

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

April 5, 2016

Selectmen present: Henry Spencer
Lawrence Edwards
Leonard Espie

Minutes transcribed by: Claudia Lamphier

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

The Mail, Manifest and Signature and Action Folder were reviewed.

Pledge of Allegiance

REVIEW AND APPROVE MINUTES and WEEKLY MANIFEST

The Board approved the minutes of the March 22nd meeting and the weekly manifest in the amount of \$52,235.58.

PUBLIC COMMENT:

The Carroll County Commissioners attended the meeting. They have been going to Selectmen's meetings throughout the County in an outreach effort to exchange information. They reported that their budget has just been approved with some significant cuts made which will negatively effect the operation of some areas of County operations. They are hoping to continue in their outreach efforts and encouraged others to attend their meetings. It was pointed out that they meet at a time when most working people are unable to attend. The Commissioners are considering having one meeting monthly at a later time.

Linda Edwards asked if the plan derived from study of the Library/Town Hall parking area has been submitted. Selectman Spencer has received that plan in the enlarged format and it will be copied for the other members of the Board.

Chris Seamans and Linda Edwards asked if any progress has been made in the effort to create a veteran's memorial on the grounds of the Library/Town Hall. Anything done in that effort to date, has been done by volunteers. Maureen Spencer noted that she and others are trying to raise private funds for this project. Erik Jones noted that the honor roll at Lord's Hill Meeting House is being maintained and there are future plans for ongoing maintenance/restoration of that structure. Selectmen reported there has been no municipal plan put forward to date. Chris also spoke about the deterioration of many small family cemeteries throughout town, noting that some cannot even be located at this point. He stated his opinion that these cemeteries are important historical landmarks that the town should maintain. He also asked if the town should consider a private contractor for data entry to the assessing software until staff members are trained.

Maureen Spencer reported that there will be a CPR course at the Library on Friday, April 22nd at 4:00 pm. All are invited to attend. There will be a \$10 fee for those who want a card to verify completion of the course. She also asked for an update on the appointment of trustees for the Silent Poor fund.

Mr. Potter suggested the Board consider including a link to the website of “Government Oversight” on the Town’s website. He feels many will benefit from being able to view the Selectmen’s meetings, which are now being recorded and posted online by that group. He also noted his appreciation for former Selectmen, Chris Seamans and Bill Piekut, and their ongoing participation in town affairs.

Tom Hart asked the Board if there are performance standards included in the contracts entered into with those contracting services to the town. Selectman Spencer noted that this may be an area which should be reviewed.

PLANNED DISCUSSION:

The road contractor attended the meeting for a monthly update of road issues. It was noted that some gravel roads are in need of grading, but with the ground still frozen that cannot be done. It is hoped that the grading of gravel roads will commence after this weekend. The road contractor was notified that the three Selectmen have divided the town’s roadways into three sections and each Selectman will monitor the condition of roadways in their assigned section of town. It was clarified that this will not alter any of the responsibilities of the road contractor.

SELECTMEN’S COMMENTS AND REPORTS:

Selectmen Spencer reported that he has reached out to a grant writer who has responded that she is too busy to take any more projects at this time. The grant writer will be asked to refer the Board to another professional in that field.

The town has been approved for liability insurance coverage through Primex, which is a member pooled risk management insurer. Primex currently provides the town’s coverage for unemployment and worker’s compensation insurance. A new liability insurance carrier must be retained at this time, because the current carrier is ceasing business operations on June 30th of 2016. Selectman Edwards would like to explore alternative insurance options through commercial insurance companies. He will report back on his findings.

The town’s assessing firm, Avitar Associates will be taking over most of the data entry function now that the assessing clerk has resigned. It was noted that this will be an additional cost to the town. A staff member of Avitar will be training staff members in data entry.

The granite posts purchased for Woodland Cemetery will be installed when weather permits.

Selectman Spencer will be working on a spreadsheet to make it easier to define and monitor progress on projects being worked on by the Board. Selectman Edwards is creating a checklist of deficiencies of municipal facilities in an effort to prioritize needed improvements, repairs and maintenance tasks.

OLD BUSINESS:

Selectmen will be arranging for road crack sealing, after deciding to add sections of Elm Street to those streets already slated for application of sealing material.

An engineer who works closely with Miche Corporation, has agreed to examine the abutments on the Granite Road Bridge for structural integrity.

Ralph (Tom) Thompson will be delineating areas of the Thompson property, which were disturbed last year in the process of creating drainage along the roadside. Those areas will be worked on by the road contractor to repair/restore them.

NEW BUSINESS:

Selectmen recently met at the Transfer Station to discuss the water drainage problem there. They will request estimates for work to remediate that problem with the road contractor, Dig & Doze and Lakes Region Paving.

Selectmen will be requesting the Fire Chief secure estimates for the cost of closing in the lean-to at Fire Station #2.

The Board concluded formal session at 7:30 pm for a work session which the public was invited to attend.

WEEKLY DISCUSSION BY THE BOARD OF SELECTMEN:

The Board discussed the Stevens Road Bridge project and the building checklist.

The meeting adjourned at 8:20 pm.

Henry Spencer

Date:_____

Lawrence Edwards

Leonard Espie