

**Town of Effingham
Board of Selectmen
Meeting Minutes**

March 21, 2017

Selectmen present: Henry Spencer
Leonard Espie
John Meisner

Minutes transcribed by: Claudia Lamphier

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 minutes of March 2017. Manifest was approved in the amount of \$27,557.90.

PUBLIC COMMENT:

Avril Beslile addressed the board regarding a letter she received. She was asked to mitigate a water run off issue occurring from her property into the public roadway of Town House Road. She told the board that it was normal snow melting causing the pooling and then freezing of water run off. She also informed the board that a search warrant had predicted a search of her home which revealed no evidence of animal cruelty. She questioned why the board held a non-public session to discuss an issue involving her and questioned the legality of same.

Erik Jones reported he is soliciting signatures for a petition for a road marker to be placed within the Historic District. The marker will be about the Town Hall/Library building.

Maureen Spencer the town's general assistance administrator reported that she has a family in need of children's clothing, house wares, towels, sheets and dishes. She also reported the library will be holding a "Meet and Greet" event for new parents in town to introduce themselves and their children to the library staff and other towns people.

PLANNED DISCUSSION WITH DEPARTMENT HEADS:

Fire Chief Burbank reported he is scheduling regular maintenance for fire department equipment. He also asked the status of payment to the Fire Fighter's Association for shoveling done at the fire stations. The question of whether the Chief needs to be reappointed for each third year term was discussed. A referenced e-mail from legal counsel will be printed and reviewed. The hot water heater at fire station 2 is leaking. Chief Burbank also requested an effort be made to inform people about the reverse 911 system.

Rebecca Boyden presented a letter to the board. She stated the letter was a result of the board not taking any apparent action on her report that a public official had undermined her as an employee in public. She reported that she is working with some property owners regarding some zoning ordinance violations.

SELECTMEN'S COMMENTS AND REPORTS:

Selectman Spencer was reappointed as Chairperson by his fellow Selectmen. Newly elected Selectman, John Meisner was welcomed to the Board. He accepted a position as the Selectmen's representative on the Budget Committee. Selectman Spencer will serve on the Planning Board and Selectman Espie will serve on the Historic District Commission. Chairman Spencer informed Selectmen Meisner that changes have been made to the SOPs and SOGs of the Effingham Fire/Rescue Department. He can find the revised documents in the Selectmen's office. He will need to be caught up on the present status of ongoing projects.

The Board will be working on obtaining and customizing an RFP for engineering services for the Steven's Road culvert installation.

Board members will get together for a work session on Wednesday, March 22nd at 4:30.

The Historic District Commission is researching grants for replacement windows at the Town Hall/Library.

Selectmen are assessing the snow shoveling needs of each town facility in an effort to assess what might be the best and most economical way to address this need.

Selectman Espie will contact an electrician to talk about electrical needs at the transfer station and the police department side of the modular unit at the Municipal Office Building. The stairs of the modular unit need to be replaced.

The board will seek engineering advice regarding best management practices which should be used on Molly Philbrick Road and to find if a permit is necessary to increase the size of the culvert that will be replaced on that road.

Selectman Meisner will contact Evans Brothers to have them move the jersey barriers on Stevens Road.

Board will meet for a work session on Wednesday at 4:30 to review the newly approved procurement ordinance.

PUBLIC COMMENT:

Edith Sharp announced the Effingham Church will be holding a breakfast on Saturday at 8:00 am.

WEEKLY DISUCSSION BY THE BOARD OF SELECTMEN-

NON-PUBLIC IF NEEDED PER (RSA 91-A:3 II (a-c)) Selectman Spencer made a motion to go into non-public; Selectman Meisner seconded. Roll-call: Henry Spencer-I, Leonard Espie-I and John Meisner-I. The board entered into non-public session at 6:50. They met with the general assistance administrator to discuss an incident involving a police action. The GA administrator has developed a procedure for responding to certain situations where the police department needs direction or assistance from the administrator. The discussion ended at 7:08 pm.

At 7:10 pm, the board entered into non-public session with the town administrator. A personnel issue was discussed as a prelude to a discussion reminding all that careful consideration be given to confidentiality when issues related to personnel matters are involved. The town administrator also discussed a matter related to her own role as it relates to interaction and assistance to the board and board members. This non-public discussion ended at 7:50, when the board voted to resume public session. Unanimous vote to not seal the minutes.

After a brief discussion wrapping up topics discussed at the meeting, the board adjourned at 8:15.

Henry Spencer

Leonard Espie

Leonard Espie

John Meisner

John Meisner

4/4/2017
Date