

**TOWN OF EFFINGHAM
BOARD OF SELECTMENT
MEETING MINUTES**

January 31, 2017

Selectmen present: Henry Spencer
Lawrence Edwards
Leonard Espie

Minutes transcribed by: Cheryle A. Feirick

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

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

Pledge of Allegiance

REVIEW AND APPROVE MINUTES AND WEEKLY MANIFEST:

The board approved the regular minutes of January 17, 2017 and minutes of the work session for January 26, 2017. Bi-weekly manifest was approved in the amount of \$78,137.88.

PUBLIC COMMENT:

John Meisner thanked Selectman Spencer for removing the "DRAFT" watermark from the agenda. Mike Calahane asked about manufacture housing question that came up a while ago on the trailer on Snow Road. Selectman Spencer stated he spoke to Rebecca the town's Zoning Enforcement Officer about how it is determine the "trailer" meets HUD's current requirement; Selectman Spencer will follow through with Rebecca on where this stands.

PLANNED DISCUSSION WITH DEPARTMENT HEADS:

Transfer Station Manager Mark Bussiere was present for his report. He stated there have been no issues that come to mind. Mark was asked by Selectman Edwards if the winter road contractor should be in contact with Mark when snow plowing and sanding is needed. There was discussion about not replacing the recently retired full time employee. Selectman Spencer stated by eliminating this person the town would be cutting 30% man hours. The concerns that came up about not hiring a fourth person are if someone is on vacation and another gets sick, this is leaving the town wide open for liability especially if the only employee got hurt or hazardous waste was brought in and deposited in the wrong location. Selectman Edwards doesn't agree there is a need for an additional employee, three will work. Selectman Espie agrees that an additional on call, revolving employee is needed. Selectman Spencer made a motion for the board to inform the budget committee to put half the salary back into the transfer station salary line, Selectman Espie seconded. Vote was taken and passed by Selectman Spencer and Espie. The Budget Committee will be notified at the public hearing of this change.

Ralph Thompson spoke about moving his office two days a week into his car to the transfer station to volunteer as a second individual a few years ago when Mark was all by himself. Mike Cahalane pointed out the original plan for the transfer station was to have a knee high wall for residents to dispose of their trash without having to climb up on pallets. A resident climbing on pallets increases the risk of an accident happening and opening the town up for liability. Erik Jones spoke on the reason for having the attendants' shed at the entrance of the transfer station.

SELECTMEN'S COMMENTS AND REPORTS:

Work Sessions: Discussion on scheduling work sessions during a public meeting. The next work session will be Tuesday, February 7 @ 1:00pm to review Procurement Policy and to review final edits on summer road contract. Postings will be placed. Selectman Edwards expressed the need to have a work session every week until the board gets caught up and this conversation is getting to technically.

Structured on Steven's Road-It was reported the certified letter was returned unclaimed, but not the first class letter. The next step will be to post notices around the property and in a notice in the newspaper requiring the property owner to secure the property. If there is no response the town will take the necessary measures to secure the property at the owner's expense. A lien will be placed on the property to recoup expenses.

Boston Cane: Two nominations were received by the Selectmen's office to date. One nominee has been living in Wolfeboro for the past six months and renting his property to non-relatives. The qualifying nominee needs to be contacted and ask if they are willing to accept the cane. If they are willing to accept, a certificate will be made up, and a date to set up to presentation of the cane.

Frost Heave signs: Selectman Spencer will contact Dig N Doze to put up signs at designated locations.

Snow Road, Granite Road and Steven's Road Bridges: Selectman Edwards reported Eckman Engineering did two bore tests at Snow Road Bridge that need to be redone, one test was done and they need to complete a second one at the Granite Road Bridge. They also did a visual inspection of the Steven's Road Bridge and reported concerns at one end of an abutment. Eckman verbalized to Selectman Edwards the need to take precautions; one would be to place jersey barriers that reduce the bridge to one lane-12.5.feet. One-lane Bridge ahead- signs would need to be purchased and installed, along with locating the barriers and how and who will place. The district's transportation department, dispatch and road contractors will need to be notified. This will still allow school buses and plow trucks to still use the bridge. If the bridge is reduced to 3 tons, a school bus cannot use this bridge. Eckman will submit a written report of their findings and recommendations. Jory Augenti stated he wanted to thank the four know it all who brought the injunction against the town should be proud of themselves for costing the town more money on Steven's Road. Selectman Spencer spoke on the report received today from NH DOT.

Manifest: Suggestion was made for the possibility of the payable part of the manifest be made available prior to Tuesdays for review by the individual Selectmen to cut down on time spent when the Selectmen's meeting started. The Town Administrator informed Selectman Edwards the payroll part would not be completed before Tuesday afternoon because of the day payroll period ends.

91-A requests: Selectman Edwards asked if 91-A requests forms were still being used. It was reported if the request is made and cannot be fulfilled immediately then the form is used. If the request of information is readily available then the form isn't used. An example was given, when there is a document spoken about in front of the public at a meeting, 91-A request form isn't used. Resident Steven Regal suggested a log be kept of all requests that come in for information.

Molly Philbrick culvert document: Selectman Edwards will obtain this information.

BUDGET ITEMS:

Library Fire Alarm: A resident's written request was made for the Selectmen to consider putting \$6,000.00 in the budget for the fire system at the library. The board agreed to follow through with this.

Warrant Article for bridge maintenance: Selectman Spencer asked if an article was put forward to the budget committee. He will speak to Claudia to clarify.

NEW BUSINESS:

Cover of the town report: Selectmen Edwards reported the Preservation Society Grange picture will be on the front cover of this year's town report.

PUBLIC COMMENT:

Resident Maureen Spencer stated she can't believe the board would entertain one person at the transfer station. Number 1 safety; number 2 the minuscule amount of money they are cutting vs. safety. The discussion of reviewing folders in advance of meetings, she suggested announcing what they are reviewing the folders, specific items being reviewed; previous boards use to do this.

Tim Hart suggested combining the transfer station employee with the snow shelving contracts.

Steve Regal suggested Mark-Transfer Station manager keep track for two months and report back to the Selectmen to determine where and if there is a need for a fourth employee.

John Meisner asked if found out if Eckman Engineering does bridge maintenance.

Mike Cahalane regarding 91A requests (the 5 days)-he mentioned there have been many requests he made that haven't been addressed; ex: who initially did the procurement policy the board worked off of; where did the maintenance RFP come from originally.

Tom Thompson he requested the board have hard numbers for Eckman Engineering's involvement in the process of the Stevens Road Bridge. Tom spoke on the three options Eckman Engineering proposed for Snow Road Bridge; the difference in cost for a precast vs. poured depending on the span of the bridge.

Jory Augenti spoke on the Steven's Road Bridge is made of old split stone.

Erik Jones stated the flooring in the Municipal Building has not been treated since about 2015. He reminded the board there is asbestos in the flooring and by having it treated encapsulates the asbestos from being omitted into the air.

The board recommended the procurement policy spacing be increased to 1.5 spaces between line to allow them to make edit for next Tuesday's work session.

NON PUBLIC IF NEEDED PER (RSA 91-1:3 IId)): None

WEEKLY DISCUSSION BY THE BOARD OFD SELECTMENT: None

Adjourned @ 7:10pm

Henry Spencer

Date

Lawrence Edwards

Leonard Espie