPORTS**

Selectman Spencer asked Selectman Swanick if the time reports submitted for approval for the wood pellet boiler grant were acceptable. After hearing from officials that the reports looked fine, concerns were brought up by Florence Lemay who is assisting Selectman Swanick with the reporting. Selectman Swanick had no knowledge of any reason for concern and noted that she and Florence had met in the afternoon and there was no discussion regarding problems with time reports already submitted.

## **REVIEW AND APPROVE MINUTES and WEEKLY MANIFEST**

The Board approved the Minutes of July 3<sup>rd</sup>. Selectman Slack initiated discussion about the approval of the Manifest. She announced she would not approve the manifest with payment to Service Master included on it. She asked for support in amending the manifest to remove payment to Service Master. The services of Service Master were rendered at the request of Selectman Spencer who felt it necessary to cleanse the air in the staff offices after ceiling tiles with fiberglass insulation resting on them had been disturbed during the recent transition to zonal heating thermostats in the staff offices. The residue left in the air was causing health issues for staff members. Selectman Slack disagreed with the decision to retain Service Master to remediate the issue because a second Board member approval was not secured prior to Selectman Spencer approving the remediation on his own. Selectman Spencer apologized to his fellow Board members stating his knowledge of and support for the need for a majority vote for expenditure issues, but explained he felt there was an imminent health hazard involved and was concerned that a second approval may not be forthcoming for his decision to retain Service Master. After discussion Selectman Swanick motioned to approve the manifest with the stipulation that the Service Master payment be removed. The motion was seconded by Selectman Spencer. After the motion passed, Selectman Spencer asked how the Service Master invoice was to be paid. Selectman Slack said she will think about that during the upcoming week.

## **OLD BUSINESS**

Selectman Spencer reported that he has looked at construction staging as a consideration for a "catwalk" between containers at the transfer station. In discussion, it was noted that a more permanent solution to staff members needing to assist in the distribution of disposed commingled items should be the priority. It was agreed that compacting this

commodity would be the best solution, but many questions remain as to whether it is financially feasible to accomplish compacting these recyclables. Present vendors working with the Town's waste will be approached for information regarding this issue.

The Province Lake Association has requested support for a watershed plan. The Association is pursuing grant funding to assist in developing a watershed plan and community support is a major factor in the approval of grant funding. Selectmen approved a letter of support, but will not entertain the idea of committing to placing a warrant article on the ballot for the next Town Meeting.

### **NEW BUSINESS**

Selectmen have received resident calls/letters of concern regarding the transport of timber from a harvest taking place in the State Forest, over a bridge with an E2 posting. The Town's Police Department will be asked to advise the Board on what legal rights the Town and/or logger have in this case.

### **PLANNED DISCUSSION**

none

The meeting adjourned at 8:45 pm.

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Susan Slack, Selectman

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Date

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Theresa Swanick, Selectman

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Henry Spencer, Selectman