



**Town of Effingham, NH
Board of Selectmen Meeting
Minutes from March 30, 2021**

PRESENT: Michael Cahalane, Chairman
Chuck Fuller, Member

Audrey Fraizer, Town Administrator

EXCUSED: Thomas Hart, Member

Minutes transcribed by Audrey Fraizer.
Meeting available to public via ZOOM.
The Regular meeting was called to order at 9:00 AM

GUESTS:

Councilor Joe Kenney joined the meeting to introduce himself and updated the Board of Selectmen on various initiatives at the State level. Of specific interest was the funds that may be made available for road and related infrastructure projects. The Board will be forwarded his weekly reports.

The Board had a phone interview with Winston Morrow regarding the Appointment Recommendation from the Historic District Commission for him to join the Commission as an alternate member. Mr. Morrow lives in the Historic District and expressed his interest in the area and the Town. Selectman Fuller made a motion to approve Mr. Morrow to the HDC, Chairman Cahalane seconded the motion. Both were in favor.

REVIEW AND APPROVE WEEKLY MANIFEST:

Motion made by Chairman Cahalane to accept the minutes of March 16, 2021. Selectman Fuller seconded. All in favor.

Motion made by Chairman Cahalane to accept the manifest for March 30, 2021 in the amount of \$20,547.58, Selectman Fuller seconded. All in favor

Board reviewed mail and signature folder. Letter to Trustees for cemetery spring cleanup funds. Letter for Mr. Thompson which Selectman Fuller will deliver.

Announced that Town Clerk is seeking for questions for candidate's night. Candidate's night is April 13, 2021. Town Clerk verified it would only the Selectmen at 6:30 on April 13th.

91-A requests were reviewed.

SELECTMEN'S COMMENTS AND REPORTS:

Selectman Fuller:

- Selectman Fuller provided the contract for the architect for the Historic Town Hall project.

- He inquired about the LRPC buying services for gas. He will pursue. Chairman Cahalane recommended having our own tanks at Fire Station 2 and at the library. He will take on inquiring about the propane buying options for the Town.
- Selectman Fuller, Grace Fuller and the Town Administrator will be working on the Personnel Policy.
- Health Officer email address was discussed and how it would work. Chairman Cahalane will be primary contact and Selectman Hart is deputy. Ms Fraizer will confirm Selectman Hart can get access via the web.
- FCC eRate Program is under a tight timeline. Selectman Fuller reviewed the advantages of participating and the cost associated to the library.
- The safety manual for Historic Town Hall (HTH) project was discussed. It is recommended that the manual be specific for the HTH. Cobalt Construction who has oversight on the HTH project will be using the safety manual in managing the project. Chairman Cahalane has inquired with PRIMEX and the Town will need to develop a Town specific safety manual. Chairman Cahalane suggested to Chief Burbank and the Safety Committee review the Safety Manual

Chairman Cahalane:

- Jeff Libby revised contract was reviewed. It will be reviewed and signed at the end of the meeting. Selectman Fuller made a motion that the Timber Sale agreement with Jeff Libby be approved pending a final review. Chairman Cahalane seconded. All in favor.
- Chairman Cahalane discussed the permits for the Pine River Road culverts that are required to be repaired by the State. The ARM payment required will be in the amount of \$1,644.42 and will be processed through HEB. A portion of the project is going to extend onto Conservation Commission property. The State will accept a letter of agreement between the Board of Selectmen and the Conservation Commission instead of an easement to put rip-rap for the wetland impact. There was discussion related a need to purchase additional culverts.
- Chairman Cahalane addressed the spring road status and various road projects. A meeting is going to be set up with road contractors to visit various sites in town that need to be addressed.
- A company has approached the town to be part of the towing rotation for the Town. Chairman Cahalane is working with Chief Duchesne on making a decision.
- The Town is awaiting confirmation of the sign order that has been placed with the State.
- Effingham are members of the New Hampshire Public Works Association. Chairman Cahalane is going to meet with the vice-president of the association for their newsletter.
- The Town is awaiting the presentation materials from CMA. Mr. Straub of CMA will be providing an abbreviated presentation at the April 6th BoS meeting.
- Town is still waiting for Mr. Nason's landscaping contract.
- Chairman Cahalane has been in contact with Ossipee's Town Administrator to identify the recreation schedule and expense associated with Effingham's involvement.
- The Police Department has received complaints of ATVs on Green Mountain Road.

TOWN ADMINISTRATOR COMMENTS:

- A&B Lock corrected some camera issues. They still need to work with the Police Department.
- Lenharth computers still needs to work with the police department.
- The School has acknowledged 3 students coming off of the Effingham Roster.
- The Accountant helping clean up 2020 books is in December.
- The Town Report is a priority.
- The Office Assistant position has been posted for over a week.
- Zoom meetings are being uploaded to You Tube.

COMMENTS FROM THE PUBLIC: None

The Board of Selectmen reviewed the contract with Mr. Libby. Chairman Cahalane made a motion to approve. Selectman Fuller seconded. All in favor.

Selectman Fuller made a motion to go into non-public at 10:47 a.m., Chairman Cahalane seconded it under 91-A: 3 II a Roll call: Fuller Aye, Cahalane Aye.


Chairman Cahalane made a motion to come out of non-public at 11:26 a.m., Selectmen Fuller seconded. Roll call: Cahalane Aye. Fuller Aye

Minutes not sealed.

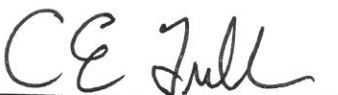
Ms. Fraizer asked Selectman Fuller to verify Mark Bussiere's training on October 15, 2020.

The Board entered into non-public at 10:45
The Board returned from non-public at 11:34
Minutes were not sealed

ADJOURNMENT: Chairman Cahalane made a motion to adjourn. at 11:35 Selectman Fuller seconded. All in Favor.


Michael Cahalane

April 20, 2021
Date


Charles Fuller