

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

November 15, 2016

Selectmen present: Henry Spencer
Lawrence Edwards
Leonard Espie

Minutes transcribed by: Cheryle A. Feirick

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

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

Pledge of Allegiance

Selectmen Spencer announced the minutes will be transcribed from a recording

REVIEW AND APPROVE MINUTES and WEEKLY MANIFEST

The board approved the weekly manifest in the amount of \$40,334.10. After some discussion of the changes made on November 7 from the November 1, 2016 minutes they were approved by Selectmen Spencer and Espie. Selectman Edwards did agree with the changes and expressed he will check with the Attorney. Selectman Edwards did not approve the minutes.

PUBLIC COMMENT: John Meisner asked Selectman Edwards who was going to pay for him to contact the attorney to ask question(s) on changing minutes; Selectman Edwards responded he will because he will contact the municipal attorney, he only contact the town's attorney when it involves a court case.

PLANNED DISCUSSION WITH DEPARTMENT HEADS:

Fire Chief Burbank met with the board on his monthly meeting. Included in the report was the workshop he attended last Thursday on reverse E911. Documents were handed out to the Chair of the Board detailing this information. There will be two posting in the town explaining to the town's people on how procedure works in receiving notice of emergencies. Chief Burbank reported on an individual who was a junior firefighter for the last 2years and has now completed the EMT course on his own. The Chief received the completed background check on this individual and would like the board to approve him as a full member of the department. Selectmen Spencer asked the Chief to put this in writing for the Board to sign. It was agreed since the discussion took place and all three Selectmen agree, the document will be left with the Selectmen's office for the them to come in and sign. As an EMT he does not receive full gear, the gear he has is not rated for interior fires. Chief Burbank submitted a list of items explaining what falls under the department's maintenance equipment line. Chief Burbank was asked why the town maintains the school's generator; he explained the school is the emergency shelter for the town. Chief Burbank went on to explain the agreement with the school board is, if the town used the school for emergency shelter, then the town would have to pay to have the generator installed and maintained. The Chief clarified the generator was put in with a grant. On December 12, Chief Burbank and Selectmen Espie will do a walk thru with Knight Security at the Library/Town hall reviewing the estimate of the proposed fire alarm system.

Rebecca Boyden, Zoning Enforcement Officer met with the board on her monthly meeting. She had inquires about discontinuing paper roads. Ex: a resident owns 2 lots and the paper road comes in between, that resident would like to merge these two lots. She would like to look into the process of doing away with the paper roads. Tis area was surveyed last in 1908. Paper roads are considered owned by all the residents in this subdivision. This could turn into a big can of worms. Selectman Spencer and Rebecca will start looking into the legal standing. She is following up on end of the season work. Mike Cahalane spoke on a workshop he attended with the subject being discussed. Mike expressed the Planning Board should be involved as well.

SELECTMEN'S COMMENTS AND REPORTS:

Granite Road Culvert: Selectman Spencer reported speaking with an Attorney at the NH Municipal Association about the three culverts recently installed on private property. The rule in the Attorney's estimation was the culverts were installed when the re-construction work was taking place and shouldn't cost the property owner. The culverts were incidentals to the drainage work. Selectmen Spencer stated his position is if there was an original driveway cut out in this location then he would leave the culvert there. He doesn't feel we (the town) should pay to have it removed. Selectman Edwards expressed the need to develop a policy for the future. Selectman Edwards motioned to not remove the culvert, second by Selectman Espie, all are in favor to leave the culvert there.

Waste Material Leveling Agreement: Each of the Selectmen had an opportunity to review the agreement. There was discussion on noting a minimum amount of material of 160 yards of material on the agreement. Adjustments maybe required in the future on the yards of material. The board needs to look at this as a benefit for the town, not cost the town money.

Road budget vs actual: As of last week there was about \$10,000. remaining, Selectman Spencer reported after looking at the bill in the manifest there is approx. \$3,000 remaining. Selectman Edwards stated the board should have a more current print out. Selectman Espie suggested the board ask for a request from the office on a current basic.

Structure on Steven's Road-the property had until November 15, 2016 to secure. Selectman Edwards reported not going out there to check, he doesn't know if it was done but he took the property owner's word that it would be done by this date. There will be a follow up on this matter.

Court date: Injunction scheduled for November 17, 2016 at 1:00pm.

