

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

May 29, 2012

Selectmen present: Susan Slack  
Theresa Swanick  
Henry Spencer

Minutes transcribed by: Claudia Lamphier

Meeting called to order: 6:30 pm

The Mail, Manifest and Signature folders were reviewed.

At 7:05, the Board entered into a non-public session to speak with a property owner who has delinquent taxes to the extent that the Tax Collector will be deeding his property to the Town before the end of June. The property owner negotiated a payment arrangement to satisfy the tax arrearage.

By unanimous vote, the public session resumed at the conclusion of non-public session at 7:20 pm.

**PUBLIC COMMENT**

Fire Chief Burbank reported that the Department yard sale was a success. He told the Board about an accident on High Watch Road in which the road was damaged. He suggested the Town file a claim with the operator's insurance for damage to the road. Assistant Chief Nitz has looked at the forestry vehicle that is available through the State of New Hampshire. The truck is in good repair. Randy also spoke to the Board about concern over a resident burning in his yard. The wood being burned was too large for a yard fire and the resident was told to remove the larger wood from the fire.

Randy Burbank has looked at the stairs at the Library/Town Hall building. He will be replacing some boards on the front stairs. He did not feel that the ramps at the back of the building needed replacing at this time.

Jonathan Burbank gave his weekly report on Fire Department calls.

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

Selectman Swanick reported that the wood pellet boiler is on site and installation work is underway. The Bacon-Davis reporting session was held and all found it very informative. Many of the reporting requirements are not pertinent to this project due to work being done by owner operators who are considered exempt.

Transfer station attendant, Roger Steding will return to work on June 13<sup>th</sup>. The temporary attendant will be advised that Roger is returning.

A town owned property with the former owner currently still living in the dwelling is soon to be vacated. A letter from the former owner stating a specific date of departure will be requested. At that time, all remaining items left on the property will be considered town owned.

Selectman Spencer attended a Health Officer's workshop. In the workshop adopting an RSA indemnifying employees and officials from liability was discussed. He also reported that he has been unable to schedule a time for Plan NH to meet with interested parties.

Selectman Swanick has changed website hosts for the Town of Effingham's domain name.

Selectman Spencer has been unable to reach David Manley to gain insight into the marking of gravesites for interment.

## **REVIEW AND APPROVE MINUTES**

The Board approved the non-public Minutes of May 22<sup>nd</sup> and the weekly Manifest.

## **OLD BUSINESS**

Reported in Comments and Reports

## **NEW BUSINESS**

The Board of Selectmen voted unanimously to award the roadside mowing contract for 2012 to David Elliott. He bid \$9,878.87 for the project. The other bidder, Richard Eastman submitted a bid of \$10,500.

The Board approved the replacement of the crash bar on one of the doors at the Library/Town Hall building.

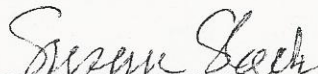
Randy Burbank will be replacing a street advisory sign near the Grange building. The

current sign advises there is no parking, not clearly indicating what area is being referred to as restricted. It will be replaced with one advising that there is no parking from the sign to the end of the street.

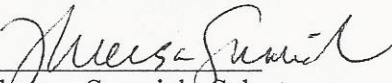
#### PLANNED DISCUSSION

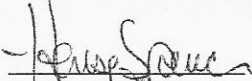
The Board had a discussion with Rebecca Boyden, the Town's Zoning Enforcement Officer regarding the duties assigned to her position. Selectman Slack noted that since the entire Board of Selectmen has changed since Rebecca was hired, it was prudent to review the requirements of the job as Rebecca perceived them. The Board offered some input suggesting additional duties which Rebecca agreed would be beneficial. Rebecca will be creating a flow chart to depict the process to be used for properties found to be out of compliance with the Town's ordinance. She will also draft a suggested job description for her position and some new forms and reports.

The meeting adjourned at 9:45 pm.

  
Susan Slack, Selectman

6/12/12  
Date

  
Theresa Swanick, Selectman

  
Henry Spencer, Selectman