Stevens Road: Steven's Road: Selectman Spencer did not have an update on the exact figures remaining, because the office was busy last week he wasn't able to work with them.

Procurement Policy: The attorney has not completed his review. Selectman Edwards stated he received an email from the Town Administrator about an ordinance the Attorney is drafting up for the board.

Cold Patching: to continue until it freeze up

Molly Philbrick Road- estimate from White Mountain Survey was received today and is in the mail folder. Selectman Edwards will contact Rick Bacon to see if he is interested in looking at the site and to give a price for a plan.

OLD BUSINESS:

Elm Street Bridge Maintenance: Selectman Edwards asked if the board will be putting this out to bid again. Mike Cahalane pointed out the warrant article that was passed is not for bridge maintenance, it is for replacement of bridges. Erik Jones suggested the board develop a bridge maintenance fund-warrant article. Selectman Edwards and Espie will work on this together. Resident Liz Bailey asked for a clarification on the bridge fund.

Small Library: Still waiting for the ground to freeze

Bonnyman Road: Selectmen Spencer is trying to work out where the money for the Town's share will come from. This will possibly have to wait until next year's budget. Highway Contractor has not spoken to the Engineer yet.

Grants: The board agreed \$1392.00 is a reasonable dollar amount to start the process of looking into grants. Selectman Spencer will work with the Town Administrator to see where this money can come out from the existing budget. Selectman Espie will be involved once it gets moving along.

159 Green Mountain Road –The Selectmen’s observation was this doesn’t look like the damage was done recent. No apron was done at this driveway when the road was done last by the town.

Boston Post Cane update: Selectman Espie spoke on trying to have the cane engraved first. Erik Jones will send an electronic copy of the initial document he drew up to be forward to Selectman Espie for his review.

Transfer Station: Selectman Espie reported on meeting he had with Claudia and Mark reviewing other town’s policies. They agreed not to implement any drastic fee changes. Mark and his crew will watch people closely who are coming in with construction material. Mark will stress to these people, they must be renting containers and the board needs to back Mark up. Discussion took place on increasing the transfer permit will fee to \$10.00, motion made by Selectman Espie, seconded motion by Selectman Edwards. The board cannot vote tonight, a public hearing per RSA 41:9-A is required first. The board has the authority only to set fees.

Selectman Edwards handed out a 22 page document on “operation of volunteer fire departments”, the (source) he obtained it from was a computer. The board members will review and schedule a work session to go over the material.

NEW BUSINESS:

A 91-A request was made for plans on the Granite Road reconstruction, Selectman Edwards stated there was no plan done by an Engineer. Selectman Edwards will stop by the office with any documents he may have. John Meisner asked how could there not be any plan for Granite Road; Selectman Edwards stated there was only a general plan. Then how could the board come up with figures without a plan? Mike Cahalane asked if we knew where these culverts were going before starting the reconstruction. Selectman Spencer did agree he is taking responsibility for poor planning when it comes to road work. Mike Cahalane stated with having these plans, the plan would have shown where these specific culverts were going. He said as you may agree Henry, you didn’t know where these culverts were being placed and either did the public. Mike talked again about the services from LRP that are available to the board. Selectman Espie: spoke on meeting with the Fire Chief at the station on some concrete work and water heater leaks. The board will include these items when doing budgeting this year.

PUBLIC COMMENT:

John Meisner cautioned the board on making too many changes too fast. The residents did not accept the last fee change (ie. tires and electronics). He mentioned one way to restrict commercial dumping is for the town to purchase a scale. Mike Cahalane mentioned permits are pulled for non-forming lots. He is one of those people who use his truck(s) for household garbage. Possibly consider an individual who has more than one vehicle they use to transfer waste. Liz Bailey strongly agreed with the importance of the public hearing for fee increases. She also asked if the grant writer came to the town or how did they go about getting the grant writer. Henry explained a resident provided the information and he followed through with contacting them. She certainly agrees the importance of grant writing. Liz asked about a volunteer program the town has for high school student. Clarification was made the library has a volunteer program and the high school is aware of this.

NON-PUBLIC IF NEEDED PER (RSA 91-A) – None

WEEKLY DISCUSSION BY THE BOARD OF SELECTMEN: The board will meet at 3:00pm on Tuesday November 29 to review the information of “operation of a volunteer Fire Department”. Fire Chief Randy Burbank will be included.

Adjourned @ 7:00 pm

Henry Spencer

Date

Lawrence Edwards

Leonard Espie